



Agenda
Monday, November 25, 2024, 6:30 PM

Regular Session, 6:30 PM, City Hall, 114 North Broad Street, Salem, Virginia 24153

WORK SESSION

[WORK SESSION IS CANCELLED FOR NOVEMBER 25, 2024](#)

REGULAR SESSION

1. Call to Order
2. Pledge of Allegiance
3. Bid Opening, Awards, Recognitions
4. Consent Agenda

A. **Citizen Comments**

Comments from the public, limited to five minutes, not already having a public hearing at the same meeting.

B. **Minutes**

Consider acceptance of the November 6, 2024, Special Meeting Closed Session minutes and the November 12, 2024, Work Session and Regular Meeting minutes.

C. **Financial Reports**

Consider acceptance of the Statement of Revenues and Expenses for the four months ending October 2024.

5. Old Business
6. New Business

A. **Council Salary Ordinance**

Hold a public hearing and consider the first reading of an ordinance increasing and establishing the annual salaries of the Mayor and Council effective July 1, 2027. (Advertised in the November 16 and 17, 2024, issues of the *Roanoke Times*.)

B. Amendment to the City Code - Chapter 106, Zoning

Hold public hearing and consider ordinance on first reading amending Chapter 106, Zoning, Article IV Development Standards, section 106-406 miscellaneous provisions of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to storage containers. (Advertised in the November 16 and 17, 2024, issues of the *Roanoke Times*.) (Planning Commission Public hearing was held September 11, 2024 and item was continued to the November 13, 2024, meeting. (Planning Commission recommended approval with a unanimous vote.)

C. Amendment to City Code - Chapter 18

Consider adoption of ordinance on first reading amending Chapter 18, Buildings and Building Regulations, Article VII, Historic Structures be renamed and by adopting additional sections 18-701 through 18-805 of the Code of the City of Salem, Virginia, pertaining to the Maintenance of Structures, Spot Blight Abatement, and Vacant Building Registration.

D. Amendment to the Zoning Ordinance

Consider ordinance on first reading regarding the request of Virginia Baptist Children's Home and Family Services d/b/a Hopetree Family Services (Salem CI) f/k/a The Virginia Baptist Children's Home f/k/a Baptist Orphanage of Virginia, property owner, for rezoning the properties located at 1000 block Red Lane and a portion of 860 Mount Vernon Lane (Tax Map #'s 41-1-1, 41-1-2, 41-1-3, 41-1-4, 41-1-5, 41-1-6, and a portion of 44-3-10) from RSF Residential Single Family District to PUD Planned Unit District with proffered conditions. (The Planning Commission and City Council held a joint public hearing during the Planning Commissions regular meeting on November 13, 2024 as advertised in the November 1 and 4, 2024, issues of *The Roanoke Times*. The Planning Commission recommended approval by a 4 to 1 vote).

E. Special Exception Permit

Consider for approval the request of Jason N. and Jennifer C. Fountain, property owners, for the issuance of a Special Exception Permit to allow an accessory apartment on the property located at 621 North Broad Street, (Tax Map # 70-2-1). (The Planning Commission and City Council held a joint public hearing during the Planning Commissions regular meeting on November 13, 2024 as advertised in the November 1 and 4, 2024, issues of *The Roanoke Times*. The Planning Commission recommended approval by a unanimous vote).

F. 2025 Legislative Package

Consider the adoption of Resolution 1489 adopting a Legislative Program for the 2025 session of the Virginia General Assembly and petitioning the General Assembly to favorably consider the issues and topics addressed herein.

7. Adjournment



CITY COUNCIL

MINUTES

Wednesday, November 6, 2024 at 4:00 PM

Council Chambers Conference Room, City Hall, 114 North Broad Street, Salem,
Virginia 24153

1. Call to Order

A special meeting of the Council of the City of Salem, Virginia, was called to order at 4:00 p.m., there being present the following members to wit: Renée Ferris Turk, Mayor; James W. Wallace, III, Vice-Mayor; Council members: Byron Randolph Foley, William D. Jones, and H. Hunter Holliday; with Renée Ferris Turk, Mayor, presiding; and the following business was transacted:

Mayor Turk reported that this date, place, and time was set as a special meeting of City Council, in accordance with Section 4.6 (b) of The Charter of the City of Salem, Virginia, in order to interview the candidates for the two Salem School Board positions expiring December 31, 2024.

2. Closed Session

A. Closed Session

Hold a closed session in accordance with Section 2.2-3711 A (1) of the 1950 Code of Virginia, as amended, to discuss a personnel matter pertaining to School Board appointments, specifically for the purpose of interviewing the School Board candidates.

James Wallace motioned to that in accordance with Section 2.2-3711 A(1) of the 1950 Code of Virginia, as amended, Council hereby convenes to closed session at 4:00 p.m. for the purpose of discussing a personnel matter pertaining to School Board appointments, specifically for the purpose of interviewing the School Board Candidates. Randy Foley seconded the motion.

Ayes: Hunter Holliday, William Jones, Randy Foley, James Wallace, Renee Turk

Nays: None
Abstaining: None

James Wallace motioned to reconvene at 5:00 p.m. in accordance with Section 2.2-3712 D. of the Code of Virginia, 1950 as amended to date, Council certifies that in closed session only items lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such items identified in the motion by which the closed session was convened were heard, discussed, or considered by the Council. Randy Foley seconded the motion.

Ayes: Hunter Holliday, William Jones, Randy Foley, James Wallace, Renee Turk

3. Adjournment

The meeting was adjourned at 5:00 PM



CITY COUNCIL

MINUTES

Tuesday, November 12, 2024 at 6:30 PM

Work Session, 5:45 PM

Council Chambers Conference Room, City Hall, 114 North Broad Street, Salem,
Virginia 24153

Regular Session, 6:30 PM, City Hall, 114 North Broad Street, Salem, Virginia 24153

WORK SESSION

1. Call to Order

A work session of the Council of the City of Salem, Virginia, was held in the Council Chambers Conference Room, City Hall, 114 N. Broad Street, Salem, Virginia, on October 12, 2024, at 5:45 p.m., there being present the following members of said Council to wit: Renée Ferris Turk, Mayor; James W. Wallace, III, Vice-Mayor; Council members; Byron Randolph Foley, William D. Jones, and H. Hunter Holliday; with Renée Ferris Turk, Mayor, presiding; together with Chris Dorsey, City Manager; Rob Light, Assistant City Manager and Clerk of Council; Rosemarie B. Jordan, Director of Finance; A. K. Briele, Director of Electric Department; Kevin Divers, Electrical Engineer; Chuck Van Allman, Director of Community Development; Mary Ellen Wines, Planning and Zoning Administrator; Troy Loving, Building Official; Max Dillon, City Planner; Crystal Williams, Assistant to the City Manager; Laura Lea Harris, Deputy Clerk of Council; and A. J. Allen, with Davenport & Company, LLC; and the following business was transacted;

Mayor Turk reported that this date, place, and time had been set in order for the Council to hold a work session; and

2. New Business

A. Discussion Items

- 1) Update on borrowing results for Water/Sewer Department Projects -

Rosemarie Jordan, Director of Finance

2) Follow-up on Potential Code Changes - Mary Ellen Wines, Planning and Zoning Administrator

A. J. Allen, Associate Vice President of Davenport & Company, LLC, presented the borrowing results for the Water/Sewer Department projects. A report of the process and results were shared with Council for their review. He shared the background on this borrowing and he and Ms. Jordan shared a summary of the process that was followed, leading to a recommendation that the City accept a 20-year bond with a 4.38% fixed interest rate through Webster Bank upon completion of the Request for Proposal (RFP) process.

Vice Mayor Wallace noted that the City may want to consider loaning money internally through the Enterprise Fund in the future. Staff will go back and review the Reserves guidelines to ensure that nothing would preclude this and take this into consideration for future borrowings.

Mary Ellen Wines, Planning and Zoning Administrator, shared an update with changes that have been made to the proposed Code Changes regarding Spot Blight Abatement, Exterior Maintenance, the Vacant Building Registry, and storage containers. Questions were asked and responded to. Discussion was held.

3. Adjournment

There being no further business, Mayor Turk adjourned the meeting at 6:30 p.m.

REGULAR SESSION

1. Call to Order

A regular meeting of the Council of the City of Salem, Virginia, was called to order at 6:30 p.m., there being present the following members to wit: Renée Ferris Turk, Mayor; James W. Wallace, III, Vice-Mayor; Councilmembers: Byron Randolph Foley, William D. Jones, and H. Hunter Holliday; with Renée Ferris Turk, Mayor, presiding together with Chris Dorsey, City Manager; Rob Light, Assistant City Manager and Clerk of Council; Rosemarie B. Jordan, Director of Finance; Chuck Van Allman, Director of Community Development; Mike Stevens, Director of Communications; and Jim Guynn, City Attorney.

2. Pledge of Allegiance

3. Bid Opening, Awards, Recognitions

There were none this evening.

4. Consent Agenda

A. **Citizen Comments**

Comments from the public, limited to five minutes, not already having a public hearing at the same meeting.

Nancy Reynolds, 925 Saddle Drive, was the first citizen to address Council. She expressed concerns about unknown factors in relation to the potential HopeTree PUD. She expressed that she felt the timeline was too fast and requested more time for the Planning Commission and Council to study this application.

Stella Reinhard, 213 N. Broad Street, expressed concerns about the process that was followed for the HopeTree application. She expressed concern that other locations were more appropriate for this project and that the proposal lacked definitive language.

Ron Hunt, 922 Red Lane, was the last citizen to address Council. He expressed concerns about traffic with the potential HopeTree rezoning and asked that Council vote against this rezoning application.

B. **Minutes**

Consider acceptance of the October 24, 2024, Special Joint Work Session with the Salem City School Board and the October 28, 2024, Regular Meeting minutes.

Vice Mayor Wallace requested to have the discussion about truancy from the Joint meeting with the School Board reflected in the minutes from the October 24, 2024, Special Joint Work Session with the Salem City School Board minutes.

Mayor Turk asked to clarify if there was a record of this discussion. Mr. Light replied affirmatively that this discussion could be summarized in the minutes.

The minutes were accepted with the changes stated.

5. Old Business

6. New Business

A. **Resolution for Energy Contracts**

Resolution 1486 authorizing the City Manager to finalize and execute EEl Master Service Agreements with multiple counterparties and a subsequent single Confirmation Agreement in forms acceptable to the City Attorney with the least-cost supplier for the purchase of a fixed load-shape energy product for the term of June 1, 2026, through December 31, 2028.

Mayor Turk asked Mr. A. K. Briele, Director of the Electric Department, and Ms. Rosemarie Jordan, Director of Finance, to comment on this item.

Mr. Briele noted that the current contract with AEP was a 20-year contract signed in 2006, which will expire at the end of May 2026. The City is a member of the Blue Ridge Power Agency. They and its consultant, GDS Associates, Inc. issued a Request for Proposals (RFP) on behalf of the City to select the most advantageous electric power supply option. He shared that the recommendation was to do the fixed load shape because that was going to be the best option for the City. He added that during this process, they would negotiate Edison Electric Institute (EEI) agreements, which are standard in the utility industry, with five counterparties. The term would be for June 21, 2026, through December 2028.

Ms. Jordan added that, after the negotiations, they found that these were the five vendors they felt were qualified to provide the power that the City needed. The standard process in the electric industry is such that the Edison Electric Institute Master Agreements are typically agreed to in form. The live pricing subsequently occurs, and then only one of them, an agreement with the lowest cost supplier, is executed through that counterparty agreement. Staff is not requesting to approve five purchases. They are requesting approval for the City Manager to approve these five, subject to that when the live pricing occurs, then the City Manager is also authorized to sign a contract with the least-cost vendor through that counterparty agreement.

Mayor Turk added for the public's knowledge, that this is something that the Director of the Electric Department and the Finance Director have been working on for almost two years and that Council has been involved in these meetings to keep them informed as there will be a period of time when the City will no longer have a contract with AEP.

Councilman Foley asked to clarify if the EEI agreement with one vendor will be applicable to all of the Blue Ridge Power participants.

Mr. Briele shared that this was done as a group in an attempt to get better pricing but that this agreement would be specific to Salem.

Vice-Mayor Wallace noted that this will be the single largest contract that Salem has ever signed and executed.

Randy Foley motioned to adopt Resolution 1486 authorizing the City Manager to finalize and execute an EEI Master Service Agreement to obtain the best pricing possible to continue to deliver electricity to the Salem citizens.

Mr. Light asked if Councilman Foley would be willing to amend his motion to add "to execute a single contract with the lowest cost supplier".

Randy Foley amended the motion to finalize and execute EEI Master Service Agreements with multiple counterparties and a subsequent single Confirmation Agreement in forms acceptable to the City Attorney with the least-cost supplier for the

purchase of a fixed load shape energy product for the term of June 1, 2026, through December 31, 2028. William Jones seconded the motion.

Ayes: Hunter Holliday, William Jones, Randy Foley, James Wallace, Renée Turk

B. Resolution for Battery Storage

Resolution 1487 authorizing the City Manager to execute a Battery Energy Storage Services (BESS) agreement and other associated documents between Delorean Power, LLC dba Lightshift Energy and the City of Salem, in a form acceptable to the City Attorney.

Mayor Turk requested Mr. Briele and Ms. Jordan to provide information on this agenda item.

Mr. Briele noted that as part of the City's discussion of power supply contract, costs have continued to increase. A number of transmission costs are being passed on to the City. Going onto the market, we will have some other cost exposures, one of which is capacity. In order to offset some of these, the City is looking at doing battery energy storage that would enable us to shave some of the peaks off during certain hours of the year that would affect us the most. He explained this concept. GDS Associates, Inc., the consultant, is looking at a contract with a life of 20 years. The payback is conservatively less than half of the 20-year period, and the City is optimistic this will help mitigate our cost exposure. The project will be located at the Electric Road Substation next to Fire Station 2. There will be an agreement for the storage, a lease or similar agreement, and an interconnection agreement. They are requesting approval for the City Manager to sign these documents.

Ms. Jordan noted that there are potentially three agreements to sign as part of this deal subject to the City Attorney's review and approval that all of these are needed. There is an Electricity Interconnection Agreement, and Access Agreement, and potentially an anticipated Lease to define the area and terms for the battery storage placement for that 20-year term. Once the City Attorney has reviewed all of these, they are attempting to get this approval and get this moving so that the batteries can arrive in the United States prior to December 31, 2025. That is an important date for this. This product will be part of the fixed load shape. She stated that she agreed with Mr. Briele and she explained that a clause is included in the agreement that if they miss the peak, there is a penalty and the price comes down for the City of Salem.

This provides a very strong incentive to hit the peak with their projections and save the City of Salem money during the term of the contract.

Hunter Holliday motioned to adopt Resolution 1487 authorizing the City Manager to execute a Battery Energy Storage Services (BESS) agreement and other associated documents between Delorean Power, LLC dba Lightshift Energy and the City of Salem, in a form acceptable to the City Attorney. William Jones seconded the motion.

There was some discussion as to whether an amendment to the motion was required

to include verbiage in reference to whether an actual lease vs. other similar agreement would be necessary.

Mr. Light noted that he did not see this as being necessary other than noting that as the City works through this process, as stipulated in the Council report, should a lease agreement be necessary, staff would need to come back to Council for a public hearing and a vote. The City Attorney, Jim Guynn, will determine the appropriate type of document. If a lease document is not required, and there is another document that defines the area and terms, this will not be necessary and would be covered in the authorization that is being requested this evening.

Ayes: Hunter Holliday, William Jones, Randy Foley, James Wallace, Renée Turk

Nays: None

Abstaining: None

C. Resolution 1488- Performance Bonds

Consider Resolution 1488 delegating the establishment of amounts and approval of performance bonds upon completion of the site or subdivision plan approval process to Community Development as an administrative function.

Mayor Turk requested that Mr. Van Allman provide clarification on this item.

Mr. Van Allman noted that essentially the Community Development Department is the recipient of site plans, which dictate how development in the City will proceed. The Community Development Department approves these site plans; however, they do not approve the actual amount for performance bonds. The performance bonds take into account anything that may be for the public or is a requirement of those site plans, whether that be landscaping, stormwater management, public roads, curves, storm drains, et cetera. When the Engineer does the site plan, he gives an estimate of the cost. The owner is requested to give the City a bond in that amount that allows the City use the bond to restore the site or complete the development if not done by the developer as specified in the site plan. He noted that it was straightforward to arrive at the amount, and once the City Engineer approves it, the performance bond is brought before Council for approval of the amount. He indicated that this slows the process, and that most localities, including Roanoke County and Roanoke City, administratively approve these performance bonds. They are bringing this to Council to request that administrative responsibility be granted to the Community Development Department for these performance bonds.

Hunter Holliday motioned to adopt Resolution 1488 delegating the establishment of amounts and approval of performance bonds upon completion of the site or subdivision plan approval process to community development as an administrative function. William Jones seconded the motion.

Councilman Foley reiterated that he had suggested that somehow this information be shared with the public. He felt it was important for the public to have an idea of the properties that were being developed and he would like for this information to be out

for the public as this Council approval was often where this information was shared with the public.

Mr. Van Allman noted that Community Development planned on being available to meet with the City Manager at any time that they would like to have a staff discussion on any site plan or any subdivision plan.

Councilman Jones added that from the Audit-Finance Committee, the feeling was that this will be a better process.

Councilman Foley noted that in all of the years, Council has not declined one of these requests for the recommended amount and this is more of an administrative function.

Mr. Light noted that the intent, as noted in the Council Report, is to provide a monthly listing of all bonds approved in each monthly Department report to Council for informational purposes so that they would know the locations.

Councilman Foley repeated that he would still like to see this published somehow for the public without divulging too much information.

Mayor Turk asked if there was a way to put this information on the website.

Mr. Van Allman indicated that this information could be released by Community Development based on when the developer gets a land disturbance permit sharing the location and whatever publicly available information is allowed. He indicated that they would like to continue the transparency and requested that Council give him a month or two to make this happen.

Mr. Guynn stated that there would be nothing wrong with taking the list that Council receives and attaching them to the meeting minutes.

Ayes: Hunter Holliday, William Jones, Randy Foley, James Wallace, Renée Turk

Nays: None

Abstaining: None

D. Public Improvement Bonds

Hold a public hearing and consider adoption of ordinance authorizing the issuance and sale of general obligation public improvement bonds series 2024 in an aggregate principal amount not to exceed \$3,700,000. (As advertised in the October 24 and October 31, 2024 issues of the *Salem Times Register*.)

Audit - Finance Committee

Vice Mayor Wallace noted that this item is for the Water and Sewer Department to be able to do upgrades.

Mayor Turk opened the public hearing.

No one came forward to speak.

Mayor Turk closed the public hearing.

James Wallace motioned to adopt the ordinance as presented authorizing the issuance of general obligation public improvement bonds in an aggregate principal amount not to exceed \$3,700,000 for the purpose of acquiring, constructing and equipping capital improvements for the City's water and wastewater system. Projects include new well infrastructure and the replacement of the Franklin Street water tank. William Jones seconded the motion.

Councilman Foley noted for the benefit of the public that Council had just met with the City's Advisor from Davenport, discussing the process that was utilized to find the best rate from an institution and that is what Council is now acting on.

Ayes: Hunter Holliday, William Jones, Randy Foley, James Wallace, Renée Turk

Nays: None

Abstaining: None

E. General Obligation Public Improvement Bonds

Consider adoption of Resolution 1485 authorizing the issuance, sale and award of General Obligation Improvement Bonds, Series 2024. **Audit - Finance Committee**

Vice Mayor Wallace noted that this is a companion action required for the item Council just considered.

James Wallace motioned to adopt Resolution 1485 authorizing the issuance, sale and award of its general obligation public improvement bonds, series 2024. William Jones seconded the motion.

Ayes: Hunter Holliday, William Jones, Randy Foley, James Wallace, Renée Turk

Nays: None

Abstaining: None

F. Appropriation of Funds

Consider request to amend the School Operating Fund, School Cafeteria Fund and School Grants Fund budgets as approved by the School Board on October 8, 2024. **Audit - Finance Committee**

James Wallace motioned to approve the School Board's appropriation changes of \$2,299,994 to the School Operating Fund, \$178,143 to School Cafeteria Fund and \$333,512 to the School Grants Fund, as approved by the School Board at their October 8, 2024, meeting. This action results from the Schools receiving grants in addition to those originally budgeted. Randy Foley seconded the motion.

Ayes: Hunter Holliday, William Jones, Randy Foley, James Wallace, Renée Turk
Nays: None
Abstaining: None

G. Appropriation of Funds

Consider request to amend the School Grants Fund, School Capital Projects Fund and School Reserve Fund budgets as approved by the School Board on October 24, 2024. **Audit - Finance Committee**

James Wallace motioned to approve the School Board's appropriation changes totaling \$1,887,777 from the unallocated capital reserve funds. This consists of \$108,760 to the School Grants Fund, \$368,001 to the School Reserve Fund and \$1,411,016 to the School Capital Projects Fund as approved by the School Board at their October 24, 2024, meeting. Additionally, approve the six-year CIP document submitted by the School Board. William Jones seconded the motion.

Ayes: Hunter Holliday, William Jones, Randy Foley, James Wallace, Renée Turk
Nays: None
Abstaining: None

H. Appropriation of Funds

Request to Appropriate Fund Balance for Software Purchase. **Audit - Finance Committee**

Mr. Wallace noted that this item caused discussion among the Audit-Finance Committee.

James Wallace motioned to appropriate \$101,000 to the Designation of Beginning Fund Balance account and increase the budget by \$101,000 in the Software account in the Commissioner of Revenue's budget. The additional funding is needed because of a higher cost for tax billing and collection software to be used by the Commissioner of the Revenue and Treasurer since the original budget estimate was submitted. William Jones seconded the motion.

Councilman Foley noted that he understood that this had changed some procedures internally going forward so that this did not happen again.

Mr. Dorsey confirmed this statement.

Vice Mayor Wallace noted that he and Mr. Jones felt there should be some accountability for this happenstance and that they would leave that to Mr. Dorsey to determine.

Mayor Turk noted that he was implementing something.

Ayes: Hunter Holliday, William Jones, Randy Foley, James Wallace, Renée Turk
Nays: None

Abstaining: None

I. New Metal Building - 744 Electric Road

Consider setting bond for erosion and sediment control and landscaping for New Metal Building - 744 Electric Road. **Audit - Finance Committee**

Vice Mayor Wallace noted that this would be the last presentation by Council of a bond erosion motion.

James Wallace motioned to bond erosion and sediment control and landscaping for a new metal building located at 744 Electric Road in the amount of \$20,513.00 with a time frame for completion set at twelve (12) months. William Jones seconded the motion.

Councilman Foley asked to clarify this location.

Mr. Van Allman clarified that this is on Electric Road off of St. John Road. This is next to the Phoenix building and the old GE building.

Ayes: Hunter Holliday, William Jones, Randy Foley, James Wallace, Renée Turk

Nays: None

Abstaining: None

J. School Board Appointment

Consider the appointment of two School Board positions for three-year terms ending December 31, 2027.

Hunter Holliday motioned to appoint the two new school board members, Chris King, to the board and Teresa Sizemore Hernandez, to the board on which she is currently serving. William Jones seconded the motion.

Councilman Foley noted that a correction needed to be made to Ms. Sizemore's name as she is currently going by Ms. Teresa Sizemore.

Randy Foley motioned to amend the original motion to correct Ms. Sizemore's name to Teresa Sizemore. William Jones seconded the motion.

Ayes: Hunter Holliday, William Jones, Randy Foley, James Wallace, Renée Turk

Nays: None

Abstaining: None

K. Boards and Commissions

Consider vacancies to various boards and commissions.

Randy Foley motioned to appoint Wendel Ingram and Kathy Fitzgerald for Circuit Court reappointment for three-year terms ending November 30, 2027, to the Board of Equalization of Real Estate Assessments. Also, upon CPMT approval, appoint Casey

Mabery as an additional alternate for the private provider, Gift of Hope, to the Community Policy Management Team (CPMT). In addition, to reappoint Sean B. Kosmann and Joe Curran for four-year terms ending December 14, 2028, to the Economic Development Authority; and to reappoint Garry Lautenschlager for a two-year term ending November 23, 2026, to the Personnel Board. Hunter Holliday seconded the motion.

Ayes: Hunter Holliday, William Jones, Randy Foley, James Wallace, Renée Turk

Nays: None

Abstaining: None

7. Adjournment

Mayor Turk encouraged the citizens to support local businesses as we move into the holiday season. She also noted that the CIAA tournament will be played at the stadium this Saturday. She shared that they would be doing community service on Friday.

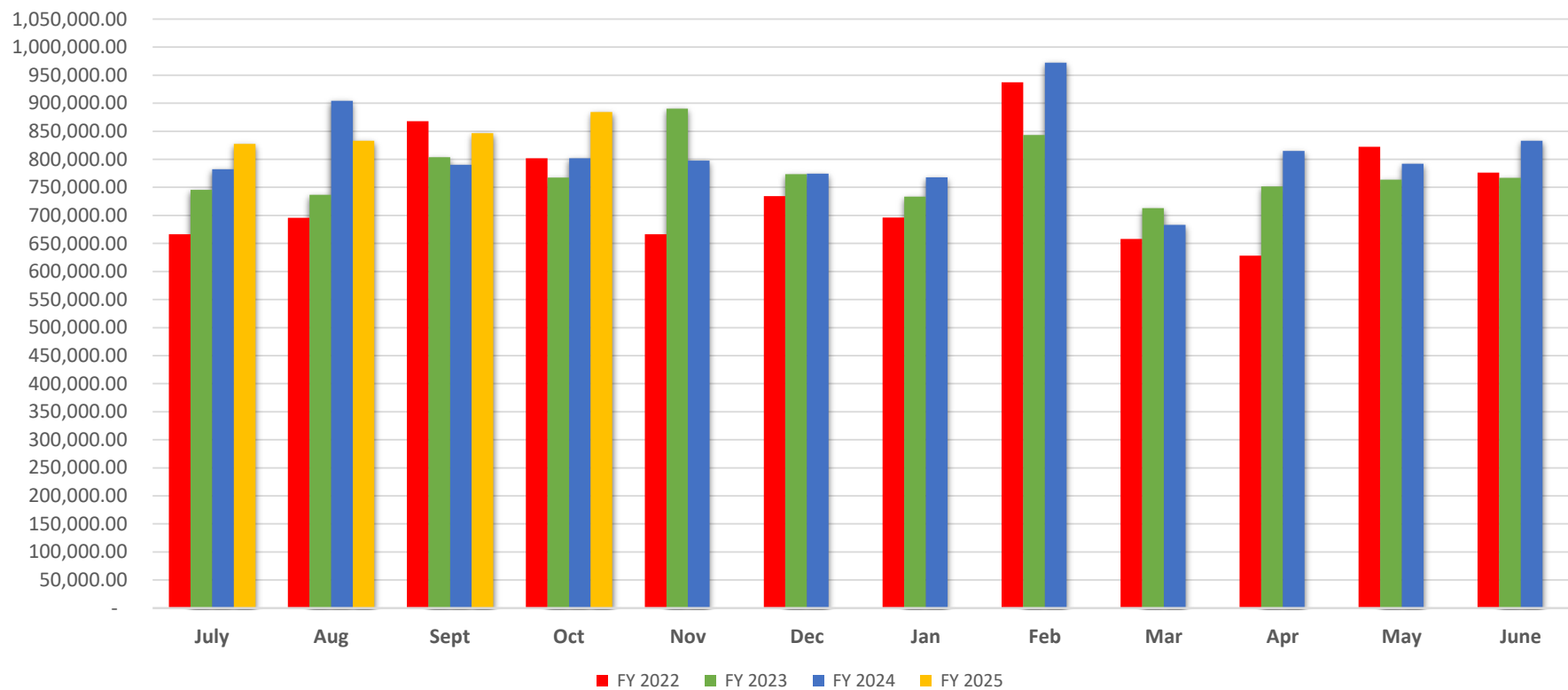
The meeting was adjourned at 7:17 p.m.

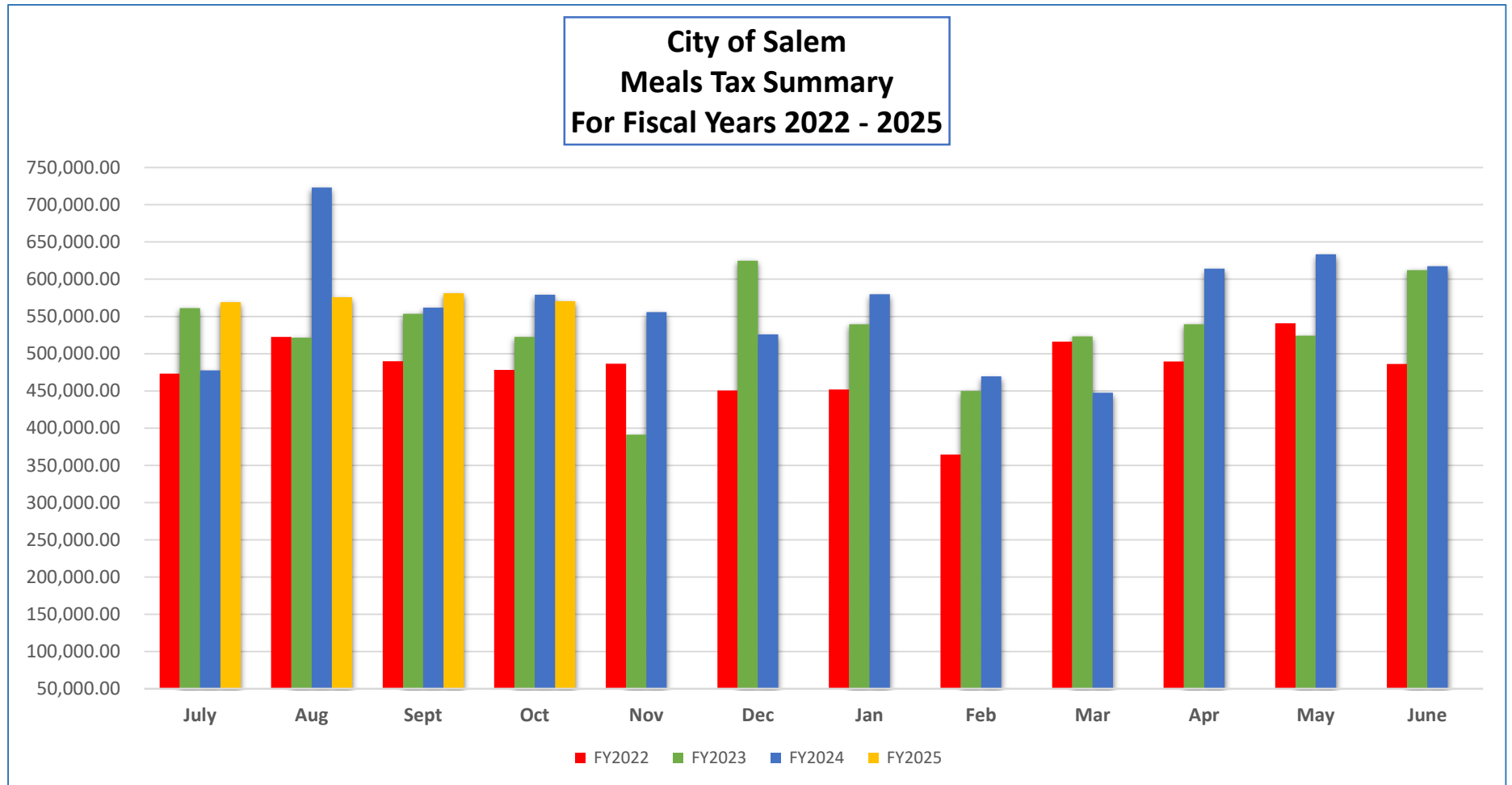
Schedule A

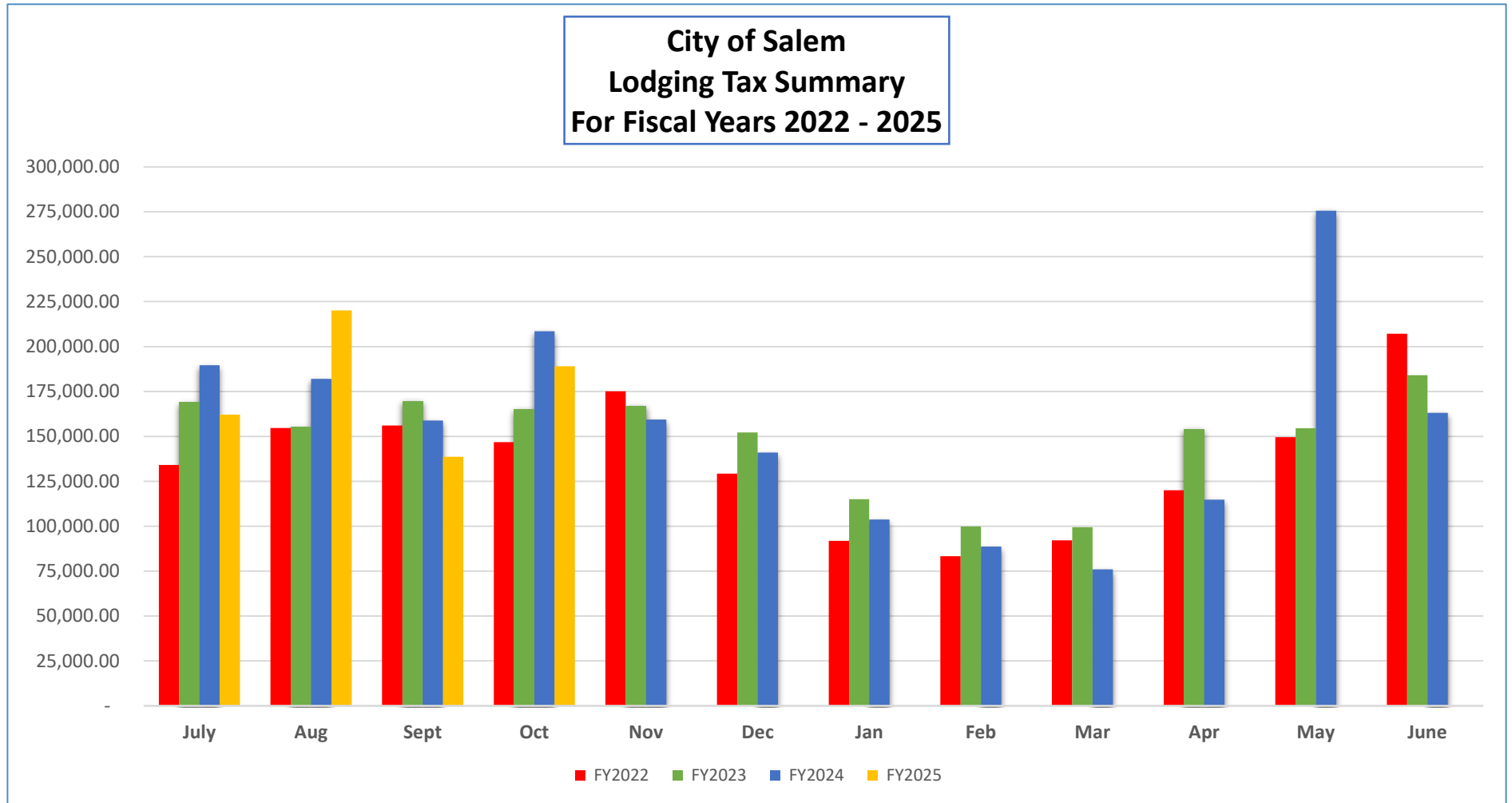
**City of Salem, Virginia
General Fund
Statement of Revenue and Expenditures
For Four Months Ending October 31, 2024**

	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Revenue:					
Beginning Balance 7-1-24	\$ 6,757,755	\$ -	0%	\$ -	\$ -
General Property Taxes	51,890,783	2,608,492	5%	1,580,840	1,027,652
Other Local Taxes	29,110,800	4,969,257	17%	4,798,228	171,029
Permits and Licenses	359,440	111,456	31%	94,663	16,793
Fines and Forfeitures	128,500	30,715	24%	30,604	111
Revenue from Use of Money and Property	6,342,391	2,553,601	40%	2,589,527	(35,926)
Charges for Services	3,728,697	1,096,594	29%	1,080,711	15,883
Payment in Lieu of Taxes from Electric Fund	3,160,000	1,053,333	33%	1,580,000	(526,667)
Payment in Lieu of Taxes from Water Fund	147,696	51,465	35%	49,980	1,485
Miscellaneous Revenue	358,500	155,397	43%	112,539	42,857
Non-Categorical Aid	3,642,803	188,475	5%	189,743	(1,268)
Shared Expenses	1,933,459	449,071	23%	391,580	57,491
Categorical Aid	10,800,992	2,656,307	25%	1,935,601	720,706
Non-Revenue Receipts	36,209	36,208	100%	23,821	12,387
Transfer From Other Funds	-	-	0%	5,319,145	(5,319,145)
Total Revenue	118,398,025	15,960,371	13%	19,776,982	(3,816,612)
Expenditures:					
General Government	14,482,727	3,582,179	25%	3,653,680	(71,501)
Judicial Administration	3,174,265	934,018	29%	1,005,258	(71,240)
Public Safety	25,455,478	8,346,120	33%	7,811,230	534,890
Public Works	19,401,055	3,281,013	17%	4,132,508	(851,495)
Health and Welfare	7,137,055	1,750,091	25%	1,322,259	427,832
Education	26,538,801	9,880,323	37%	10,244,691	(364,368)
Parks, Recreation and Cultural	10,127,934	2,983,711	29%	2,463,486	520,225
Community Development	4,393,989	1,587,890	36%	1,254,930	332,960
Transfers Out	6,641,356	975,522	15%	9,714,518	(8,738,996)
Contingency	1,045,365	-	0%	-	-
Total Expenditures	118,398,025	33,320,867	28%	41,602,560	(8,281,693)
Revenue Over/(Under) Expenditures	\$ -	\$ (17,360,496)		\$ (21,825,578)	\$ 4,465,081

**City of Salem
Sales Tax Summary
For Fiscal Years 2022 - 2025**







City of Salem, Virginia
Special Revenue Fund
Statement of Revenues and Expenditures
For Period Ending October 31, 2024

Schedule E

	<u>Budget</u>	<u>Project To Date</u>	<u>Encumbrances</u>	<u>Total Project</u>	<u>Available Balance</u>	<u>Year To Date</u>	
Fund Balance, July 1, 2024							\$ -
<u>Revenues:</u>							
ARPA - Election Grant	\$ 14,075	\$ 14,075	\$ -	\$ 14,075	\$ -	\$ 14,075	
Total Revenues	14,075	14,075	-	14,075	-		14,075
<u>Expenditures:</u>							
Election Grant	14,075	14,075	-	14,075	-	14,075	
Total Expenditures	\$ 14,075	\$ 14,075	\$ -	\$ 14,075	\$ -		<u>14,075</u>
Fund Balance, October 31, 2024							<u>\$ -</u>

City of Salem, Virginia
Debt Outstanding
For Period Ending October 31, 2024

Schedule F

	Balance 7/1/2024	Issuances	Principal Payments	Balance 10/31/2024
City Debt Outstanding				
2013 Public Improvement Bonds	\$ 888,125	\$ -	\$ (89,425)	\$ 798,700
2016B Public Improvement Bonds	297,713	-	-	297,713
2019 Public Improvement Bonds	4,065,000	-	-	4,065,000
2020 Public Improvement Bonds	1,700,000	-	-	1,700,000
2020 Public Improvement Refunding Bonds	4,405,060	-	-	4,405,060
2021 Public Improvement Refunding Bonds	805,000	-	-	805,000
2022B Public Improvement Bonds	13,916,000	-	-	13,916,000
Total City Debt Outstanding	26,076,898	-	(89,425)	25,987,473
School Debt Outstanding				
2012A Public Improvement Bonds	4,295,250	-	(477,250)	3,818,000
2013 Public Improvement Bonds	2,736,875	-	(275,575)	2,461,300
2020 Public Improvement Bonds	23,395,000	-	-	23,395,000
Total School Debt Outstanding	30,427,125	-	(752,825)	29,674,300
Total Debt Outstanding	<u>\$ 56,504,023</u>	<u>\$ -</u>	<u>\$ (842,250)</u>	<u>\$ 55,661,773</u>

City of Salem, Virginia
Capital Projects Fund
Statement of Revenues and Expenditures
For Period Ending October 31, 2024

Schedule G

	Budget	Project To Date	Encumbrances	Total Project	Available Balance	Year To Date	
Fund Balance, July 1, 2024							\$ 13,489,570
<u>Revenues:</u>							
Federal Grants	\$ 12,922,021	\$ 2,774,932	\$ -	\$ 2,774,932	\$ 10,147,089	\$ 404,163	
State Grants	17,015,640	4,340,354	-	4,340,354	12,675,286	102,291	
Proceeds From Debt Issuance	15,015,146	15,015,145	-	15,015,145	1	-	
Interest Income	663,818	663,817	-	663,817	1	-	
Transfer From General Fund	25,801,022	25,574,795	-	25,574,795	226,227	66,175	
Total Revenues	71,417,647	48,369,044	-	48,369,044	23,048,603		572,629
<u>Expenditures:</u>							
Next Generation 911	378,493	187,161	30,609	217,770	160,723	-	
Fire Station #2 Renovations	432,000	121,953	-	121,953	310,047	16,430	
Fire Station #2 Storage Building	515,000	-	-	-	515,000	-	
Fire Station #1 Renovations	654,000	8,826	11,534	20,360	633,640	1,045	
Fire Station #3 Renovations	454,000	7,051	4,844	11,895	442,105	-	
Colorado St Bridge Replacement	11,778,826	4,872,580	1,781,190	6,653,770	5,125,056	1,014,374	
Apperson Drive Bridge Replacement	9,784,451	1,032,156	449,781	1,481,937	8,302,514	8,347	
Jury Room Expansion	900,000	277,505	531,459	808,964	91,036	36,210	
Apperson Drive Bridge Repairs #1800	682,432	326,719	353,013	679,732	2,700	244,347	
Valleydale Streetscape Improvements	1,500,000	-	-	-	1,500,000	-	
Upland Drive Storm Drain and Curb & Gutter	125,000	-	-	-	125,000	-	
Western Roanoke River Greenway	50,000	1,500	-	1,500	48,500	-	
Elizabeth Campus Greenway	2,252,578	203,540	4,245	207,785	2,044,793	6,200	
Moyer Sports Complex Renovation	27,903,295	26,868,786	229,365	27,098,151	805,144	(22,727)	
Mason Creek Greenway Phase 3	2,610,681	318,437	167,735	486,172	2,124,509	76,102	
Library Flooring Replacement	190,000	-	-	-	190,000	-	
Library Co-working Space	155,000	-	-	-	155,000	-	
Civic Center East/West Fields Restroom	261,070	253,694	-	253,694	7,376	253,694	
Longwood Park Restroom Replacement #2	170,000	142,839	-	142,839	27,161	142,782	
Kiwanis Park Wall Pads	110,000	-	93,448	93,448	16,552	-	
Library Lawn Special Events Space	500,000	-	-	-	500,000	-	
Flood Mitigation-CFPF	78,962	75,013	3,949	78,962	-	-	
Downtown Impr - E Main St/Market St	5,440,677	2,471,808	1,752,764	4,224,572	1,216,105	1,126,251	
Downtown Impr - E Main St/White Oak	2,311,825	40,332	25,175	65,507	2,246,318	-	
Capital Projects Local Reserve	397,629	-	-	-	397,629	-	
Downtown Improvements Reserve	140,350	-	-	-	140,350	-	
Excess Local Funding Reserve	1,641,378	-	-	-	1,641,378	-	
Total Expenditures	\$ 71,417,647	\$ 37,209,900	\$ 5,439,111	\$ 42,649,011	\$ 28,768,636		2,903,055
Fund Balance, October 31, 2024							\$ 11,159,144

City of Salem, Virginia
Capital Reserve Fund
Statement of Revenues and Expenditures
For Period Ending October 31, 2024

Schedule H

	<u>Budget</u>	<u>Project To Date</u>	<u>Encumbrances</u>	<u>Total Project</u>	<u>Available Balance</u>	<u>Year To Date</u>	
Fund Balance, July 1, 2024							\$ 17,026,870
<u>Revenues:</u>							
Transfer From General Fund	\$ 17,026,870	\$ 17,026,870	\$ -	\$ 17,026,870	\$ -	\$ -	
Total Revenues	17,026,870	17,026,870	-	17,026,870	-		-
<u>Expenditures:</u>							
Capital Reserve	13,107,803	-	-	-	13,107,803	-	
Fire Ladder Truck	2,400,000	-	-	-	2,400,000	-	
Body Cameras and In-Car Camera Replacement	654,067	-	654,004	654,004	63	-	
Front Load Dumpster Truck	415,000	408,857	-	408,857	6,143	408,857	
Salem Stadium Scoreboard Replacement	200,000	-	-	-	200,000	-	
Civic Center Scoreboard Replacement	250,000	-	176,735	176,735	73,265	-	
Total Expenditures	\$ 17,026,870	\$ 408,857	\$ 830,739	\$ 1,239,596	\$ 15,787,274		<u>408,857</u>
Fund Balance, October 31, 2024							<u>\$ 16,618,013</u>

**City of Salem, Virginia
Electric Fund
Statement of Operations
For Four Months Ending October 31, 2024**

Operating Revenues	<u>Current Year Budget</u>	<u>Current Year Year to Date</u>	<u>% of Budget</u>	<u>Prior Year Year to Date</u>	<u>Variance</u>
Sale of Power	\$ 50,066,620	\$ 19,074,749	38%	\$ 15,038,527	\$ 4,036,222
Other Electric Revenue	648,370	125,709	19%	130,037	(4,328)
Reserve for Encumbrances	1,817,312	-	0%	-	-
Appropriated from Net Position	250,000	-	0%	-	-
Total Operating Revenues	<u>52,782,302</u>	<u>19,200,458</u>	<u>36%</u>	<u>15,168,564</u>	<u>4,031,894</u>
Operating Expenses					
Other Power Generation - Operation	125,000	25,790	21%	24,024	1,766
Other Power Generation - Maintenance	103,715	55,010	53%	38,896	16,114
Purchased Power	26,815,000	10,211,102	38%	9,408,198	802,904
Transmission - Operation	10,054,500	3,185,460	32%	3,416,335	(230,875)
Transmission - Maintenance	46,750	5,847	13%	1,090	4,757
Distribution - Operations	1,194,500	393,415	33%	371,251	22,164
Distribution - Maintenance	1,609,161	519,531	32%	496,186	23,345
Customer Service	686,849	239,928	35%	219,987	19,941
Administration & General - Operation	2,814,721	99,100	4%	313,146	(214,046)
Administration & General - Maintenance	242,000	108,931	45%	114,965	(6,034)
Depreciation	-	585,757	0%	527,885	57,872
Capital	5,484,755	334,005	6%	16,588	317,417
Contingency	445,351	-	0%	-	-
Total Operating Expenses	<u>49,622,302</u>	<u>15,763,876</u>	<u>32%</u>	<u>14,948,551</u>	<u>815,325</u>
Income (loss) Before Transfers	<u>3,160,000</u>	<u>3,436,582</u>		<u>220,013</u>	<u>3,216,569</u>
Transfers (Payment in Lieu of Taxes)	<u>(3,160,000)</u>	<u>(1,053,333)</u>	<u>33%</u>	<u>(1,580,000)</u>	<u>526,667</u>
Income (loss)	<u>\$ -</u>	<u>\$ 2,383,249</u>		<u>\$ (1,359,987)</u>	<u>\$ 3,743,236</u>

City of Salem, Virginia
Water Fund
Statement of Operations
For Four Months Ending October 31, 2024

Operating Revenues	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Services	\$ 7,967,406	\$ 2,903,349	36%	\$ 2,526,189	\$ 377,160
Other Revenue	530,996	149,187	28%	140,635	8,552
Water Federal Grants Revenue	-	11,780	0%	-	11,780
Reserve for Encumbrances	5,636,889	-	0%	-	-
Total Operating Revenues	14,135,291	3,064,316	22%	2,666,824	397,492
Operating Expenses					
<u>Production</u>					
Salaries of Personnel	1,136,388	324,562	29%	310,520	14,042
Fringe Benefits	479,930	147,481	31%	142,918	4,563
Contractual Services	729,307	199,600	27%	181,477	18,123
Printing and Binding	2,500	66	3%	24	42
Advertising	1,000	-	0%	-	-
Utilities	422,200	177,676	42%	131,697	45,979
Communications	5,900	1,596	27%	1,313	283
Insurance	36,000	1,786	5%	1,786	-
Travel and Training	9,800	1,674	17%	1,216	458
Miscellaneous	66,793	51,313	77%	38,950	12,363
Materials and Supplies	331,688	104,509	32%	110,292	(5,783)
Depreciation	-	289,161	0%	284,473	4,688
Capital	3,242,861	69,245	2%	(19,710)	88,955
Contingency	265,581	-	0%	-	-
Total Production Expenses	6,729,948	1,368,669	20%	1,184,956	183,713
<u>Distribution</u>					
Salaries of Personnel	774,961	263,358	34%	186,549	76,809
Fringe Benefits	368,938	125,682	34%	86,922	38,760
Contractual Services	837,061	357,020	43%	254,755	102,265
Printing and Binding	500	66	13%	136	(70)
Communications	4,850	2,136	44%	1,189	947
Insurance	36,000	-	0%	-	-
Lease/Rent of Equipment	2,000	375	19%	375	-
Travel and Training	7,600	832	11%	793	39
Miscellaneous	33,193	11,591	35%	10,114	1,477
Miscellaneous Credits	(290,000)	(139,247)	48%	(101,632)	(37,615)
Materials and Supplies	166,075	31,038	19%	55,323	(24,285)
Depreciation	-	77,095	0%	56,178	20,917
Capital	3,441,949	937,619	27%	46,365	891,254
Interest Obligations	1,874,520	62,223	3%	81,220	(18,997)
Bond Costs	-	150	0%	-	150
Total Distribution Expenses	7,257,647	1,729,938	24%	678,287	1,051,651
Income (loss) Before Transfers	147,696	(34,291)		803,581	(837,872)
Transfers (Payment in Lieu of taxes)	(147,696)	(51,465)	35%	(49,980)	(1,485)
Income (loss)	\$ -	\$ (85,756)		\$ 753,601	\$ (839,357)

City of Salem, Virginia
Sewer Fund
Statement of Operations
For Four Months Ending October 31, 2024

Operating Revenues	<u>Current Year Budget</u>	<u>Current Year Year to Date</u>	<u>% of Budget</u>	<u>Prior Year Year to Date</u>	<u>Variance</u>
Services	\$ 7,220,956	\$ 2,518,242	35%	\$ 2,328,229	\$ 190,013
Other Revenue	182,200	59,361	33%	47,389	11,972
Reserve for Encumbrances	732,058	-	0%	-	-
Appropriated from Net Position	1,685,000	-	0%	-	-
Total Operating Revenues	<u>9,820,214</u>	<u>2,577,603</u>	<u>26%</u>	<u>2,375,618</u>	<u>201,985</u>
Operating Expenses					
Salaries of Personnel	952,012	247,447	26%	236,766	10,681
Fringe Benefits	432,026	121,392	28%	115,335	6,057
Contractual Services	3,454,354	933,164	27%	771,208	161,956
Printing and Binding	1,500	133	9%	487	(354)
Advertising	1,500	-	0%	-	-
Utilities	4,500	1,290	29%	1,185	105
Communications	14,850	4,810	32%	4,395	415
Insurance	15,000	-	0%	-	-
Lease/Rent of Equipment	1,800	375	21%	375	-
Travel and Training	12,000	2,569	21%	2,550	19
Miscellaneous	40,693	15,785	39%	17,105	(1,320)
Miscellaneous Credits	(270,000)	(79,127)	29%	(66,611)	(12,516)
Materials and Supplies	93,420	23,755	25%	13,230	10,525
Depreciation	-	480,236	0%	469,299	10,937
Capital	2,856,114	220,415	8%	100,569	119,846
Interest Obligations	1,803,283	16,143	1%	17,751	(1,608)
Contingency	407,162	-	0%	-	-
Total Operating Expenses	<u>9,820,214</u>	<u>1,988,387</u>	<u>20%</u>	<u>1,683,644</u>	<u>304,743</u>
Income (loss) before Transfers	<u>-</u>	<u>589,216</u>		<u>691,974</u>	<u>(102,758)</u>
Income (loss)	<u>\$ -</u>	<u>\$ 589,216</u>		<u>\$ 691,974</u>	<u>\$ (102,758)</u>

**City of Salem, Virginia
Salem Civic Center
Statement of Operations
For Four Months Ending October 31, 2024**

Operating Revenues	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Shows/rentals	\$ 373,000	\$ 115,593	31%	\$ 130,281	\$ (14,688)
Box office shows	1,500,000	195,097	13%	316,545	(121,448)
Merchandise and commissions	250,800	40,800	16%	107,218	(66,418)
Static advertising	55,000	18,750	34%	16,250	2,500
Miscellaneous income	20,000	7,599	38%	9,762	(2,163)
Interest Income	1,000	271	27%	454	(183)
Salem Fair	645,000	672,891	104%	610,595	62,296
Reserve For Encumbrances	178,614	-	0%	-	-
Appropriated from Net Position	272,190	-	0%	-	-
Total Operating Revenues	3,295,604	1,051,001	32%	1,191,105	(140,104)
Operating Expenses					
Salaries of personnel	1,451,908	480,807	33%	481,514	(707)
Fringe benefits	547,769	159,663	29%	160,302	(639)
Maintenance and contractual services	399,487	71,647	18%	64,066	7,581
Printing and binding	500	-	0%	-	-
Advertising	23,000	16,817	73%	3,481	13,336
Utilities	323,000	161,160	50%	112,719	48,441
Communications	12,700	3,558	28%	3,206	352
Insurance	30,500	-	0%	-	-
Leases and Rentals	3,200	2,639	82%	-	2,639
Travel and training	11,600	1,529	13%	6,447	(4,918)
Miscellaneous	108,267	48,697	45%	39,093	9,604
Show expense	1,450,000	240,431	17%	361,633	(121,202)
Fair expense	625,363	546,644	87%	620,542	(73,898)
Materials and supplies	38,000	14,872	39%	9,625	5,247
Capital	1,107,954	27,845	3%	267,177	(239,332)
Depreciation	-	102,165	0%	91,082	11,083
Total Operating Expenses	6,133,248	1,878,474	31%	2,220,887	(342,413)
Income (loss) Before Transfers	(2,837,644)	(827,473)		(1,029,782)	202,309
Transfers	2,837,644	655,881	23%	616,995	38,886
Income (loss)	\$ -	\$ (171,592)		\$ (412,787)	\$ 241,195

City of Salem, Virginia
Salem Catering and Concessions
Statement of Operations
For Four Months Ending October 31, 2024

Operating Revenues:	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Catering	\$ 655,785	\$ 172,577	26%	\$ 230,664	\$ (58,087)
Concessions	137,833	20,610	15%	10,763	9,847
Moyer Concessions	65,000	51,538	79%	-	51,538
Salem High Concessions	8,500	6,387	75%	4,310	2,077
Appropriated from Net Position	54,916	-	0%	-	-
Total Operating Revenues	922,034	251,112	27%	245,737	5,375
Operating Expenses:					
<u>Catering</u>					
Salaries of personnel	305,459	90,691	30%	89,563	1,128
Fringe benefits	111,075	29,234	26%	31,821	(2,587)
Contractual services	9,465	8,078	85%	1,817	6,261
Printing and binding	300	-	0%	-	-
Laundry and Cleaning	2,500	-	0%	-	-
Communications	200	64	32%	58	6
Insurance	2,000	-	0%	-	-
Travel and training	-	-	0%	179	(179)
Miscellaneous	24,848	9,341	38%	8,047	1,294
Materials and supplies	254,331	63,497	25%	79,733	(16,236)
Capital	54,916	-	0%	-	-
Depreciation	-	1,169	0%	1,285	(116)
Total Catering Expenses	765,094	202,074	26%	212,503	(10,429)
<u>Concessions</u>					
Salaries of Personnel	58,030	14,229	25%	9,915	4,314
Fringe Benefits	15,246	2,533	17%	1,462	1,071
Contractual services	25,000	1,793	7%	2,955	(1,162)
Miscellaneous	150	(7)	-5%	(14)	7
Materials and Supplies	29,000	8,410	29%	4,892	3,518
Total Concessions Expenses	127,426	26,958	21%	19,210	7,748
<u>Moyer Concessions</u>					
Salaries of Personnel	37,000	13,247	36%	-	13,247
Fringe Benefits	11,698	4,131	35%	-	4,131
Contractual services	2,500	10,591	424%	-	10,591
Miscellaneous	-	(18)	0%	-	(18)
Materials and Supplies	21,000	20,803	99%	-	20,803
Total Moyer Expenses	72,198	48,754	68%	-	48,754
<u>Salem High Concessions</u>					
Salaries of Personnel	4,461	2,958	66%	702	2,256
Fringe Benefits	1,676	619	37%	305	314
Contractual	2,500	-	0%	1,005	(1,005)
Miscellaneous	-	2	0%	-	2
Materials and Supplies	1,807	1,667	92%	1,570	97
Total Salem High Expenses	10,444	5,246	50%	3,582	1,664
Income (loss) Before Transfers	(53,128)	(31,920)		10,442	(42,362)
Transfers	53,128	-	0%	-	-
Income (loss)	\$ -	\$ (31,920)		\$ 10,442	\$ (42,362)

City of Salem, Virginia
Water and Sewer Capital Fund
Statement of Revenues and Expenditures
For Period Ending October 31, 2024

Schedule N

	<u>Budget</u>	<u>Project To Date</u>	<u>Encumbrances</u>	<u>Total Project</u>	<u>Available Balance</u>	<u>Year To Date</u>	
Fund Balance, July 1, 2024							\$ 13,575,000
<u>Revenues:</u>							
Transfer From General Fund	<u>\$ 13,575,000</u>	<u>\$ 13,575,000</u>	<u>\$ -</u>	<u>\$ 13,575,000</u>	<u>\$ -</u>	<u>\$ -</u>	
Total Revenues	13,575,000	13,575,000	-	13,575,000	-		-
<u>Expenditures:</u>							
North Salem Water Improvements	6,200,000	-	-	-	6,200,000	-	
Roanoke River Upper Sewer Rehab	7,000,000	-	-	-	7,000,000	-	
Wiley Ct Sewer Improvements	<u>375,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>375,000</u>	<u>-</u>	
Total Expenditures	<u>\$ 13,575,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 13,575,000</u>		<u>-</u>
Fund Balance, October 31, 2024							<u><u>\$ 13,575,000</u></u>

**City of Salem, Virginia
Health Insurance Fund
Statement of Revenues and Expenses
For Three Months Ending September 30, 2024**

	Budget	Current Year Year to Date	Percent to Date	Prior Year Year to Date	Variance
Beginning Net Position	\$ -	\$ 9,399,213		\$ 7,846,412	\$ 1,552,801
Revenue					
Premiums Paid - City	6,016,000	1,477,564	25%	1,465,992	11,572
Premiums Paid - School	5,150,000	1,258,251	24%	1,284,532	(26,281)
Premiums Paid - Retirees	697,500	257,209	37%	239,885	17,324
Dental Premiums Paid	590,600	151,798	26%	150,280	1,518
Interest Earnings	475,000	96,780	20%	82,511	14,269
Miscellaneous	5,000	1,574	31%	3,060	(1,486)
Total Year to Date Revenues	12,934,100	3,243,176	25%	3,226,260	16,916
Expenses					
Health Claims	11,700,266	3,098,983	26%	2,361,048	737,935
Dental Claims	590,600	132,917	23%	128,010	4,907
Employee Health Clinic	532,884	118,200	22%	84,102	34,098
Consulting Services	105,250	23,238	22%	22,717	521
Miscellaneous	5,100	4,408	86%	4,170	238
Total Year to Date Expenses	12,934,100	3,377,746	26%	2,600,047	777,699
Ending Net Position	\$ -	\$ 9,264,643		\$ 8,472,625	\$ 792,018

City of Salem, Virginia
Schedule of Deposits and Investments
For Period Ending October 31, 2024

Schedule P

	Cash Value 10/31/2024	Net Change in Fair Value	Fair Value 10/31/2024	FV as a % of Portfolio
Demand & Time Deposits				
Concentration Account	\$ 47,000,725	\$ -	\$ 47,000,725	29.1%
Payroll Account	9,929	-	9,929	0.0%
Revenue Recovery Account	3,410	-	3,410	0.0%
Utility Billing Account	49,301	-	49,301	0.0%
Box Office Account	996,814	-	996,814	0.6%
Held as Fiscal Agent of:				
Cardinal Academy	1,142,038	-	1,142,038	0.7%
Court Community Corrections	1,382,584	-	1,382,584	1.0%
Held on Behalf of:				
Economic Development Authority	579,716	-	579,716	0.4%
Total Demand & Time Deposits	<u>51,164,517</u>	<u>-</u>	<u>51,164,517</u>	<u>31.8%</u>
Investments				
Local Government Investment Pool (LGIP)	109,826,427	-	109,826,427	67.8%
Held on Behalf of:				
Economic Development Authority LGIP	610,354	-	610,354	0.4%
Total Investments	<u>110,436,781</u>	<u>-</u>	<u>110,436,781</u>	<u>68.2%</u>
Total Deposits and Investments	<u><u>\$ 161,601,298</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 161,601,298</u></u>	<u><u>100.0%</u></u>



Item #: 6.A.

AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SALEM,
VIRGINIA HELD AT CITY HALL

MEETING DATE: November 25, 2024

AGENDA ITEM: **Council Salary Ordinance**
Hold a public hearing and consider the first reading of an ordinance increasing and establishing the annual salaries of the Mayor and Council effective July 1, 2027. (Advertised in the November 16 and 17, 2024, issues of the *Roanoke Times*.)

SUBMITTED BY: Rob Light, Assistant City Manager/Clerk of Council

SUMMARY OF INFORMATION:

The present salaries for the Mayor and Council members are based on the limits established by the General Assembly in 1996 at \$13,000/year and \$12,000/year, respectively.

The 2024 General Assembly and Governor enacted legislation that increased the maximum salaries to \$24,000/year for Mayors and \$22,000/year for Council members in the City of Salem. The maximum salaries are established based on population ranges of localities.

The enacted legislation requires Council adopt an ordinance to amend these salaries at least four months prior to the date of the next municipal election and such increases may be effective on July 1st after the next regularly scheduled election of Council members. The next such election will be in November of 2026. Thus, if adopted, the salary increases will not be effective until July 1, 2027.

FISCAL IMPACT:

Effective July 1, 2027, the Mayor's salary will increase from \$13,000/year to \$24,000/year. Council member salaries will increase from \$12,000/year to \$22,000/year. From July of 1996 to October of 2024, inflation has increased 101.1% per the U.S. Bureau of Labor Statistics CPI for All Urban Consumers Price Index. The proposed salary increases are less than the comparative salaries applying inflation. This does not account for an additional approximate 32 months of future inflation from October of 2024 until the salaries will be effective on July 1, 2027.

STAFF RECOMMENDATION:

Staff recommends Council hold a public hearing and consider on first reading an ordinance increasing and establishing the annual salaries of the Mayor at \$24,000/year and Council members at \$22,000/year effective July 1, 2027.

ATTACHMENTS:

1. Item 6A 11-25-24 Council Salary Ordinance 11.2024

**AN ORDINANCE INCREASING AND ESTABLISHING THE ANNUAL SALARIES
OF THE MAYOR AND COUNCIL**

WHEREAS, the current maximum salaries for the Mayor and Salem City Council members has been in effect since July 1, 1996; and

WHEREAS, the General Assembly increased the maximum salaries in the 2024 session; and

NOW, THEREFORE BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, as follows:

1. That pursuant to §15.2-1414.6 of the Code of Virginia, the Mayor's salary shall be increased to \$24,000 annually and City Council members salaries shall be increased to \$22,000 annually.
2. That these salary increases shall take effect July 1, 2027.
3. That these annual salaries shall apply for succeeding fiscal years unless subsequently modified by ordinance duly adopted by Council.

Upon a call for an aye and a nay vote, the same stood as follows:

H. Hunter Holliday –
William D. Jones –
Byron Randolph Foley –
James W. Wallace III –
Renee F. Turk –

Passed:
Effective:

/s/ Renee F. Turk
Mayor

ATTEST:

H. Robert Light
Clerk of Council
City of Salem, Virginia



Item #: 6.B.

AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SALEM,
VIRGINIA HELD AT CITY HALL

MEETING DATE: November 25, 2024

AGENDA ITEM: **Amendment to the City Code - Chapter 106, Zoning**
Hold public hearing and consider ordinance on first reading amending Chapter 106, Zoning, Article IV Development Standards, section 106-406 miscellaneous provisions of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to storage containers. (Advertised in the November 16 and 17, 2024, issues of the *Roanoke Times*.) (Planning Commission Public hearing was held September 11, 2024 and item was continued to the November 13, 2024, meeting. (Planning Commission recommended approval with a unanimous vote.)

SUBMITTED BY: Maxwell Dillon, Planner

SUMMARY OF INFORMATION:

In the September 2024 Planning Commission meeting addressing storage containers, staff noted the following:

Throughout the past several years, storage containers (also referred to as shipping containers) have become increasingly prevalent as businesses seek cost-effective and efficient repositories for their excess goods, equipment, or inventory. Staff has learned through numerous conversations with commercial and industrial enterprises that storage containers are critical to their business operations, as they provide additional space that is flexible, durable, protected from the elements, and relatively inexpensive.

While storage containers clearly have a valuable use-case for many non-residential purposes, their appearance can also detract from the character of commercial corridors if not maintained appropriately. Rust, graffiti, and other forms of deterioration can have a negative impact on the aesthetic environment of major commercial districts that are important to the presentation and ultimate vitality of the city.

To provide a bit of background on historical storage container regulation, containers were not regulated by city code prior to 2017. In 2017, the city adopted an ordinance

permitting storage containers on a temporary basis; however, that provision currently does not allow for the permanent keeping of storage containers on any property.

This proposed storage container ordinance excludes storage containers utilized for temporary purposes, located in the right of way, used for occupancy as approved by the Uniform Statewide Building Code, or utilized in conjunction with an active building permit. This section introduces numerical (for commercially zoned properties) and locational (not to interfere with parking, landscaping, stormwater, etc.) restrictions for storage containers everywhere in the city. For properties located on specified major corridors, this ordinance requires storage containers to be painted a neutral color, maintained properly, and placed behind the front building line.

At the conclusion of that meeting, staff was directed to perform additional research to try and refine the proposed regulations regarding storage containers. After consulting regulations adopted in September of 2024 by the City of Norfolk, extensive tabulation and evaluation of existing containers, and feedback from Planning Commissioners, staff has proposed a new ordinance to address storage containers. The changes from the previous draft are summarized by the following highlights:

- 1. The numerical limitation on storage containers is now based on primary street frontage instead of acreage. This change is anticipated to more appropriately scale the allowable containers to properties along Salem's major corridors. Industrial properties are still exempt from a numerical limitation.**
- 2. Containers on major corridors must be placed on a surface consistent with the development standards in our zoning ordinance. In other words, containers will have to be placed on asphalt, concrete, or engineered gravel (as approved by the City Engineer).**
- 3. The colors "black" and "white" have been removed from the permitted shades of acceptable neutral colors.**
- 4. A stipulation has been added to require parcels with multiple containers to situate them in a side-by-side fashion.**

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

Staff recommends Council hold a public hearing and consider approval of this ordinance change, as storage containers are not currently permitted on a permanent basis.

ATTACHMENTS:

1. Item 6B 11-25-24 Sec._106-406_Storage Containers amended final

AN ORDINANCE TO AMEND, REVISE, AND REORDAIN CHAPTER 106, ZONING, ARTICLE IV, DEVELOPMENT STANDARDS, SECTION 106-406 MISCELLANEOUS PROVISIONS PERTAINING TO STORAGE CONTAINERS OF THE CODE OF THE CITY OF SALEM, VIRGINIA.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, THAT SECTION 106-406 OF CHAPTER 106, OF THE CODE OF THE CITY OF SALEM, VIRGINIA BE AMENDED, REVISED, AND REORDAINED TO READ AS FOLLOWS:

Chapter 106
ZONING

Article IV Development Standards

Sec. 106-406.25. On-site storage and temporary mobile storage containers.

- ~~(A) Storage containers shall be considered accessory structures and shall be located in accordance with the standards for accessory structures as described in article II of this chapter.~~
- (BA) No vehicle, truck body, detachable semi-trailer, manufactured home, mobile home, bus, trailer, recreational vehicle, shipping container, portable storage unit, or similar equipment shall be used as a storage container or building in any zoning district, except that: .**
- ~~(1) Temporary mobile storage containers designed for site delivery and pickup may be placed and used on any property for a period not to exceed 30 days per calendar year. Such a container shall be placed in the driveway or rear yard of residentially zoned property.~~
- ~~(2) Commercial and industrial use types may use shipping containers for storage provided that:~~
- ~~a. All containers are maintained in suitable condition and be free of rust, deterioration, graffiti, etc.~~
- ~~b. All containers are placed in an approved location that does not utilize existing parking spaces, fire lines, etc.~~
- ~~c. All containers are placed in the rear of the property and shielded from public views.~~
- ~~d. Such containers shall not be allowed for more than 90 consecutive days in any one-year period.~~
- ~~(C) A zoning permit shall be obtained prior to the placement of any storage container.~~
- ~~(D) No stacking of storage containers shall be allowed.~~
- (B) Temporary mobile storage containers such as portable storage units and moving pods, up to 20' in length that are designed for site delivery and pickup may be placed and used on any residentially zoned property, or on any property that is used residentially for a period not to exceed 30 days per calendar year. Such a container shall be placed in the driveway or rear yard of residentially zoned property. A zoning permit shall be obtained prior to the placement.**

- (C) For containers on any nonresidential or agriculturally zoned property that will be utilized for 90 days or less, a zoning permit may be issued in lieu of these requirements.
- (D) Mobile storage containers that are temporarily located in the right of way require a Right of Way Permit issued by the Community Development Office and are not subject to the standards of this Section.
- (E) Permanent storage containers that are used for occupancy as approved by the Uniform Statewide Building Code and possess a certificate of occupancy from the Building Official are not subject to the standards of this Section.
- (F) Containers utilized in conjunction with construction that have an active building permit are exempt from the requirements of this section.
- (G) Storage containers and shipping containers may be placed and used on any nonresidential or agriculturally zoned property, provided that:
 - 1) One shipping container shall be permitted on each lot, with one additional container permitted for each additional 100 feet of primary street frontage. Lot frontage shall be rounded down to the nearest hundred.
 - a. There is no numerical storage container limitation on industrially zoned properties.
 - 2) All containers are placed in a location that does not encroach upon required parking spaces, drive aisles, fire lanes, or landscaping/stormwater management areas. The placement of containers shall not inhibit adequate sight distance as prescribed by Section 106-406.17 and/or as determined by the Administrator.
 - 3) Each container shall be reported to the Commissioner of the Revenue's Office.
 - 4) Containers shall not display signage of any kind.
 - 5) No container shall be allowed to obtain a public utility service connection.
 - 6) No stacking of storage containers shall be allowed.
 - 7) A landscape buffer shall be planted to screen any containers from adjacent residential properties.
- (H) Such containers that may be viewed from the public way of the following streets shall be required to conform to additional standards
 - 1) Streets:
 - a. Main Street
 - b. Wildwood Road
 - c. 4th Street
 - d. Thompson Memorial Drive
 - e. College Avenue

- f. Electric Road
- g. Texas Street
- h. Roanoke Boulevard
- i. Apperson Drive
- j. South Colorado Street
- k. Lynchburg Turnpike

2) Additional standards:

- a. All containers shall be placed on a surface in accordance with Section 106-404.11 of the zoning ordinance.
- b. All containers are painted a singular neutral color (shades of gray, brown, cream, beige, and taupe) and maintained in a fashion free of rust, deterioration, graffiti, and other decomposition.
- c. Containers shall have a maximum length of twenty (20) feet.
- d. Containers on the same parcel shall be situated in a side-by-side fashion, with the longest dimensions of each container abutting.

Containers shall be placed behind the front building line of the principal structure.

Upon a call for an aye and a nay vote, the same stood as follows:

H. Hunter Holliday -
 William D. Jones -
 Byron Randolph Foley -
 James W. Wallace, III -
 Renee F. Turk -

Passed:
 Effective:

 Mayor

ATTEST:

H. Robert Light
 Clerk of Council
 City of Salem, Virginia



Item #: 6.C.

AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SALEM,
VIRGINIA HELD AT CITY HALL

MEETING DATE: November 25, 2024

AGENDA ITEM: **Amendment to City Code - Chapter 18**
Consider adoption of ordinance on first reading amending Chapter 18, Buildings and Building Regulations, Article VII, Historic Structures be renamed and by adopting additional sections 18-701 through 18-805 of the Code of the City of Salem, Virginia, pertaining to the Maintenance of Structures, Spot Blight Abatement, and Vacant Building Registration.

SUBMITTED BY:

SUMMARY OF INFORMATION:

Following the City Council retreat of 2023, a set of goals was established to guide the city's initiatives and priorities for the future. It was determined that a focus on property clean up and maintenance was one of those goals. As a result, the proposed code sections will add appropriate tools for staff to make that goal a priority.

The following three proposed code additions are aimed at enhancing neighborhood vitality, addressing property blight, and ensuring the upkeep of both occupied and vacant properties within the community. The three proposed code sections are:

1. **Exterior Property Maintenance Code**
2. **Spot Blight Abatement Ordinance**
3. **Vacant Building Registry**

Each of these measures is designed to address specific property maintenance issues, promote public safety, reduce blight, and improve the overall aesthetics and quality of life in residential and nonresidential neighborhoods.

1. Exterior Property Maintenance Code

The proposed Exterior Property Maintenance Code establishes minimum standards for the maintenance of the exteriors of all properties within the city. This code applies to both residential and nonresidential properties and addresses the following key areas:

- **Building Exteriors:** Requirements for the repair or maintenance of building facades, roofing, windows, doors, and other visible structural and decorative

elements. This ensures that properties do not fall into disrepair or become eyesores.

This code provides property owners with clear guidelines regarding maintenance expectations and gives the city the authority to take corrective action when properties fall into disrepair or violate these standards.

2. Spot Blight Abatement

The Spot Blight Abatement section provides a mechanism for the city to address properties that are determined to be contributing to blight, even if they are not part of a larger pattern of decay. Spot blight refers to isolated instances of property neglect or deterioration that, while affecting only a few properties, can have a significant negative impact on the surrounding neighborhood.

Key provisions of this ordinance include:

- **Definition of Spot Blight:** Properties can be considered blighted if they have been vacant for at least a year, have been the subject of documented complaints, are no longer being maintained for useful occupancy, is dilapidated or lacks normal maintenance, has been the subject of nuisance abatement, or are detrimental to the health, safety or welfare of the community.
- **City Authority to Intervene:** If a property is preliminarily deemed blighted, city staff will contact the owner and work on a plan to cure the blight. Failure to comply may result in the request for City Council to conduct a public hearing concerning the repair or other disposition of the property.

The Spot Blight Abatement aims to remedy instances of blight that disrupt the neighborhood's quality of life, prevent further deterioration, and promote neighborhood reinvestment.

3. Vacant Building Registry

The Vacant Building Registry Ordinance requires property owners to register vacant buildings with the city. A vacant building is defined as any building that is unoccupied for a period of twelve months and for six months or longer, it has been vacant, boarded up or secured in accordance with the building code, and not lawfully connected to electric, water or sewer service. The registry will include the following components:

- **Registration Requirement:** Property owners must register any vacant building by April 1 of each year.
- **Registration Fees:** A \$100 fee will be assessed for registration.
- **Penalties:** Failure to register a vacant property shall be subject to a \$200 civil penalty and if the property has been deemed blighted it shall be subject to a \$400 civil penalty.

The purpose of this registry is to reduce the negative impacts of vacant buildings on neighborhoods, including increased risk of crime, vandalism, and deterioration. It also enables the city to track vacant properties, engage with property owners, and facilitate rehabilitation or repurposing of these buildings.

The proposed **Exterior Property Maintenance Code, Spot Blight Abatement, and**

Vacant Building Registry Ordinance represents an important step toward maintaining the quality of life in our neighborhoods, addressing property blight, and encouraging responsible property ownership. By giving staff, the tools to ensure properties are well-maintained, these measures will help to foster a cleaner, safer, and more attractive community.

FISCAL IMPACT:

STAFF RECOMMENDATION:

Staff recommends Council consider approval of the proposed ordinance on first reading.

ATTACHMENTS:

1. ext prop main, spot blight, vacant bldg corrected dadak 10-8-2024

AN ORDINANCE TO AMEND, REVISE, REORDAIN, AND ENACT, CHAPTER 18, BUILDINGS AND BUILDING REGULATIONS, ARTICLE VII, HISTORIC STRUCTURES, BE RENAMED AND BY ADOPTING ADDITIONAL SECTIONS 18- 701 THROUGH 18-805 OF THE CODE OF THE CITY OF SALEM, VIRGINIA, PERTAINING TO THE MAINTENANCE OF STRUCTURES, SPOT BLIGHT ABATEMENT, AND VACANT BUILDING REGISTRATION.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, THAT Article VII, Historic Structures, Building Code, DIVISIONS I-IV, Article VII, Historic Structures, Chapter 18, of The Code of the City of Salem, Virginia, be adopted to read as follows:

PART II - CODE
Chapter 18 - BUILDINGS AND BUILDING REGULATIONS
ARTICLE VII. HISTORIC STRUCTURES MAINTENANCE OF STRUCTURES

DIVISION I. - HISTORIC STRUCTURES

Sec. 18-651. - Purpose.

City council finds that recognition of buildings that have important historic, architectural, archaeological, and cultural significance to the community is in the public interest and should be encouraged. Furthermore, regulatory flexibility is required for the preservation and maintenance of the historic contribution of such buildings as redevelopment occurs.

Sec. 18-652. - Intent.

It is the intent of city council that recognition pursuant to this chapter shall not in and of itself constitute an "official designation" for the purposes and intent of Code of Virginia § 15.2-2306 and shall not constitute a "site" for the purposes of establishing a historic district thereunder.

Sec. 18-653. - Register.

The planning commission is hereby authorized and directed to compile a register of such structures, sites, and places of historic significance. No structure, site, or place shall be listed on the register except upon application by the owner.

Sec. 18-654. - Consideration of applications.

- (a) The executive secretary to the planning commission, upon receiving any such application requesting listing on the register, shall promptly transmit the same to the planning commission.

-
- (b) Within 120 days after receiving any such application for listing on the register, the planning commission shall review the application and approve, disapprove, or approve with conditions any such application for listing on the register.

Sec. 18-655. - Inclusion.

To be considered for inclusion on the register, a property must be a minimum of 100 years old and meet one of the following conditions:

- (1) The building must be of significant historic architectural design.
- (2) The building must have played a significant role in community history.
- (3) The building must have ties to a historic event.
- (4) The building must be associated with a person of historic significance.

Sec. 18-656. - Powers of planning commission.

The planning commission shall have the authority to approve, disapprove, or approve with conditions any application for inclusion on the register.

Sec. 18-657. - Maintenance of historic buildings.

It is found that the owner of a historic building has the responsibility to protect and preserve, in perpetuity, the structural and visual components of such building. Every building listed on any historic register or located within any designated historic district shall be kept in good repair. All exterior portions of such buildings and all related interior portions thereof must be maintained to prevent the exterior of such building to fall into a state of disrepair and/or be exposed to the elements. Deterioration by neglect is expressly prohibited. Therefore, the reasonable maintenance of historic buildings is required as follows:

- (1) The decorative features of the building, including but not limited to, molding, filigree, and cornices, shall be maintained.
- (2) The exterior of the building, including, but not limited to, walls, vertical supports, horizontal support members, roofs, chimneys, siding, doors, windows, shall be maintained.
- (3) Any painted exterior surfaces shall be maintained.
- (4) Any other necessary maintenance required by the Building Official that prevents the deterioration of a historic building.

DIVISION II. – EXTERIOR MAINTENANCE OF STRUCTURES

Sec. 18-701. Scope

The provisions of this chapter shall govern the minimum conditions for the

maintenance of structures and equipment and for the maintenance of exterior property to the extent that this code is applicable.

Sec. 18-703. Exterior Structure

- A. General.** The exterior of a structure shall be maintained in good repair and structurally sound.
- B. Protective treatment.** Exterior surfaces, including but not limited to, doors, door and window frames, cornices, porches, trim, balconies, and decks, shall be maintained in good condition. Exterior wood surfaces, other than decay-resistant woods, shall be protected from the elements and decay by painting or staining or may be covered by a roof. Peeling, flaking and chipped paint shall be eliminated and surfaces repainted. Siding and masonry joints, as well as those between the building envelope and the perimeter of windows, doors and skylights, shall be maintained weather resistant and watertight. Concrete shall be treated to remove and prevent efflorescence. Metal surfaces subject to rust or corrosion shall be coated to inhibit such rust and corrosion, and surfaces with rust or corrosion shall be stabilized and coated to inhibit future rust and corrosion. Oxidation stains shall be removed from exterior surfaces. Surfaces designed for stabilization by oxidation are exempt from this requirement.
- C. Structural members.** Structural members shall be maintained free from deterioration and shall be capable of safely supporting the imposed dead and live loads.
- D. Foundation walls.** Foundation walls shall be maintained plumb and free from open cracks and breaks and shall be kept in such condition so as to prevent the entry of rodents and other pests.
- E. Exterior walls and fences.** Exterior walls and fences shall be free from holes, breaks, and loose or rotting materials; Exterior walls shall be maintained weatherproof and properly surface coated where required to prevent deterioration.
- F. Decorative features.** Cornices, belt courses, corbels, terra cotta trim, wall facings and similar decorative features shall be maintained in good repair with proper anchorage and in a safe condition.

Sec. 18-705. Violations and penalties.

It shall be unlawful for any owner or any other person, firm, or corporation, on or after the effective date of any Code provisions, to violate any such provisions. Any such violation shall be deemed a misdemeanor and any owner or any other person, firm, or corporation convicted of such a violation shall be punished by a fine of not more than

\$2,500. If the violation remains uncorrected at the time of the conviction, the court shall order the violator to abate or remedy the violation in order to comply with the Code. Except as otherwise provided by the court for good cause shown, any such violator shall abate or remedy the violation within six months of the date of conviction. Each day during which the violation continues after the court-ordered abatement period has ended shall constitute a separate offense. Any person, firm, or corporation convicted of a second offense committed within less than five years after a first offense under this chapter shall be punished by a fine of not less than \$1,000 nor more than \$2,500. Any person, firm, or corporation convicted of a second offense committed within a period of five to 10 years of a first offense under this chapter shall be punished by a fine of not less than \$500 nor more than \$2,500. Any person, firm, or corporation convicted of a third or subsequent offense committed within 10 years of an offense under this chapter after having been at least twice previously convicted shall be punished by confinement in jail for not more than 10 days and a fine of not less than \$5,000 nor more than \$10,000, either or both. No portion of the fine imposed for such third or subsequent offense committed within 10 years of an offense under this chapter shall be suspended. Nothing in this section shall be construed to prohibit issuing a summons for violation of any code provision to the lessor or sublessor of a residential dwelling unit, provided a copy of the notice is served on the owner.

Sec. 18-707. Notices, reports and orders.

Upon findings by the code official that violations of this code exist, the code official shall issue a correction notice or notice of violation to the owner, tenant or the person responsible for the maintenance of the structure. Work done to correct violations of this code subject to the permit, inspection and approval provisions of the VCC shall not be construed as authorization to extend the time limits established for compliance with this code. When the owner is not the responsible party to whom the notice of violation or correction notice is issued, a copy of the notice shall also be delivered to the owner.

Sec. 18-709. Correction notice.

The correction notice shall be a written notice of the defective conditions. The correction notice shall require correction of the violation within a reasonable time. Upon request, the correction notice shall reference the code section that serves as the basis for the defects and shall state that such defects shall be corrected and reinspected in a reasonable time designated by the code official.

Sec. 18-711. Notice of violation.

If the code official determines there are violations of this code a written notice of violation may be issued to the owner, tenant, or the person responsible for the maintenance or use of the building or structure in lieu of a correction notice. In addition, the code official shall issue a notice of violation for any uncorrected violation

remaining from a correction notice. The code official shall provide the section numbers for any code provisions cited in the notice of violation to the owner, tenant, or the person responsible for the maintenance or use of the building or structure. The notice shall require correction of the violation within a reasonable time. The owner, tenant, or person to whom the notice of violation has been issued shall be responsible for contacting the code official within the timeframe established for any reinspections to assure the violations have been corrected. The code official will be responsible for making such inspection and verifying the violations have been corrected. In addition, the notice of violation shall indicate the right of appeal by referencing the appeals section of this code.

Sec. 18-713. Further action when violation not corrected.

If the responsible party has not complied with the notice of violation, the code official may request the legal counsel of the locality to institute the appropriate legal proceedings to restrain, correct or abate the violation or to require the removal or termination of the use of the building or structure involved. In cases where the locality or legal counsel so authorizes, the code official may issue or obtain a summons or warrant.

Sec. 18-715. Right of appeal; filing of appeal application.

Any person aggrieved by the application of this code or the refusal to grant a modification to the provisions of this code may appeal to the BBOA. The applicant shall submit a written request for appeal to the BBOA within 30 calendar days of the receipt of the decision being appealed. The application shall contain the name and address of the owner of the building or structure and, in addition, the name and address of the person appealing, when the applicant is not the owner. A copy of the code official's decision shall be submitted along with the application for appeal and maintained as part of the record. The application shall be marked by the BBOA to indicate the date received. Failure to submit an application for appeal within the time limit established by this section shall constitute acceptance of a code official's decision.

Sec. 18-717. Meetings and postponements.

The BBOA shall meet within 30 calendar days after the date of receipt of the application for appeal. A longer time period shall be permitted if agreed to by all the parties involved in the appeal. A notice indicating the time and place of the hearing shall be sent to the parties in writing to the addresses listed on the application at least 14 calendar days prior to the date of the hearing, except that a lesser time period shall be permitted if agreed to by all the parties involved in the appeal. When a quorum of the BBOA is not present at a hearing to hear an appeal, any party involved in the appeal shall have the right to request a postponement of the hearing. The BBOA shall reschedule the appeal within 30 calendar days of the postponement, except that a

longer time period shall be permitted if agreed to by all the parties involved in the appeal.

Sec. 18-719. Hearings and decision.

All hearings before the BBOA shall be open meetings and the appellant, the appellant's representative, the locality's representative and any person whose interests are affected by the code official's decision in question shall be given an opportunity to be heard. The chairman shall have the power and duty to direct the hearing, rule upon the acceptance of evidence and oversee the record of all proceedings. The BBOA shall have the power to uphold, reverse, or modify the decision of the official by a concurring vote of a majority of those present. Decisions of the BBOA shall be final if no further appeal is made. The decision of the BBOA shall be explained in writing, signed by the chairman and retained as part of the record of the appeal. Copies of the written decision shall be sent to all parties by certified mail. In addition, the written decision involving the statewide building code shall contain the following wording:

- "Any person who was a party to the appeal may appeal to the State Review Board by submitting an application to such Board within 21 calendar days upon receipt by certified mail of the written decision. Application forms are available from the Office of the State Review Board, 600 East Main Street, Richmond, Virginia 23219, (804) 371-7150."

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However, the written decision involving a violation or application of this code shall contain the following wording:

- "Anyone aggrieved by the Board's decision in this matter may file a petition pursuant to Virginia Code § 15.2-2314 for a writ of certiorari with the Circuit Court for the City of Salem. The petition must be filed within 30 days of the date of this letter. Any decision not appealed within 30 days becomes final."

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Sec. 18-721. Appeals.

After final determination by the BBOA in an appeal involving the statewide building code, any person who was a party to the appeal may further appeal to the State Review Board. The application for appeal shall be made to the State Review Board within 21 calendar days of the receipt of the decision to be appealed. Failure to submit an application within that time limit shall constitute an acceptance of the code official's decision. For appeals from the BBOA, a copy of the code official's decision and the written decision of the BBOA shall be submitted with the application for appeal to the State Review Board. Upon request by the Office of the State Review Board, the BBOA shall submit a copy of all pertinent information from the record of the appeal. Procedures of the State Review Board are in accordance with Article 2 (§ 36-108 et

seq.) of Chapter 6 of Title 36 of the Code of Virginia. Decisions of the State Review Board shall be final if no further appeal is made.

After final determination by the BBOA in an appeal involving a violation or application of this code, anyone aggrieved by the determination may file a petition pursuant to Virginia Code § 15.2-2314 for a writ of certiorari with the Circuit Court for the City of Salem. The petition must be filed within 30 days of the date of the BBOA decision. Any decision not appealed within 30 days becomes final.

DIVISION III. - SPOT BLIGHT ABATEMENT

Sec. 18-751. Purpose

The city council finds that deteriorating properties, including the improvements and the land on which they are built, have a detrimental effect on property values and the quality of life in the area surrounding them. This article is enacted to provide for the abatement of blight which threatens the health, safety and welfare of the community.

Sec. 18-753. Authorization

The city may clear or repair any blighted property as defined in this article in order to abate blight. In addition, the city may recover the cost of any clearing or repair of such property from the owner of the property.

Sec. 18-755. Preliminary Determination

The city manager or his designee shall make a preliminary determination that a property has non-structural blight in accordance with section 18-765. The Building Official shall make the preliminary determination that a property has structural blight in accordance with section 18-38. The city manager or his designee shall notify the owner by regular and certified mail sent to the last address shown in the real estate tax assessment records, specifying the reasons why the property is blighted. The owner shall have 30 days within which to respond in writing with a plan to cure the blight within a reasonable time. Such plan shall include a site plan delineating blighted condition(s) and specifying measures to be taken for the removal of each.

Upon the Building Official's approval of the plan to cure structural blight, and/or the city's approval of the plan to cure non-structural blight, the owner shall have 90 days to complete all work approved in the spot blight abatement plan. The city, upon acceptance of a performance bond in the amount of the estimated cost of the work, may grant an extension of an additional 90 days to complete work where it is determined that the owner has completed substantial portions of the work in compliance with the plan and is diligently pursuing completion of all work.

Sec. 18-757. Public Hearing and Determination

If the owner fails to respond within the 30-day period with a spot blight abatement plan that is acceptable, or fails to complete the work approved in the spot blight abatement plan to cure the blight within the allotted time, including any extensions, the city manager or his designee (1) may request the city council to conduct a public hearing concerning the repair or other disposition of the property in question, and if a public hearing is scheduled, (2) shall prepare a spot blight abatement plan for the repair or other disposition of the property. The city shall send written notice and the proposed plan to the owner before the city council acts on the ordinance and proposed plan.

Notice of public hearing will be mailed by regular mail to (1) the property owner(s) and (2) abutting property owner(s) at least three weeks prior to the date of the public hearing. Notice must also be published twice in a newspaper with local circulation and shall also be posted on the property.

Sec. 18-759. Remediation and Restoration (cost recovery)

Following the public hearing, the city council may consider the proposed ordinance to declare the property blighted and the proposed plan. If said ordinance is adopted and council approves the proposed plan, the city may clear or repair the property in accordance with the approved plan, the provisions of this section, and applicable law. The city shall have a lien on all property so cleared or repaired under an approved plan to recover the cost of demolition or improvements made by the city to bring the blighted property into compliance with applicable building codes. The lien on such property shall bear interest at the legal rate of interest established in Code of Virginia, § 6.2-301, as amended, beginning on the date the repairs are completed through the date on which the lien is paid. The lien shall be filed in the Office of the Treasurer and shall be treated in all respects as a tax lien and enforceable in the same manner as provided by law. The city may recover its costs of clearing or repair from the owner of record of the property when the clearing or repairs were made at such time as the property is sold or disposed of by such owner. The costs of clearing or repair shall be recovered from the proceeds of any such sale.

Sec. 18-761. Declaration of Nuisance

In lieu of the exercise of powers granted in sections 18-751 through 18-759, the city council, by ordinance, may declare any blighted property to constitute a nuisance, and thereupon abate the nuisance as authorized by law. Such ordinance shall be adopted only after written notice by certified mail to the owner of the property at the last known address of such owner as shown on the current real estate tax assessment books or current real estate tax assessment records. If the owner does not abate or remove the nuisance and the city abates or removes the nuisance at its expense, the costs of abatement or removal shall be a lien on the property and the lien shall bear

interest at the legal rate of interest established in Code of Virginia, § 6.2-301, as amended, beginning on the date the abatement or removal is completed through the date on which the lien is paid.

Sec. 18-763. Provisions cumulative; inclusion of other statutes and ordinances

The provisions of this article shall be cumulative and shall be in addition to any remedies for spot blight abatement that may be authorized by law.

Sec. 18-765. Definitions

(A) General definitions

- a. The term "blighted property" means any individual commercial, industrial, or residential structure or improvement that endangers the public's health, safety, or welfare because the structure or improvement upon the property is dilapidated, deteriorated, or violates minimum health and safety standards, or any structure or improvement previously designated as blighted under the process of determination of "spot blight."
- b. A property can be considered blighted if it meets the standards set forth in Virginia Code § 36-49.1:1, as amended. Detrimental to the public health, safety, or welfare may be substantiated by meeting more than one of the following instances:
 - (1) It has been vacant and/or boarded for at least one year.
 - (2) It has been the subject of documented complaints.
 - (3) It is no longer being maintained for useful occupancy.
 - (4) It is dilapidated or lacks normal maintenance and upkeep.
 - (5) It has been the subject of nuisance abatement actions undertaken by the city.
 - (6) Any buildings or improvements which, by reason of dilapidation, obsolescence, overcrowding, faulty arrangement of design, lack of ventilation, light and sanitary facilities, excessive land coverage, deleterious land use or obsolete layout, or any combination of these or other factors, are detrimental to the safety, health or welfare of the community.
- c. The following is a list of potential conditions that may cause a property to be considered blighted under the terms of this article:
 - (1) *Condemned structure.* A structure on the property has been continuously vacant for at least one year, has been condemned as unfit for human occupancy by the Building Official in accordance with the Virginia Uniform Statewide Building Code, but has neither

been demolished nor repaired by the owner as directed by the Building Official.

- (2) *Rat and rodent infestation.* There is evidence of rat or rodent infestation, or harborages caused by conditions on the property.
- (3) *Previous citations.* The property has been used or maintained in a condition which as result in the following actions:
 - (i) The owner has been cited on at least three separate occasions because activities or conditions on the property violate state or city laws or ordinances governing the use or maintenance of property, and those activities or conditions threaten the public health, safety and welfare of the community; or
 - (ii) The owner has refused to abate one or more violations as ordered by the court or has repeated conduct involving the use or maintenance of property for which the owner has been convicted of violating state law, town/county or local ordinances in the past.
- (4) *Inadequate facilities.* The property has inadequate sewage, septic, plumbing, well or heating facilities.
- (5) *Potential trespass.* If the property is vacant, the owner has failed to take adequate precautions to prevent the use of or access to the property by trespassers.
- (6) *Nuisance to children.* A potential attractive nuisance to children exists on the property, including, but not limited to, abandoned wells, basements, excavations or broken fences.
- (7) *Fire hazard.* Any condition exists on the property that has been specifically identified as a fire hazard by the fire department or the Building Official; or
- (8) *Substantial dilapidation of buildings or structures as evidenced by either:*
 - (i) Collapse of either interior or exterior structural elements such as floors, walls, roofs, porches, decks and similar appendages which pose a danger to the public; or
 - (ii) Removal or rotting of exterior siding, roofing or sheathing exposing structural members to the weather.

(B) Definitions.

Blighted area: Any area that endangers the public health, safety or welfare; or any area that is detrimental to the public health, safety, or welfare because commercial, industrial, or residential structures or improvements are dilapidated, or deteriorated or because such structures or improvements violate minimum health and safety standards. This definition includes, without limitation, areas previously designated as blighted areas pursuant to the provisions of the Code of Virginia § 36-1 et seq.

Blighted property: Any individual commercial, industrial, or residential structure or improvement that endangers the public's health, safety, or welfare because the structure or improvement upon the property is dilapidated, deteriorated, or violates minimum health and safety standards, or any structure or improvement previously designated as blighted pursuant to the Code of Virginia § 36-49.1:1, under the process for determination of "spot blight."

Infestation: the presence of insects, rodents, vermin, or other pests in sufficient number to adversely affect the structure or health safety, and welfare of the occupants.

Spot blight: A structure or improvement that is a blighted property as defined in this section.

Spot blight abatement plan (referred to as "plan"): the written plan prepared by the owner or owners of record of the real property to address spot blight. If the owner or owners of record of the real property fail to respond as provided in the Code of Virginia § 36-49.1:1, the locality or the authority can prepare a spot blight abatement plan to address the spot blight with respect to an individual commercial, industrial, or residential structure or improvement, but may only implement such plan in accordance with the provisions of § 36-49.1:1.

Vacant: any parcel of land in the city that contains any building or structure that is not lawfully occupied or inhabited by human beings as evidenced by two or more of the following conditions:

1. *Failure to make contact with anyone on site*
2. *Overgrown and/or dead vegetation*
3. *Overdue utility bills or at least one disconnected utility*
4. *Accumulation of trash, junk or debris*
5. *Abandoned vehicles, auto parts, or materials*
6. *The absence of furnishings and/or personal items consistent with habitation or occupancy*
7. *The presence of an unsanitary, stagnant swimming pool*
8. *The accumulation of newspapers, circulars, flyers and/or mail*
9. *Statements from neighbors, family members, delivery agents, or government agents*
10. *The presence of boards over doors, windows, or other openings*

11. Absence of or continually drawn window coverings such as curtains, blinds and/or shutters

12. The absence of a certificate of occupancy

DIVISION IV. - VACANT BUILDING REGISTRY

Sec. 18-801. Vacant building registration.

On or before April 1 of each year, the owner or managing agent, or a duly authorized representative acting on behalf of the owner or managing agent, shall register with the Building Official's office, the address of any buildings they own or manage which have been vacant for a continuous period of twelve (12) months or more and which meet the definition of derelict building. For purposes of this section, "derelict building" shall mean a residential or nonresidential building or structure, whether or not construction has been completed, that might endanger the public's health, safety, or welfare and for a continuous period in excess of six (6) months, it has been (i) vacant, (ii) boarded up or secured in accordance with the building code, and (iii) not lawfully connected to electric service from a utility service provider or not lawfully connected to any required water or sewer service from a utility service provider. Every person filing registration forms with the Building Official's office shall pay an annual registration fee of one hundred dollars (\$100.00) to defray the cost of processing the registration.

Sec. 18-803. Failure to register.

Any person who fails to register a vacant building by the April 1 deadline shall be subject to a two hundred dollars (\$200.00) civil penalty. Any person who fails to register any vacant building that has been designated as blighted pursuant to the provisions of section 36-49.1:1 of the Code of Virginia, shall be punished by a civil penalty not exceeding four hundred dollars (\$400.00) for each building that is not registered.

Sec. 18-805. Notice of assessment penalty.

At least thirty (30) days prior to the assessment of any civil penalty, the Building Official's office shall mail the owner, or managing agent, or the duly authorized representative acting on behalf of the owner or managing agent, at the address to which property tax notices are sent notice of the failure to comply with the registration requirements of this section.

This ordinance shall be in full force and effect ten (10) days after its final passage.

Upon a call for an aye and a nay vote, the same stood as follows:

H. Hunter Holliday, III
William D. Jones -
Byron Randolph Foley -

James W. Wallace, III –
Renee F. Turk –

Passed:
Effective:

Mayor

ATTEST:

H. Robert Light
Clerk of Council
City of Salem, Virginia



Item #: 6.D.

AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SALEM,
VIRGINIA HELD AT CITY HALL

MEETING DATE: November 25, 2024

AGENDA ITEM: **Amendment to the Zoning Ordinance**
Consider ordinance on first reading regarding the request of Virginia Baptist Children's Home and Family Services d/b/a Hopetree Family Services (Salem CI) f/k/a The Virginia Baptist Children's Home f/k/a Baptist Orphanage of Virginia, property owner, for rezoning the properties located at 1000 block Red Lane and a portion of 860 Mount Vernon Lane (Tax Map #'s 41-1-1, 41-1-2, 41-1-3, 41-1-4, 41-1-5, 41-1-6, and a portion of 44-3-10) from RSF Residential Single Family District to PUD Planned Unit District with proffered conditions. (The Planning Commission and City Council held a joint public hearing during the Planning Commissions regular meeting on November 13, 2024 as advertised in the November 1 and 4, 2024, issues of *The Roanoke Times*. The Planning Commission recommended approval by a 4 to 1 vote).

SUBMITTED BY: Mary Ellen Wines, Planning & Zoning Administrator

SUMMARY OF INFORMATION:

On August 30, 2024, HopeTree submitted a rezoning application to the Community Development Department. That application included the proffered PUD document and supporting documentation, with the only change to the proffered PUD document being an update to the formal name of the property owner. That application's supporting documentation can be found in the following attachments.

On October 25, 2024, HopeTree submitted an addendum to the August 30, 2024, application which contained a letter highlighting the addition of a supplemental phasing plan. That supplemental phasing plan replaced the previous phasing plan in the proffered PUD document, and it can be found on the pages labeled EX-A and EX-B.

To summarize, the complete list of changes from the previously approved PUD document to the proposed proffered PUD document include:

1. An update to the applicant's/property owner's name (Page 3)
2. An adjusted phasing plan (replacement of Page 25 with pages EX-A and EX-B).

On Monday, November 4, 2024, Planning and Zoning staff provided a list of clarifications for the applicant to address. On Tuesday, November 5, 2024, the applicant responded to that list. The details of those clarifications can be found in the following attachments.

The link to previous Planning Commission agendas and materials can be found here: <https://salemcity.novusagenda.com/agendapublic/meetingsresponsive.aspx?MeetingType=3>

FISCAL IMPACT:

STAFF RECOMMENDATION:

Staff recommends Council consider adoption of the ordinance on first reading.

ATTACHMENTS:

1. Item 6D 11-25-24 HopeTree Ordinance
2. HopeTree Rezoning Narrative August 2024
3. HopeTree Rezoning Application August 2024
4. Item 6D 11-25-24 PlanningCommissionRecommendation
5. HopeTree Property Exhibit August 2024
6. HopeTree Property Ownership Exhibit August 2024
7. HopeTree Legal Description August 2024
8. HopeTree Traffic Study
9. HopeTree Traffic Impact Study - M & C Letter
10. Addendum Letter to PUD Application October 2024
11. Staff comments to applicant November 2024
12. Applicant response to staff comments November 2024
13. Item 6D 11-25-24 HopeTree final PUD document November 2024 (Exhibit A)
14. Roanoke Times Affidavit
15. Affidavit

AN ORDINANCE TO ORDAIN, REORDAIN, AMEND, REAMEND, ADOPT, AND/OR READOPT SECTION 106-110, ARTICLE I, CHAPTER 106, OF THE CODE OF THE CITY OF SALEM, VIRGINIA, RELATING TO ZONING AND DIVIDING THE CITY INTO BUILDING DISTRICTS AND ESTABLISHING DISTRICT BOUNDARY LINES ON THE ZONING MAP OF THE CITY OF SALEM, VIRGINIA.

WHEREAS, Virginia Baptist Children's Home and Family Services d/b/a HopeTree Family Services (Salem CI) f/k/a the Virginia Baptist Children's Home f/k/a Baptist Orphanage of Virginia ("HopeTree" or "Owner") has petitioned to have a parcel located at the 1000 block of Red Lane and a portion of 860 Mount Vernon Lane (Tax Map Nos. 41-1-1, 41-1-2, 41-1-3, 41-1-4, 41-1-5, 41-1-6, and a portion of 44-3-10) (the "Property") rezoned from RSF Residential Single Family to PUD Planned Unit District with proffered conditions; and

WHEREAS, the Council of the City of Salem previously adopted an Ordinance on June 24, 2024, approving rezoning of the Property from RSF Residential Single Family to PUD Planned Unit District with proffered conditions; and

WHEREAS, on July 23, 2024, five citizens of the City filed lawsuits in the Circuit Court for the City of Salem, case nos. CL24000244, CL24000245, CL24000246, CL24000247, and CL24000248, challenging the procedure and substance of the June 24, 2024 ordinance; and

WHEREAS, the Owner submitted a new rezoning application dated August 30, 2024, to the City as a means to address any alleged potential defects in the procedure; and

WHEREAS, the August 30, 2024 rezoning application was substantially similar to the Owner's original application dated November 30, 2023; and

WHEREAS, the Owner again voluntarily proffered conditions which are attached to this ordinance and labeled Exhibit A; and

WHEREAS, Council has again reviewed the previous application materials and legislative record concerning the previous HopeTree rezoning application that it approved on June 24, 2024, the new Rezoning Application submitted on August 30, 2024, and the proffered conditions and concluded that the proffered conditions are in the best interests of the City and comply with the intent of the Comprehensive Plan for the City of Salem heretofore adopted; and

WHEREAS, the City Council and the Planning Commission held a joint public hearing on November 13, 2024 to receive public comment with respect to the HopeTree application dated August 30, 2024. The joint public hearing was preceded by advertised public notices; and

WHEREAS, the Planning Commission at its regular meeting held on November 13, 2024 again recommended approval of HopeTree's rezoning request with proffers; and

WHEREAS, the City Council considered the HopeTree application dated August 30, 2024 on its first reading on November 25, 2024, after legal notice and advertisement, and a second reading on December 9, 2024, after legal notice and advertisement; and

WHEREAS, the Council again finds that the requested rezoning with the proffers set forth in Exhibit A is consistent with the Comprehensive Plan and good zoning practice; and

WHEREAS, public necessity, convenience, general welfare and good zoning practice support the adoption of this ordinance.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, that Section 106-110, Article I, Chapter 106 of The Code of the City of Salem, Virginia, relating to zoning district boundary lines be amended in the following particular and no other:

That the following described property in the City of Salem of Virginia Baptist Children's Home and Family Services d/b/a HopeTree Family Services (Salem CI) f/k/a the Virginia Baptist Children's Home f/k/a Baptist Orphanage of Virginia, property owner, located at 1000 block Red Lane and a portion of 860 Mount Vernon Lane (Tax Map Nos. 41-1-1, 41-1-2, 41-1-3, 41-1-4, 41-1-5, 41-1-6, and a portion of 44-3-10) be and the same is hereby changed from the zoning classification RSF Residential Single Family to the zoning classification PUD Planned Unit District with proffered conditions set forth on Exhibit A attached hereto, and the map referred to shall be changed in this respect and no other, said property being described as follows:

Beginning at a point at the intersection of the North line of West Carrollton Avenue and the East line of North Broad Street, thence along the East line of North Broad Street N 27°07'26" W a distance of 405.00' to a point at the terminus of North Broad Street; thence S 62°50'44" W a distance of 220.00' to a point; thence N 27°07'26" W a distance of 56.58' to a point; thence S 65°21'08" W a distance of 20.97' to a point; thence N 60°42'55" W a distance of 39.80' to a point; thence S 65°51'41" W a distance of 177.30' to a point; thence S 66°49'50" W a distance of 165.36' to a point; thence N 27°06'48" W a distance of 127.34' to a point; thence S 60°36'41" W a distance of 49.06' to a point; thence N 29°18'28" W a distance of 127.22' to a point; thence N 27°59'13" W a distance of 401.04' to a point; thence S 61°59'55" W a distance of 12.00' to a point; thence N 71°49'41" W a distance of 152.51' to a point; thence N 60°22'31" E a distance of 118.03' to a point; thence N 19°56'17" W a distance of 1088.42' to a point on the South line of Interstate 81; thence along the South line of Interstate 81 N 51°21'30" E a distance of 390.06' to a point; thence N 59°46'44" E a distance of 100.89' to a point; thence N 42°21'32" E a distance of 100.52' to a point; thence N 52°01'06" E a distance of 380.85' to a point at the intersection of the South line of Interstate 81 and the West line of Red Lane; thence along the West line of Red Lane S 08°26'28" E a distance of 365.95' to a point; thence S 08°55'13" E a distance of 83.12' to a point; thence with a curve turning to the left with an arc length of 353.82', with a radius of 320.00', with a chord bearing of S 40°35'45" E, with a chord length of 336.07', to a point; thence S 72°16'18" E a distance of 141.44' to a point; thence with a non-tangent curve turning to the right with an arc length of 318.24', with a radius of 710.00', with a chord bearing of S 58°42'30" E, with a chord length of 315.58', to a point; thence S 45°54'08" E a distance of 839.41' to a point; thence S 67°53'11" W a distance of 9.99' to a point; thence S 22°06'49" E a distance of 315.70' to a point; thence leaving the West line of Red Lane S 60°35'11" W a distance of 190.10' to a point; thence S 22°06'49" E a distance of 100.00' to a point; thence S 37°19'34" E a distance of 95.13' to a point; thence S 28°44'42" E a distance of 122.90' to a point on the North line of West Carrollton Avenue; thence along the North line of West Carrollton Avenue S 62°51'48" W a distance of 676.02' to a point; which is the point of beginning, having an area of 2,714,568 square feet, 62.318 acres, being known as part of tax map number 44-3-10 and lying in the City of Salem, Virginia.

All ordinances or parts of ordinances in conflict with the provisions of this ordinance be and the same are hereby repealed.

That pursuant to Section 106.228.4(G) of the City of Salem Zoning Ordinance, the adoption of ordinance shall constitute acceptance of the HopeTree preliminary master plan and acceptance of the plan's provision and concepts as proffers as stated in the August 30, 2024 rezoning application and the October 25, 2024 supplement to the Rezoning application.

The Zoning Administrator is directed to amend the zoning district map to reflect the change in zoning classification authorized by this ordinance.

This ordinance shall be in full force and effect ten (10) days after its final passage.

Upon a call for an aye and a nay vote, the same stood as follows:

H. Hunter Holliday –
William D. Jones –
Byron Randolph Foley –
James W. Wallace, III –
Renee F. Turk –

Passed: December _____, 2024
Effective: December _____, 2024

/s/ _____
Mayor

ATTEST:

H. Robert Light, Clerk

REZONING NARRATIVE

The Owner, VIRGINIA BAPTIST CHILDREN'S HOME AND FAMILY SERVICES d/b/a HOPETREE FAMILY SERVICES (SALEM CI) f/k/a THE VIRGINIA BAPTIST CHILDREN'S HOME f/k/a BAPTIST ORPHANAGE OF VIRGINIA ("HopeTree" or "Owner"), provides this Rezoning Narrative as part of its new Rezoning Application.

Being part of the Salem community for over 100 years, HopeTree values its community partners in carrying out its mission "through God's love, [to] foster hope by empowering families, youth, and adults to lead fulfilling lives." To that end, HopeTree is committed to remaining as an integral part of this community for years to come as it works to fulfil those goals.

Due to litigation that was filed in July 2024, HopeTree is now aware of allegations of procedural concerns with the rezoning approval process from the previous rezoning application that HopeTree filed on December 1, 2023. The original application, dated November 30, 2023, was ultimately approved and adopted by City Council on June 24, 2024, as an amendment to Section 106-110, Article I, Chapter 106, of the Code of the City of Salem, Virginia. HopeTree does not wish for any uncertainties surrounding the procedural processes to detract from its efforts on behalf of those HopeTree serves.

For this reason, HopeTree is filing this new Rezoning Application to again request that the City of Salem approve the enclosed Rezoning plan. This new Application is substantially similar to the original application filed on December 1, 2023, as approved by City Council on June 24, 2024. HopeTree makes this filing to provide certainty in, and to show its community partners and supporters that it values the Salem community's perspective of, this rezoning process. HopeTree is optimistic that the community, Planning Commission, and City Council will support its future vision as defined in this filing.

By submitting this new Rezoning Application, HopeTree, as Owner, is requesting that the City of Salem ordain, reordain, amend, reamend, adopt and/or readopt Section 106-110, Article I, Chapter 106, of the Code of the City of Salem, Virginia, as outlined in this Rezoning Application. The Owner requests that in reviewing this new Rezoning Application, the City of Salem consider and include in its records, all the Planning Commission, City Staff, citizen comments, and any and all materials utilized in reviewing the similar rezoning application that Owner filed on December 1, 2023 (dated November 30, 2023).

As outlined in the PUD document, the vision for this property is to allow for the development of a fully integrated, mixed-use, pedestrian-oriented neighborhood woven into the campus of buildings and surrounding open space that exists on the property, while being sensitive to, and providing meaningful connections to, the surrounding neighborhoods in the community.

On behalf of the Owner, we are providing the narrative below as supplemental information to support the rezoning application and Planned Unit District (PUD) document with associated zoning information and guidelines for the development. This request is to rezone existing Tax Parcels 41-1-1, 41-1-2, 41-1-3, 41-1-4, 41-1-5, 41-1-6, and a portion of existing Tax Parcel 44-3-10 from RSF-Residential Single Family, to PUD-Planned Unit District for a proposed mixed-use neighborhood to be developed on the property.

Project Narrative

The portion of the property that is proposed to be rezoned is approximately 62.318 acres along Red Lane and East Carrollton Avenue. The parcel is owned, operated, and occupied by Virginia Baptist Children's Home and Family Services d/b/a HopeTree Family Services (Salem CI) ("Owner"), formerly known as Virginia Baptist Children's Home. The property offers a wide range of ministries for at-risk children and youth and their families. These services include Treatment Foster Care, the Academy secondary educational

program, and Therapeutic Group Home. Facilities on the property also serve the needs of adults with intellectual disabilities and their families through the Developmental Disabilities Ministry.

Over the last several decades, the use of this property has changed significantly, mainly due to a changing regulatory environment surrounding the specific types of services that have occupied the Salem campus. At its peak, when the property was an orphanage, the campus was home to more than 400 youth ranging in age from 5 to 18. New regulations have discouraged the type of large-scale group home that existed on this campus in the past and have moved instead toward smaller-scale facilities that are integrated with the surrounding communities in which they are located. Because of limits from licensing bodies, the campus is now limited to housing no more than 16 youth residents ages 13 to 17. In the past, youth would live on the campus for years until they turned 18. Today, youth residents typically stay no more than 6 months before being moved to another setting or back to their home.

Care for youth and adults is moving away from a congregate, campus-style setting. Today, most services are offered in the communities in which they already live. As a result, the Owner no longer has a need for the large amount of property that exists at this site; however, there is a strong desire to stay true to their roots and maintain a presence in this location.

The Board of Directors has been discussing options for the Salem campus since 2007. Several recommendations have been considered over the years, including selling the Salem campus property and moving elsewhere, or selling a portion of property along the Red Lane frontage for development. The proposed rezoning request is a result of the Owner's desire to "do more" with the property and to create something that will benefit the Owner, the City of Salem, and its residents for years to come.

The proposed PUD rezoning and associated development will allow the Owner to remain on the property where they have so much history, while integrating existing services with the proposed development, which is in keeping with the intent of the new regulations. The Owner is currently teamed with a residential home builder (Stateson Homes) and commercial builder (Snyder & Associates), who are providing construction expertise on the project.

Existing Conditions

Existing improvements on the site include approximately 20 buildings of varying condition, drive aisles and parking areas, pool, tennis and basketball courts, two existing baseball fields near Red Lane, picnic shelter, above-ground stormwater management facility, and other miscellaneous improvements. The existing improvements have served various purposes for the Owner over the years and many of them are under-utilized or no longer utilized at all.

Many of the buildings are centered around the core area in the center of the site. Six of these buildings are currently vacant and will not be used again by the Owner, and were previously planned to be demolished. The proposed development envisions preserving as many of these structures as possible and converting them to residential or commercial uses that the entire community can benefit from. Utilizing the existing structures will preserve the unique character of the campus and allow this existing infrastructure to be repurposed for the intended new uses.

Existing topography is rolling with a ridge through the middle of the site running north to south that contains much of the existing development. There is an existing pond and two existing creeks on the property. One creek is on the west side to the south of the pond and the other creek is located in the southeast corner of the site. These features are anticipated to remain and have been incorporated into the Master Plan. There is a wooded area near the pond and creek along the western side of the property and this vegetation will be preserved to the extent practical.

The property has frontage on the public rights-of-way of Red Lane, East Carrollton Avenue, North Broad Street, and Mount Vernon Avenue. This property is designated for residential use on the City of Salem Future Land Use Map dated June 11, 2012. The property is surrounded by Interstate 81 to the north and existing residential development on other sides.

Community Vision

The intent of this project is to preserve the existing campus and buildings to the extent practical (including the buildings that were previously planned to be demolished) and provide new and infill development, where appropriate. Guiding principles of the project are to create a new community that minimizes traffic congestion, suburban sprawl, site grading, infrastructure costs, and preserves natural features and amenities. The plan for the proposed project is based on neighborhood design and development conventions which were widely used in the United States up until the 1940s and were based on the principles outlined throughout the PUD document.

A design charette was held in October 2022 to solicit input from, and engage with, adjacent property owners, City staff, elected City officials, and other stakeholders for the project. While engaging with the community during the development of the Master Plan, it was noted that the existing neighborhood lacks pedestrian amenities such as sidewalks or trails. Residents currently walk along Red Lane and the speed of traffic along this road was also cited as a major concern. It is the intent of the project to reduce vehicle trips and encourage pedestrian activity by limiting the width of vehicular drives, providing on-street parking where possible, and providing a network of sidewalks and trails throughout the property. In addition to these design principles, the project also proposes to install on-street parking along the frontage of Red Lane, which will slow traffic and provide additional parking opportunities, and to install a new sidewalk along the frontage of Red Lane to provide safe pedestrian accommodations for the surrounding community.

Density

The City of Salem has very limited land resources remaining to be developed and it is paramount to utilize these remaining land resources to their true potential. The proposed PUD plan allows for the property to be developed to its potential while also being sensitive to the existing community and its residents. These are guiding principles of this PUD plan.

The density of the development will be limited by what is allowed in the PUD document. The total number of residential units shall not exceed 340. Residential uses will make up the majority of the development with the proposed commercial uses and existing institutional uses being integrated into the overall development. The commercial uses within the development will be determined based on what this community can support but is anticipated to consist of smaller users that are integrated into the neighborhood at an appropriate scale and in thoughtful locations.

Approximately 40% of the property will be preserved either in a natural state or as public or private open space areas. This includes the large area on the west side of the site that contains the existing pond, creek, and natural vegetation. Several interior open space areas will be provided as well, including the proposed lawn area near the center of the site.

Development Guidelines

The development of the property will be governed by the PUD document. Lot development regulations, architectural standards, etc. are provided within the document and will be enforceable throughout the development. Allowable uses are outlined in the Use Table that is provided within the PUD document.

Roads

Roads and drive aisles internal to the development will be private. On-street parking will be a preferred parking solution for the development and will be utilized where practical. All proposed roads will be paved,

and we will work with the appropriate City staff to ensure that sufficient access for emergency and trash collection vehicles is provided. A network of sidewalks will be provided throughout the development to encourage pedestrian activity and connectivity, as this is a central theme of the project.

On-street parking and new sidewalk will be provided on Red Lane along the frontage of the property. The intent of these improvements is to slow traffic along this section of Red Lane, provide additional public parking opportunities, and to provide a dedicated pedestrian accommodation where one does not exist now. This section of Red Lane has a significant amount of pedestrian activity, and these improvements will serve existing and new residents.

Access

There are existing vehicular access points on Red Lane (2 locations) and East Carrollton Avenue (1 location). Additional access points are proposed along Red Lane, East Carrollton Avenue, and at the end of North Broad Street. One of the central themes within this development is to provide multiple access points to increase connectivity within the existing street grid pattern and to allow vehicular trips to be distributed to the existing road network more efficiently.

As requested by the City, a Traffic Study was prepared by Balzer and Associates, Inc., dated December 1, 2023, last revised February 1, 2024, that analyzes the development and impacts to three existing intersections (Red Lane/East Carrollton Avenue, East Carrollton Avenue/Mount Vernon Lane, and East Carrollton Avenue/North Broad Street) that are adjacent to the project. In addition to this, turn lane warrants have been analyzed for the existing and proposed entrances into the property. Traffic counts were conducted at two existing intersections to serve as the basis for the study. As outlined in the Traffic Study, the surrounding road network is sufficient to handle traffic from the proposed development and impacts to delay and level of service are minimal. The development does not meet any turn lane warrants at any of the proposed access points. Sight distance requirements will be required to be met with the final development plans.

The City of Salem Engineering Department sent the traffic study to a third party reviewer, Mattern & Craig. Mattern and Craig issued a comment letter dated December 20, 2023 requesting additional information and analysis. The comments were addressed, and Mattern & Craig issued a letter on February 20, 2024 indicating that the revised study addressed the concerns with the original study and that the study conforms with industry standards. A copy of this letter is included with the rezoning application.

Utilities

This project will be served by public water and sewer. As discussed with the City of Salem Water and Sewer Department, sufficient capacity exists within the existing public water and sewer systems to serve the proposed development.

Public water and sewer will be extended through the property to serve the existing and proposed buildings and replace the existing private utility systems that are currently in place. New public water mains are anticipated to provide additional interconnectivity and redundancy in the system, which will improve service to the property and the surrounding area.

Comprehensive Development Plan

This project is in conformance with many of the Goals and Objectives defined in the City of Salem's current Comprehensive Plan. The development pattern for this project is sensitive to the existing surrounding neighborhoods by centering the most intense uses near the core of the property furthest from the existing residential houses. The least intense residential uses are located around the perimeter of the property, closest to the existing roadways and existing residential homes. The variety of housing types acknowledges and addresses the need for new housing and varying types of housing in the City of Salem. The intent of the

project is to maximize the development potential of the most developable portions of the property and to preserve the most environmentally sensitive areas of the property. The preservation of open space, development of pedestrian amenities, and extensive landscaping will all enhance the neighborhood and directly address the goals of improving the beauty and appearance of the City of Salem and Preserving and Enhancing Open Space on Private properties.

Summary

The proposed development regulations and Master Plan are fully outlined in the PUD document, attached to this application. It is the intent that this be the official document that will guide the development of this property.

The Owner has repeatedly stated that its three main goals for the project are “to honor the history of the organization on this campus, to position us for the future, and to make our community proud.” We are extremely excited to submit this application for rezoning. This project provides an excellent opportunity for the City of Salem to gain a new mixed-use community that will serve existing and future residents of Salem. The proposed project will provide many different housing types, while being sensitive to the surrounding residential neighborhoods, preserving important natural features, and providing services and amenities that will benefit the entire community.

Pre-application Meeting (optional)

- Meetings with the Community Development Staff are recommended prior to submittal of a rezoning application. Please bring a plat to the meeting with a sketch of your proposal.

Application Submittal

- The application deadline is the first of the month for inclusion on the following month's agenda. If the first falls on a weekend or holiday, the application deadline will be the following business day.
- When submitting an application be sure to include the following: a complete application, plat of the subject property, legal description that includes metes and bounds, and supplementary information to support the request (such as conceptual plans and building elevations). Please note: incomplete applications will not be accepted and will be returned to the applicant.
- The application fee is due at time of submittal. (See Page 4)
- PLEASE NOTE: As per 106-520(C) of the City of Salem Zoning Ordinance no application shall be accepted for a lot or parcel that does not comply with the minimum lot area, width, or frontage requirements of the requested zoning district. A variance from the Board of Zoning Appeals must be obtained prior to the submission of a rezoning application.

Application Distribution for City Review

- Complete applications may be routed to City departments for review.

Staff/Applicant Meeting

- The staff may contact the applicant to schedule a meeting to discuss comments provided by reviewing agencies, to request additional information or plan revisions, and to negotiate proffers.

Planning Commission

- Revised conceptual plans and draft proffers must be submitted prior to the Planning Commission meeting. Proffers and conceptual plans may be revised in accordance with Staff's recommendations, and revisions incorporating the staff's recommendations must be submitted prior to the Planning Commission meeting.
- A staff report and recommendation is included in the Planning Commission packet. The packet is distributed approximately 1 week prior to the Planning Commission meeting.
- The Planning Commission meets on the 1st Wednesday after the 1st City Council meeting of the month.
- Following a public hearing on the rezoning case, the Planning Commission may recommend approval, approval with revisions to the proffers, denial, or deferral of the application.

City Council

- Signed and notarized final proffers must be submitted prior to the City Council meeting.
- A staff report containing the recommendation of the Planning Commission and Staff is sent to the City Council prior to the meeting.
- The City Council typically hears rezoning cases on the 4th Monday of every month. Cases are usually heard by Council at the meeting following the Planning Commission meeting.
- Following a public hearing on the case, the City Council may vote to approve, approve with proffered conditions, deny, defer the application to another meeting, or remand the application back to the Planning Commission for further consideration.

ATTACHMENTS - For ALL REQUESTS you must submit the following electronically:

- a. **A fully completed signed application.**
- b. **Acknowledgement of Application Fee Payment Procedure** (Page 4)
- c. **Signed Proffer Statement if applicable** (Pages 6 & 7)
- d. **A plat of the subject property**, which accurately reflects the current property boundaries, is drawn to scale, and shows existing structures. (Typically, available from the City Clerk's Office.)
- e. **Responses to questions on Page 5**
- f. **Historic Impact Information** (if any)
- g. **For applications requiring plans**, please submit electronically only. No hard copies will be accepted.
- h. **Check here** if the conceptual plan will serve as the preliminary plat. ☐

NOTE: Elevations will be required with new development.

TO THE APPLICANT:

It is the policy of the City of Salem City Council, the City of Salem Planning Commission, and City of Salem Board of Zoning Appeals to require a property to be posted when a zoning action is being considered. Such a posting notifies the general public of an impending action and the location being considered.

It is incumbent on you, the applicant, to ensure the sign is in the proper location and remains there until an action has taken place. Consequently, the procedure for posting is as follows:

1. The Community Development Staff will post the sign on your property.
2. You should check the location of the sign to make certain it is in the right place on your property. If it is not, notify the Community Development Office as soon as possible.
3. You should check periodically to ensure the safety of the sign. If it is stolen or otherwise harmed, notify the Community Development Office as soon as possible.

In submitting this rezoning application, you hereby grant permission to the agents and employees of the City of Salem to enter the referenced property for the purposes of processing and reviewing the above application.

Should you have any questions regarding this policy, please contact a member of Community Development.

City of Salem Community Development Application

Request for REZONING or CONDITIONAL REZONING

Case #: _____

APPLICANT INFORMATION	
Owner: <u>VIRGINIA BAPTIST CHILDREN'S HOME AND FAMILY SERVICES d/b/a HOPETREE FAMILY SERVICES (SALEM CI) f/k/a THE VIRGINIA BAPTIST CHILDREN'S HOME f/k/a BAPTIST ORPHANAGE OF VIRGINIA</u> Contact Name: <u>Jon Morris, President & CEO of HopeTree Family Services</u> Address: <u>860 Mount Vernon Lane</u>	Telephone No. <u>(540) 389-5468</u> Fax No. _____ Email Address <u>jonm@hopetreeds.org</u>
Applicant/Contract Purchaser: <u>Owner (see above), submitted by Owner's Agent, Jon Morris, President and CEO</u> Contact Name: _____ Address: _____	Telephone No. _____ Fax No. _____ Email Address _____

PARCEL INFORMATION	
For <u>multiple</u> parcels, please attach a page ☐	
(Tax ID #'s) <u>41-1-1, 41-1-2, 41-1-3, 41-1-4</u> <u>41-1-5, 41-1-6, portion of 44-3-10</u> Deed Book <u>210003146</u> Page _____ Subdivision _____ Location Description (Street Address, if applicable) _____ <u>860 Mount Vernon Lane</u>	Total Area (acres/square feet) <u>62.318 acres</u> Current Zoning <u>RSF</u> Requested Zoning <u>PUD</u> Requested Use <u>Mixed-Use</u> Current Use <u>Institutional</u> ☐ Conditional Zoning Request: See Attached Proffer sheets

SIGNATURE OF OWNER ☒ CONTRACT PURCHASER ☐ (attach contract) ☒ AGENT OF OWNER	
As owner or authorized agent of this property, I hereby certify that this application is complete and accurate to the best of my knowledge, and I hereby grant permission to the agents and employees of the City of Salem to enter the property for the purposes of processing and reviewing this request.	
Signature <u>[Signature]</u> Print Name <u>Jon Morris, President & CEO</u>	Date <u>8/30/24</u>
Signature _____ Print Name _____	Date _____

QUESTIONS/ LETTERS/ SHOULD BE FORWARDED TO THE FOLLOWING**:	
Name <u>Jon Morris</u> Address: <u>HopeTree Family Services</u> <u>860 Mount Vernon Lane</u> <u>Salem, VA 24153</u>	Telephone No. <u>(540) 389-5468</u> Fax _____ No. _____ Email Address <u>jonm@hopetreeds.org</u>
**It is the responsibility of the contact person to provide copies of all correspondence to other interested parties to the application.	

ACKNOWLEDGEMENT OF APPLICATION FEE PAYMENT PROCEDURE

Application fees must be submitted at the time of submittal. I hereby acknowledge that this application is not complete until the payment for all applicable fees has been received by the City of Salem Community Development Department. I acknowledge that I am responsible for ensuring that such fees are received by the City of Salem. I further acknowledge that any application fee submitted after the deadline shall result in the application being considered filed for the next month's meetings.

Signature of applicant/authorized agent

Date:

8/30/2024

Print Name: Jon Morris, President & CEO

Signature of applicant/authorized agent

Date:

Print Name:

If you would like your correspondence emailed and/or faxed, please make selections, and provide the information below:

☐ Email

☐ Fax:

FEES:

All application fees must be paid at the time of submittal. Please make checks payable to the City of Salem:

Rezoning application fee

\$1,000

FOR STAFF USE ONLY

Staff Reviewer:

Application Complete?

☐ YES

☐ NO

Date:

PLEASE RESPOND FOR ALL REZONING APPLICATIONS:

1. What is the Future Land Use Designation for the subject property? Residential
2. Describe in detail the proposed use of the property. See attached narrative.

3. List any sensitive environmental or unique features on the property. Are there any high voltage transmission lines, public utility lines, or others? See attached narrative.

4. Is the subject property located within the Floodplain District? ☐ YES ☒ NO If yes, describe the proposed measures for meeting the standards of the Floodplain Ordinance. _____

5. Is the subject property listed as a historic structure or located within a historic district? ☐ YES ☒ NO
If yes, describe the proposed measures for meeting the standards of the Department of Historic Resources.

6. Have you provided a conceptual plan of the proposed development, including general lot configurations and road locations? Are the proposed lot sizes compatible with existing parcel sizes in the area? Conceptual Master Plan
is provided within the P.U.D. guidelines illustrating the general layout of streets, development areas, etc. and the
P.U.D. document sets forth development requirements.

PLEASE RESPOND FOR COMMERCIAL REZONING APPLICATIONS

1. What provisions will be made to ensure safe and adequate access to the subject property? See attached narrative.

2. How will the traffic impact of this development be addressed? See attached narrative and traffic study.

3. Describe why the proposed use is desirable and appropriate for the area. What measure will be taken to assure that the proposed use will not have a negative impact on the surrounding vicinity? See attached narrative.

4. What type of signage is proposed for the site? Signage to be determined and will be developed in accordance with City Code.
5. Have architectural/building elevations been submitted with this application? See P.U.D. document.

SALEM VA

PLANNING COMMISSION

To: Salem City Council

Date: November 19, 2024

Subject: Report of Planning Commission Findings for HopeTree Amendment to the Zoning Ordinance

Subsequent to a joint public hearing with City Council at the Planning Commission's regular meeting on November 13, 2024, the Planning Commission considered and voted to make their final recommendation to Council on the following item:

The request of Virginia Baptist Children's Home and Family Services d/b/a Hopetree Family Services (Salem CI) f/k/a The Virginia Baptist Children's Home f/k/a Baptist Orphanage of Virginia, property owner, for rezoning the properties located at 1000 block Red Lane and a portion of 860 Mount Vernon Lane (Tax Map #'s 41-1-1, 41-1-2, 41-1-3, 41-1-4, 41-1-5, 41-1-6, and a portion of 44-3-10) from RSF Residential Single Family District to PUD Planned Unit District with proffered conditions.

The Planning Commission recommended approval of this item by a 4 to 1 vote.

Kind Regards,



Denise P. King
Chairwoman of the City of Salem Planning Commission



BALZER & ASSOCIATES
PLANNERS / ARCHITECTS
ENGINEERS / SURVEYORS

Roanoke / Richmond
New River Valley
Shenandoah Valley

www.balzer.cc

1208 Corporate Circle
Roanoke, VA 24018
540.772.9580

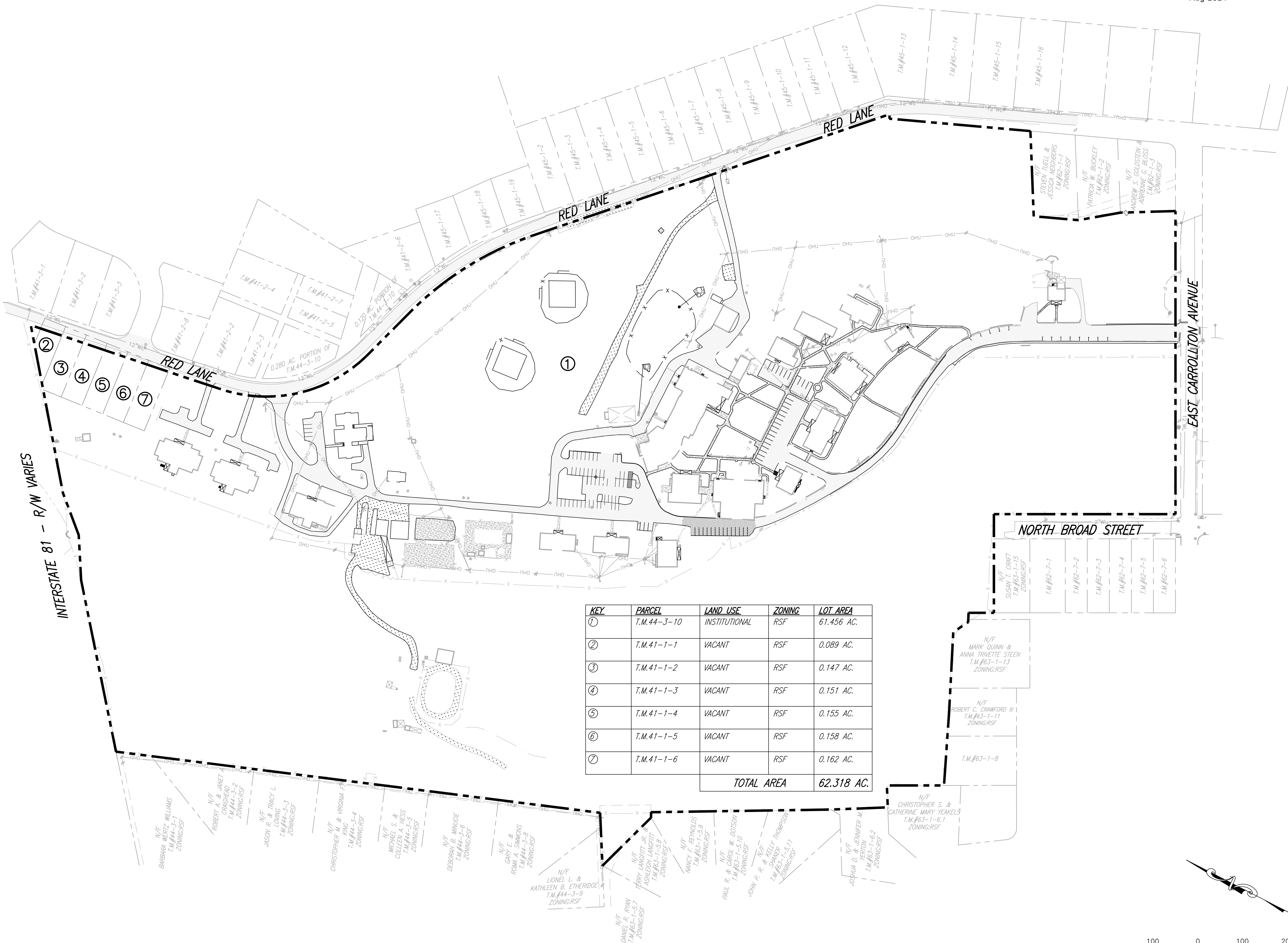
HOPETREE PLANNED USE DISTRICT

PROPERTY EXHIBIT

CITY OF SALEM, VIRGINIA
MOUNT VERNON AVENUE

DRAWN BY AAB
DESIGNED BY CPB
CHECKED BY CPB
DATE 8/30/2024
SCALE 1" = 100'
REVISIONS

EX-A
PROJECT NO. 04220029.00





**BALZER
& ASSOCIATES**
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540.772.9580

PRELIMINARY

HOPETREE

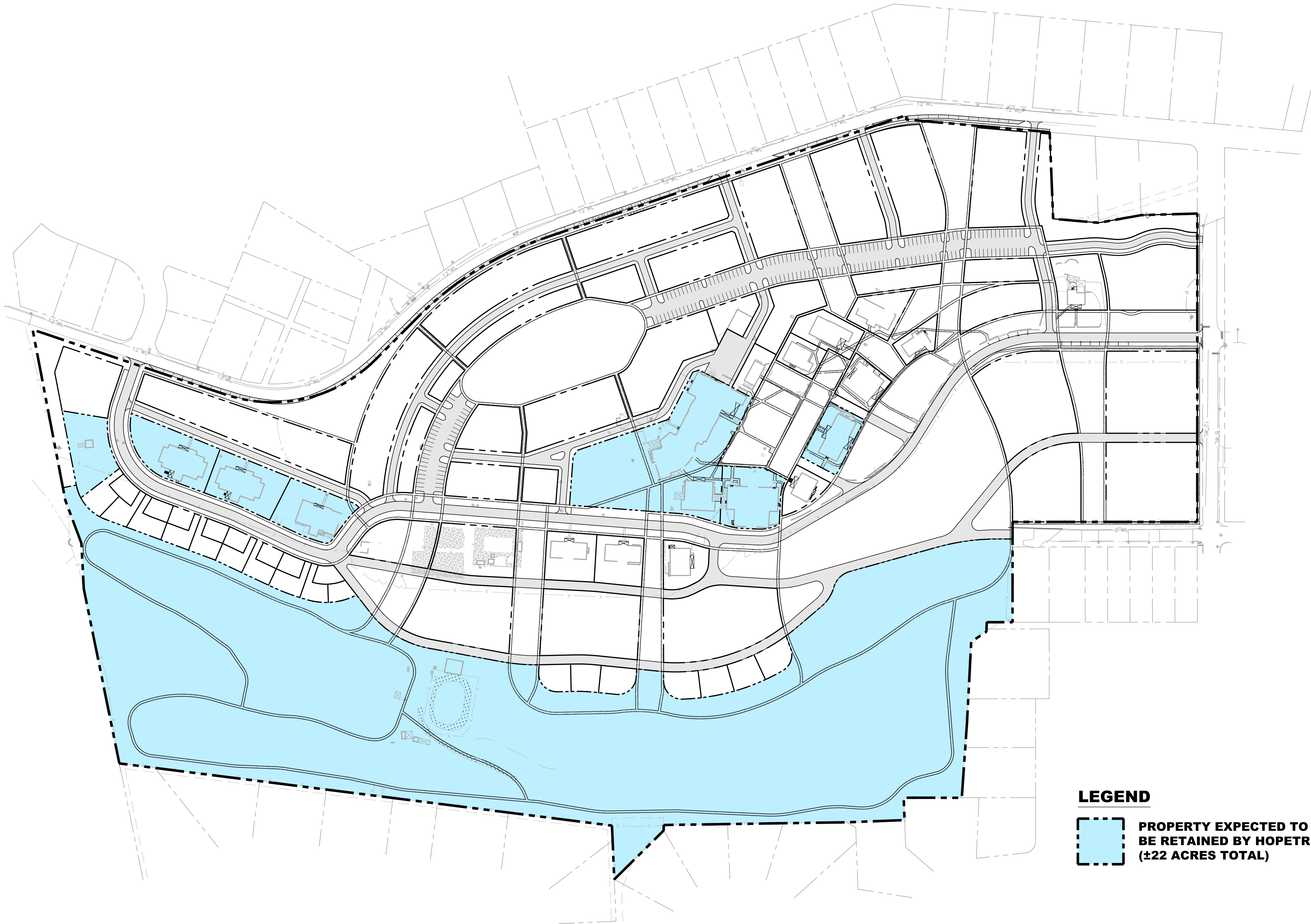
PROPERTY OWNERSHIP EXHIBIT

CITY OF SALEM, VIRGINIA
MOUNT VERNON AVENUE

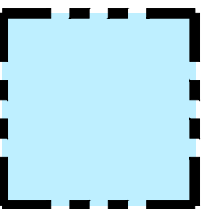
DRAWN BY	AAB
DESIGNED BY	CPB
CHECKED BY	CPB
DATE	2/9/2024
SCALE	1" = 100'
REVISIONS	

EX-A
PROJECT NO. 04220029.00

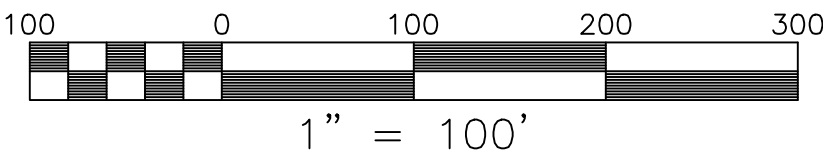
J:\2020\04\22\2020 04 HOPETREE MASTERPLAN\ANCIV\Map\04220029.00 Hopetree Property Exhibit.dwg PLOTTED: 2/10/2024 10:34:48 AM



LEGEND



**PROPERTY EXPECTED TO
BE RETAINED BY HOPETREE
(±22 ACRES TOTAL)**



LEGAL DESCRIPTION OF PROPERTY TO BE REZONED

Beginning at a point at the intersection of the North line of West Carrollton Avenue and the East line of North Broad Street,
 thence along the East line of North Broad Street N 27°07'26" W a distance of 405.00' to a point at the terminus of North Broad Street;
 thence S 62°50'44" W a distance of 220.00' to a point;
 thence N 27°07'26" W a distance of 56.58' to a point;
 thence S 65°21'08" W a distance of 20.97' to a point;
 thence N 60°42'55" W a distance of 39.80' to a point;
 thence S 65°51'41" W a distance of 177.30' to a point;
 thence S 66°49'50" W a distance of 165.36' to a point;
 thence N 27°06'48" W a distance of 127.34' to a point;
 thence S 60°36'41" W a distance of 49.06' to a point;
 thence N 29°18'28" W a distance of 127.22' to a point;
 thence N 27°59'13" W a distance of 401.04' to a point;
 thence S 61°59'55" W a distance of 12.00' to a point;
 thence N 71°49'41" W a distance of 152.51' to a point;
 thence N 60°22'31" E a distance of 118.03' to a point;
 thence N 19°56'17" W a distance of 1088.42' to a point on the South line of Interstate 81;
 thence along the South line of Interstate 81 N 51°21'30" E a distance of 390.06' to a point;
 thence N 59°46'44" E a distance of 100.89' to a point;
 thence N 42°21'32" E a distance of 100.52' to a point;
 thence N 52°01'06" E a distance of 380.85' to a point at the intersection of the South line of Interstate 81 and the West line of Red Lane;
 thence along the West line of Red Lane S 08°26'28" E a distance of 365.95' to a point;
 thence S 08°55'13" E a distance of 83.12' to a point;
 thence with a curve turning to the left with an arc length of 353.82', with a radius of 320.00', with a chord bearing of S 40°35'45" E, with a chord length of 336.07', to a point;
 thence S 72°16'18" E a distance of 141.44' to a point;
 thence with a non-tangent curve turning to the right with an arc length of 318.24', with a radius of 710.00', with a chord bearing of S 58°42'30" E, with a chord length of 315.58', to a point;
 thence S 45°54'08" E a distance of 839.41' to a point ;
 thence S 67°53'11" W a distance of 9.99' to a point;
 thence S 22°06'49" E a distance of 315.70' to a point;
 thence leaving the West line of Red Lane S 60°35'11" W a distance of 190.10' to a point;
 thence S 22°06'49" E a distance of 100.00' to a point;
 thence S 37°19'34" E a distance of 95.13' to a point;
 thence S 28°44'42" E a distance of 122.90' to a point on the North line of West Carrollton Avenue;
 thence along the North line of West Carrollton Avenue S 62°51'48" W a distance of 676.02' to a point;
 which is the point of beginning,
 having an area of 2,714,568 square feet, 62.318 acres, being known as part of tax map number 44-3-10 and lying in the City of Salem, Virginia.

HOPETREE PLANNED UNIT DEVELOPMENT

Traffic Impact Study

B&A Project #04220029.00

Date: December 1, 2023

Revised: February 2, 2024

Planners | Architects | Engineers | Surveyors

1208 Corporate Circle, Roanoke, VA 24018

www.balzer.cc

**TRAFFIC STUDY
FOR**

**HOPETREE PLANNED
UNIT DEVELOPMENT**

TAX MAP #: 44-3-10

**860 MOUNT VERNON LANE
CITY OF SALEM, VIRGINIA**

B&A PROJECT #04220029.00

**DATE: December 1, 2023
REVISED: February 2, 2024**



PLANNERS ARCHITECTS ENGINEERS SURVEYORS

1208 Corporate Circle Roanoke, Virginia 24018 Phone: (540) 772-9580



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1. Introduction

HopeTree Family Services is proposing to rezone 62.318 acres of land located along Red Lane in the City of Salem (see Appendix A for vicinity map). The property is proposed to be rezoned from RSF, Residential Single Family, to PUD, Planned Unit Development. The P.U.D. Land Use Plan, prepared by Civic by Design, is included in Appendix B. The development will have a mix of residential and commercial use types. The maximum number of residential units allowed for this development is 340 and these are assumed to be broken down by type as outlined in the list below. Residential and commercial uses will be determined by market conditions and opportunities available at the time of development. The list below outlines the uses that have been assumed for the purposes of this traffic study.

- 115 Single-Family Detached Dwelling Units
- 140 Single-Family Attached Dwelling Units
- 85 Multi-Family Dwelling Units
- 60 Total Hotel Rooms
- 15,000 s.f. of Total General Office Space
- 7,500 s.f. of Total Restaurant Space

The breakdown of uses above is based on what is considered to be a reasonable and conservative expectation for the development based on the P.U.D. Land Use Plan. The actual breakdown will differ from these assumptions. It is recommended that projected trip generation be tracked as the development progresses for comparison to the traffic study. If the actual development results in significantly more traffic than what is included in these assumptions, then it may be necessary to update this study.

The site is located on the west side of Red Lane with East Carrollton Avenue to the south and Interstate 81 to the north. The property is described as City of Salem Tax Parcel #44-3-10. The development has several proposed existing and proposed entrances on Red Lane, East Carrollton Avenue, and North Broad Street.

As discussed with the City of Salem, the following intersections will be analyzed to determine levels of service with the proposed development:

- Red Lane and East Carrollton Avenue (Unsignalized)
- East Carrollton Avenue and Mount Vernon Lane (Unsignalized)
- East Carrollton Avenue and North Broad Street (Unsignalized)

All roads in the direct vicinity of the project are two-lane local roads that provide access between mostly residential areas. A mix of residential building types is present in this area, including single-family, two-family, townhome, and multi-family units. Roanoke College is located approximately 0.25 miles from the site to the southeast. The Main Street and downtown Salem commercial corridor is located approximately 0.7 miles south of the site. There are also two golf courses located in this area, Hanging Rock Golf Course to the north and Salem Municipal Golf Course to the west. Red Lane is utilized as a connection between downtown Salem, Hanging Rock Golf Course, and existing residential developments to the north. The speed limit on all of the local roads in the direct vicinity of the project is 25 mph.

Three scenarios will be considered: Existing Condition 2023, Background Condition 2028, and Buildout Condition 2028 to determine the effects of the background traffic growth and the proposed development on the levels of service at the existing intersections.

Level of service (LOS) for unsignalized intersections is evaluated based on control delay per vehicle and the driver's perception of those conditions. Control delay is the portion of the total delay attributed to the control at the intersection. Table 1 depicts the LOS scale with corresponding control delay per vehicle, with LOS "A" representing the best operating conditions and LOS "F" representing the worst.

Level of Service Criteria for Unsignalized Intersections	
Level Of Service	Avg. Control Delay (Sec./Veh)
A	≤ 10
B	> 10 – 15
C	> 15 – 25
D	> 25 – 35
E	> 35 – 50
F	≥ 50

Table 1: LOS Criteria for Unsignalized Intersections (HCM)

The *Synchro 11* software was used for traffic modeling and analysis. This study was undertaken by Balzer and Associates, Inc. to:

- determine the total number of vehicle trips generated by the potential development to be added to the adjacent street network;
- determine the impacts to level of service and queue lengths at the existing intersections as a result of the background traffic growth and from the proposed development;
- determine if any roadway or intersection improvements are warranted as a result of the proposed development;
- and to determine turn lane/taper requirements at the proposed entrances to the site.

2. Analysis of Existing Conditions

The site is currently owned and operated by HopeTree Family Services and has been for many years. Changing regulations over the last several decades have greatly decreased the number of permanent residents that are allowed to be housed at the site at any one time. There are many existing buildings, some of which are still in use by HopeTree, and others that are no longer in use. Among other things, the site includes a school, group homes for children and adults, and offices where staff members work on-site.

Other improvements on-site include access drives and parking areas, pool and athletic courts, two existing baseball fields near Red Lane, and other miscellaneous improvements. There is an existing pond and two existing creeks located on the site as well and these will be preserved to the extent practical.

All intersections in the vicinity of the site are unsignalized. 2021 VDOT traffic count data is available for Red Lane just to the north of the site in Roanoke County, and this data is provided below as general background information.

2021 VDOT Traffic Count Data:

Red Lane, Rte. 705 (from Salem/Roanoke County line to North Road)
AADT = 1,100 vpd
Directional Factor = not provided
K Factor = not provided

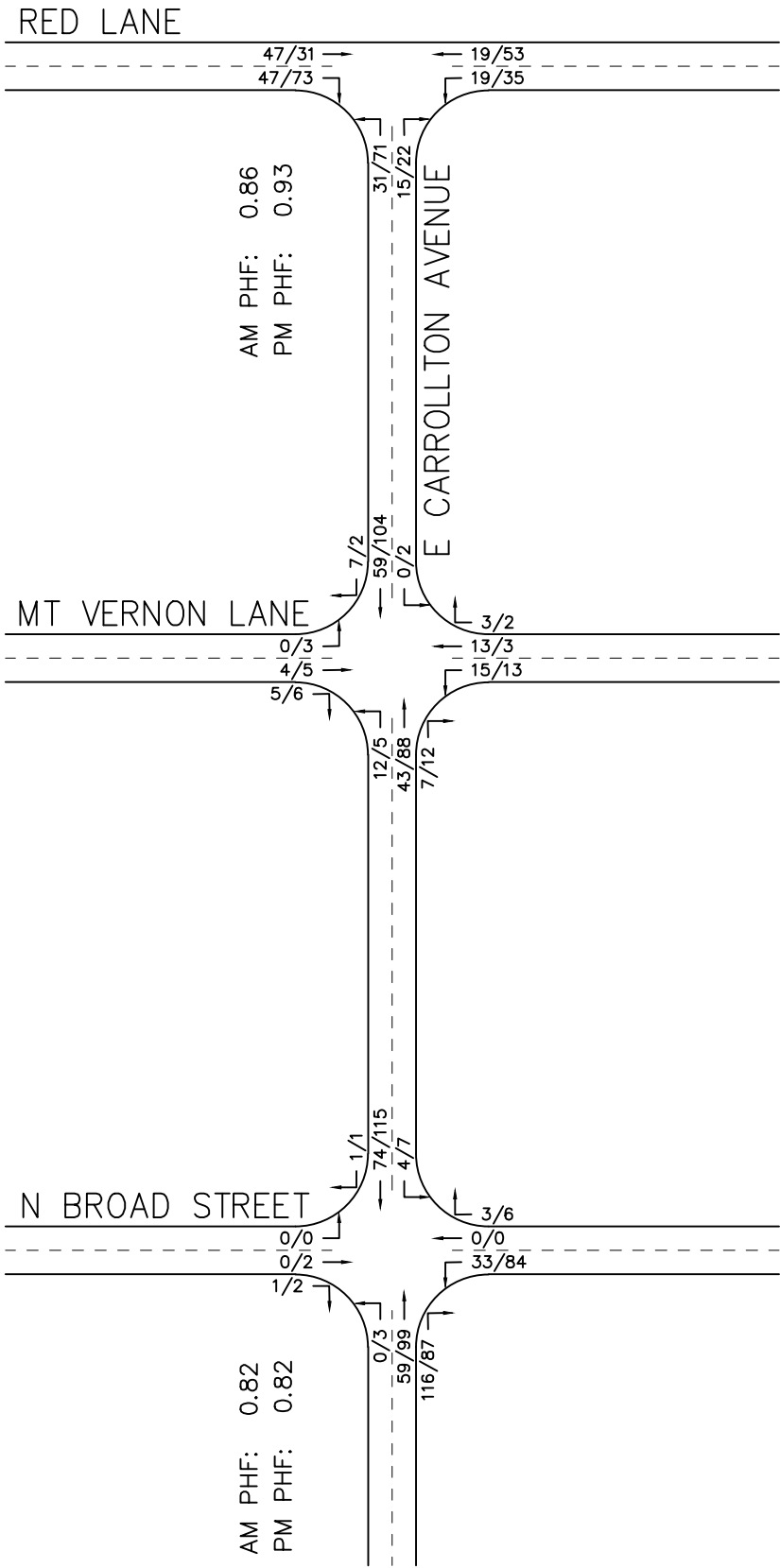
In addition to the VDOT published traffic count data, manual traffic counts were performed at two of the study intersections. Counts were performed at the Red Lane/East Carrollton Avenue intersection and the East Carrollton Avenue/North Broad Street intersection on Tuesday, October 3, 2023 from 7:00 AM – 9:00 AM and 4:00 PM – 6:00 PM to capture the AM and PM peak hours. All turning and through movements were counted to facilitate analysis of the intersections. The manual traffic count data for these intersections is provided in Appendix C.

After the first review of the traffic study, it was requested by the City of Salem that the intersection of East Carrollton Avenue/Mount Vernon Lane be added to the analysis. Traffic volumes for this intersection were derived from the previous counts that were obtained at the other two intersections. In addition, a site visit was made to observe traffic patterns at this intersection during the peak traffic times to inform the breakdown of turning movements at each approach. Figure 1 graphically depicts the existing peak hour traffic volumes at all intersections.

The *Synchro 11* software was used to analyze delay and level of service for existing weekday AM and PM peak hours. The *Synchro 11* results are included in Appendix E.

FIGURE 1: 2023 EXISTING TURNING MOVEMENTS

SITE



LEGEND

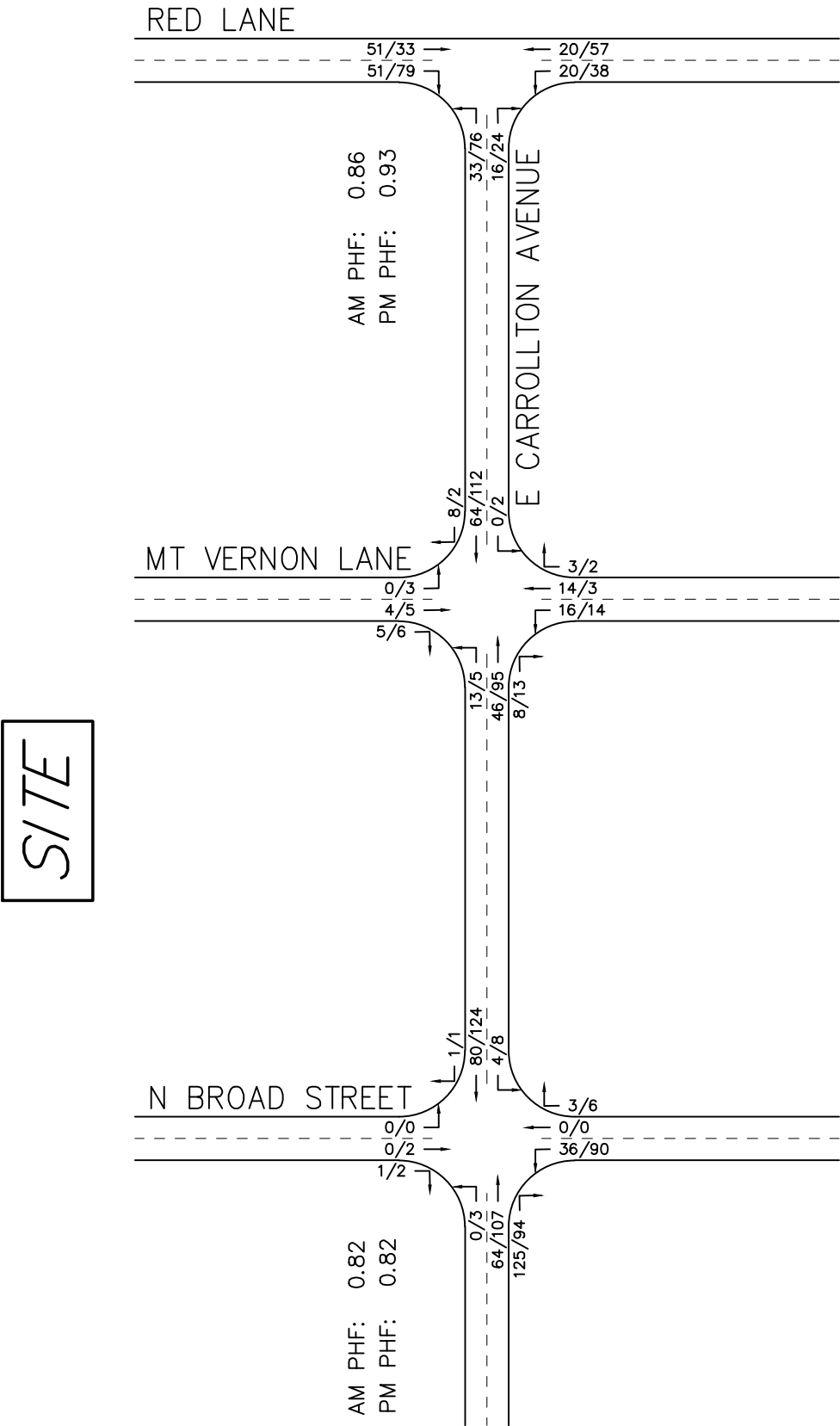
xx/xx: AM/PM Peak Hour Traffic

3. Analysis of Future Conditions Without Development

It is anticipated that the proposed development will be constructed and in use by the year 2028. To analyze the future conditions and obtain the projected background traffic volumes, an annual growth factor was applied to the existing traffic volumes. Based on historical VDOT traffic data, the average growth rate over the last 10 years or so has been approximately 1% on Red Lane and there has actually been a reduction in traffic volume over the last 5 years. To provide a conservative analysis, a 1.5% annual growth rate was applied to bring the existing traffic volumes from the current year of 2023 to the buildout year of 2028. Figure 2 graphically depicts the projected background traffic in the year 2028 with the growth rate applied.

The *Synchro 11* software was used to analyze delay and level of service for background weekday AM and PM peak hours. The *Synchro 11* results are included in Appendix E.

FIGURE 2: 2028 PROJECTED TURNING MOVEMENTS



LEGEND

xx/xx: AM/PM Peak Hour Traffic

4. Trip Generation

Trip generation for this study was based on the anticipated and assumed uses outlined in the Introduction and information provided by the developer regarding the possible uses of the property. The policies and procedures found in the Institute of Transportation Engineers (ITE) *Trip Generation Manual, 11th Edition*, were employed to determine the potential site generated traffic volumes for the proposed development for the average weekday and AM and PM peak hours. Trip generation calculations were performed using the equations provided in the ITE manual. Table 2 shows the potential site-generated traffic for this development.

			Trip Generation						
Land Use			AM Peak Hour			PM Peak Hour			Weekday
Proposed Development	ITE Code	Independent Variable	Enter	Exit	Total	Enter	Exit	Total	Total
Single-Family Detached Housing	210	115 Dwelling Units	21	64	85	71	42	113	1,147
Single-Family Attached Housing	215	140 Dwelling Units	17	50	67	47	33	80	1,016
Multi-Family Housing (Low-Rise)	220	85 Dwelling Units	12	37	49	36	21	57	620
Hotel	310	60 Rooms	13	10	23	8	9	17	227
General Office	710	15,000 s.f.	29	4	33	6	28	34	223
Sit-Down Restaurants	932	7,500 s.f.	39	33	72	41	27	68	804
		Total	131	198	329	209	160	369	4,037

Table 2: Site-Generated Traffic

Please note that the table above does not include traffic volumes for the HopeTree school or office uses. These specific uses are already taking place on the site and will not be trips that are “added” to the street network. The addition of the other use types on-site may actually reduce some of the existing trips due to the fact that some of the existing trips may be redirected to or from the new facilities that are developed within the site.

The intent of the proposed development is to provide a cohesive, connected, walkable community where pedestrian connectivity is a primary focus and vehicular trips are secondary. Due to the nature of the development and the mix of residential, commercial, institutional, and other uses, a portion of the site-generated trips will be pedestrian trips and/or “internally

captured”. Internal capture reductions consider site trips “captured” within a mixed-use development, recognizing that trips from one land use can access another land use within a development without having to access the adjacent street system. It is well-documented that this type of pedestrian-friendly, mixed-use development will result in less traffic to the adjacent street network than what is calculated using traditional trip generation methods.

It should also be noted that ITE and VDOT both have methodologies for estimating trip generation reduction for mixed-use developments. These methodologies require a high level of detail about proposed uses that is not available at this time for this particular development. In addition, these methodologies also do not adequately account for other characteristics of this development that are expected to further reduce traffic. These include urban design principles such as proximity between uses interior and exterior to the development, proximity to Roanoke College and downtown, and the very nature of the development which is to prioritize pedestrian connectivity and walkability and de-emphasize vehicle trips.

Walkable mixed-use developments have been documented to reduce traffic dependent on factors such as location, density, mix of uses, etc. A report by the American Planning Association entitled “Getting Trip Generation Right: Eliminating the Bias Against Mixed Use Development,” indicates that, on average, conventional trip generation methods overestimate trip generation by 49 percent for typical mixed-use developments.

It is acknowledged that this development does not have all of the characteristics that would warrant a 49 percent reduction in traffic. However, it is expected to share many of the same characteristics such as density, diversification of uses, proximity between uses, and walkability. Based on the characteristics and initiatives of this P.U.D. development and utilizing engineering judgement, a 25% reduction was deemed to be reasonable for this project. Table 3 below shows the potential site-generated traffic for this development with the internal capture reduction applied.

			Trip Generation						
Land Use			AM Peak Hour			PM Peak Hour			Weekday
Proposed Development	ITE Code	Independent Variable	Enter	Exit	Total	Enter	Exit	Total	Total
Single-Family Detached Housing	210	115 Dwelling Units	16	48	64	53	32	85	860
Single-Family Attached Housing	215	140 Dwelling Units	13	37	50	35	25	60	762
Multi-Family Housing (Low-Rise)	220	85 Dwelling Units	9	28	37	27	16	43	465
Hotel	310	60 Rooms	10	8	18	6	7	13	170
General Office	710	15,000 s.f.	22	3	25	4	21	25	167
High-Turnover Sit-Down Restaurant	932	7,500 s.f.	29	25	54	31	20	51	603
		Total	99	149	248	156	121	277	3,027

Table 3: Site-Generated Traffic w/ 25% Reduction

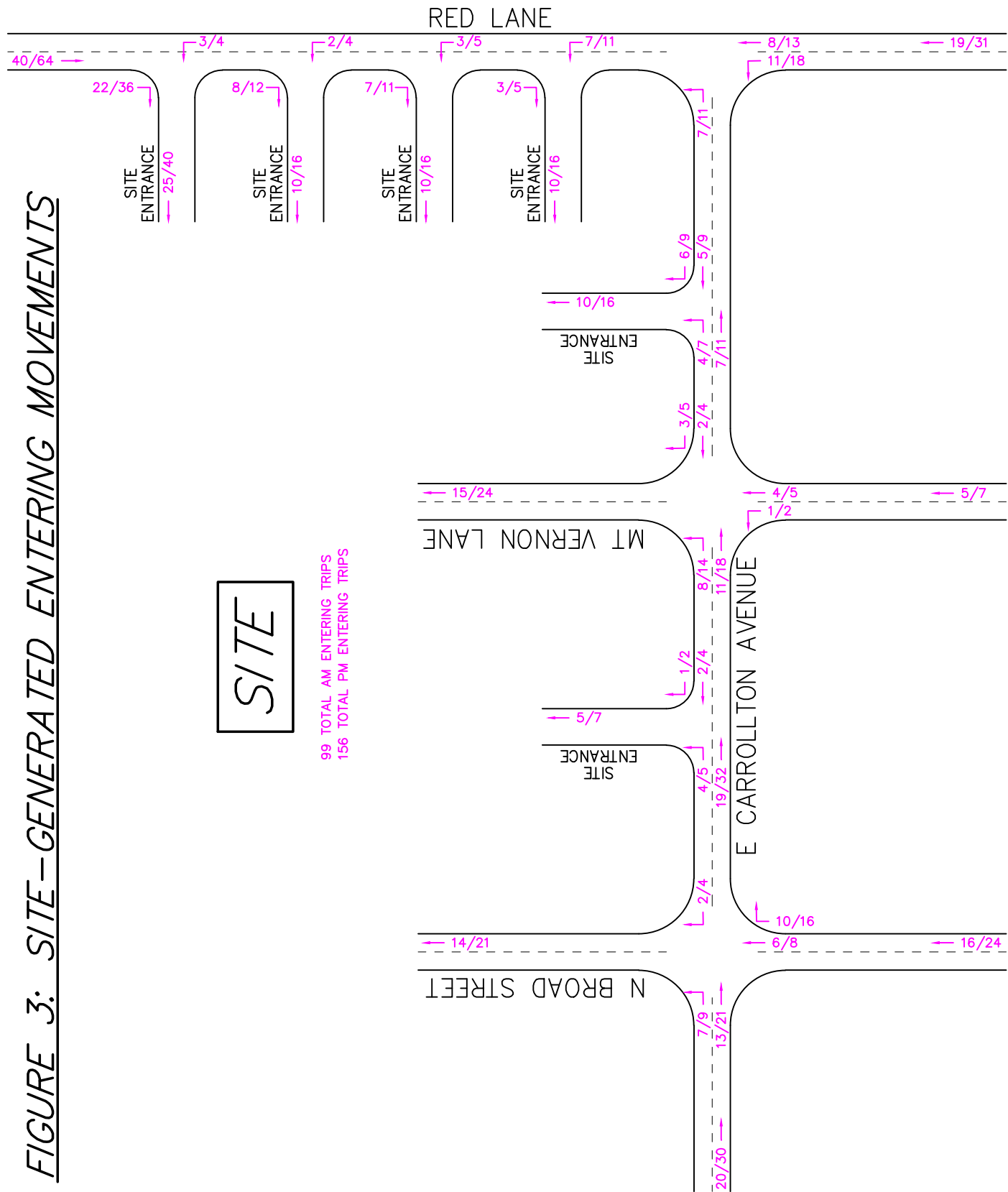
5. Site Traffic Distribution and Assignment

The distribution of potential site generated traffic was completed by applying engineering judgement based on knowledge of the proposed uses, as well as the surrounding area. These assumptions were then applied to the site generated traffic to determine the ingress/egress movements at each entrance and in each direction. Traffic will enter to and exit from the site to the north toward I-81 or to the south or west to go toward downtown Salem. There are several entrances planned for the site in strategic locations to disperse traffic and efficiently distribute vehicles to the adjacent road system in an interconnected grid-type network that is similar to what already exists to the north of Main Street.

This development is proposed to have four access points on Red Lane, three access points on East Carrollton Avenue, and one access point on North Broad Street. The roadway network creates a network of streets within the development with a high level of interconnectivity both internally and externally to the existing streets.

After distribution of trips to the roadway, trips were distributed to each road and intersection based on the assumptions described above. Traffic assignment for traffic entering the development is shown graphically in Figure 3 and for traffic exiting the development is shown graphically in Figure 4.

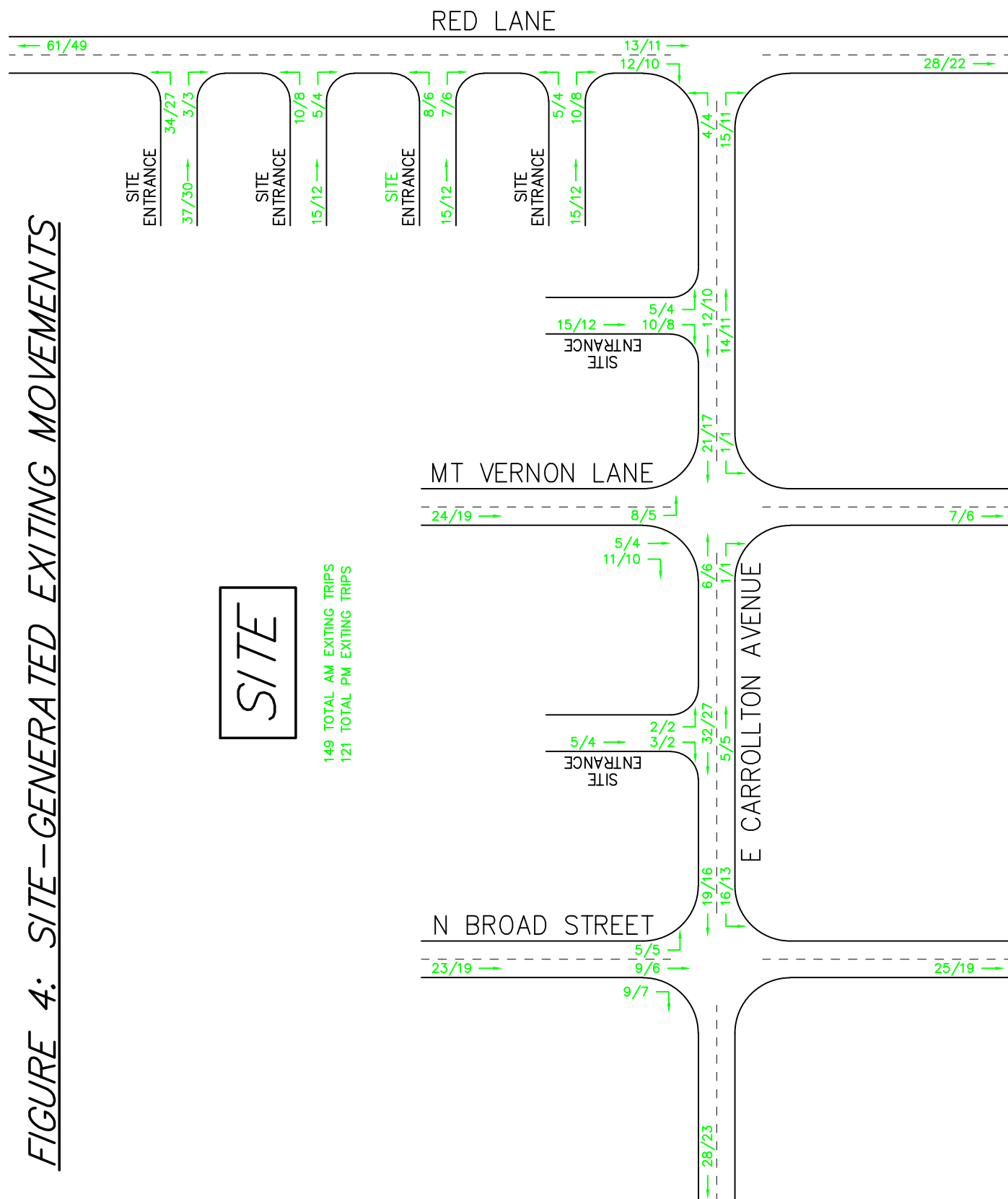
FIGURE 3: SITE—GENERATED ENTERING MOVEMENTS



LEGEND

xx/xx: AM/PM Peak Hour Traffic

FIGURE 4: SITE—GENERATED EXITING MOVEMENTS



LEGEND

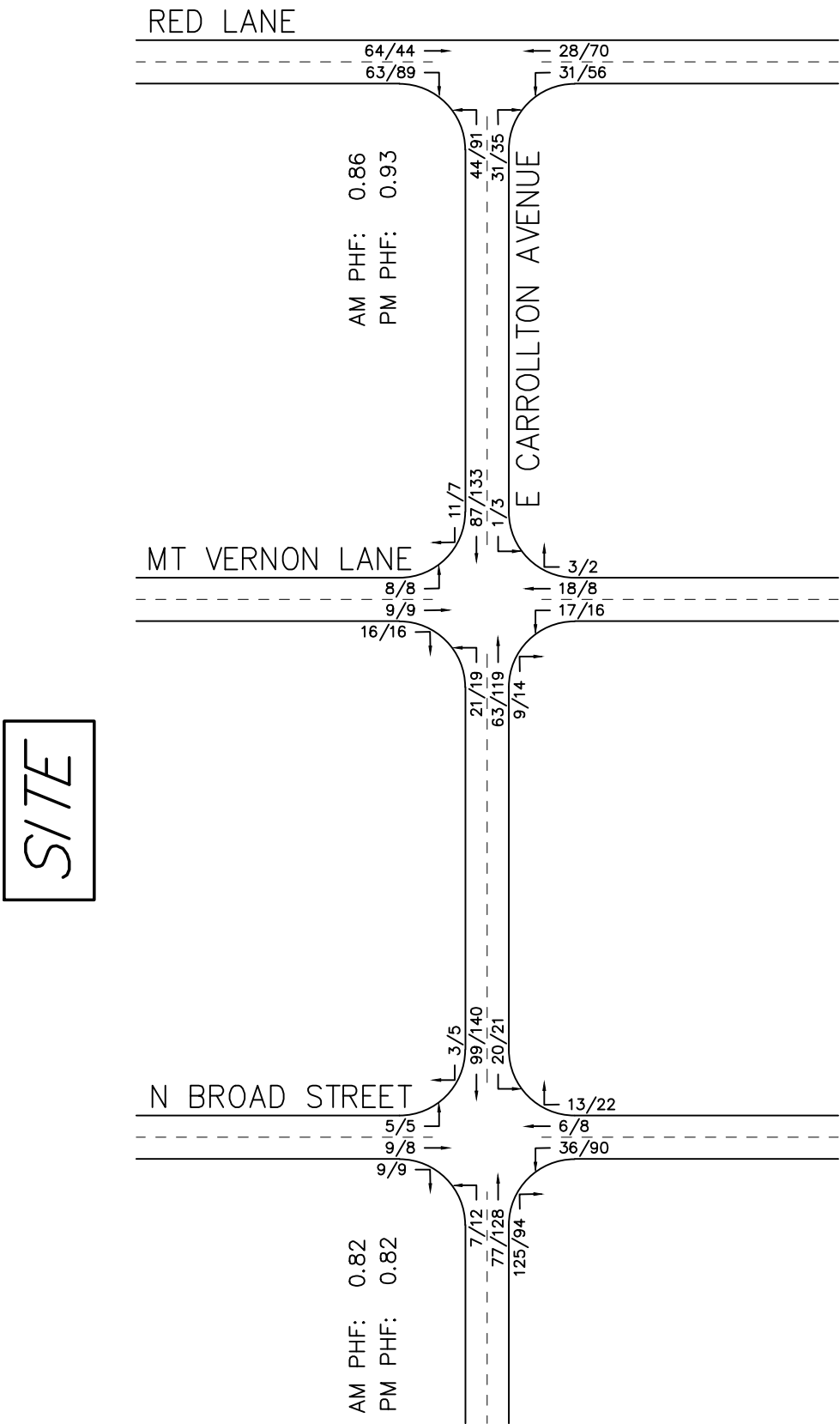
xx/xx: AM/PM Peak Hour Traffic

6. Analysis of Future Conditions With Development

The buildout traffic was calculated by adding the 2028 background traffic (Figure 2) to the site-generated traffic (Figures 3 and 4). The 2028 buildout traffic for each of the study intersections is shown in Figure 5. The intersections were then modeled and evaluated using the *Synchro 11* software. Tables 4 and 5 provide a summary of the levels of service and delays calculated at each intersection for the 2023 Existing, 2028 Background, and 2028 Buildout conditions. The detailed *Synchro 11* reports are included in Appendix E.

As shown in the data, all approaches at the two study intersections will function at the same level of service in the Buildout condition as they do in the Existing and Background conditions, with minimal increases in delay. No further improvements are warranted or recommended as a result of the development traffic.

FIGURE 5: 2028 BUILDOUT TURNING MOVEMENTS



LEGEND

xx/xx: AM/PM Peak Hour Traffic

Red Lane and East Carrollton Avenue

CONDITION	LANE GROUP	AM PEAK HOUR		PM PEAK HOUR	
		LANE LOS (delay)	Max. Queue (ft.)	LANE LOS (delay)	Max. Queue (ft.)
Existing 2023 Condition	NBLT	A (7.4)	40	A (7.9)	52
	EBLR	A (7.4)	31	A (7.9)	39
	SBTR	A (7.2)	52	A (7.3)	55
Background 2028 Condition	NBLT	A (7.5)	47	A (7.9)	53
	EBLR	A (7.5)	37	A (8.0)	48
	SBTR	A (7.3)	55	A (7.4)	55
Buildout 2028 Condition	NBLT	A (7.7)	46	A (8.4)	56
	EBLR	A (7.7)	37	A (8.4)	44
	SBTR	A (7.6)	57	A (7.7)	62

Table 4: Red Lane & East Carrollton Avenue LOS & Queuing Analysis

Mount Vernon Lane and East Carrollton Avenue

CONDITION	LANE GROUP	AM PEAK HOUR		PM PEAK HOUR	
		LANE LOS (delay)	Max. Queue (ft.)	LANE LOS (delay)	Max. Queue (ft.)
Existing 2023 Condition	NBLTR	A (7.5)	34	A (7.7)	34
	EBLTR	A (7.5)	53	A (7.8)	61
	WBLTR	A (7.5)	55	A (7.9)	68
	SBLTR	A (7.0)	31	A (7.4)	34
Background 2028 Condition	NBLTR	A (7.6)	43	A (7.8)	32
	EBLTR	A (7.5)	60	A (7.9)	61
	WBLTR	A (7.5)	52	A (8.0)	70
	SBLTR	A (7.1)	31	A (7.4)	33
Buildout 2028 Condition	NBLTR	A (7.8)	47	A (8.1)	40
	EBLTR	A (7.9)	62	A (8.5)	66
	WBLTR	A (7.9)	62	A (8.4)	61
	SBLTR	A (7.5)	45	A (7.8)	44

Table 5: Mount Vernon Lane & East Carrollton Avenue LOS & Queuing Analysis

North Broad Street and East Carrollton Avenue

CONDITION	LANE GROUP	AM PEAK HOUR		PM PEAK HOUR	
		LANE LOS (delay)	Max. Queue (ft.)	LANE LOS (delay)	Max. Queue (ft.)
Existing 2023 Condition	NBLTR	B (10.3)	49	B (12.1)	64
	EBL	--	2	A (7.5)	11
	WBL	A (7.6)	22	A (7.7)	27
	SBLTR	A (8.7)	18	B (10.3)	28
Background 2028 Condition	NBLTR	B (10.5)	46	B (12.6)	77
	EBL	--	--	A (7.5)	11
	WBL	A (7.7)	15	A (7.7)	23
	SBLTR	A (8.7)	18	B (10.5)	31
Buildout 2028 Condition	NBLTR	B (11.6)	50	B (14.8)	76
	EBL	A (7.5)	12	A (7.6)	41
	WBL	A (7.8)	33	A (7.8)	35
	SBLTR	B (10.9)	34	B (11.8)	47

Table 6: North Broad Street & East Carrollton Avenue LOS & Queuing Analysis

7. Turn Lane Warrants

The analyses to determine turn lane requirements for the new development were completed by following the procedures and methodologies found in the *VDOT Road Design Manual, Volume I, Appendix F*. Turn lane warrants were analyzed based on the highest volumes for each roadway (Red Lane and East Carrollton Avenue) to show that the warrants are not met and will not be met for any of the intersections.

Right-Turn Lane into Site from Red Lane

AM Peak Hour Analysis:

- 22 Vehicles per Hour Turning Right into site from Red Lane
- Approach Volume = $127 + 22 = 149$ VPH Red Lane
- Right-Turn Lane Requirement, as per *VDOT Road Design Manual, Appendix F: **Radius Required*** (please see Appendix D).

PM Peak Hour Analysis:

- 36 Vehicles per Hour Turning Right into site from Red Lane
- Approach Volume = $133 + 36 = 169$ VPH Red Lane
- Right-Turn Lane Requirement, as per *VDOT Road Design Manual, Appendix F: **Radius Required*** (please see Appendix D).

Left-Turn Lane into Site from Red Lane

AM Peak Hour Analysis:

- 7 (9.7%) Vehicles per Hour Turning Left into site from Red Lane
Posted Speed Limit = 25 mph
- Advancing Volume = 72 VPH
- Opposing Volume = 127 VPH
- Left-Turn Lane Requirement, as per *VDOT Road Design Manual, Appendix F: **None Required*** (please see Appendix D).

PM Peak Hour Analysis:

- 11 (6.8%) Vehicles per Hour Turning Left into site from Red Lane
Posted Speed Limit = 25 mph
- Advancing Volume = 161 VPH
- Opposing Volume = 133 VPH
- Left-Turn Lane Requirement, as per *VDOT Road Design Manual, Appendix F: **None Required*** (please see Appendix D).

Right-Turn Lane into Site from East Carrollton Avenue

AM Peak Hour Analysis:

- 6 Vehicles per Hour Turning Right into site from East Carrollton Avenue
- Approach Volume = 122 VPH East Carrollton Avenue
- Right-Turn Lane Requirement, as per *VDOT Road Design Manual, Appendix F: Radius Required* (please see Appendix D).

PM Peak Hour Analysis:

- 9 Vehicles per Hour Turning Right into site from East Carrollton Avenue
- Approach Volume = 166 VPH East Carrollton Avenue
- Right-Turn Lane Requirement, as per *VDOT Road Design Manual, Appendix F: Radius Required* (please see Appendix D).

Left-Turn Lane into Site from East Carrollton Avenue

AM Peak Hour Analysis:

- 8 (8.4%) Vehicles per Hour Turning Left into site from East Carrollton Avenue
Posted Speed Limit = 25 mph
- Advancing Volume = 95 VPH
- Opposing Volume = 122 VPH
- Left-Turn Lane Requirement, as per *VDOT Road Design Manual, Appendix F: None Required* (please see Appendix D).

PM Peak Hour Analysis:

- 14 (9.0%) Vehicles per Hour Turning Left into site from East Carrollton Avenue
Posted Speed Limit = 25 mph
- Advancing Volume = 155 VPH
- Opposing Volume = 166 VPH
- Left-Turn Lane Requirement, as per *VDOT Road Design Manual, Appendix F: None Required* (please see Appendix D).

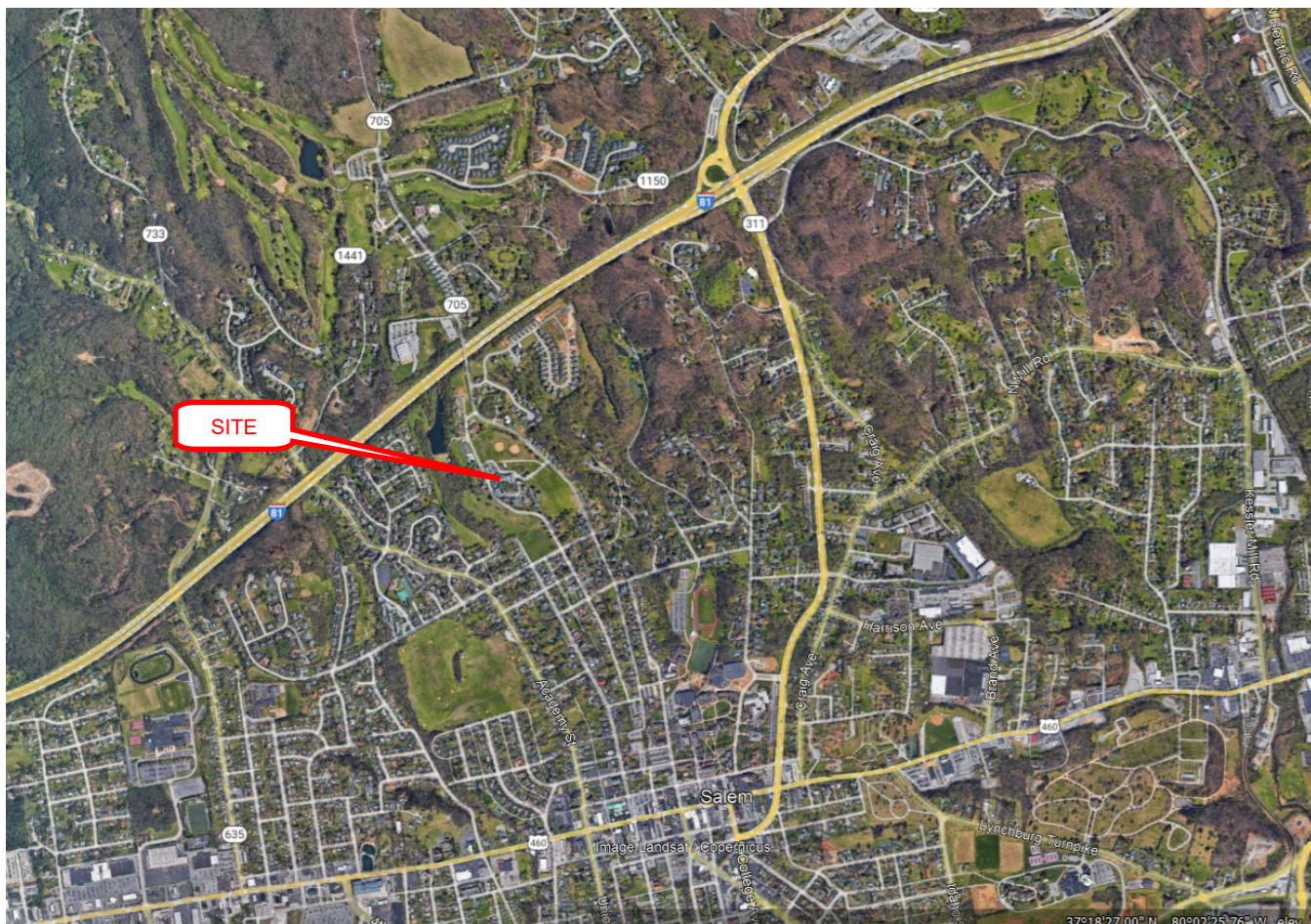
8. Conclusions

Based on the data collected, the assumptions made, and the projected site-generated traffic, the results of the analysis are outlined below.

- The proposed development will generate additional traffic to the existing road network.
- The proposed development results in very minimal increases in delay and queue lengths at the study intersections and all approaches function at the same level of service in the Existing, Background, and Buildout scenarios.
- No turn lanes or tapers are warranted by the proposed development.

Appendix A

Vicinity Map

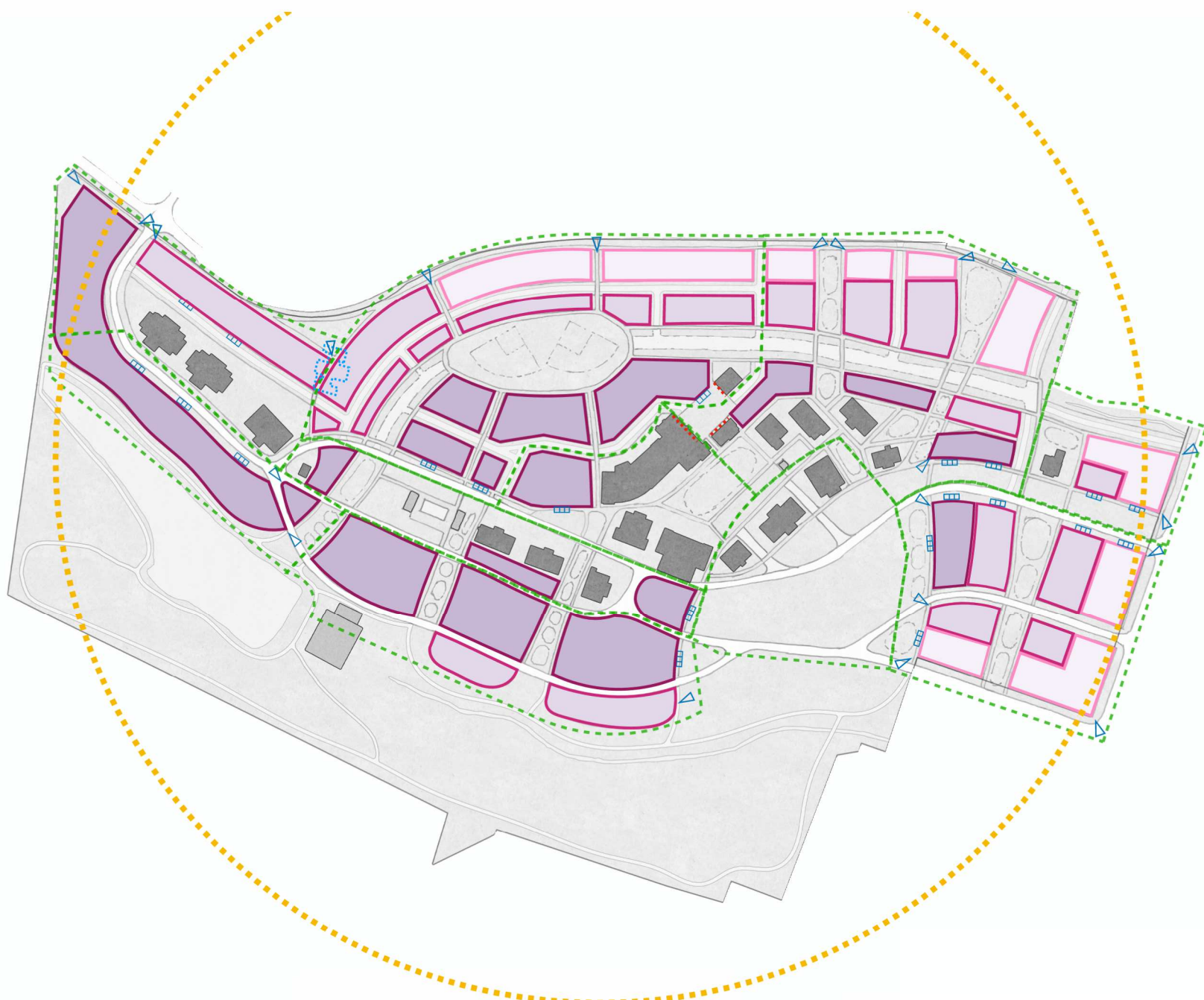


Appendix B

P.U.D. Master Plan

GENERAL NOTES:

- Building Types generally provide parking from rear alleys and lanes screened from frontages on lots.
- On-street parking shall be provided along all streets where practical.
- Each Block Group includes a minimum of three (3) building types.
- Each Block Group shall have 20% minimum of each of the building types used.
- A minimum of six (6) building types shall be used for the overall project.
- A maximum of five (5) of the same building types are allowed in a row.
- Commercial, Mixed-Use, & Live-Works are allowed in T-4 and T-5. See Uses Table.
- Land may be subdivided into separate ownership.



TRANSECT ZONES & BUILDING TYPES KEY
(SEE SPECIFIC BUILDING TYPES FOR STANDARDS)

- E - ESTATE
- H - HOUSE / ADU
- C - COTTAGE / ADU
- PH - PAIR HOUSE / ADU
- T - TOWNHOUSE / ADU
- PC - POCKET / COTTAGE COURT
- TH-PU - TOWNHOUSE PARK-UNDER
- 3THE - 3-TOWNHOUSE ESTATE
- SF - STACKED FLAT
- LH - LOFT HOUSE
- MH- MEWS HOUSE
- TR - TREE HOUSE
- AH - MULTI-FAMILY HOUSE
- AB - MULTI-FAMILY BUILDING
- MXB - MIXED-USE BUILDING
- CV - CIVIC BUILDING SITE

TRANSECT ZONES
w/ FRONTAGE LINES

- T5 - NEIGHBORHOOD CENTER
- T4 - NEIGHBORHOOD GENERAL
- T3 - NEIGHBORHOOD EDGE
- OPEN SPACE / NATURAL

STRUCTURE TO BE REMOVED

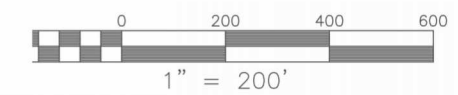
CIVIC SPACE RESERVES

- HISTORIC CORE BUILDINGS
- CIVIC BUILDINGS
- STREETS AND PARKING

REQUIREMENTS & DETAILS

- BLOCK GROUP
- RECOMMENDED GALLERY
- RECOMMENDED SHOPFRONT
- VISTA POINTS
- PEDESTRIAN SHED - 5 MINUTE WALK RADIUS

5.A land use plan designating specific use types for the site, both residential and non-residential use types, and establishing site development regulations, including setback, height, building coverage, lot coverage, and density requirements.



LAND USE PLAN

Appendix C

Existing Traffic Data

TOTALS TURNING MOVEMENT COUNT - SUMMARY

Intersection of: North Broad Street
and: Carrollton Avenue
Location: Salem, Virginia

Counted by: VCU
Date: October 03, 2023
Weather: Sunny/Warm
Entered by: SN

Tuesday

Star Rating: 4



TIME	TRAFFIC FROM NORTH on: North Broad Street					TRAFFIC FROM SOUTH on: North Broad Street					TRAFFIC FROM EAST on: Carrollton Avenue					TRAFFIC FROM WEST on: Carrollton Avenue					TOTAL N + S + E + W
	RIGHT	THRU	LEFT	U-TN	TOTAL	RIGHT	THRU	LEFT	U-TN	TOTAL	RIGHT	THRU	LEFT	U-TN	TOTAL	RIGHT	THRU	LEFT	U-TN	TOTAL	
AM																					
7:00 - 7:15	1	2	0	0	3	0	0	3	0	3	0	11	2	0	13	20	5	0	0	25	44
7:15 - 7:30	0	0	0	0	0	0	0	8	0	8	0	13	2	0	15	21	10	0	0	31	54
7:30 - 7:45	0	0	0	0	0	1	0	4	0	5	1	18	2	0	21	50	13	0	0	63	89
7:45 - 8:00	0	0	0	0	0	1	0	7	0	8	0	15	2	0	17	32	20	0	0	52	77
8:00 - 8:15	0	0	0	0	0	0	0	13	0	13	0	25	0	0	25	15	18	0	0	33	71
8:15 - 8:30	1	0	0	0	1	1	0	9	0	10	0	16	0	0	16	19	8	0	0	27	54
8:30 - 8:45	0	1	0	0	1	1	0	7	0	8	0	7	0	0	7	25	11	0	0	36	52
8:45 - 9:00	1	0	0	0	1	2	3	5	0	10	0	13	0	0	13	16	9	0	0	25	49
2 Hr Totals	3	3	0	0	6	6	3	56	0	65	1	118	8	0	127	198	94	0	0	292	490
1 Hr Totals																					
7:00 - 8:00	1	2	0	0	3	2	0	22	0	24	1	57	8	0	66	123	48	0	0	171	264
7:15 - 8:15	0	0	0	0	0	2	0	32	0	34	1	71	6	0	78	118	61	0	0	179	291
7:30 - 8:30	1	0	0	0	1	3	0	33	0	36	1	74	4	0	79	116	59	0	0	175	291
7:45 - 8:45	1	1	0	0	2	3	0	36	0	39	0	63	2	0	65	91	57	0	0	148	254
8:00 - 9:00	2	1	0	0	3	4	3	34	0	41	0	61	0	0	61	75	46	0	0	121	226
PEAK HOUR																					
7:30 - 8:30	1	0	0	0	1	3	0	33	0	36	1	74	4	0	79	116	59	0	0	175	291
PM																					
4:00 - 4:15	0	1	0	0	1	2	0	8	0	10	0	24	0	0	24	19	17	0	0	36	71
4:15 - 4:30	1	0	0	0	1	0	0	20	0	20	0	20	1	0	21	18	19	0	0	37	79
4:30 - 4:45	0	0	0	0	0	0	1	12	0	13	0	34	1	0	35	15	20	0	0	35	83
4:45 - 5:00	0	1	0	0	1	0	0	18	0	18	0	28	3	0	31	12	18	1	0	31	81
5:00 - 5:15	1	1	0	0	2	2	0	25	0	27	0	35	0	0	35	19	25	1	0	45	109
5:15 - 5:30	0	0	0	0	0	2	0	23	0	25	0	36	4	0	40	32	26	1	0	59	124
5:30 - 5:45	1	1	0	0	2	0	0	16	0	16	1	20	1	0	22	17	23	0	0	40	80
5:45 - 6:00	0	0	0	0	0	2	0	20	0	22	0	24	2	0	26	19	25	1	0	45	93
2 Hr Totals	3	4	0	0	7	8	1	142	0	151	1	221	12	0	234	151	173	4	0	328	720
1 Hr Totals																					
4:00 - 5:00	1	2	0	0	3	2	1	58	0	61	0	106	5	0	111	64	74	1	0	139	314
4:15 - 5:15	2	2	0	0	4	2	1	75	0	78	0	117	5	0	122	64	82	2	0	148	352
4:30 - 5:30	1	2	0	0	3	4	1	78	0	83	0	133	8	0	141	78	89	3	0	170	397
4:45 - 5:45	2	3	0	0	5	4	0	82	0	86	1	119	8	0	128	80	92	3	0	175	394
5:00 - 6:00	2	2	0	0	4	6	0	84	0	90	1	115	7	0	123	87	99	3	0	189	406
PEAK HOUR																					
5:00 - 6:00	2	2	0	0	4	6	0	84	0	90	1	115	7	0	123	87	99	3	0	189	406

TOTALS TURNING MOVEMENT COUNT - SUMMARY

Intersection of: Red Lane
and: Carrollton Avenue
Location: Salem, Virginia

Counted by: VCU
Date: October 03, 2023
Weather: Sunny/Warm
Entered by: SN

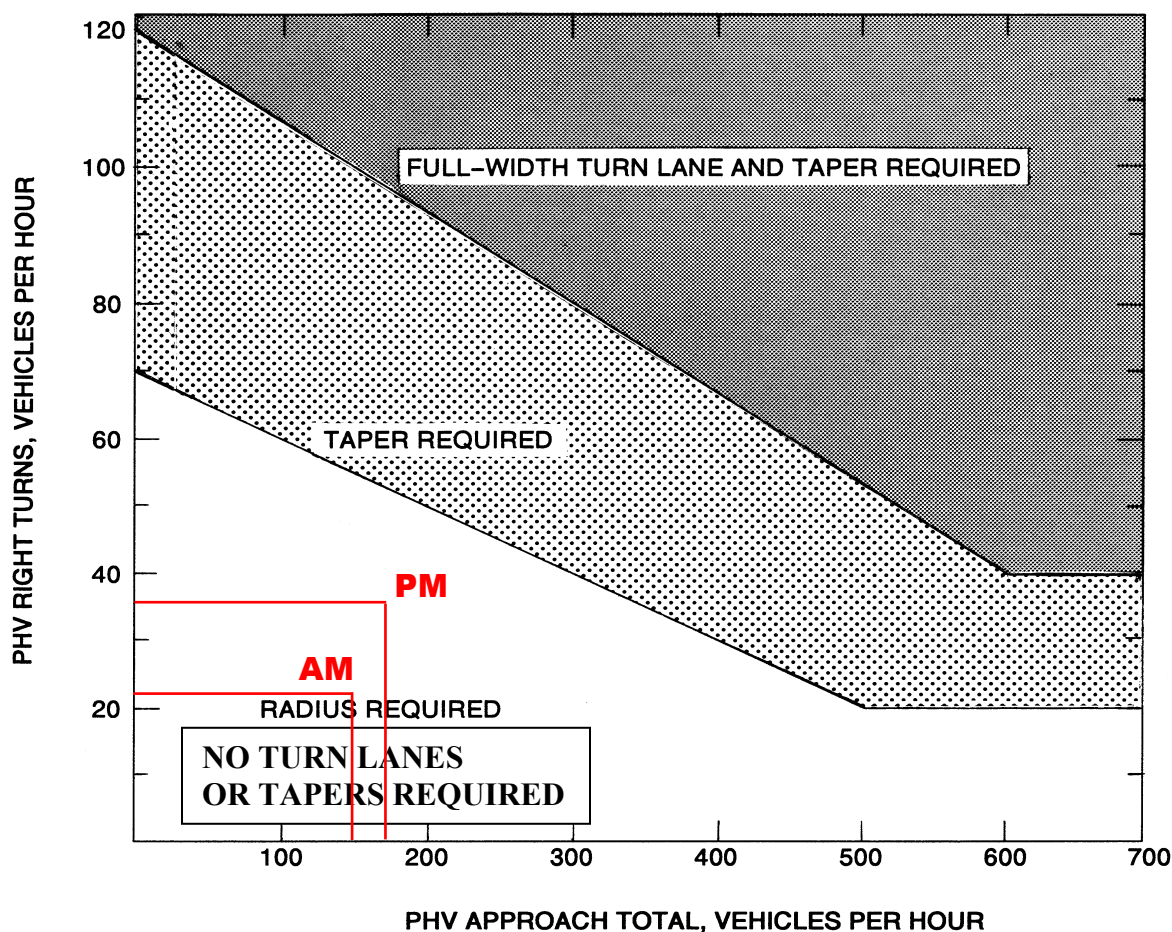
Tuesday
Star Rating: 4



TIME	TRAFFIC FROM NORTH on: Red Lane					TRAFFIC FROM SOUTH on: Red Lane					TRAFFIC FROM EAST on:					TRAFFIC FROM WEST on: Carrollton Avenue					TOTAL N + S + E + W
	RIGHT	THRU	LEFT	U-TN	TOTAL	RIGHT	THRU	LEFT	U-TN	TOTAL	RIGHT	THRU	LEFT	U-TN	TOTAL	RIGHT	THRU	LEFT	U-TN	TOTAL	
AM																					
7:00 - 7:15	12	6	0	0	18	0	3	2	0	5	0	0	0	0	0	3	0	2	0	5	28
7:15 - 7:30	9	7	0	0	16	0	1	4	0	5	0	0	0	0	0	2	0	9	0	11	32
7:30 - 7:45	10	18	0	0	28	0	3	6	0	9	0	0	0	0	0	3	0	8	0	11	48
7:45 - 8:00	13	9	0	0	22	0	4	3	0	7	0	0	0	0	0	6	0	7	0	13	42
8:00 - 8:15	14	9	0	0	23	0	6	6	0	12	0	0	0	0	0	4	0	13	0	17	52
8:15 - 8:30	10	11	0	0	21	0	6	4	0	10	0	0	0	0	0	2	0	3	0	5	36
8:30 - 8:45	5	2	0	0	7	0	8	1	0	9	0	0	0	0	0	3	0	9	0	12	28
8:45 - 9:00	10	3	0	0	13	0	6	2	0	8	0	0	0	0	0	2	0	10	0	12	33
2 Hr Totals	83	65	0	0	148	0	37	28	0	65	0	0	0	0	0	25	0	61	0	86	299
1 Hr Totals																					
7:00 - 8:00	44	40	0	0	84	0	11	15	0	26	0	0	0	0	0	14	0	26	0	40	150
7:15 - 8:15	46	43	0	0	89	0	14	19	0	33	0	0	0	0	0	15	0	37	0	52	174
7:30 - 8:30	47	47	0	0	94	0	19	19	0	38	0	0	0	0	0	15	0	31	0	46	178
7:45 - 8:45	42	31	0	0	73	0	24	14	0	38	0	0	0	0	0	15	0	32	0	47	158
8:00 - 9:00	39	25	0	0	64	0	26	13	0	39	0	0	0	0	0	11	0	35	0	46	149
PEAK HOUR																					
7:30 - 8:30	47	47	0	0	94	0	19	19	0	38	0	0	0	0	0	15	0	31	0	46	178
PM																					
4:00 - 4:15	18	12	0	0	30	0	13	5	0	18	0	0	0	0	0	7	0	13	0	20	68
4:15 - 4:30	16	2	0	0	18	0	9	1	0	10	0	0	0	0	0	5	0	15	0	20	48
4:30 - 4:45	21	7	0	0	28	0	12	7	0	19	0	0	0	0	0	5	0	18	0	23	70
4:45 - 5:00	21	10	0	0	31	0	12	4	0	16	0	0	0	0	0	3	0	15	0	18	65
5:00 - 5:15	12	8	0	0	20	0	17	11	1	29	0	0	0	0	0	7	0	18	0	25	74
5:15 - 5:30	19	6	0	0	25	0	12	13	0	25	0	0	0	0	0	7	0	20	0	27	77
5:30 - 5:45	13	7	0	0	20	0	10	3	0	13	0	0	0	0	0	2	0	14	0	16	49
5:45 - 6:00	19	9	0	0	28	0	7	4	0	11	0	0	0	0	0	7	0	13	0	20	59
2 Hr Totals	139	61	0	0	200	0	92	48	1	141	0	0	0	0	0	43	0	126	0	169	510
1 Hr Totals																					
4:00 - 5:00	76	31	0	0	107	0	46	17	0	63	0	0	0	0	0	20	0	61	0	81	251
4:15 - 5:15	70	27	0	0	97	0	50	23	1	74	0	0	0	0	0	20	0	66	0	86	257
4:30 - 5:30	73	31	0	0	104	0	53	35	1	89	0	0	0	0	0	22	0	71	0	93	286
4:45 - 5:45	65	31	0	0	96	0	51	31	1	83	0	0	0	0	0	19	0	67	0	86	265
5:00 - 6:00	63	30	0	0	93	0	46	31	1	78	0	0	0	0	0	23	0	65	0	88	259
PEAK HOUR																					
4:30 - 5:30	73	31	0	0	104	0	53	35	1	89	0	0	0	0	0	22	0	71	0	93	286

Appendix D

VDOT Turn Lane Worksheets

RED LANE RIGHT TURN WARRANT**FIGURE 3-26 WARRANTS FOR RIGHT TURN TREATMENT (2-LANE HIGHWAY)**

Appropriate Radius required at all Intersections and Entrances (Commercial or Private).

LEGEND

PHV - Peak Hour Volume (also Design Hourly Volume equivalent)

Adjustment for Right Turns

For posted speeds at or under 45 mph, PHV right turns > 40, and PHV total < 300.

Adjusted right turns = PHV Right Turns - 20

If PHV is not known use formula: $PHV = ADT \times K \times D$

K = the percent of AADT occurring in the peak hour

D = the percent of traffic in the peak direction of flow

Note: An average of 11% for K x D will suffice.

When right turn facilities are warranted, see [Figure 3-1](#) for design criteria.*

* Rev. 1/15

RED LANE LEFT TURN WARRANT

WARRANT FOR LEFT-TURN STORAGE LANES ON TWO-LANE HIGHWAY

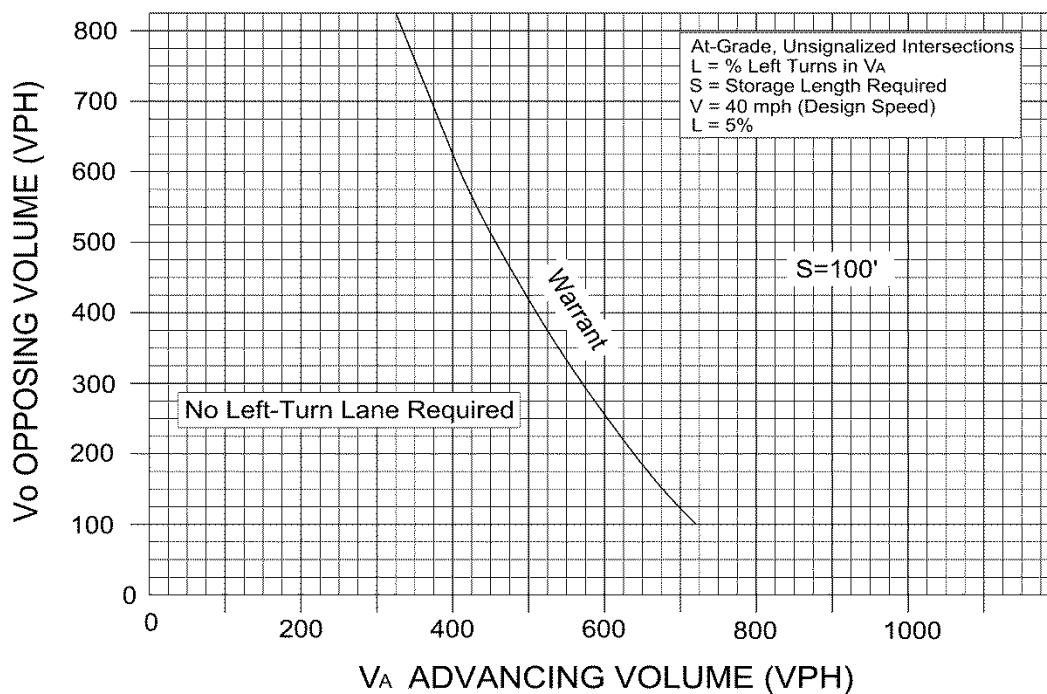


FIGURE 3-4 WARRANT FOR LEFT TURN STORAGE LANES ON TWO LANE HIGHWAY

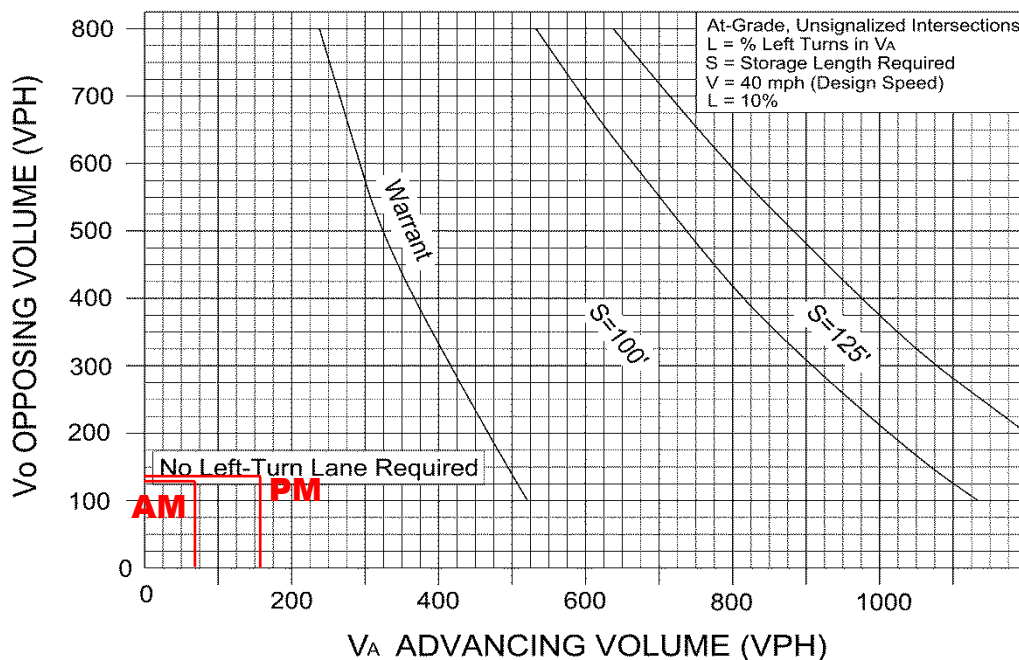
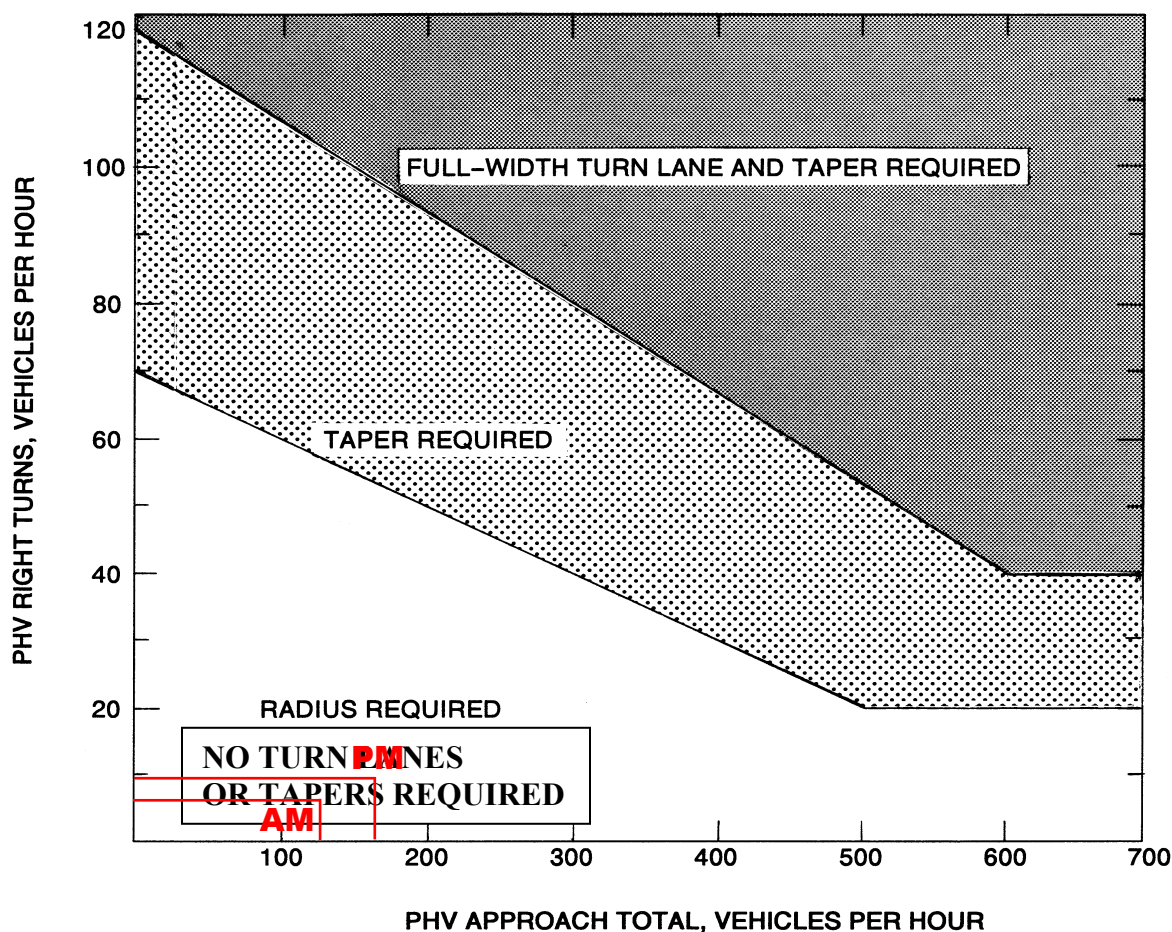


FIGURE 3-5 WARRANT FOR LEFT TURN STORAGE LANES ON TWO LANE HIGHWAY

EAST CARROLLTON AVENUE RIGHT TURN WARRANT**FIGURE 3-26 WARRANTS FOR RIGHT TURN TREATMENT (2-LANE HIGHWAY)**

Appropriate Radius required at all Intersections and Entrances (Commercial or Private).

LEGEND

PHV - Peak Hour Volume (also Design Hourly Volume equivalent)

Adjustment for Right Turns

For posted speeds at or under 45 mph, PHV right turns > 40, and PHV total < 300.

Adjusted right turns = PHV Right Turns - 20

If PHV is not known use formula: $PHV = ADT \times K \times D$

K = the percent of AADT occurring in the peak hour

D = the percent of traffic in the peak direction of flow

Note: An average of 11% for K x D will suffice.

When right turn facilities are warranted, see [Figure 3-1](#) for design criteria.*

* Rev. 1/15

EAST CARROLLTON AVENUE LEFT TURN WARRANT **WARRANT FOR LEFT-TURN STORAGE LANES ON TWO-LANE HIGHWAY**

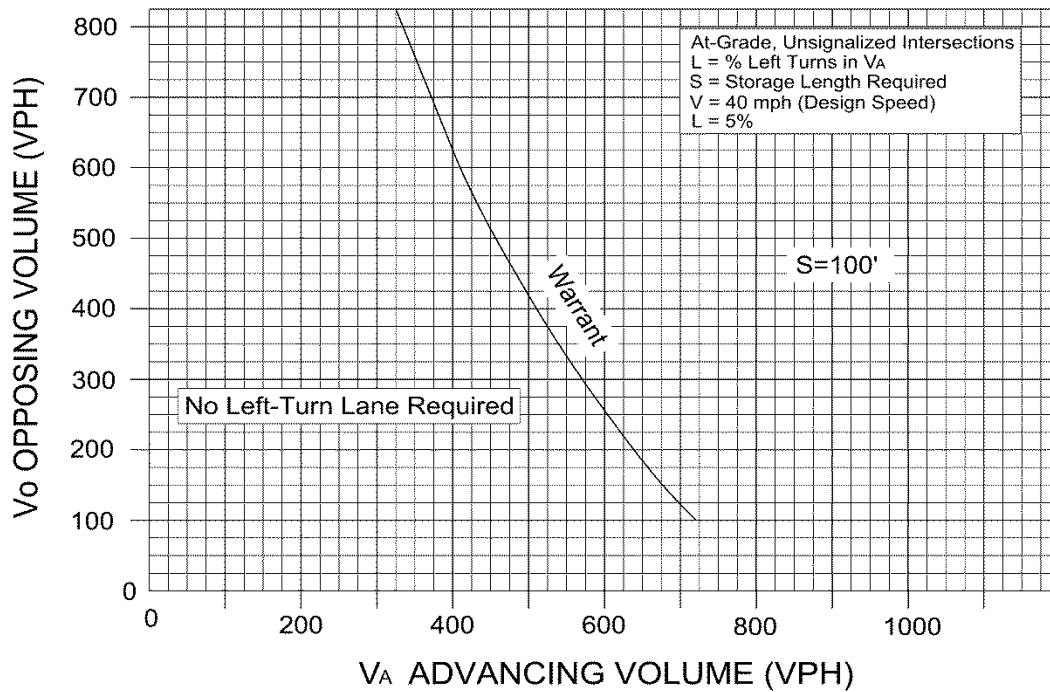


FIGURE 3-4 WARRANT FOR LEFT TURN STORAGE LANES ON TWO LANE HIGHWAY

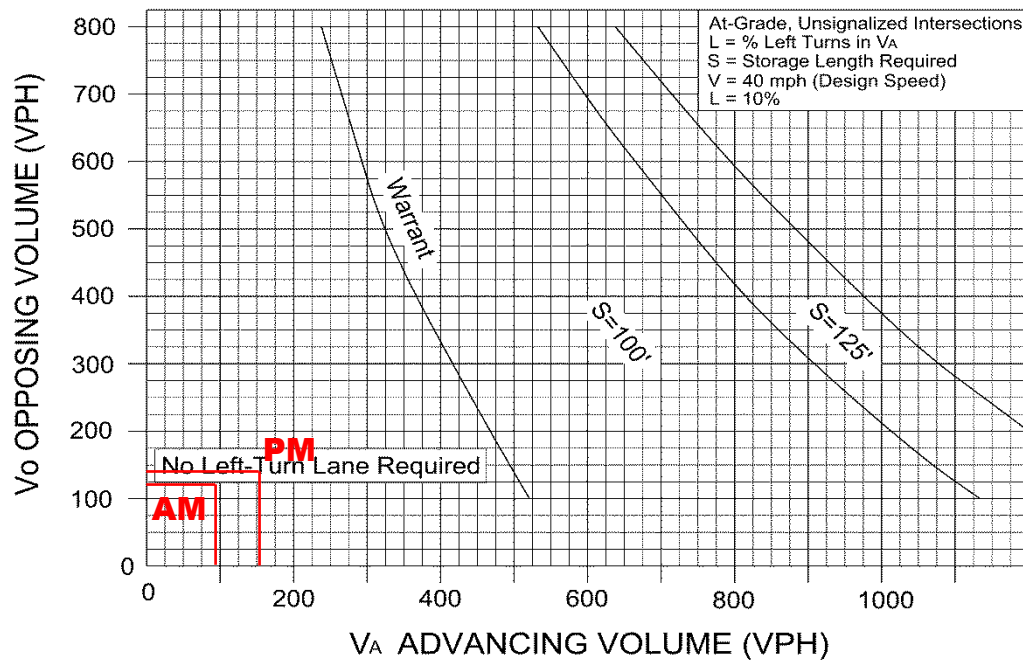


FIGURE 3-5 WARRANT FOR LEFT TURN STORAGE LANES ON TWO LANE HIGHWAY

Appendix E

Synchro 11 Intersection Analysis Data

Intersection

Intersection Delay, s/veh	7.3
Intersection LOS	A

Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations						
Traffic Vol, veh/h	31	15	19	19	47	47
Future Vol, veh/h	31	15	19	19	47	47
Peak Hour Factor	0.86	0.86	0.86	0.86	0.86	0.86
Heavy Vehicles, %	0	0	0	0	0	0
Mvmt Flow	36	17	22	22	55	55
Number of Lanes	1	0	0	1	1	0

Approach	EB	NB	SB
Opposing Approach		SB	NB
Opposing Lanes	0	1	1
Conflicting Approach Left	SB	EB	
Conflicting Lanes Left	1	1	0
Conflicting Approach Right	NB		EB
Conflicting Lanes Right	1	0	1
HCM Control Delay	7.4	7.4	7.2
HCM LOS	A	A	A

Lane	NBLn1	EBLn1	SBLn1
Vol Left, %	50%	67%	0%
Vol Thru, %	50%	0%	50%
Vol Right, %	0%	33%	50%
Sign Control	Stop	Stop	Stop
Traffic Vol by Lane	38	46	94
LT Vol	19	31	0
Through Vol	19	0	47
RT Vol	0	15	47
Lane Flow Rate	44	53	109
Geometry Grp	1	1	1
Degree of Util (X)	0.051	0.061	0.113
Departure Headway (Hd)	4.178	4.102	3.728
Convergence, Y/N	Yes	Yes	Yes
Cap	854	867	959
Service Time	2.218	2.155	1.764
HCM Lane V/C Ratio	0.052	0.061	0.114
HCM Control Delay	7.4	7.4	7.2
HCM Lane LOS	A	A	A
HCM 95th-tile Q	0.2	0.2	0.4

Intersection												
Intersection Delay, s/veh	7.5											
Intersection LOS	A											

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	12	43	7	0	59	7	15	13	3	0	4	5
Future Vol, veh/h	12	43	7	0	59	7	15	13	3	0	4	5
Peak Hour Factor	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	15	52	9	0	72	9	18	16	4	0	5	6
Number of Lanes	0	1	0	0	1	0	0	1	0	0	1	0

Approach	EB	WB	NB	SB
Opposing Approach	WB	EB	SB	NB
Opposing Lanes	1	1	1	1
Conflicting Approach Left	SB	NB	EB	WB
Conflicting Lanes Left	1	1	1	1
Conflicting Approach Right	NB	SB	WB	EB
Conflicting Lanes Right	1	1	1	1
HCM Control Delay	7.5	7.5	7.5	7
HCM LOS	A	A	A	A

Lane	NBLn1	EBLn1	WBLn1	SBLn1
Vol Left, %	48%	19%	0%	0%
Vol Thru, %	42%	69%	89%	44%
Vol Right, %	10%	11%	11%	56%
Sign Control	Stop	Stop	Stop	Stop
Traffic Vol by Lane	31	62	66	9
LT Vol	15	12	0	0
Through Vol	13	43	59	4
RT Vol	3	7	7	5
Lane Flow Rate	38	76	80	11
Geometry Grp	1	1	1	1
Degree of Util (X)	0.045	0.085	0.09	0.012
Departure Headway (Hd)	4.251	4.052	4.013	3.899
Convergence, Y/N	Yes	Yes	Yes	Yes
Cap	834	880	889	905
Service Time	2.322	2.094	2.055	1.979
HCM Lane V/C Ratio	0.046	0.086	0.09	0.012
HCM Control Delay	7.5	7.5	7.5	7
HCM Lane LOS	A	A	A	A
HCM 95th-tile Q	0.1	0.3	0.3	0

Intersection												
Int Delay, s/veh	1.4											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	0	59	116	4	74	1	33	0	1	0	0	1
Future Vol, veh/h	0	59	116	4	74	1	33	0	1	0	0	1
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	82	82	82	82	82	82	82	82	82	82	82	82
Heavy Vehicles, %	0	0	0	0	0	0	0	0	0	0	0	0
Mvmt Flow	0	72	141	5	90	1	40	0	1	0	0	1

Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	91	0	0	213	0	0	244	244	143	244	314	91
Stage 1	-	-	-	-	-	-	143	143	-	101	101	-
Stage 2	-	-	-	-	-	-	101	101	-	143	213	-
Critical Hdwy	4.1	-	-	4.1	-	-	7.1	6.5	6.2	7.1	6.5	6.2
Critical Hdwy Stg 1	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Follow-up Hdwy	2.2	-	-	2.2	-	-	3.5	4	3.3	3.5	4	3.3
Pot Cap-1 Maneuver	1517	-	-	1369	-	-	714	661	910	714	605	972
Stage 1	-	-	-	-	-	-	865	782	-	910	815	-
Stage 2	-	-	-	-	-	-	910	815	-	865	730	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	1517	-	-	1369	-	-	711	658	910	711	603	972
Mov Cap-2 Maneuver	-	-	-	-	-	-	711	658	-	711	603	-
Stage 1	-	-	-	-	-	-	865	782	-	910	812	-
Stage 2	-	-	-	-	-	-	905	812	-	864	730	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	0	0.4	10.3	8.7
HCM LOS			B	A

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1
Capacity (veh/h)	716	1517	-	-	1369	-	-	972
HCM Lane V/C Ratio	0.058	-	-	-	0.004	-	-	0.001
HCM Control Delay (s)	10.3	0	-	-	7.6	0	-	8.7
HCM Lane LOS	B	A	-	-	A	A	-	A
HCM 95th %tile Q(veh)	0.2	0	-	-	0	-	-	0

Summary of All Intervals

Run Number	1	2	3	4	5	6	7
Start Time	7:15	7:15	7:15	7:15	7:15	7:15	7:15
End Time	8:30	8:30	8:30	8:30	8:30	8:30	8:30
Total Time (min)	75	75	75	75	75	75	75
Time Recorded (min)	60	60	60	60	60	60	60
# of Intervals	5	5	5	5	5	5	5
# of Recorded Intervals	4	4	4	4	4	4	4
Vehs Entered	412	419	411	363	368	375	359
Vehs Exited	411	418	405	364	369	380	354
Starting Vehs	2	2	0	3	1	7	2
Ending Vehs	3	3	6	2	0	2	7
Travel Distance (mi)	87	89	85	77	80	79	77
Travel Time (hr)	4.2	4.2	4.0	3.7	3.8	3.8	3.7
Total Delay (hr)	0.8	0.9	0.8	0.7	0.8	0.7	0.7
Total Stops	413	433	403	360	389	365	373
Fuel Used (gal)	3.7	3.8	3.7	3.3	3.4	3.4	3.3

Summary of All Intervals

Run Number	8	9	10	Avg
Start Time	7:15	7:15	7:15	7:15
End Time	8:30	8:30	8:30	8:30
Total Time (min)	75	75	75	75
Time Recorded (min)	60	60	60	60
# of Intervals	5	5	5	5
# of Recorded Intervals	4	4	4	4
Vehs Entered	384	396	396	385
Vehs Exited	386	399	399	388
Starting Vehs	8	5	3	0
Ending Vehs	6	2	0	0
Travel Distance (mi)	78	84	83	82
Travel Time (hr)	3.7	4.0	4.0	3.9
Total Delay (hr)	0.7	0.8	0.8	0.8
Total Stops	355	373	399	386
Fuel Used (gal)	3.4	3.6	3.6	3.5

Interval #0 Information Seeding

Start Time	7:15
End Time	7:30
Total Time (min)	15
Volumes adjusted by Growth Factors, Anti PHF.	
No data recorded this interval.	

Interval #1 Information Recording

Start Time	7:30
End Time	7:45
Total Time (min)	15

Volumes adjusted by PHF, Growth Factors.

Run Number	1	2	3	4	5	6	7
Vehs Entered	127	125	124	111	113	103	114
Vehs Exited	125	122	119	106	108	106	109
Starting Vehs	2	2	0	3	1	7	2
Ending Vehs	4	5	5	8	6	4	7
Travel Distance (mi)	26	26	24	23	24	21	24
Travel Time (hr)	1.3	1.3	1.1	1.1	1.2	1.0	1.2
Total Delay (hr)	0.3	0.2	0.2	0.2	0.3	0.2	0.2
Total Stops	128	120	106	108	129	99	113
Fuel Used (gal)	1.2	1.1	1.1	1.0	1.0	0.9	1.0

Interval #1 Information Recording

Start Time	7:30
End Time	7:45
Total Time (min)	15

Volumes adjusted by PHF, Growth Factors.

Run Number	8	9	10	Avg
Vehs Entered	102	120	104	114
Vehs Exited	104	119	105	113
Starting Vehs	8	5	3	0
Ending Vehs	6	6	2	3
Travel Distance (mi)	21	25	21	24
Travel Time (hr)	1.0	1.2	1.0	1.1
Total Delay (hr)	0.2	0.2	0.2	0.2
Total Stops	95	110	99	110
Fuel Used (gal)	1.0	1.1	0.9	1.0

Interval #2 Information Recording

Start Time	7:45
End Time	8:00
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	1	2	3	4	5	6	7
Vehs Entered	90	90	85	71	94	99	81
Vehs Exited	89	92	87	74	100	101	86
Starting Vehs	4	5	5	8	6	4	7
Ending Vehs	5	3	3	5	0	2	2
Travel Distance (mi)	19	19	18	15	20	21	18
Travel Time (hr)	0.9	0.9	0.9	0.7	1.0	1.0	0.9
Total Delay (hr)	0.2	0.2	0.2	0.1	0.2	0.2	0.2
Total Stops	93	96	86	66	92	104	88
Fuel Used (gal)	0.8	0.8	0.8	0.6	0.9	0.9	0.8

Interval #2 Information Recording

Start Time	7:45
End Time	8:00
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	8	9	10	Avg
Vehs Entered	100	99	97	89
Vehs Exited	105	103	97	94
Starting Vehs	6	6	2	3
Ending Vehs	1	2	2	0
Travel Distance (mi)	21	23	21	20
Travel Time (hr)	1.0	1.1	1.0	0.9
Total Delay (hr)	0.2	0.2	0.2	0.2
Total Stops	102	113	100	92
Fuel Used (gal)	0.9	1.0	0.9	0.8

Interval #3 Information Recording

Start Time	8:00
End Time	8:15
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	1	2	3	4	5	6	7
Vehs Entered	119	98	94	96	92	96	81
Vehs Exited	120	95	90	93	86	92	82
Starting Vehs	5	3	3	5	0	2	2
Ending Vehs	4	6	7	8	6	6	1
Travel Distance (mi)	24	21	20	20	19	19	18
Travel Time (hr)	1.2	1.0	0.9	1.0	0.9	0.9	0.8
Total Delay (hr)	0.2	0.2	0.2	0.2	0.2	0.2	0.2
Total Stops	109	109	94	95	93	88	86
Fuel Used (gal)	1.0	0.9	0.9	0.9	0.8	0.8	0.7

Interval #3 Information Recording

Start Time	8:00
End Time	8:15
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	8	9	10	Avg
Vehs Entered	92	88	100	95
Vehs Exited	88	86	101	93
Starting Vehs	1	2	2	0
Ending Vehs	5	4	1	1
Travel Distance (mi)	17	18	21	20
Travel Time (hr)	0.8	0.9	1.0	0.9
Total Delay (hr)	0.1	0.1	0.2	0.2
Total Stops	71	76	99	92
Fuel Used (gal)	0.8	0.8	0.9	0.8

Interval #4 Information Recording

Start Time	8:15
End Time	8:30
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	1	2	3	4	5	6	7
Vehs Entered	76	106	108	85	69	77	83
Vehs Exited	77	109	109	91	75	81	77
Starting Vehs	4	6	7	8	6	6	1
Ending Vehs	3	3	6	2	0	2	7
Travel Distance (mi)	17	22	23	19	16	17	18
Travel Time (hr)	0.8	1.1	1.1	0.9	0.7	0.8	0.8
Total Delay (hr)	0.2	0.2	0.2	0.2	0.1	0.1	0.2
Total Stops	83	108	117	91	75	74	86
Fuel Used (gal)	0.8	1.0	1.0	0.8	0.7	0.7	0.8

Interval #4 Information Recording

Start Time	8:15
End Time	8:30
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	8	9	10	Avg
Vehs Entered	90	89	95	86
Vehs Exited	89	91	96	88
Starting Vehs	5	4	1	1
Ending Vehs	6	2	0	0
Travel Distance (mi)	18	17	20	19
Travel Time (hr)	0.9	0.8	1.0	0.9
Total Delay (hr)	0.2	0.1	0.2	0.2
Total Stops	87	74	101	91
Fuel Used (gal)	0.8	0.7	0.9	0.8

Queuing and Blocking Report

Existing AM

02/02/2024

Intersection: 2: Red Ln & Carrollton Ave

Movement	EB	NB	SB
Directions Served	LR	LT	TR
Maximum Queue (ft)	31	40	52
Average Queue (ft)	25	22	32
95th Queue (ft)	43	46	48
Link Distance (ft)	383	305	460
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)			
Storage Blk Time (%)			
Queuing Penalty (veh)			

Intersection: 5: Broad St & Carrollton Ave

Movement	EB	WB	NB	SB
Directions Served	LTR	LTR	LTR	LTR
Maximum Queue (ft)	2	22	49	18
Average Queue (ft)	0	1	20	1
95th Queue (ft)	0	12	46	11
Link Distance (ft)	292	373	621	370
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 8: Mt Vernon Ln & Carrollton Ave

Movement	EB	WB	NB	SB
Directions Served	LTR	LTR	LTR	LTR
Maximum Queue (ft)	53	55	34	31
Average Queue (ft)	29	28	20	10
95th Queue (ft)	50	47	44	33
Link Distance (ft)	373	383	294	364
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Network Summary

Network wide Queuing Penalty: 0

Intersection	
Intersection Delay, s/veh	7.7
Intersection LOS	A

Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations						
Traffic Vol, veh/h	71	22	36	53	31	73
Future Vol, veh/h	71	22	36	53	31	73
Peak Hour Factor	0.93	0.93	0.93	0.93	0.93	0.93
Heavy Vehicles, %	0	0	0	0	0	0
Mvmt Flow	76	24	39	57	33	78
Number of Lanes	1	0	0	1	1	0

Approach	EB	NB	SB
Opposing Approach		SB	NB
Opposing Lanes	0	1	1
Conflicting Approach Left	SB	EB	
Conflicting Lanes Left	1	1	0
Conflicting Approach Right	NB		EB
Conflicting Lanes Right	1	0	1
HCM Control Delay	7.9	7.9	7.3
HCM LOS	A	A	A

Lane	NBLn1	EBLn1	SBLn1
Vol Left, %	40%	76%	0%
Vol Thru, %	60%	0%	30%
Vol Right, %	0%	24%	70%
Sign Control	Stop	Stop	Stop
Traffic Vol by Lane	89	93	104
LT Vol	36	71	0
Through Vol	53	0	31
RT Vol	0	22	73
Lane Flow Rate	96	100	112
Geometry Grp	1	1	1
Degree of Util (X)	0.113	0.118	0.116
Departure Headway (Hd)	4.243	4.264	3.727
Convergence, Y/N	Yes	Yes	Yes
Cap	835	829	946
Service Time	2.316	2.349	1.81
HCM Lane V/C Ratio	0.115	0.121	0.118
HCM Control Delay	7.9	7.9	7.3
HCM Lane LOS	A	A	A
HCM 95th-tile Q	0.4	0.4	0.4

Intersection	
Intersection Delay, s/veh	7.8
Intersection LOS	A

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	5	88	12	2	104	2	13	3	2	3	5	6
Future Vol, veh/h	5	88	12	2	104	2	13	3	2	3	5	6
Peak Hour Factor	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	6	107	15	2	127	2	16	4	2	4	6	7
Number of Lanes	0	1	0	0	1	0	0	1	0	0	1	0

Approach	EB	WB	NB	SB
Opposing Approach	WB	EB	SB	NB
Opposing Lanes	1	1	1	1
Conflicting Approach Left	SB	NB	EB	WB
Conflicting Lanes Left	1	1	1	1
Conflicting Approach Right	NB	SB	WB	EB
Conflicting Lanes Right	1	1	1	1
HCM Control Delay	7.8	7.9	7.7	7.4
HCM LOS	A	A	A	A

Lane	NBLn1	EBLn1	WBLn1	SBLn1
Vol Left, %	72%	5%	2%	21%
Vol Thru, %	17%	84%	96%	36%
Vol Right, %	11%	11%	2%	43%
Sign Control	Stop	Stop	Stop	Stop
Traffic Vol by Lane	18	105	108	14
LT Vol	13	5	2	3
Through Vol	3	88	104	5
RT Vol	2	12	2	6
Lane Flow Rate	22	128	132	17
Geometry Grp	1	1	1	1
Degree of Util (X)	0.028	0.144	0.15	0.02
Departure Headway (Hd)	4.593	4.043	4.092	4.307
Convergence, Y/N	Yes	Yes	Yes	Yes
Cap	784	881	871	836
Service Time	2.593	2.097	2.143	2.308
HCM Lane V/C Ratio	0.028	0.145	0.152	0.02
HCM Control Delay	7.7	7.8	7.9	7.4
HCM Lane LOS	A	A	A	A
HCM 95th-tile Q	0.1	0.5	0.5	0.1

Intersection												
Int Delay, s/veh	3											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	3	99	87	7	115	1	84	0	6	0	2	2
Future Vol, veh/h	3	99	87	7	115	1	84	0	6	0	2	2
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	82	82	82	82	82	82	82	82	82	82	82	82
Heavy Vehicles, %	0	0	0	0	0	0	0	0	0	0	0	0
Mvmt Flow	4	121	106	9	140	1	102	0	7	0	2	2
Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	141	0	0	227	0	0	343	341	174	345	394	141
Stage 1	-	-	-	-	-	-	182	182	-	159	159	-
Stage 2	-	-	-	-	-	-	161	159	-	186	235	-
Critical Hdwy	4.1	-	-	4.1	-	-	7.1	6.5	6.2	7.1	6.5	6.2
Critical Hdwy Stg 1	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Follow-up Hdwy	2.2	-	-	2.2	-	-	3.5	4	3.3	3.5	4	3.3
Pot Cap-1 Maneuver	1455	-	-	1353	-	-	615	584	875	613	546	912
Stage 1	-	-	-	-	-	-	824	753	-	848	770	-
Stage 2	-	-	-	-	-	-	846	770	-	820	714	-
Platoon blocked, %		-	-		-	-						
Mov Cap-1 Maneuver	1455	-	-	1353	-	-	606	578	875	603	541	912
Mov Cap-2 Maneuver	-	-	-	-	-	-	606	578	-	603	541	-
Stage 1	-	-	-	-	-	-	822	751	-	845	765	-
Stage 2	-	-	-	-	-	-	835	765	-	811	712	-
Approach	EB			WB			NB			SB		
HCM Control Delay, s	0.1			0.4			12.1			10.3		
HCM LOS							B			B		
Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1				
Capacity (veh/h)	619	1455	-	-	1353	-	-	679				
HCM Lane V/C Ratio	0.177	0.003	-	-	0.006	-	-	0.007				
HCM Control Delay (s)	12.1	7.5	0	-	7.7	0	-	10.3				
HCM Lane LOS	B	A	A	-	A	A	-	B				
HCM 95th %tile Q(veh)	0.6	0	-	-	0	-	-	0				

Summary of All Intervals

Run Number	1	2	3	4	5	6	7
Start Time	4:45	4:45	4:45	4:45	4:45	4:45	4:45
End Time	6:00	6:00	6:00	6:00	6:00	6:00	6:00
Total Time (min)	75	75	75	75	75	75	75
Time Recorded (min)	60	60	60	60	60	60	60
# of Intervals	5	5	5	5	5	5	5
# of Recorded Intervals	4	4	4	4	4	4	4
Vehs Entered	550	568	518	505	500	529	506
Vehs Exited	551	561	518	507	497	528	502
Starting Vehs	9	3	4	7	4	6	7
Ending Vehs	8	10	4	5	7	7	11
Travel Distance (mi)	122	122	115	114	111	118	113
Travel Time (hr)	6.0	5.9	5.6	5.6	5.5	5.7	5.5
Total Delay (hr)	1.3	1.3	1.2	1.2	1.3	1.2	1.2
Total Stops	658	628	623	629	611	640	604
Fuel Used (gal)	5.3	5.3	5.0	4.9	4.9	5.2	4.8

Summary of All Intervals

Run Number	8	9	10	Avg
Start Time	4:45	4:45	4:45	4:45
End Time	6:00	6:00	6:00	6:00
Total Time (min)	75	75	75	75
Time Recorded (min)	60	60	60	60
# of Intervals	5	5	5	5
# of Recorded Intervals	4	4	4	4
Vehs Entered	517	535	506	522
Vehs Exited	509	540	509	523
Starting Vehs	4	7	4	2
Ending Vehs	12	2	1	5
Travel Distance (mi)	115	118	111	116
Travel Time (hr)	5.6	5.8	5.4	5.7
Total Delay (hr)	1.2	1.3	1.2	1.2
Total Stops	629	646	590	627
Fuel Used (gal)	5.0	5.2	4.9	5.0

Interval #0 Information Seeding

Start Time	4:45
End Time	5:00
Total Time (min)	15
Volumes adjusted by Growth Factors, Anti PHF.	
No data recorded this interval.	

Interval #1 Information Recording

Start Time	5:00
End Time	5:15
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	1	2	3	4	5	6	7
Vehs Entered	136	126	130	95	108	114	113
Vehs Exited	137	123	128	97	110	115	116
Starting Vehs	9	3	4	7	4	6	7
Ending Vehs	8	6	6	5	2	5	4
Travel Distance (mi)	31	26	28	22	24	27	26
Travel Time (hr)	1.5	1.3	1.4	1.1	1.2	1.3	1.2
Total Delay (hr)	0.3	0.3	0.3	0.2	0.3	0.3	0.3
Total Stops	170	132	148	122	128	147	133
Fuel Used (gal)	1.3	1.1	1.2	1.0	1.0	1.1	1.1

Interval #1 Information Recording

Start Time	5:00
End Time	5:15
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	8	9	10	Avg
Vehs Entered	135	138	111	120
Vehs Exited	134	143	108	120
Starting Vehs	4	7	4	2
Ending Vehs	5	2	7	3
Travel Distance (mi)	29	31	24	27
Travel Time (hr)	1.4	1.5	1.1	1.3
Total Delay (hr)	0.3	0.4	0.2	0.3
Total Stops	159	169	124	142
Fuel Used (gal)	1.3	1.4	1.0	1.2

Interval #2 Information Recording

Start Time	5:15
End Time	5:30
Total Time (min)	15

Volumes adjusted by PHF, Growth Factors, Anti PHF.

Run Number	1	2	3	4	5	6	7
Vehs Entered	168	150	138	148	158	159	152
Vehs Exited	171	150	138	143	154	163	153
Starting Vehs	8	6	6	5	2	5	4
Ending Vehs	5	6	6	10	6	1	3
Travel Distance (mi)	38	32	30	32	35	35	33
Travel Time (hr)	1.9	1.6	1.5	1.6	1.7	1.7	1.6
Total Delay (hr)	0.4	0.3	0.3	0.4	0.4	0.4	0.4
Total Stops	204	163	159	180	195	190	180
Fuel Used (gal)	1.7	1.4	1.3	1.3	1.6	1.6	1.4

Interval #2 Information Recording

Start Time	5:15
End Time	5:30
Total Time (min)	15

Volumes adjusted by PHF, Growth Factors, Anti PHF.

Run Number	8	9	10	Avg
Vehs Entered	144	155	160	152
Vehs Exited	142	150	161	153
Starting Vehs	5	2	7	3
Ending Vehs	7	7	6	2
Travel Distance (mi)	32	33	35	34
Travel Time (hr)	1.6	1.7	1.7	1.7
Total Delay (hr)	0.4	0.4	0.4	0.4
Total Stops	181	180	177	183
Fuel Used (gal)	1.4	1.4	1.6	1.5

Interval #3 Information Recording

Start Time	5:30
End Time	5:45
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	1	2	3	4	5	6	7
Vehs Entered	130	127	115	118	135	137	115
Vehs Exited	131	125	114	124	133	131	111
Starting Vehs	5	6	6	10	6	1	3
Ending Vehs	4	8	7	4	8	7	7
Travel Distance (mi)	28	27	27	27	30	29	25
Travel Time (hr)	1.4	1.3	1.3	1.3	1.5	1.4	1.2
Total Delay (hr)	0.3	0.3	0.3	0.3	0.3	0.3	0.3
Total Stops	148	143	148	153	166	153	136
Fuel Used (gal)	1.2	1.2	1.2	1.2	1.3	1.3	1.0

Interval #3 Information Recording

Start Time	5:30
End Time	5:45
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	8	9	10	Avg
Vehs Entered	114	104	111	119
Vehs Exited	113	106	114	122
Starting Vehs	7	7	6	2
Ending Vehs	8	5	3	3
Travel Distance (mi)	25	23	25	27
Travel Time (hr)	1.2	1.1	1.2	1.3
Total Delay (hr)	0.3	0.2	0.3	0.3
Total Stops	136	131	138	144
Fuel Used (gal)	1.1	1.0	1.1	1.2

Interval #4 Information Recording

Start Time	5:45
End Time	6:00
Total Time (min)	15

Volumes adjusted by Growth Factors.

Run Number	1	2	3	4	5	6	7
Vehs Entered	116	165	135	144	99	119	126
Vehs Exited	112	163	138	143	100	119	122
Starting Vehs	4	8	7	4	8	7	7
Ending Vehs	8	10	4	5	7	7	11
Travel Distance (mi)	25	37	30	32	22	27	28
Travel Time (hr)	1.2	1.8	1.5	1.5	1.1	1.3	1.4
Total Delay (hr)	0.2	0.4	0.3	0.3	0.3	0.3	0.3
Total Stops	136	190	168	174	122	150	155
Fuel Used (gal)	1.1	1.6	1.3	1.4	1.0	1.2	1.2

Interval #4 Information Recording

Start Time	5:45
End Time	6:00
Total Time (min)	15

Volumes adjusted by Growth Factors.

Run Number	8	9	10	Avg
Vehs Entered	124	138	124	129
Vehs Exited	120	141	126	129
Starting Vehs	8	5	3	3
Ending Vehs	12	2	1	5
Travel Distance (mi)	28	31	28	29
Travel Time (hr)	1.4	1.5	1.4	1.4
Total Delay (hr)	0.3	0.3	0.3	0.3
Total Stops	153	166	151	157
Fuel Used (gal)	1.2	1.4	1.2	1.3

Queuing and Blocking Report

Existing PM

02/02/2024

Intersection: 2: Red Ln & Carrollton Ave

Movement	EB	NB	SB
Directions Served	LR	LT	TR
Maximum Queue (ft)	39	52	55
Average Queue (ft)	29	32	33
95th Queue (ft)	41	46	49
Link Distance (ft)	383	305	460
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)			
Storage Blk Time (%)			
Queuing Penalty (veh)			

Intersection: 5: Broad St & Carrollton Ave

Movement	EB	WB	NB	SB
Directions Served	LTR	LTR	LTR	LTR
Maximum Queue (ft)	11	27	64	28
Average Queue (ft)	0	1	34	4
95th Queue (ft)	6	10	56	20
Link Distance (ft)	292	373	621	370
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 8: Mt Vernon Ln & Carrollton Ave

Movement	EB	WB	NB	SB
Directions Served	LTR	LTR	LTR	LTR
Maximum Queue (ft)	61	68	34	34
Average Queue (ft)	34	34	15	12
95th Queue (ft)	54	50	41	37
Link Distance (ft)	373	383	294	364
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Network Summary

Network wide Queuing Penalty: 0

Intersection	
Intersection Delay, s/veh	7.4
Intersection LOS	A

Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations						
Traffic Vol, veh/h	33	16	20	20	51	51
Future Vol, veh/h	33	16	20	20	51	51
Peak Hour Factor	0.86	0.86	0.86	0.86	0.86	0.86
Heavy Vehicles, %	0	0	0	0	0	0
Mvmt Flow	38	19	23	23	59	59
Number of Lanes	1	0	0	1	1	0

Approach	EB	NB	SB
Opposing Approach		SB	NB
Opposing Lanes	0	1	1
Conflicting Approach Left	SB	EB	
Conflicting Lanes Left	1	1	0
Conflicting Approach Right	NB		EB
Conflicting Lanes Right	1	0	1
HCM Control Delay	7.5	7.5	7.3
HCM LOS	A	A	A

Lane	NBLn1	EBLn1	SBLn1
Vol Left, %	50%	67%	0%
Vol Thru, %	50%	0%	50%
Vol Right, %	0%	33%	50%
Sign Control	Stop	Stop	Stop
Traffic Vol by Lane	40	49	102
LT Vol	20	33	0
Through Vol	20	0	51
RT Vol	0	16	51
Lane Flow Rate	47	57	119
Geometry Grp	1	1	1
Degree of Util (X)	0.054	0.065	0.123
Departure Headway (Hd)	4.19	4.121	3.735
Convergence, Y/N	Yes	Yes	Yes
Cap	851	862	956
Service Time	2.234	2.18	1.774
HCM Lane V/C Ratio	0.055	0.066	0.124
HCM Control Delay	7.5	7.5	7.3
HCM Lane LOS	A	A	A
HCM 95th-tile Q	0.2	0.2	0.4

Intersection												
Intersection Delay, s/veh	7.5											
Intersection LOS	A											

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	13	46	8	0	64	8	16	14	3	0	4	5
Future Vol, veh/h	13	46	8	0	64	8	16	14	3	0	4	5
Peak Hour Factor	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	16	56	10	0	78	10	20	17	4	0	5	6
Number of Lanes	0	1	0	0	1	0	0	1	0	0	1	0

Approach	EB	WB	NB	SB
Opposing Approach	WB	EB	SB	NB
Opposing Lanes	1	1	1	1
Conflicting Approach Left	SB	NB	EB	WB
Conflicting Lanes Left	1	1	1	1
Conflicting Approach Right	NB	SB	WB	EB
Conflicting Lanes Right	1	1	1	1
HCM Control Delay	7.5	7.5	7.6	7.1
HCM LOS	A	A	A	A

Lane	NBLn1	EBLn1	WBLn1	SBLn1
Vol Left, %	48%	19%	0%	0%
Vol Thru, %	42%	69%	89%	44%
Vol Right, %	9%	12%	11%	56%
Sign Control	Stop	Stop	Stop	Stop
Traffic Vol by Lane	33	67	72	9
LT Vol	16	13	0	0
Through Vol	14	46	64	4
RT Vol	3	8	8	5
Lane Flow Rate	40	82	88	11
Geometry Grp	1	1	1	1
Degree of Util (X)	0.048	0.092	0.098	0.012
Departure Headway (Hd)	4.278	4.058	4.019	3.924
Convergence, Y/N	Yes	Yes	Yes	Yes
Cap	827	878	887	898
Service Time	2.354	2.103	2.064	2.01
HCM Lane V/C Ratio	0.048	0.093	0.099	0.012
HCM Control Delay	7.6	7.5	7.5	7.1
HCM Lane LOS	A	A	A	A
HCM 95th-tile Q	0.2	0.3	0.3	0

Intersection												
Int Delay, s/veh	1.4											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	0	64	125	4	80	1	36	0	3	0	0	1
Future Vol, veh/h	0	64	125	4	80	1	36	0	3	0	0	1
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	82	82	82	82	82	82	82	82	82	82	82	82
Heavy Vehicles, %	0	0	0	0	0	0	0	0	0	0	0	0
Mvmt Flow	0	78	152	5	98	1	44	0	4	0	0	1
Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	99	0	0	230	0	0	263	263	154	265	339	99
Stage 1	-	-	-	-	-	-	154	154	-	109	109	-
Stage 2	-	-	-	-	-	-	109	109	-	156	230	-
Critical Hdwy	4.1	-	-	4.1	-	-	7.1	6.5	6.2	7.1	6.5	6.2
Critical Hdwy Stg 1	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Follow-up Hdwy	2.2	-	-	2.2	-	-	3.5	4	3.3	3.5	4	3.3
Pot Cap-1 Maneuver	1507	-	-	1350	-	-	694	646	897	692	586	962
Stage 1	-	-	-	-	-	-	853	774	-	901	809	-
Stage 2	-	-	-	-	-	-	901	809	-	851	718	-
Platoon blocked, %		-	-		-	-						
Mov Cap-1 Maneuver	1507	-	-	1350	-	-	691	643	897	687	584	962
Mov Cap-2 Maneuver	-	-	-	-	-	-	691	643	-	687	584	-
Stage 1	-	-	-	-	-	-	853	774	-	901	806	-
Stage 2	-	-	-	-	-	-	896	806	-	848	718	-
Approach	EB			WB			NB			SB		
HCM Control Delay, s	0			0.4			10.5			8.7		
HCM LOS							B			A		
Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1				
Capacity (veh/h)	703	1507	-	-	1350	-	-	962				
HCM Lane V/C Ratio	0.068	-	-	-	0.004	-	-	0.001				
HCM Control Delay (s)	10.5	0	-	-	7.7	0	-	8.7				
HCM Lane LOS	B	A	-	-	A	A	-	A				
HCM 95th %tile Q(veh)	0.2	0	-	-	0	-	-	0				

Summary of All Intervals

Run Number	1	2	3	4	5	6	7
Start Time	7:15	7:15	7:15	7:15	7:15	7:15	7:15
End Time	8:30	8:30	8:30	8:30	8:30	8:30	8:30
Total Time (min)	75	75	75	75	75	75	75
Time Recorded (min)	60	60	60	60	60	60	60
# of Intervals	5	5	5	5	5	5	5
# of Recorded Intervals	4	4	4	4	4	4	4
Vehs Entered	430	415	428	404	400	398	440
Vehs Exited	424	409	426	405	397	399	434
Starting Vehs	1	1	0	3	1	5	3
Ending Vehs	7	7	2	2	4	4	9
Travel Distance (mi)	88	87	92	84	85	85	94
Travel Time (hr)	4.2	4.2	4.4	4.0	4.0	4.1	4.6
Total Delay (hr)	0.8	0.8	0.9	0.7	0.8	0.8	0.9
Total Stops	401	422	468	369	406	402	460
Fuel Used (gal)	3.8	3.8	4.0	3.6	3.6	3.7	4.0

Summary of All Intervals

Run Number	8	9	10	Avg
Start Time	7:15	7:15	7:15	7:15
End Time	8:30	8:30	8:30	8:30
Total Time (min)	75	75	75	75
Time Recorded (min)	60	60	60	60
# of Intervals	5	5	5	5
# of Recorded Intervals	4	4	4	4
Vehs Entered	394	424	426	416
Vehs Exited	395	426	425	415
Starting Vehs	3	5	1	0
Ending Vehs	2	3	2	0
Travel Distance (mi)	83	90	89	88
Travel Time (hr)	4.0	4.3	4.3	4.2
Total Delay (hr)	0.8	0.9	0.9	0.8
Total Stops	396	423	417	418
Fuel Used (gal)	3.6	4.0	3.9	3.8

Interval #0 Information Seeding

Start Time	7:15
End Time	7:30
Total Time (min)	15
Volumes adjusted by Growth Factors, Anti PHF.	
No data recorded this interval.	

Interval #1 Information Recording

Start Time	7:30
End Time	7:45
Total Time (min)	15

Volumes adjusted by PHF, Growth Factors.

Run Number	1	2	3	4	5	6	7
Vehs Entered	128	117	133	111	118	120	148
Vehs Exited	126	116	129	109	114	121	145
Starting Vehs	1	1	0	3	1	5	3
Ending Vehs	3	2	4	5	5	4	6
Travel Distance (mi)	26	24	29	23	25	25	31
Travel Time (hr)	1.3	1.2	1.4	1.1	1.2	1.2	1.5
Total Delay (hr)	0.3	0.2	0.3	0.2	0.2	0.2	0.3
Total Stops	119	117	149	94	119	115	139
Fuel Used (gal)	1.1	1.1	1.3	1.0	1.0	1.1	1.4

Interval #1 Information Recording

Start Time	7:30
End Time	7:45
Total Time (min)	15

Volumes adjusted by PHF, Growth Factors.

Run Number	8	9	10	Avg
Vehs Entered	124	130	120	121
Vehs Exited	121	134	112	121
Starting Vehs	3	5	1	0
Ending Vehs	6	1	9	2
Travel Distance (mi)	26	29	24	26
Travel Time (hr)	1.2	1.4	1.1	1.3
Total Delay (hr)	0.3	0.3	0.2	0.3
Total Stops	120	142	109	120
Fuel Used (gal)	1.1	1.3	1.1	1.1

Interval #2 Information Recording

Start Time	7:45
End Time	8:00
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	1	2	3	4	5	6	7
Vehs Entered	107	90	88	83	98	100	94
Vehs Exited	105	88	87	83	101	101	98
Starting Vehs	3	2	4	5	5	4	6
Ending Vehs	5	4	5	5	2	3	2
Travel Distance (mi)	22	18	19	17	21	21	21
Travel Time (hr)	1.0	0.9	0.9	0.8	1.0	1.0	1.0
Total Delay (hr)	0.2	0.2	0.2	0.1	0.2	0.2	0.2
Total Stops	102	87	98	67	106	105	100
Fuel Used (gal)	0.9	0.8	0.8	0.7	0.9	0.9	0.9

Interval #2 Information Recording

Start Time	7:45
End Time	8:00
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	8	9	10	Avg
Vehs Entered	106	96	99	95
Vehs Exited	111	95	102	95
Starting Vehs	6	1	9	2
Ending Vehs	1	2	6	1
Travel Distance (mi)	24	21	21	21
Travel Time (hr)	1.1	1.0	1.0	1.0
Total Delay (hr)	0.3	0.2	0.2	0.2
Total Stops	123	101	101	99
Fuel Used (gal)	1.0	0.9	0.9	0.9

Interval #3 Information Recording

Start Time	8:00
End Time	8:15
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	1	2	3	4	5	6	7
Vehs Entered	110	100	99	107	92	94	110
Vehs Exited	110	98	96	106	89	90	102
Starting Vehs	5	4	5	5	2	3	2
Ending Vehs	5	6	8	6	5	7	10
Travel Distance (mi)	21	21	22	22	19	20	23
Travel Time (hr)	1.0	1.0	1.0	1.0	0.9	1.0	1.1
Total Delay (hr)	0.2	0.2	0.2	0.2	0.2	0.2	0.2
Total Stops	89	104	110	100	89	101	118
Fuel Used (gal)	0.9	0.9	1.0	0.9	0.8	0.8	0.9

Interval #3 Information Recording

Start Time	8:00
End Time	8:15
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	8	9	10	Avg
Vehs Entered	79	97	100	99
Vehs Exited	73	97	105	97
Starting Vehs	1	2	6	1
Ending Vehs	7	2	1	3
Travel Distance (mi)	16	20	22	21
Travel Time (hr)	0.8	0.9	1.0	1.0
Total Delay (hr)	0.1	0.2	0.2	0.2
Total Stops	73	89	95	100
Fuel Used (gal)	0.7	0.9	0.9	0.9

Interval #4 Information Recording

Start Time	8:15
End Time	8:30
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	1	2	3	4	5	6	7
Vehs Entered	85	108	108	103	92	84	88
Vehs Exited	83	107	114	107	93	87	89
Starting Vehs	5	6	8	6	5	7	10
Ending Vehs	7	7	2	2	4	4	9
Travel Distance (mi)	19	23	22	22	19	18	19
Travel Time (hr)	0.9	1.1	1.1	1.1	0.9	0.9	0.9
Total Delay (hr)	0.2	0.2	0.2	0.2	0.2	0.2	0.2
Total Stops	91	114	111	108	92	81	103
Fuel Used (gal)	0.8	1.0	0.9	1.0	0.8	0.8	0.8

Interval #4 Information Recording

Start Time	8:15
End Time	8:30
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	8	9	10	Avg
Vehs Entered	85	101	107	98
Vehs Exited	90	100	106	97
Starting Vehs	7	2	1	3
Ending Vehs	2	3	2	0
Travel Distance (mi)	17	20	23	20
Travel Time (hr)	0.8	0.9	1.1	1.0
Total Delay (hr)	0.2	0.2	0.2	0.2
Total Stops	80	91	112	100
Fuel Used (gal)	0.7	0.9	1.0	0.9

Queuing and Blocking Report

Background AM

02/02/2024

Intersection: 2: Red Ln & Carrollton Ave

Movement	EB	NB	SB
Directions Served	LR	LT	TR
Maximum Queue (ft)	37	47	55
Average Queue (ft)	26	22	33
95th Queue (ft)	44	46	48
Link Distance (ft)	383	305	460
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)			
Storage Blk Time (%)			
Queuing Penalty (veh)			

Intersection: 5: Broad St & Carrollton Ave

Movement	WB	NB	SB
Directions Served	LTR	LTR	LTR
Maximum Queue (ft)	15	46	18
Average Queue (ft)	1	24	1
95th Queue (ft)	11	47	9
Link Distance (ft)	373	621	370
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)			
Storage Blk Time (%)			
Queuing Penalty (veh)			

Intersection: 8: Mt Vernon Ln & Carrollton Ave

Movement	EB	WB	NB	SB
Directions Served	LTR	LTR	LTR	LTR
Maximum Queue (ft)	60	52	43	31
Average Queue (ft)	30	28	20	8
95th Queue (ft)	51	48	46	31
Link Distance (ft)	373	383	294	364
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Network Summary

Network wide Queuing Penalty: 0

Intersection	
Intersection Delay, s/veh	7.8
Intersection LOS	A

Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations						
Traffic Vol, veh/h	76	24	38	57	33	79
Future Vol, veh/h	76	24	38	57	33	79
Peak Hour Factor	0.93	0.93	0.93	0.93	0.93	0.93
Heavy Vehicles, %	0	0	0	0	0	0
Mvmt Flow	82	26	41	61	35	85
Number of Lanes	1	0	0	1	1	0

Approach	EB	NB	SB
Opposing Approach		SB	NB
Opposing Lanes	0	1	1
Conflicting Approach Left	SB	EB	
Conflicting Lanes Left	1	1	0
Conflicting Approach Right	NB		EB
Conflicting Lanes Right	1	0	1
HCM Control Delay	8	7.9	7.4
HCM LOS	A	A	A

Lane	NBLn1	EBLn1	SBLn1
Vol Left, %	40%	76%	0%
Vol Thru, %	60%	0%	29%
Vol Right, %	0%	24%	71%
Sign Control	Stop	Stop	Stop
Traffic Vol by Lane	95	100	112
LT Vol	38	76	0
Through Vol	57	0	33
RT Vol	0	24	79
Lane Flow Rate	102	108	120
Geometry Grp	1	1	1
Degree of Util (X)	0.121	0.128	0.125
Departure Headway (Hd)	4.263	4.288	3.744
Convergence, Y/N	Yes	Yes	Yes
Cap	830	824	941
Service Time	2.344	2.378	1.835
HCM Lane V/C Ratio	0.123	0.131	0.128
HCM Control Delay	7.9	8	7.4
HCM Lane LOS	A	A	A
HCM 95th-tile Q	0.4	0.4	0.4

Intersection	
Intersection Delay, s/veh	7.9
Intersection LOS	A

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	5	95	13	2	112	2	14	3	2	3	5	6
Future Vol, veh/h	5	95	13	2	112	2	14	3	2	3	5	6
Peak Hour Factor	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	6	116	16	2	137	2	17	4	2	4	6	7
Number of Lanes	0	1	0	0	1	0	0	1	0	0	1	0

Approach	EB	WB	NB	SB
Opposing Approach	WB	EB	SB	NB
Opposing Lanes	1	1	1	1
Conflicting Approach Left	SB	NB	EB	WB
Conflicting Lanes Left	1	1	1	1
Conflicting Approach Right	NB	SB	WB	EB
Conflicting Lanes Right	1	1	1	1
HCM Control Delay	7.9	8	7.8	7.4
HCM LOS	A	A	A	A

Lane	NBLn1	EBLn1	WBLn1	SBLn1
Vol Left, %	74%	4%	2%	21%
Vol Thru, %	16%	84%	97%	36%
Vol Right, %	11%	12%	2%	43%
Sign Control	Stop	Stop	Stop	Stop
Traffic Vol by Lane	19	113	116	14
LT Vol	14	5	2	3
Through Vol	3	95	112	5
RT Vol	2	13	2	6
Lane Flow Rate	23	138	141	17
Geometry Grp	1	1	1	1
Degree of Util (X)	0.03	0.155	0.161	0.021
Departure Headway (Hd)	4.641	4.051	4.101	4.35
Convergence, Y/N	Yes	Yes	Yes	Yes
Cap	776	878	867	828
Service Time	2.642	2.111	2.159	2.351
HCM Lane V/C Ratio	0.03	0.157	0.163	0.021
HCM Control Delay	7.8	7.9	8	7.4
HCM Lane LOS	A	A	A	A
HCM 95th-tile Q	0.1	0.5	0.6	0.1

Intersection												
Int Delay, s/veh	3.1											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Vol, veh/h	3	107	94	8	124	1	90	0	6	0	2	2
Future Vol, veh/h	3	107	94	8	124	1	90	0	6	0	2	2
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	82	82	82	82	82	82	82	82	82	82	82	82
Heavy Vehicles, %	0	0	0	0	0	0	0	0	0	0	0	0
Mvmt Flow	4	130	115	10	151	1	110	0	7	0	2	2
Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	152	0	0	245	0	0	370	368	188	371	425	152
Stage 1	-	-	-	-	-	-	196	196	-	172	172	-
Stage 2	-	-	-	-	-	-	174	172	-	199	253	-
Critical Hdwy	4.1	-	-	4.1	-	-	7.1	6.5	6.2	7.1	6.5	6.2
Critical Hdwy Stg 1	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Follow-up Hdwy	2.2	-	-	2.2	-	-	3.5	4	3.3	3.5	4	3.3
Pot Cap-1 Maneuver	1441	-	-	1333	-	-	590	564	859	589	524	900
Stage 1	-	-	-	-	-	-	810	742	-	835	760	-
Stage 2	-	-	-	-	-	-	833	760	-	807	701	-
Platoon blocked, %		-	-		-	-						
Mov Cap-1 Maneuver	1441	-	-	1333	-	-	581	558	859	579	518	900
Mov Cap-2 Maneuver	-	-	-	-	-	-	581	558	-	579	518	-
Stage 1	-	-	-	-	-	-	808	740	-	832	754	-
Stage 2	-	-	-	-	-	-	821	754	-	798	699	-
Approach	EB			WB			NB			SB		
HCM Control Delay, s	0.1			0.5			12.6			10.5		
HCM LOS							B			B		
Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1				
Capacity (veh/h)	593	1441	-	-	1333	-	-	658				
HCM Lane V/C Ratio	0.197	0.003	-	-	0.007	-	-	0.007				
HCM Control Delay (s)	12.6	7.5	0	-	7.7	0	-	10.5				
HCM Lane LOS	B	A	A	-	A	A	-	B				
HCM 95th %tile Q(veh)	0.7	0	-	-	0	-	-	0				

Summary of All Intervals

Run Number	1	2	3	4	5	6	7
Start Time	4:15	4:15	4:15	4:15	4:15	4:15	4:15
End Time	5:30	5:30	5:30	5:30	5:30	5:30	5:30
Total Time (min)	75	75	75	75	75	75	75
Time Recorded (min)	60	60	60	60	60	60	60
# of Intervals	5	5	5	5	5	5	5
# of Recorded Intervals	4	4	4	4	4	4	4
Vehs Entered	608	572	581	509	564	592	556
Vehs Exited	608	567	579	507	564	593	547
Starting Vehs	9	7	4	8	4	8	6
Ending Vehs	9	12	6	10	4	7	15
Travel Distance (mi)	135	124	129	115	126	132	125
Travel Time (hr)	6.7	6.1	6.3	5.6	6.2	6.5	6.1
Total Delay (hr)	1.5	1.4	1.4	1.3	1.4	1.4	1.4
Total Stops	743	661	699	627	675	707	684
Fuel Used (gal)	5.9	5.3	5.6	5.0	5.5	5.8	5.4

Summary of All Intervals

Run Number	8	9	10	Avg
Start Time	4:15	4:15	4:15	4:15
End Time	5:30	5:30	5:30	5:30
Total Time (min)	75	75	75	75
Time Recorded (min)	60	60	60	60
# of Intervals	5	5	5	5
# of Recorded Intervals	4	4	4	4
Vehs Entered	573	574	563	566
Vehs Exited	569	580	562	569
Starting Vehs	4	6	4	3
Ending Vehs	8	0	5	5
Travel Distance (mi)	130	128	125	127
Travel Time (hr)	6.4	6.3	6.1	6.2
Total Delay (hr)	1.4	1.4	1.4	1.4
Total Stops	718	697	672	684
Fuel Used (gal)	5.8	5.6	5.4	5.5

Interval #0 Information Seeding

Start Time	4:15
End Time	4:30
Total Time (min)	15
Volumes adjusted by Growth Factors, Anti PHF.	
No data recorded this interval.	

Interval #1 Information Recording

Start Time	4:30
End Time	4:45
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	1	2	3	4	5	6	7
Vehs Entered	150	125	145	112	120	134	120
Vehs Exited	151	126	144	116	121	138	125
Starting Vehs	9	7	4	8	4	8	6
Ending Vehs	8	6	5	4	3	4	1
Travel Distance (mi)	33	26	32	26	27	32	29
Travel Time (hr)	1.6	1.3	1.5	1.3	1.3	1.6	1.4
Total Delay (hr)	0.4	0.3	0.3	0.3	0.3	0.4	0.3
Total Stops	183	139	171	145	140	181	156
Fuel Used (gal)	1.5	1.1	1.4	1.1	1.2	1.4	1.2

Interval #1 Information Recording

Start Time	4:30
End Time	4:45
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	8	9	10	Avg
Vehs Entered	143	148	130	132
Vehs Exited	139	152	127	133
Starting Vehs	4	6	4	3
Ending Vehs	8	2	7	2
Travel Distance (mi)	31	34	29	30
Travel Time (hr)	1.5	1.7	1.4	1.5
Total Delay (hr)	0.3	0.4	0.3	0.3
Total Stops	170	191	145	162
Fuel Used (gal)	1.4	1.5	1.3	1.3

Interval #2 Information Recording

Start Time	4:45
End Time	5:00
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	1	2	3	4	5	6	7
Vehs Entered	144	141	134	114	149	143	141
Vehs Exited	145	138	134	110	149	142	140
Starting Vehs	8	6	5	4	3	4	1
Ending Vehs	7	9	5	8	3	5	2
Travel Distance (mi)	33	31	29	24	32	31	31
Travel Time (hr)	1.6	1.5	1.4	1.2	1.6	1.5	1.5
Total Delay (hr)	0.3	0.3	0.3	0.3	0.4	0.3	0.3
Total Stops	178	170	160	132	181	178	168
Fuel Used (gal)	1.4	1.3	1.2	1.1	1.4	1.3	1.4

Interval #2 Information Recording

Start Time	4:45
End Time	5:00
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	8	9	10	Avg
Vehs Entered	128	124	139	135
Vehs Exited	134	123	139	135
Starting Vehs	8	2	7	2
Ending Vehs	2	3	7	2
Travel Distance (mi)	31	27	31	30
Travel Time (hr)	1.5	1.4	1.5	1.5
Total Delay (hr)	0.4	0.3	0.3	0.3
Total Stops	176	153	166	166
Fuel Used (gal)	1.4	1.2	1.3	1.3

Interval #3 Information Recording

Start Time	5:00
End Time	5:15
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	1	2	3	4	5	6	7
Vehs Entered	146	119	128	126	139	145	128
Vehs Exited	148	120	126	126	129	142	122
Starting Vehs	7	9	5	8	3	5	2
Ending Vehs	5	8	7	8	13	8	8
Travel Distance (mi)	33	25	30	28	32	32	29
Travel Time (hr)	1.6	1.2	1.4	1.4	1.6	1.6	1.4
Total Delay (hr)	0.4	0.3	0.3	0.3	0.4	0.3	0.3
Total Stops	184	134	159	152	172	166	160
Fuel Used (gal)	1.4	1.1	1.3	1.3	1.4	1.4	1.2

Interval #3 Information Recording

Start Time	5:00
End Time	5:15
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	8	9	10	Avg
Vehs Entered	131	130	124	133
Vehs Exited	124	123	128	131
Starting Vehs	2	3	7	2
Ending Vehs	9	10	3	6
Travel Distance (mi)	30	28	27	29
Travel Time (hr)	1.4	1.4	1.3	1.4
Total Delay (hr)	0.3	0.3	0.3	0.3
Total Stops	162	149	160	159
Fuel Used (gal)	1.3	1.2	1.2	1.3

Interval #4 Information Recording

Start Time	5:15
End Time	5:30
Total Time (min)	15

Volumes adjusted by PHF, Growth Factors.

Run Number	1	2	3	4	5	6	7
Vehs Entered	168	187	174	157	156	170	167
Vehs Exited	164	183	175	155	165	171	160
Starting Vehs	5	8	7	8	13	8	8
Ending Vehs	9	12	6	10	4	7	15
Travel Distance (mi)	37	41	39	36	36	37	37
Travel Time (hr)	1.8	2.1	1.9	1.8	1.8	1.8	1.8
Total Delay (hr)	0.4	0.5	0.4	0.4	0.4	0.4	0.4
Total Stops	198	218	209	198	182	182	200
Fuel Used (gal)	1.6	1.8	1.7	1.6	1.6	1.7	1.6

Interval #4 Information Recording

Start Time	5:15
End Time	5:30
Total Time (min)	15

Volumes adjusted by PHF, Growth Factors.

Run Number	8	9	10	Avg
Vehs Entered	171	172	170	168
Vehs Exited	172	182	168	169
Starting Vehs	9	10	3	6
Ending Vehs	8	0	5	5
Travel Distance (mi)	39	39	38	38
Travel Time (hr)	1.9	1.9	1.9	1.9
Total Delay (hr)	0.4	0.4	0.4	0.4
Total Stops	210	204	201	199
Fuel Used (gal)	1.7	1.7	1.6	1.7

Queuing and Blocking Report

Background PM

02/02/2024

Intersection: 2: Red Ln & Carrollton Ave

Movement	EB	NB	SB
Directions Served	LR	LT	TR
Maximum Queue (ft)	48	53	55
Average Queue (ft)	30	32	33
95th Queue (ft)	41	49	47
Link Distance (ft)	383	305	460
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)			
Storage Blk Time (%)			
Queuing Penalty (veh)			

Intersection: 5: Broad St & Carrollton Ave

Movement	EB	WB	NB	SB
Directions Served	LTR	LTR	LTR	LTR
Maximum Queue (ft)	11	23	77	31
Average Queue (ft)	0	1	35	4
95th Queue (ft)	6	10	56	20
Link Distance (ft)	292	373	621	370
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 8: Mt Vernon Ln & Carrollton Ave

Movement	EB	WB	NB	SB
Directions Served	LTR	LTR	LTR	LTR
Maximum Queue (ft)	61	70	32	33
Average Queue (ft)	36	34	14	11
95th Queue (ft)	54	51	39	35
Link Distance (ft)	373	383	294	364
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Network Summary

Network wide Queuing Penalty: 0

Intersection	
Intersection Delay, s/veh	7.7
Intersection LOS	A

Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations						
Traffic Vol, veh/h	44	31	31	28	64	63
Future Vol, veh/h	44	31	31	28	64	63
Peak Hour Factor	0.86	0.86	0.86	0.86	0.86	0.86
Heavy Vehicles, %	0	0	0	0	0	0
Mvmt Flow	51	36	36	33	74	73
Number of Lanes	1	0	0	1	1	0

Approach	EB	NB	SB
Opposing Approach		SB	NB
Opposing Lanes	0	1	1
Conflicting Approach Left	SB	EB	
Conflicting Lanes Left	1	1	0
Conflicting Approach Right	NB		EB
Conflicting Lanes Right	1	0	1
HCM Control Delay	7.7	7.7	7.6
HCM LOS	A	A	A

Lane	NBLn1	EBLn1	SBLn1
Vol Left, %	53%	59%	0%
Vol Thru, %	47%	0%	50%
Vol Right, %	0%	41%	50%
Sign Control	Stop	Stop	Stop
Traffic Vol by Lane	59	75	127
LT Vol	31	44	0
Through Vol	28	0	64
RT Vol	0	31	63
Lane Flow Rate	69	87	148
Geometry Grp	1	1	1
Degree of Util (X)	0.081	0.1	0.156
Departure Headway (Hd)	4.273	4.138	3.808
Convergence, Y/N	Yes	Yes	Yes
Cap	831	854	932
Service Time	2.339	2.223	1.87
HCM Lane V/C Ratio	0.083	0.102	0.159
HCM Control Delay	7.7	7.7	7.6
HCM Lane LOS	A	A	A
HCM 95th-tile Q	0.3	0.3	0.6

Intersection	
Intersection Delay, s/veh	7.8
Intersection LOS	A

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	21	63	9	1	87	11	17	18	3	8	9	16
Future Vol, veh/h	21	63	9	1	87	11	17	18	3	8	9	16
Peak Hour Factor	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	26	77	11	1	106	13	21	22	4	10	11	20
Number of Lanes	0	1	0	0	1	0	0	1	0	0	1	0

Approach	EB	WB	NB	SB
Opposing Approach	WB	EB	SB	NB
Opposing Lanes	1	1	1	1
Conflicting Approach Left	SB	NB	EB	WB
Conflicting Lanes Left	1	1	1	1
Conflicting Approach Right	NB	SB	WB	EB
Conflicting Lanes Right	1	1	1	1
HCM Control Delay	7.9	7.9	7.8	7.5
HCM LOS	A	A	A	A

Lane	NBLn1	EBLn1	WBLn1	SBLn1
Vol Left, %	45%	23%	1%	24%
Vol Thru, %	47%	68%	88%	27%
Vol Right, %	8%	10%	11%	48%
Sign Control	Stop	Stop	Stop	Stop
Traffic Vol by Lane	38	93	99	33
LT Vol	17	21	1	8
Through Vol	18	63	87	9
RT Vol	3	9	11	16
Lane Flow Rate	46	113	121	40
Geometry Grp	1	1	1	1
Degree of Util (X)	0.058	0.131	0.138	0.048
Departure Headway (Hd)	4.536	4.164	4.107	4.26
Convergence, Y/N	Yes	Yes	Yes	Yes
Cap	794	849	861	846
Service Time	2.538	2.249	2.191	2.261
HCM Lane V/C Ratio	0.058	0.133	0.141	0.047
HCM Control Delay	7.8	7.9	7.9	7.5
HCM Lane LOS	A	A	A	A
HCM 95th-tile Q	0.2	0.5	0.5	0.2

Intersection												
Int Delay, s/veh	2.6											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	7	77	125	20	99	3	36	6	13	5	8	9
Future Vol, veh/h	7	77	125	20	99	3	36	6	13	5	8	9
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	82	82	82	82	82	82	82	82	82	82	82	82
Heavy Vehicles, %	0	0	0	0	0	0	0	0	0	0	0	0
Mvmt Flow	9	94	152	24	121	4	44	7	16	6	10	11

Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	125	0	0	246	0	0	370	361	170	371	435	123
Stage 1	-	-	-	-	-	-	188	188	-	171	171	-
Stage 2	-	-	-	-	-	-	182	173	-	200	264	-
Critical Hdwy	4.1	-	-	4.1	-	-	7.1	6.5	6.2	7.1	6.5	6.2
Critical Hdwy Stg 1	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Follow-up Hdwy	2.2	-	-	2.2	-	-	3.5	4	3.3	3.5	4	3.3
Pot Cap-1 Maneuver	1474	-	-	1332	-	-	590	569	879	589	517	933
Stage 1	-	-	-	-	-	-	818	748	-	836	761	-
Stage 2	-	-	-	-	-	-	824	760	-	806	694	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	1474	-	-	1332	-	-	563	554	879	561	504	933
Mov Cap-2 Maneuver	-	-	-	-	-	-	563	554	-	561	504	-
Stage 1	-	-	-	-	-	-	812	743	-	830	747	-
Stage 2	-	-	-	-	-	-	788	746	-	778	689	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	0.2	1.3	11.6	10.9
HCM LOS			B	B

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1
Capacity (veh/h)	614	1474	-	-	1332	-	-	639
HCM Lane V/C Ratio	0.109	0.006	-	-	0.018	-	-	0.042
HCM Control Delay (s)	11.6	7.5	0	-	7.8	0	-	10.9
HCM Lane LOS	B	A	A	-	A	A	-	B
HCM 95th %tile Q(veh)	0.4	0	-	-	0.1	-	-	0.1

Summary of All Intervals

Run Number	1	2	3	4	5	6	7
Start Time	7:15	7:15	7:15	7:15	7:15	7:15	7:15
End Time	8:30	8:30	8:30	8:30	8:30	8:30	8:30
Total Time (min)	75	75	75	75	75	75	75
Time Recorded (min)	60	60	60	60	60	60	60
# of Intervals	5	5	5	5	5	5	5
# of Recorded Intervals	4	4	4	4	4	4	4
Vehs Entered	554	584	531	514	533	592	558
Vehs Exited	553	581	526	516	530	591	560
Starting Vehs	3	0	5	4	3	6	7
Ending Vehs	4	3	10	2	6	7	5
Travel Distance (mi)	118	125	114	108	111	127	119
Travel Time (hr)	5.7	6.1	5.6	5.3	5.4	6.2	5.8
Total Delay (hr)	1.2	1.3	1.2	1.1	1.1	1.4	1.2
Total Stops	580	636	597	522	555	654	599
Fuel Used (gal)	5.2	5.6	5.0	4.7	4.8	5.6	5.1

Summary of All Intervals

Run Number	8	9	10	Avg
Start Time	7:15	7:15	7:15	7:15
End Time	8:30	8:30	8:30	8:30
Total Time (min)	75	75	75	75
Time Recorded (min)	60	60	60	60
# of Intervals	5	5	5	5
# of Recorded Intervals	4	4	4	4
Vehs Entered	594	567	537	556
Vehs Exited	595	569	537	556
Starting Vehs	7	6	4	2
Ending Vehs	6	4	4	2
Travel Distance (mi)	127	121	115	119
Travel Time (hr)	6.2	5.9	5.7	5.8
Total Delay (hr)	1.3	1.2	1.2	1.2
Total Stops	637	626	603	600
Fuel Used (gal)	5.5	5.3	5.0	5.2

Interval #0 Information Seeding

Start Time	7:15
End Time	7:30
Total Time (min)	15
Volumes adjusted by Growth Factors, Anti PHF.	
No data recorded this interval.	

Interval #1 Information Recording

Start Time	7:30
End Time	7:45
Total Time (min)	15

Volumes adjusted by PHF, Growth Factors.

Run Number	1	2	3	4	5	6	7
Vehs Entered	178	159	187	156	163	161	173
Vehs Exited	175	153	186	153	161	157	173
Starting Vehs	3	0	5	4	3	6	7
Ending Vehs	6	6	6	7	5	10	7
Travel Distance (mi)	37	33	39	31	34	34	37
Travel Time (hr)	1.8	1.6	1.9	1.5	1.7	1.6	1.8
Total Delay (hr)	0.4	0.3	0.4	0.3	0.4	0.4	0.4
Total Stops	180	166	208	144	181	179	176
Fuel Used (gal)	1.6	1.5	1.8	1.4	1.5	1.5	1.6

Interval #1 Information Recording

Start Time	7:30
End Time	7:45
Total Time (min)	15

Volumes adjusted by PHF, Growth Factors.

Run Number	8	9	10	Avg
Vehs Entered	172	177	148	167
Vehs Exited	168	178	147	165
Starting Vehs	7	6	4	2
Ending Vehs	11	5	5	3
Travel Distance (mi)	36	37	31	35
Travel Time (hr)	1.8	1.8	1.5	1.7
Total Delay (hr)	0.4	0.4	0.3	0.4
Total Stops	187	177	160	175
Fuel Used (gal)	1.6	1.6	1.3	1.5

Interval #2 Information Recording

Start Time	7:45
End Time	8:00
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	1	2	3	4	5	6	7
Vehs Entered	121	130	109	110	129	129	132
Vehs Exited	122	130	107	114	131	136	134
Starting Vehs	6	6	6	7	5	10	7
Ending Vehs	5	6	8	3	3	3	5
Travel Distance (mi)	26	28	23	25	27	28	29
Travel Time (hr)	1.3	1.4	1.1	1.2	1.3	1.4	1.4
Total Delay (hr)	0.3	0.3	0.2	0.2	0.3	0.3	0.3
Total Stops	138	147	125	114	126	145	150
Fuel Used (gal)	1.1	1.2	1.0	1.1	1.2	1.3	1.2

Interval #2 Information Recording

Start Time	7:45
End Time	8:00
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	8	9	10	Avg
Vehs Entered	157	139	122	126
Vehs Exited	159	141	125	129
Starting Vehs	11	5	5	3
Ending Vehs	9	3	2	2
Travel Distance (mi)	34	31	27	28
Travel Time (hr)	1.7	1.5	1.3	1.4
Total Delay (hr)	0.4	0.3	0.3	0.3
Total Stops	176	167	139	143
Fuel Used (gal)	1.5	1.3	1.2	1.2

Interval #3 Information Recording

Start Time	8:00
End Time	8:15
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	1	2	3	4	5	6	7
Vehs Entered	143	139	116	114	123	141	129
Vehs Exited	141	140	117	112	118	138	133
Starting Vehs	5	6	8	3	3	3	5
Ending Vehs	7	5	7	5	8	6	1
Travel Distance (mi)	30	30	27	24	26	30	27
Travel Time (hr)	1.5	1.5	1.3	1.2	1.2	1.5	1.3
Total Delay (hr)	0.3	0.3	0.3	0.2	0.3	0.3	0.3
Total Stops	144	150	138	119	126	161	135
Fuel Used (gal)	1.3	1.4	1.1	1.0	1.1	1.3	1.1

Interval #3 Information Recording

Start Time	8:00
End Time	8:15
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	8	9	10	Avg
Vehs Entered	133	127	142	130
Vehs Exited	135	124	140	129
Starting Vehs	9	3	2	2
Ending Vehs	7	6	4	1
Travel Distance (mi)	28	27	30	28
Travel Time (hr)	1.4	1.3	1.5	1.4
Total Delay (hr)	0.3	0.3	0.4	0.3
Total Stops	137	148	159	141
Fuel Used (gal)	1.3	1.2	1.3	1.2

Interval #4 Information Recording

Start Time	8:15
End Time	8:30
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	1	2	3	4	5	6	7
Vehs Entered	112	156	119	134	118	161	124
Vehs Exited	115	158	116	137	120	160	120
Starting Vehs	7	5	7	5	8	6	1
Ending Vehs	4	3	10	2	6	7	5
Travel Distance (mi)	24	34	25	28	25	35	26
Travel Time (hr)	1.2	1.7	1.2	1.4	1.2	1.7	1.3
Total Delay (hr)	0.2	0.4	0.3	0.3	0.2	0.4	0.3
Total Stops	118	173	126	145	122	169	138
Fuel Used (gal)	1.1	1.5	1.0	1.2	1.1	1.6	1.1

Interval #4 Information Recording

Start Time	8:15
End Time	8:30
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	8	9	10	Avg
Vehs Entered	132	124	125	134
Vehs Exited	133	126	125	131
Starting Vehs	7	6	4	1
Ending Vehs	6	4	4	2
Travel Distance (mi)	28	27	27	28
Travel Time (hr)	1.4	1.3	1.3	1.4
Total Delay (hr)	0.3	0.3	0.3	0.3
Total Stops	137	134	145	141
Fuel Used (gal)	1.2	1.2	1.2	1.2

Intersection: 2: Red Ln & Carrollton Ave

Movement	EB	NB	SB
Directions Served	LR	LT	TR
Maximum Queue (ft)	37	46	57
Average Queue (ft)	27	27	35
95th Queue (ft)	43	47	52
Link Distance (ft)	383	305	460
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)			
Storage Blk Time (%)			
Queuing Penalty (veh)			

Intersection: 5: Broad St & Carrollton Ave

Movement	EB	WB	NB	SB
Directions Served	LTR	LTR	LTR	LTR
Maximum Queue (ft)	12	33	50	34
Average Queue (ft)	1	4	28	16
95th Queue (ft)	7	22	49	41
Link Distance (ft)	292	373	621	370
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 8: Mt Vernon Ln & Carrollton Ave

Movement	EB	WB	NB	SB
Directions Served	LTR	LTR	LTR	LTR
Maximum Queue (ft)	62	62	47	45
Average Queue (ft)	33	32	22	22
95th Queue (ft)	53	50	46	47
Link Distance (ft)	373	383	294	364
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Network Summary

Network wide Queuing Penalty: 0

Intersection	
Intersection Delay, s/veh	8.2
Intersection LOS	A

Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations						
Traffic Vol, veh/h	91	35	56	70	44	89
Future Vol, veh/h	91	35	56	70	44	89
Peak Hour Factor	0.93	0.93	0.93	0.93	0.93	0.93
Heavy Vehicles, %	0	0	0	0	0	0
Mvmt Flow	98	38	60	75	47	96
Number of Lanes	1	0	0	1	1	0

Approach	EB	NB	SB
Opposing Approach		SB	NB
Opposing Lanes	0	1	1
Conflicting Approach Left	SB	EB	
Conflicting Lanes Left	1	1	0
Conflicting Approach Right	NB		EB
Conflicting Lanes Right	1	0	1
HCM Control Delay	8.4	8.4	7.7
HCM LOS	A	A	A

Lane	NBLn1	EBLn1	SBLn1
Vol Left, %	44%	72%	0%
Vol Thru, %	56%	0%	33%
Vol Right, %	0%	28%	67%
Sign Control	Stop	Stop	Stop
Traffic Vol by Lane	126	126	133
LT Vol	56	91	0
Through Vol	70	0	44
RT Vol	0	35	89
Lane Flow Rate	135	135	143
Geometry Grp	1	1	1
Degree of Util (X)	0.168	0.169	0.158
Departure Headway (Hd)	4.451	4.478	3.967
Convergence, Y/N	Yes	Yes	Yes
Cap	807	803	907
Service Time	2.466	2.496	1.982
HCM Lane V/C Ratio	0.167	0.168	0.158
HCM Control Delay	8.4	8.4	7.7
HCM Lane LOS	A	A	A
HCM 95th-tile Q	0.6	0.6	0.6

Intersection	
Intersection Delay, s/veh	8.4
Intersection LOS	A

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	19	119	14	3	133	7	16	8	2	8	9	16
Future Vol, veh/h	19	119	14	3	133	7	16	8	2	8	9	16
Peak Hour Factor	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82	0.82
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	23	145	17	4	162	9	20	10	2	10	11	20
Number of Lanes	0	1	0	0	1	0	0	1	0	0	1	0

Approach	EB	WB	NB	SB
Opposing Approach	WB	EB	SB	NB
Opposing Lanes	1	1	1	1
Conflicting Approach Left	SB	NB	EB	WB
Conflicting Lanes Left	1	1	1	1
Conflicting Approach Right	NB	SB	WB	EB
Conflicting Lanes Right	1	1	1	1
HCM Control Delay	8.5	8.4	8.1	7.8
HCM LOS	A	A	A	A

Lane	NBLn1	EBLn1	WBLn1	SBLn1
Vol Left, %	62%	12%	2%	24%
Vol Thru, %	31%	78%	93%	27%
Vol Right, %	8%	9%	5%	48%
Sign Control	Stop	Stop	Stop	Stop
Traffic Vol by Lane	26	152	143	33
LT Vol	16	19	3	8
Through Vol	8	119	133	9
RT Vol	2	14	7	16
Lane Flow Rate	32	185	174	40
Geometry Grp	1	1	1	1
Degree of Util (X)	0.043	0.22	0.207	0.051
Departure Headway (Hd)	4.848	4.263	4.279	4.519
Convergence, Y/N	Yes	Yes	Yes	Yes
Cap	739	847	842	793
Service Time	2.871	2.268	2.284	2.541
HCM Lane V/C Ratio	0.043	0.218	0.207	0.05
HCM Control Delay	8.1	8.5	8.4	7.8
HCM Lane LOS	A	A	A	A
HCM 95th-tile Q	0.1	0.8	0.8	0.2

Intersection												
Int Delay, s/veh	4.2											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Vol, veh/h	12	128	94	21	140	5	90	8	22	5	9	9
Future Vol, veh/h	12	128	94	21	140	5	90	8	22	5	9	9
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	82	82	82	82	82	82	82	82	82	82	82	82
Heavy Vehicles, %	0	0	0	0	0	0	0	0	0	0	0	0
Mvmt Flow	15	156	115	26	171	6	110	10	27	6	11	11
Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	177	0	0	271	0	0	481	473	214	488	527	174
Stage 1	-	-	-	-	-	-	244	244	-	226	226	-
Stage 2	-	-	-	-	-	-	237	229	-	262	301	-
Critical Hdwy	4.1	-	-	4.1	-	-	7.1	6.5	6.2	7.1	6.5	6.2
Critical Hdwy Stg 1	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.1	5.5	-	6.1	5.5	-
Follow-up Hdwy	2.2	-	-	2.2	-	-	3.5	4	3.3	3.5	4	3.3
Pot Cap-1 Maneuver	1411	-	-	1304	-	-	499	493	831	493	459	875
Stage 1	-	-	-	-	-	-	764	708	-	781	721	-
Stage 2	-	-	-	-	-	-	771	718	-	747	669	-
Platoon blocked, %		-	-		-	-						
Mov Cap-1 Maneuver	1411	-	-	1304	-	-	471	476	831	457	443	875
Mov Cap-2 Maneuver	-	-	-	-	-	-	471	476	-	457	443	-
Stage 1	-	-	-	-	-	-	754	699	-	771	705	-
Stage 2	-	-	-	-	-	-	733	702	-	704	660	-
Approach	EB			WB			NB			SB		
HCM Control Delay, s	0.4			1			14.8			11.8		
HCM LOS							B			B		
Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1				
Capacity (veh/h)	512	1411	-	-	1304	-	-	554				
HCM Lane V/C Ratio	0.286	0.01	-	-	0.02	-	-	0.051				
HCM Control Delay (s)	14.8	7.6	0	-	7.8	0	-	11.8				
HCM Lane LOS	B	A	A	-	A	A	-	B				
HCM 95th %tile Q(veh)	1.2	0	-	-	0.1	-	-	0.2				

Summary of All Intervals

Run Number	1	2	3	4	5	6	7
Start Time	4:45	4:45	4:45	4:45	4:45	4:45	4:45
End Time	6:00	6:00	6:00	6:00	6:00	6:00	6:00
Total Time (min)	75	75	75	75	75	75	75
Time Recorded (min)	60	60	60	60	60	60	60
# of Intervals	5	5	5	5	5	5	5
# of Recorded Intervals	4	4	4	4	4	4	4
Vehs Entered	757	750	729	730	679	735	724
Vehs Exited	753	749	730	733	680	739	723
Starting Vehs	7	7	7	9	5	10	10
Ending Vehs	11	8	6	6	4	6	11
Travel Distance (mi)	174	167	165	164	152	164	163
Travel Time (hr)	8.8	8.4	8.3	8.2	7.6	8.2	8.2
Total Delay (hr)	2.1	1.9	1.9	1.9	1.7	1.9	1.9
Total Stops	997	941	925	911	852	916	913
Fuel Used (gal)	7.8	7.5	7.3	7.3	6.7	7.3	7.2

Summary of All Intervals

Run Number	8	9	10	Avg
Start Time	4:45	4:45	4:45	4:45
End Time	6:00	6:00	6:00	6:00
Total Time (min)	75	75	75	75
Time Recorded (min)	60	60	60	60
# of Intervals	5	5	5	5
# of Recorded Intervals	4	4	4	4
Vehs Entered	745	750	693	727
Vehs Exited	738	752	689	730
Starting Vehs	7	10	4	4
Ending Vehs	14	8	8	6
Travel Distance (mi)	162	166	151	163
Travel Time (hr)	8.0	8.3	7.5	8.2
Total Delay (hr)	1.8	1.9	1.7	1.8
Total Stops	911	947	856	918
Fuel Used (gal)	7.2	7.4	6.8	7.2

Interval #0 Information Seeding

Start Time	4:45
End Time	5:00
Total Time (min)	15
Volumes adjusted by Growth Factors, Anti PHF.	
No data recorded this interval.	

Interval #1 Information Recording

Start Time	5:00
End Time	5:15
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	1	2	3	4	5	6	7
Vehs Entered	188	163	175	167	144	149	177
Vehs Exited	187	167	174	168	140	152	177
Starting Vehs	7	7	7	9	5	10	10
Ending Vehs	8	3	8	8	9	7	10
Travel Distance (mi)	42	36	40	39	31	34	40
Travel Time (hr)	2.2	1.8	2.0	1.9	1.5	1.7	2.0
Total Delay (hr)	0.5	0.4	0.5	0.4	0.3	0.4	0.4
Total Stops	245	195	224	218	175	189	218
Fuel Used (gal)	1.9	1.7	1.8	1.7	1.4	1.5	1.8

Interval #1 Information Recording

Start Time	5:00
End Time	5:15
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	8	9	10	Avg
Vehs Entered	172	194	163	169
Vehs Exited	169	198	156	167
Starting Vehs	7	10	4	4
Ending Vehs	10	6	11	3
Travel Distance (mi)	37	43	35	38
Travel Time (hr)	1.9	2.1	1.7	1.9
Total Delay (hr)	0.4	0.5	0.4	0.4
Total Stops	210	239	188	212
Fuel Used (gal)	1.7	1.9	1.6	1.7

Interval #2 Information Recording

Start Time	5:15
End Time	5:30
Total Time (min)	15

Volumes adjusted by PHF, Growth Factors, Anti PHF.

Run Number	1	2	3	4	5	6	7
Vehs Entered	228	214	203	212	227	217	214
Vehs Exited	226	211	202	207	230	216	221
Starting Vehs	8	3	8	8	9	7	10
Ending Vehs	10	6	9	13	6	8	3
Travel Distance (mi)	51	47	46	46	51	47	50
Travel Time (hr)	2.7	2.4	2.3	2.3	2.6	2.4	2.6
Total Delay (hr)	0.7	0.6	0.5	0.5	0.7	0.6	0.6
Total Stops	296	261	265	257	291	254	289
Fuel Used (gal)	2.2	2.1	2.0	2.0	2.2	2.1	2.2

Interval #2 Information Recording

Start Time	5:15
End Time	5:30
Total Time (min)	15

Volumes adjusted by PHF, Growth Factors, Anti PHF.

Run Number	8	9	10	Avg
Vehs Entered	214	220	198	214
Vehs Exited	219	219	198	215
Starting Vehs	10	6	11	3
Ending Vehs	5	7	11	6
Travel Distance (mi)	47	49	44	48
Travel Time (hr)	2.4	2.5	2.2	2.4
Total Delay (hr)	0.6	0.6	0.5	0.6
Total Stops	277	286	244	270
Fuel Used (gal)	2.1	2.2	1.9	2.1

Interval #3 Information Recording

Start Time	5:30
End Time	5:45
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	1	2	3	4	5	6	7
Vehs Entered	182	177	176	165	151	183	166
Vehs Exited	187	172	172	168	147	183	159
Starting Vehs	10	6	9	13	6	8	3
Ending Vehs	5	11	13	10	10	8	10
Travel Distance (mi)	44	39	40	38	35	40	36
Travel Time (hr)	2.2	1.9	2.0	1.9	1.7	2.0	1.8
Total Delay (hr)	0.5	0.4	0.4	0.4	0.4	0.4	0.4
Total Stops	248	227	217	214	203	231	208
Fuel Used (gal)	2.0	1.8	1.8	1.7	1.5	1.8	1.6

Interval #3 Information Recording

Start Time	5:30
End Time	5:45
Total Time (min)	15

Volumes adjusted by Growth Factors, Anti PHF.

Run Number	8	9	10	Avg
Vehs Entered	162	150	172	167
Vehs Exited	156	149	176	168
Starting Vehs	5	7	11	6
Ending Vehs	11	8	7	6
Travel Distance (mi)	35	33	38	38
Travel Time (hr)	1.7	1.6	1.9	1.9
Total Delay (hr)	0.4	0.4	0.4	0.4
Total Stops	187	189	224	214
Fuel Used (gal)	1.5	1.5	1.7	1.7

Interval #4 Information Recording

Start Time	5:45
End Time	6:00
Total Time (min)	15

Volumes adjusted by Growth Factors.

Run Number	1	2	3	4	5	6	7
Vehs Entered	159	196	175	186	157	186	167
Vehs Exited	153	199	182	190	163	188	166
Starting Vehs	5	11	13	10	10	8	10
Ending Vehs	11	8	6	6	4	6	11
Travel Distance (mi)	37	45	40	41	35	43	36
Travel Time (hr)	1.8	2.3	2.0	2.0	1.7	2.2	1.8
Total Delay (hr)	0.4	0.5	0.5	0.4	0.3	0.5	0.4
Total Stops	208	258	219	222	183	242	198
Fuel Used (gal)	1.6	2.0	1.8	1.9	1.6	2.0	1.6

Interval #4 Information Recording

Start Time	5:45
End Time	6:00
Total Time (min)	15

Volumes adjusted by Growth Factors.

Run Number	8	9	10	Avg
Vehs Entered	197	186	160	175
Vehs Exited	194	186	159	178
Starting Vehs	11	8	7	6
Ending Vehs	14	8	8	6
Travel Distance (mi)	42	41	34	40
Travel Time (hr)	2.1	2.1	1.7	2.0
Total Delay (hr)	0.5	0.5	0.4	0.4
Total Stops	237	233	200	219
Fuel Used (gal)	1.8	1.9	1.5	1.8

Intersection: 2: Red Ln & Carrollton Ave

Movement	EB	NB	SB
Directions Served	LR	LT	TR
Maximum Queue (ft)	44	56	62
Average Queue (ft)	31	36	36
95th Queue (ft)	38	53	54
Link Distance (ft)	383	305	460
Upstream Blk Time (%)			
Queuing Penalty (veh)			
Storage Bay Dist (ft)			
Storage Blk Time (%)			
Queuing Penalty (veh)			

Intersection: 5: Broad St & Carrollton Ave

Movement	EB	WB	NB	SB
Directions Served	LTR	LTR	LTR	LTR
Maximum Queue (ft)	41	35	76	47
Average Queue (ft)	3	5	39	17
95th Queue (ft)	21	24	64	44
Link Distance (ft)	292	373	621	370
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Intersection: 8: Mt Vernon Ln & Carrollton Ave

Movement	EB	WB	NB	SB
Directions Served	LTR	LTR	LTR	LTR
Maximum Queue (ft)	66	61	40	44
Average Queue (ft)	38	34	19	21
95th Queue (ft)	58	49	45	45
Link Distance (ft)	373	383	294	364
Upstream Blk Time (%)				
Queuing Penalty (veh)				
Storage Bay Dist (ft)				
Storage Blk Time (%)				
Queuing Penalty (veh)				

Network Summary

Network wide Queuing Penalty: 0

Randy W. Beckner
Bradley C. Craig
Wm. Thomas Austin
James B. Voso
Chad M. Thomas
Jason A. Carder
Brian R. Newman
D. Jason Snapp
Ryan P. Kincer



Edwin K. Mattern, Jr. (1949-1982)
Gene R. Cress (1935-2014)
Sam H. McGhee, III (1940-2018)
Stewart W. Hubbell (Retired)
J. Wayne Craig (Retired)
Michael S. Agee (Retired)
Steven A. Campbell (Retired)
Randy L. Dodson (Retired)

February 20, 2024

Mr. William Simpson, Jr., PE
Assistant Director/City Engineer
City of Salem
21 S Bruffey Street
Salem, Virginia, 24153
wsimpson@salemva.gov

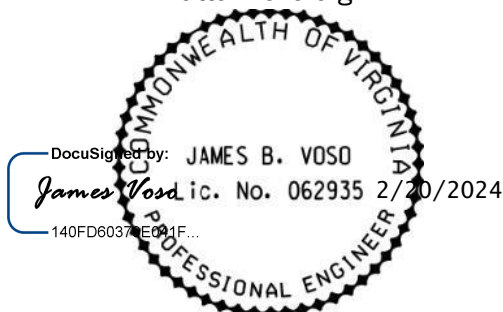
Re: Traffic Study Review
HopeTree Planned Unit Development
M&C Commission No. 4197-H
GESC Contract No. 2021-018

Dear Mr. Simpson,

In response to our review of a traffic impact study prepared by Balzer & Associates, for the HopeTree Planned Unit Development, a revised study (and response to our review) was provided to us. We have reviewed the revised study (dated February 2, 2024), and the revised study appears to conform with VDOT and industry standard practices, and addresses our concerns with the original study.

If any additional information is needed on this subject at this time, please feel free to contact me directly via email at jbvoso@matternandcraig.com or by telephone at 828-254-2201. Thank you for the opportunity to be of assistance to the City of Salem.

Sincerely,
Mattern & Craig



James B. Voso, PE
Traffic Engineer



October 25, 2024

City of Salem, Virginia
Planning Commission
114 North Broad
Salem, Virginia 24153

Re: Supplement to August 30, 2024 Rezoning Application Filed by Virginia Baptist Children's Home and Family Services d/b/a HopeTree Family Services (Salem CI)

Dear Planning Commissioners:

Virginia Baptist Children's Home and Family Services d/b/a HopeTree Family Services (Salem CI) ("HopeTree") filed a Rezoning Application on August 30, 2024 (the "Application"). The Application is substantially similar to HopeTree's original application, dated November 30, 2023, that was approved by City Council on June 24, 2024.

In submitting the new Application, HopeTree is requesting that the City of Salem ordain, reordain, amend, reamend, adopt and/or readopt the HopeTree rezoning, as outlined in the Application, as supplemented by this letter with enclosures. HopeTree requests that in reviewing this Application, as supplemented herein, the City of Salem also consider, all the Planning Commission, City Staff, citizen comments, and any and all materials utilized in reviewing the similar rezoning application that HopeTree filed on December 1, 2023 (dated November 30, 2023).

We are aware that much prior work has gone into the review of the proposed HopeTree P.U.D., but we expect that this supplement will enhance the City's current review of the Application. We look forward to presenting the Application to the Planning Commission.

Proffer Statement

The P.U.D., along with this supplement, are proffered pursuant to Salem Code §§ 106-228.4(B), 106-228.4(G), and 106-522.

Conformity with the City's Comprehensive Plan

HopeTree's P.U.D. is consistent with several important elements of the City's Comprehensive Plan approved June 11, 2012.

The Goal under the "Housing and Neighborhoods" section of the Comprehensive Plan is "To maintain and enhance the character and quality of Salem's housing and neighborhoods." The Objectives to achieve this Goal recognize the need for new housing construction and in-fill development to make use of the vacant land in the City.

The "development or expansion of industrial and commercial business in Salem" is the Goal under the "Land Use and Community Appearance" section of the Comprehensive Plan. The HopeTree P.U.D. includes commercial uses to serve the needs of the existing and future residents on land that is currently underutilized.

The HopeTree P.U.D. includes significant new open space amenities which are consistent with the "Open Space" Goal of the Comprehensive Plan.

Further, we recognize that the City is in the process of developing an updated Comprehensive Plan. The City has solicited input on future housing needs in the City and issued a report earlier this year. The City's report included the following observations and conclusions:

- "In general, folks support the inclusion of higher density housing that is integrated in existing neighborhoods and promoted in new developments as a way to increase diversity and affordability."
- "...an openness to explore many types of housing such as patio homes, townhouses, small apartment buildings, townhouses , duplexes, and triplexes."

As shown in the Application, the HopeTree P.U.D. advances the housing needs that are being considered for the updated Comprehensive Plan.

Development Schedule and Phasing Plan

HopeTree encloses a supplemental Development Schedule and Phasing Plan in the P.U.D. to further outline the Developer's plans for developing the HopeTree P.U.D. The Development Schedule and Phasing Plan states the location, extent, and sequence of the proposed development, as well as specifies the anticipated development of open space, recreational areas, and non-residential uses for the P.U.D. In the Notes accompanying the Development Schedule and Phasing Plan map, we have included an anticipated development schedule, based on the four phases of development, as well as information about key development and construction plans and approvals such as the Site Plan, Erosion and Sediment Control Plans, Stormwater Management Plans, and Subdivision Plats for each phase.

The Notes replace the prior phasing plans and provide greater detail about the development and provide the anticipated timeline for future development to occur.

Traffic Study

A comprehensive traffic study was completed for the HopeTree P.U.D. The scope of the traffic counts and study were coordinated with the City of Salem engineering staff. Standard procedure for similar traffic studies that Balzer & Associates performs in this region (including those reviewed by the Virginia Department of Transportation) is to perform traffic counts for one day (Tuesday, Wednesday, or Thursday when school is in session) during these hours to capture the morning and evening peak hours. These traffic counts and procedures are standard and commonly accepted in the planning industry. Balzer performed manual traffic counts on October 3, 2023, from 7:00 a.m. to 9:00 a.m. and 4:00 p.m. to 6:00 p.m. at the Red Lane/Carrollton Avenue intersection and the Carrollton Avenue/Broad Street intersection.

The intersection of Carrollton Avenue/Mount Vernon Lane was added to the model based on the comments received from Mattern & Craig. Since this intersection was located between the two intersections that already had manual traffic count data, the volumes for this intersection were derived from the previously performed traffic counts. This intersection was also reviewed in the field to ensure that the volumes utilized were reasonable. Studying other intersections apart from those included would result in smaller and smaller impacts, because site-generated traffic disperses as it gets further from the site.

The Application strikes a balance between “flexibility in the design and development of land,” pursuant to Salem Code § 106-228.1(A), and the need to provide clarity and certainty in the amount of new traffic generation by the P.U.D. The traffic study was informed by the anticipated mix of uses on the P.U.D. and the overall level of development to occur on the P.U.D. While some of the proposed uses were updated after the traffic study was completed, this Application includes a proffered maximum on site-generated traffic. This cap is included in Note (G)(6) on page 7 of the HopeTree PUD Rezoning Application Document included in the Application (4,037 trips per day). This Note requires the Developer to calculate site-generated traffic as the project progresses to cap the site-generated traffic at 4,037 daily trips, which was the figure included in the traffic study. The anticipated vehicle trips will be finally determined as each phase and the corresponding uses of the P.U.D. are developed. As the build out of the P.U.D. occurs, the Developer and the City will coordinate on the volume of traffic associated with each new use. The proffered maximum will limit the development and provide assurances that the traffic assumptions prepared for the P.U.D. are honored as the P.U.D. is fully built out. The traffic study confirms that the levels of service at all intersections and roads will continue to function at the same levels with the proposed development.

Commercial Uses

The creation of new commercial uses are an important element of the HopeTree P.U.D. and consistent with the goals of the Comprehensive Plan. The final locations and types of commercial uses will be determined based on the needs of the community. The Application states that “Shopfront and Mixed-Use Buildings are small to medium size traditional building types typically following the platting patterns of the historic main street” and that “ground level uses typically include retail shops, restaurants and cafes, and commercial.” The character of the anticipated non-residential, mixed-use, and commercial uses of the P.U.D. will align with the character of neighboring communities.

The proffered maximums for non-residential and commercial uses have been included to “encourage maximum flexibility in the design and development of land” that comprises the P.U.D., while also specifying the general character that the City can expect in such non-residential uses. As shown in the Master Plan and Land Use Plan in the P.U.D., the commercial uses will be built in the T4 and T5 Transect Zones and may be developed as part of Phases 1 through 4 of the P.U.D. shown on the Phasing Plan. Notably, the P.U.D. limits the maximum hotel rooms to 34, maximum square footage for retail and restaurant uses to 15,000 square feet, and up to 35,000 square feet of office and other commercial.

In addition, the Developer has limited the total number of site-generated traffic to 4,037 trips per day as a further restriction on the final level of development.

Open Space

As further explained in the Application and Open Space Plan, at least 35% of the property will be preserved either in a natural state or as public or private open space areas. The final design of the open space areas will be determined by the needs of the residents, but space has been designated for athletic fields, a pond, creek, lawn area, greenways and natural vegetation. The preserved open space is a significant benefit of the HopeTree P.U.D. and will advance the open space goals of the Comprehensive Plan through private investment.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jon Morris', with a stylized, sweeping flourish extending to the right.

Jon Morris, President & CEO
HopeTree Family Services

Enclosures

DATE: November 4, 2024
TO: Chris Burns, Balzer & Associates
FROM: Mary Ellen Wines, Planning & Zoning, City of Salem
RE: Hopetree comments

In response to the most recent Hopetree rezoning application and subsequent amended Planned Unit Development Document the following clarifications are requested.

1. Changes to the PUD document are on Page 3 (owner name) and the replacement of page 25 with pages EX-A and EX-B. Staff requests to substitute those 3 pages within the final approved version from June 2024.
2. Pages 8 and 9 Transect Zone 3 includes stacked flats. Page 13 Transect Zone 3 does not include stacked flats. Please verify which is true.
3. Page EX-B #7, Clarification required. Site plans shall be submitted in accordance with 106-400 and are not limited to just 7A and 7B as listed in the PUD document.
4. Page EX-B #9, Clarification required. All major subdivisions must be approved by the Planning Commission.
5. Page EX-B #14, Clarification required. No commercial structures (other than those used for Hopetree services) may be constructed until 20% of the residential units are completed. The exception is utilization of existing structures.
6. Clarification required. If the phasing plan does not coincide with the individual block groups, how do you intend to verify that the various development requirements (20% of each building type, minimum of three building types, etc.) are being met?
7. Page 33, definition of commercial outdoor sports and recreation states that it is limited to two existing ballfields in current or future locations/design. Clarification that if the ballfields are moved slightly within the current location area (as shown on page 6) that it will be allowed. Should the location of the two ballfields is to be moved outside this general area will not meet substantial conformance to the proposed plan and will have to be requested as an amendment through the public hearing process.

From: [Chris Burns](#)
To: [Mary Ellen H Wines](#); [Maxwell S Dillon](#)
Cc: [Jon Morris](#); [Todd Robertson](#)
Subject: RE: [Ext.] HopeTree Rezoning Application - Supplemental Information
Date: Tuesday, November 5, 2024 12:35:30 PM
Attachments: [image001.png](#)
[Phasing Plan Notes Updated 11-5-24.pdf](#)

Mary Ellen and Max,

Thanks for your time this morning. Please see responses to your comments below.

1. The applicant takes no exception to the City replacing the updated pages within the final approved version from June 2024. It is our understanding that a new date will be placed on the cover page to eliminate any confusion.
2. The intent is that the stacked flat building type is allowed within the T-3 zone as indicated in the text and graphics on Page 8, Page 9, and in the large graphic on Page 13. The inconsistency in the graphic on the left side of page 13 is an error. As discussed with the City, this will be noted and the stacked flat will be allowed in the T-3 zone. No revisions necessary.
3. Notes 7A and 7B have been clarified on EX-B to indicate that the infrastructure and erosion and sediment control/stormwater management plans will be included as part of the site plans and submitted pursuant to the relevant code section. Revised EX-B attached.
4. As discussed, this requirement is understood by the applicant and covered by Note #9 on phasing plan EX-B. No revisions necessary.
5. This requirement is understood by the applicant. Additional clarification added to Note #14 and this is also covered on Page 37 of the PUD document.
6. As discussed, it is understood that individual phases of development may not coincide with block groups as shown on Page 9 of the PUD document. If a block group will be partially developed with a phase, the developer shall provide the City with information about what other development is anticipated within that block group with future phases to demonstrate that all requirements can be met. Requirements will be confirmed when future plans are developed that completes that specific block group. No revisions necessary.
7. As discussed, it is noted and understood that the ballfields will need to be located generally where they are shown on Page 9 of the PUD document. Any significant deviation in the location of the ballfields would require an amendment to the PUD document. No revisions necessary.

Thanks,

Chris Burns, PE
Civil/LA Project Manager II / Associate Vice President
1208 Corporate Circle, Roanoke, VA 24018
[Roanoke / Richmond / New River Valley / Shenandoah Valley](#)

Exhibit A

HOPETREE

SALEM, VIRGINIA

PUD REZONING APPLICATION

CITY OF SALEM VIRGINIA
PUD APPLICATION
PLANNING OBJECTIVES

Per the Salem Zoning Application Sec. 106-228.4.

Application process: To initiate an amendment, the applicant shall complete a rezoning application. This information shall be accompanied by graphic and written information, which shall constitute a preliminary master plan. All information submitted shall be of sufficient clarity and scale to clearly and accurately identify the location, nature, and character of the proposed district. At a minimum this information shall include:

1. A legal description and plat showing the site boundaries, and existing street lines, lot lines, and easements.

2. Existing zoning, land use and ownership of each parcel proposed for the district.

3. A general statement of planning objectives to be achieved by the PUD district, including a description of the character of the proposed development, the existing and proposed ownership of the site, the market for which the development is oriented, and objectives towards any specific manmade and natural characteristics located on the site.

4. A description and analysis of existing site conditions, including information on topography, natural water courses, floodplains, unique natural features, tree cover areas, etc.

5. A land use plan designating specific use types for the site, both residential and non-residential use types, and establishing site development regulations, including setback, height, building coverage, lot coverage, and density requirements.

6. A circulation plan, including location of existing and proposed vehicular, pedestrian, bicycle, and other circulation facilities and location and general design of parking and loading facilities. General information on the trip generation, ownership and maintenance and proposed construction standards for these facilities should be included. A traffic impact analysis may be required by the administrator.

7. A public services and utilities plan providing requirements for and provision of all utilities, sewers, and other facilities to serve the site.

8. An open space plan, including areas proposed for passive and active recreational uses, natural and undisturbed areas, and proposed buffer areas proposed around the perimeter of the site. Information on the specific design and location of these areas and their ownership and maintenance should be included.

9. Generalized statements pertaining to any architectural and community design guidelines shall be submitted in sufficient detail to provide information on building designs, orientations, styles, lighting plans, etc.

10. A development schedule indicating the location, extent and sequence of proposed development. Specific information on development of the open space, recreational areas, and non-residential uses should be included.



EXISTING SITE PLAN



EXISTING AERIAL PHOTOGRAPH OF SITE

SITE & ZONING SUMMARY:

SITE ADDRESS:	866 MOUNT VERNON LN SALEM, VA 24153	ZONING REQUIREMENTS:	
OWNER:	VIRGINIA BAPTIST CHILDREN'S HOME AND FAMILY SERVICES d/b/a HOPE TREE FAMILY SERVICES (SALEM C) I/A THE VIRGINIA BAPTIST CHILDREN'S HOME I/A BAPTIST ORPHANAGE OF VIRGINIA	MINIMUM LOT AREA:	9,000 SF
OWNER ADDRESS:	866 MOUNT VERNON LN SALEM, VA 24153	MINIMUM LOT FRONTAGE:	75'
TAX MAP NUMBERS:	41-1-1, 41-1-2, 41-1-3, 41-1-4, 41-1-5, 41-1-6, and a portion of 44-3-10.	SETBACKS:	
EXISTING LOT SIZE:	62.518 AC.	FRONT:	25' IF RIGHT-OF-WAY IS 50' PR GREATER 50' FROM CENTERLINE IF RIGHT-OF-WAY IS LESS THAN 50' IN WIDTH
EXISTING ZONING:	RSF - RESIDENTIAL SINGLE FAMILY	SIDE:	10% OF LOT WIDTH, NOT REQUIRED TO EXCEED 25'
		REAR:	25'
		MAXIMUM HEIGHT:	45'
		MAXIMUM BUILDING SIZE:	NONE

CONCEPT PLAN NOTE:

1. THIS PLAN IS FOR CONCEPTUAL PLANNING PURPOSES AND HAS BEEN PREPARED USING COMPILED INFORMATION. A CURRENT FIELD SURVEY HAS NOT BEEN PERFORMED TO VERIFY ALL EXISTING CONDITIONS ON-SITE.
2. AERIAL IMAGERY SOURCED FROM GOOGLE EARTH, DATED NOVEMBER, 2019

- 1.A legal description and plat showing the site boundaries, and existing street lines, lot lines, and easements.
- 2.Existing zoning, land use and ownership of each parcel proposed for the district.

EXISTING SITE DESCRIPTION

Existing Development

The site is currently developed with a network of private driveways and several existing buildings on the property. The center core of the site is located on top of a ridge and consists of many of the existing buildings, as well as supporting parking areas and other improvements. Some of the existing buildings are currently being utilized by HopeTree, while others are vacant. There are also two recreational fields located near Red Lane to the north of the center core.

The existing site has road frontage on East Carrollton Avenue, Red Lane, and North Broad Street. There is an existing private access drive (Mount Vernon Lane) from East Carrollton Avenue that accesses through the site and provides access to the center core before continuing through the site and back to Red Lane. A separate private access drive (Printers Lane) from Red Lane provides access to the recreational fields, as well as providing an additional connection to Mount Vernon Lane to the north of the center core. In addition to these private roads, there are also adult homes located at the north end of the property with driveways that access directly from Red Lane.

Existing Topography

There is an existing ridge bisecting the property from north to south. The east side of the property slopes from this ridge and from Red Lane to an existing drainage swale and storm sewer system. There is an existing stormwater management detention pond located near the center core of the property that was constructed with a previous development project.

Existing Natural Features/Floodplain

There is an existing pond located on the property in the northwest corner adjacent to Interstate 81. The pond discharges to an existing creek to the south that conveys stormwater from north to south toward the existing residential area at the end of North Broad Street. There is also an existing creek located at the southeast corner of the property that begins at the end of the existing storm sewer system that conveys water through the HopeTree property. This creek conveys runoff to an existing culvert under East Carrollton Avenue.

The property is not located within a FEMA-defined floodplain.

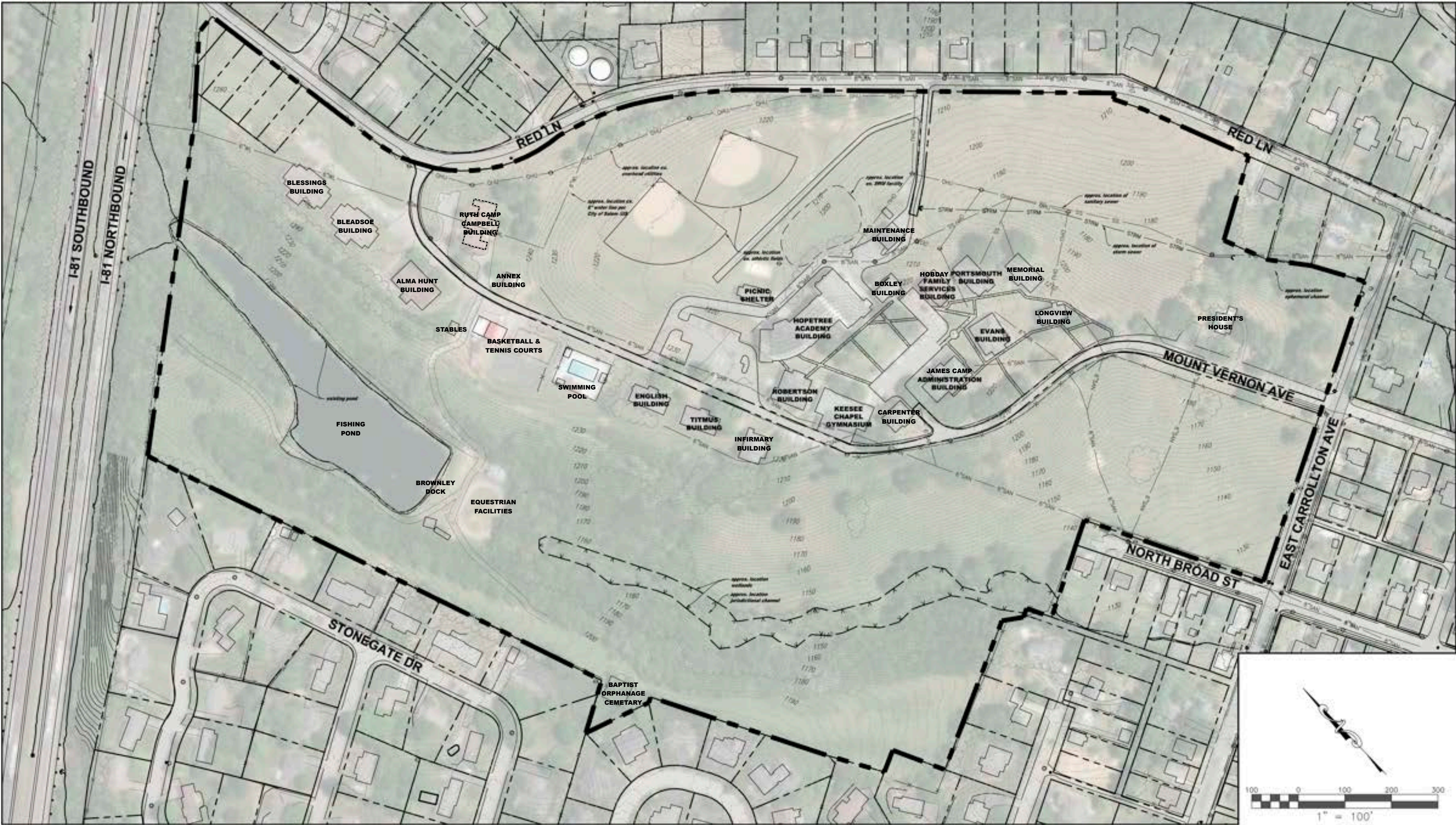
Existing Vegetation

Much of the property that is not developed with buildings or pavement/hardscape is covered with a mix of managed turf and pasture. There is a large wooded area on the west side of the property around the pond and existing creek. There is a variation of other trees that are located throughout the property, with many of these being in the southeast corner of the site or along Red Lane.

BALZER AND ASSOCIATES

- 4.A description and analysis of existing site conditions, including information on topography, natural water courses, floodplains, unique natural features, tree cover areas, etc.

EXISTING SITE DESCRIPTION



EXISTING SITE PLAN



Draft 9.25.22

© 3.7.24

EXISTING SITE PLAN AERIAL



ILLUSTRATIVE MASTER PLAN WITH AERIAL

HOPETREE Master Planned TND Traditional Neighborhood Development

PLANNING OBJECTIVES

Per the Salem Zoning Application Sec. 106-228.4. - Application process:
“ 3. A general statement of planning objectives to be achieved by the PUD district, including a description of the character of the proposed development, the existing and proposed ownership of the site, the market for which the development is oriented, and objectives towards any specific manmade and natural characteristics located on the site.”

The purpose of the Hopetree master plan is to allow for the development of fully integrated, mixed-use pedestrian oriented neighborhood woven into the existing Hopetree campus of buildings and surrounding open space while connecting to the surrounding neighborhoods where feasible.

The intent is to preserve the Hopetree campus and buildings and for new and infill development to minimize traffic congestion, suburban sprawl, site grading, infrastructure costs, and environmental degradation. The provisions of the Hopetree neighborhood are based on urban design and development conventions which were widely used in the United States since its founding until the 1940's and were based on the following principles:

- A. All neighborhoods have identifiable centers and edges.
- B. The center of the neighborhood is easily accessed by non-vehicular means from lots on the edges (i.e. approximately one-quarter-mile from center to edge, or a five-minute walk).
- C. Uses and housing types are mixed and in close proximity to one another.
- D. Street networks are interconnected and blocks are small.
- E. Civic buildings are given prominent sites throughout the neighborhood.

THE HOPETREE MASTER PLAN INCLUDES THE FOLLOWING DESIGN FEATURES:

- A. Neighborhood form.
 - 1. Dwellings at the edge of the neighborhood are roughly a five-minute walk or less to the center of the neighborhood.
 - 2. A great variety of housing types and price ranges is included in the neighborhood, with the highest density of housing located towards the center of the neighborhood.
 - 3. Within the neighborhood a mix of land uses is arranged to serve the needs of the residents in a convenient walking environment: open space/recreational areas, civic buildings, low and high density residential, retail/commercial, business/workplace, institutional, educational, and parking.
 - 4. The area of the overall master plan includes the existing core campus with the surrounding open areas divided into blocks, streets, lots, greenways, and open space.
 - 5. Similar land uses generally front across each street. Dissimilar land uses generally abut at rear lot lines. Corner lots which front on streets of dissimilar use generally observe the setback established on each fronting street.
 - 6. Along existing streets, new buildings are compatible with the general spacing of structures, building mass and scale, and street frontage relationships of existing buildings.
 - 7. The appearance of the neighborhood blends in with existing surrounding neighborhoods and feature the use of similar materials in construction.
 - 8. The facades of townhouses shall be varied by staggered front yards and variations in design and materials.

- B. Lots and buildings:
 - 1. New lots share a frontage line with a street or public space; lots fronting on a public space shall have access to a rear alley.
 - 2. Consistent build-to lines are established along all streets and public space frontages.
 - 3. All buildings, except accessory structures, have their main entrance opening on a street or public space.
 - 4. ~~No structure exceeds 3 stories in height in the Edge zone, and 4 stories in the General and Center zones.~~ Height of buildings shall be measured per the Salem code and shall not exceed 45' in any location. The height of any Accessory Building shall not exceed the principal structure on the lot.

- C. Streets, alleys and pathways:
 - 1. Designs permit comfortable use of the street by motorists, pedestrians and bicyclists. Pavement widths, design speeds, and number of motor travel lanes are minimized to enhance safety for motorists and non-motorists alike. The specific design of each street considers the building types which front on the street and the relationship of the street to the overall town street network. An extensive system of connected pathways is woven through the core campus extending to the perimeter.
 - 2. A combination of perimeter public streets and internal private streets provide access to all tracts and lots
 - 3. Streets and alleys connect where feasible at other streets within the neighborhood and connect to existing and projected streets outside the development. Cul-de-sac and dead-end streets are discouraged and should only occur where absolutely necessary due to natural conditions.
 - 4. Block faces do not have a length greater than 500 feet without dedicated alleys or pathways providing through access.
 - 5. To prevent the build-up of vehicular speed, disperse traffic flow, and create a sense of visual enclosure, long uninterrupted segments of straight streets are avoided.
 - 6. A continuous network of rear alleys is provided for the majority of lots.
 - 7. Existing and proposed utilities are underground and run along alleys wherever possible as well as some streets and greenways.
 - 8. Streets are organized according to a hierarchy based on function, size, capacity and design speed. Streets and rights-of-ways are therefore expected to differ in dimension. The proposed hierarchy of streets is indicated on the submitted master plan and each street type is separately detailed in the master plan.
 - 9. Every street, except alleys, has a sidewalk on at least one side that is at least five feet wide. In commercial areas, sidewalks shall be at least ten feet wide.

- D. Parking:
 - 1. On-street parking is provided on all streets where feasible. Occasional on-street parking may be accommodated without additional pavement width. For streets which serve workplace and storefront buildings, on-street parking is required and should be marked as such. On-street parking is parallel to the street unless the street lends itself to other parking layouts.
 - 2. Parking lots are generally located at the rear or at the side of buildings and screened from public rights-of-way and adjoining properties by land forms or evergreen vegetation .
 - 3. ~~To the extent practicable, adjacent parking lots are interconnected.~~
 - 4. Small and strategically placed parking areas are also provided.
 - 5. Parking areas are paved as required and all parking areas and traffic lanes shall be clearly marked.
 - 6. The number, width and location of curb cuts is such as to minimize traffic hazards, inconvenience and congestion.
 - 7. Off-street parking and loading requirements as outlined in the city's parking regulations may be used as guidance but there are no minimum parking standards.
 - 8. The master plan provides adequate parking and off-street loading areas for different areas of the development, based on the uses allowed and the density of development.
 - 9. In addition to landscaping provided for screening above, trees are planted around the perimeter and interior of parking lots to provide shade.

- E. Landscaping:
 - 1. Trees are planted within right-of-ways parallel to the street along all streets except alleys.
 - 2. Tree spacing is determined by species type selected from the City list of approved trees. Large maturing trees are generally planted a minimum of 30 feet and a maximum of 50 feet on center. Small and medium maturing trees are planted a minimum of ten feet and a maximum of 30 feet on center.
 - 3. Large maturing trees are generally planted along residential streets and along the street frontages and perimeter areas of parks, squares, greenbelts and civic structures.
 - 4. Small maturing trees are generally planted along non-residential streets, interior portions of parks, squares, greenbelts and civic lots. Storefronts are not obstructed by the planting pattern.
 - 5. The natural features of the landscape are incorporated into the landscaping plan.
 - 6. All plantings are with native or appropriate species (refer to the City list).
 - 7. Buffer requirements for property located on the perimeter of the neighborhood has setbacks and buffers that are consistent with the setbacks and buffers of the adjoining zoning district, including provisions for accessory buildings, but are a minimum of 10 feet.

- F. Sidewalks and Greenways:
 - 1. Sidewalks or greenway easements are proposed in locations shown on the master plan or proposed to connect to pedestrian facilities shown on the master plan.
 - 2. Existing sidewalks at the time of development or re-development in each phase are improved, repaired, or replaced as necessary.

- G. Uses.
 - 1. Maximum number of total residential units is 340.
 - 2. Maximum number of total hotel rooms is 34.
 - 3. Maximum total square footage of retail and restaurant uses is 15,000 s.f.
 - 4. Home occupations shall not be counted toward any maximum densities.Permitted uses shall be based on the general category of use that has been established for a lot or group of lots as shown in the Use Table.

- 5. Maximum total square footage of Office and other Commercial (not including hotel/retail/restaurant) is 35,000 s.f.
- 6. Traffic generation calculations for the development shall be provided to the City of Salem during the development review process based upon the actual new residential and non-residential uses that are developed on the site (excluding HopeTree operations). Total unadjusted traffic generation for new uses on the site shall not exceed 4,037 trips per day. Traffic generation calculations shall be performed as outlined in the ITE Trip Generation Manual.
- 7. Accessory Dwelling Units (ADU's) that are developed on the site shall count as a separate unit toward the maximum number of total residential units.
- ***Maximum square footages denoted in this section are total square footages allowable, not building footprints (excluding HopeTree operations).

3.A general statement of planning objectives to be achieved by the PUD district, including a description of the character of the proposed development, the existing and proposed ownership of the site, the market for which the development is oriented, and objectives towards any specific manmade and natural characteristics located on the site.

GENERAL NOTES:

- Building Types generally provide parking from rear alleys and lanes screened from frontages on lots.
- On-street parking shall be provided along all streets where practical.
- Each Block Group includes a minimum of three (3) building types.
- Each Block Group shall have 20% minimum of each of the building types used.
- A minimum of six (6) building types shall be used for the overall project.
- A maximum of five (5) of the same building type attached consecutively.
- ~~Civic or~~ Historic Core Buildings may be converted to T5 - Neighborhood Center transect zone if the current use is discontinued.
- Land may be subdivided into separate ownership.

Building types do not apply to existing buildings.

Single-story mixed use buildings may be single use.

Existing buildings can be 100% non-residential use.

Minimum open space shall be 35% of total site area.



TRANSECT ZONES
w/ FRONTAGE LINES

- T5** T5 - NEIGHBORHOOD CENTER
- T4** T4 - NEIGHBORHOOD GENERAL
- T3** T3 - NEIGHBORHOOD EDGE
- OPEN SPACE / NATURAL
- HISTORIC CORE BUILDINGS
- STRUCTURE TO BE REMOVED

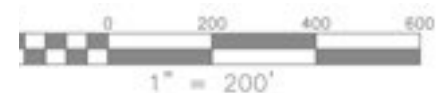
TRANSECT ZONES &
BUILDING TYPES KEY
(SEE SPECIFIC BUILDING
TYPES FOR STANDARDS)

- E** E - ESTATE
- H** H - HOUSE / ADU
- C** C - COTTAGE / ADU
- PH** PH - PAIR HOUSE / ADU
- T** T - TOWNHOUSE / ADU
- PC** PC - POCKET / COTTAGE COURT
- TH-PU** TH-PU - TOWNHOUSE PARK-UNDER
- 3THE** 3THE - 3-TOWNHOUSE ESTATE
- SF** SF - STACKED FLAT
- LH** LH - LOFT HOUSE
- MH** MH - MEWS HOUSE
- TR** TR - TREE HOUSE
- AH** AH - MULTI-FAMILY HOUSE
- AB** AB - MULTI-FAMILY BUILDING
- MXB** MXB - MIXED-USE BUILDING
- CV** CV - HISTORIC CORE BUILDING SITE

REQUIREMENTS & DETAILS

- BLOCK GROUP**
- RECOMMENDED GALLERY**
- RECOMMENDED SHOPFRONT**
- VISTA POINTS**
- PEDESTRIAN SHED - 5 MINUTE WALK RADIUS**

5.A land use plan designating specific use types for the site, both residential and non-residential use types, and establishing site development regulations, including setback, height, building coverage, lot coverage, and density requirements.



LAND USE PLAN

The Purpose of Streets designed within Hopetree is to create a network with managed motor vehicle driver speeds that are compatible with safe, comfortable walking and bicycle mobility. Target Speeds are 20 miles per hour. Lane widths of 10 feet maximum and street trees planted between certain parking spaces and between the curb and sidewalk help manage driver speeds via lateral views and provide shade for travelers in summer months. Wet utilities are typically placed in the front of buildings and dry utilities are in the rear. Solid waste is collected in the rear lanes enhancing walkability in front.

HOPETREE THOROUGHFARE TYPES

The first number is the estimated pavement width and second is the estimated R.O.W. width but dimensions may vary as the design is engineered in more detail.

-  PARK ALLEE'
ST 20-64
-  PLAZA
PL VARIES
-  REAR LANE*
RL 14-30
-  PEDESTRIAN PATH** 1
PP 5/10
-  HILLSIDE LANE
HL 20-20
-  MOUNT VERNON AVENUE IMPROVEMENTS*
MV 36-60
-  RED LANE IMPROVEMENTS*
RED - 28-60

* On-street parking and a minimum 5' sidewalk shall be provided along Red Lane.

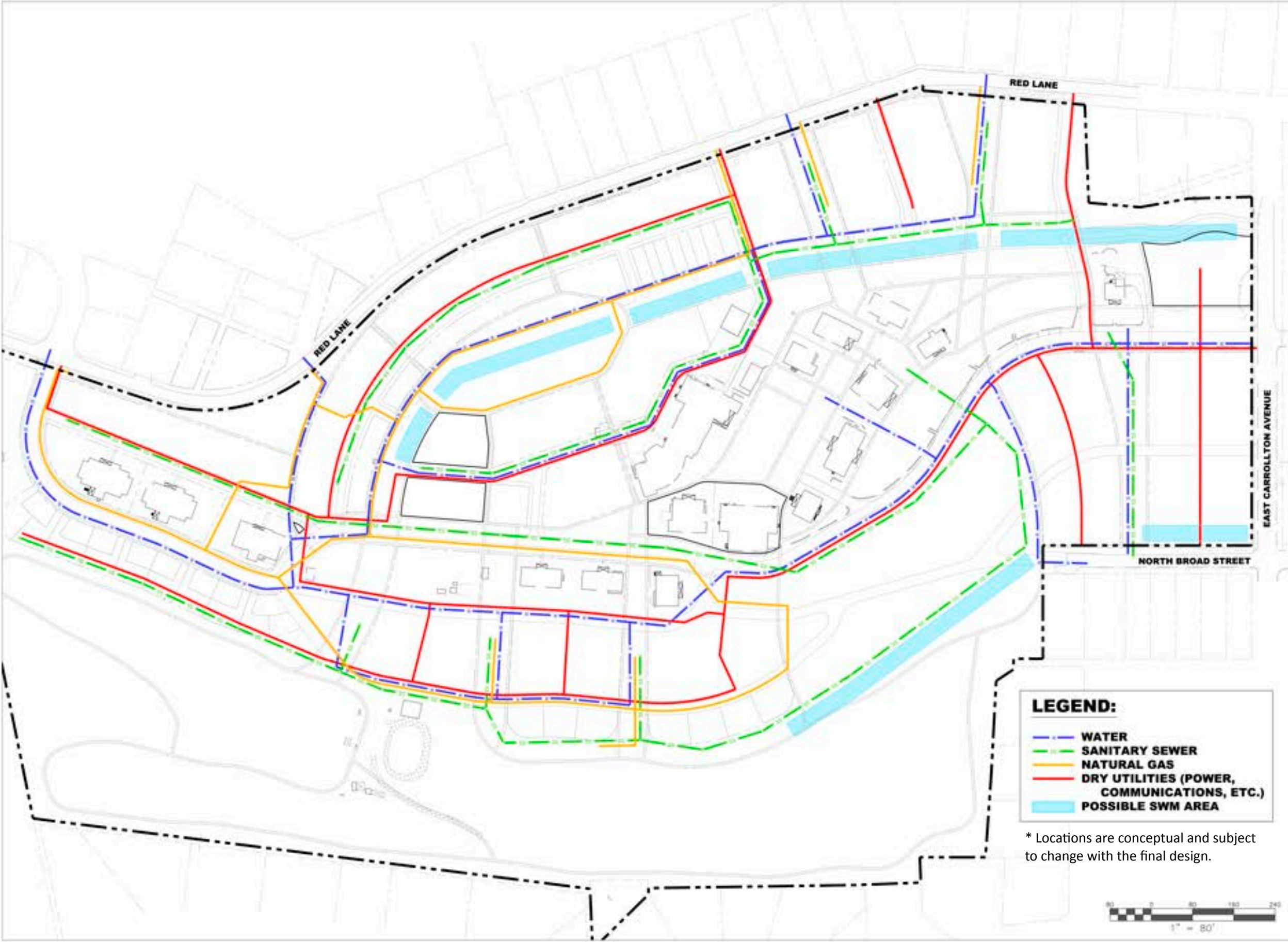
** On existing thoroughfares dimensions and details may vary based on existing conditions and site constraints.

1- Pedestrian Paths will be open to the public, except as necessary for HopeTree events and therapeutic interactions.

6.A circulation plan, including location of existing and proposed vehicular, pedestrian, bicycle, and other circulation facilities and location and general design of parking and loading facilities. General information on the trip generation, ownership and maintenance and proposed construction standards for these facilities should be included. A traffic impact analysis may be required by the administrator.



CIRCULATION PLAN



LEGEND:

- WATER
- SANITARY SEWER
- NATURAL GAS
- DRY UTILITIES (POWER, COMMUNICATIONS, ETC.)
- POSSIBLE SWM AREA

* Locations are conceptual and subject to change with the final design.



7.A public services and utilities plan providing requirements for and provision of all utilities, sewers, and other facilities to serve the site.



8. An open space plan, including areas proposed for passive and active recreational uses, natural and undisturbed areas, and proposed buffer areas proposed around the perimeter of the site. Information on the specific design and location of these areas and their ownership and maintenance should be included.

OPEN SPACE PLAN

SHOWING PARKS, GREENWAYS, GREEN FINGERS, TREE CANOPY, TREE PLANTINGS,
,WATER FEATURES, & THE QUADRANGLE

TRANSECT ZONES & BUILDING TYPES KEY
(SEE SPECIFIC BUILDING TYPES FOR STANDARDS)

T3

T4

T5

E

H

C

PH

T

PC

TH-PU

3THE

SF

LH

MH

TR

AH

AB

MXB

CV

E - ESTATE

H - HOUSE / ADU

C - COTTAGE / ADU

PH - PAIR HOUSE / ADU

T - TOWNHOUSE / ADU

PC - POCKET / COTTAGE COURT

TH-PU - TOWNHOUSE PARK-UNDER

3THE - 3-TOWNHOUSE ESTATE

SF - STACKED FLAT

LH - LOFT HOUSE

MH - MEWS HOUSE

TR - TREE HOUSE

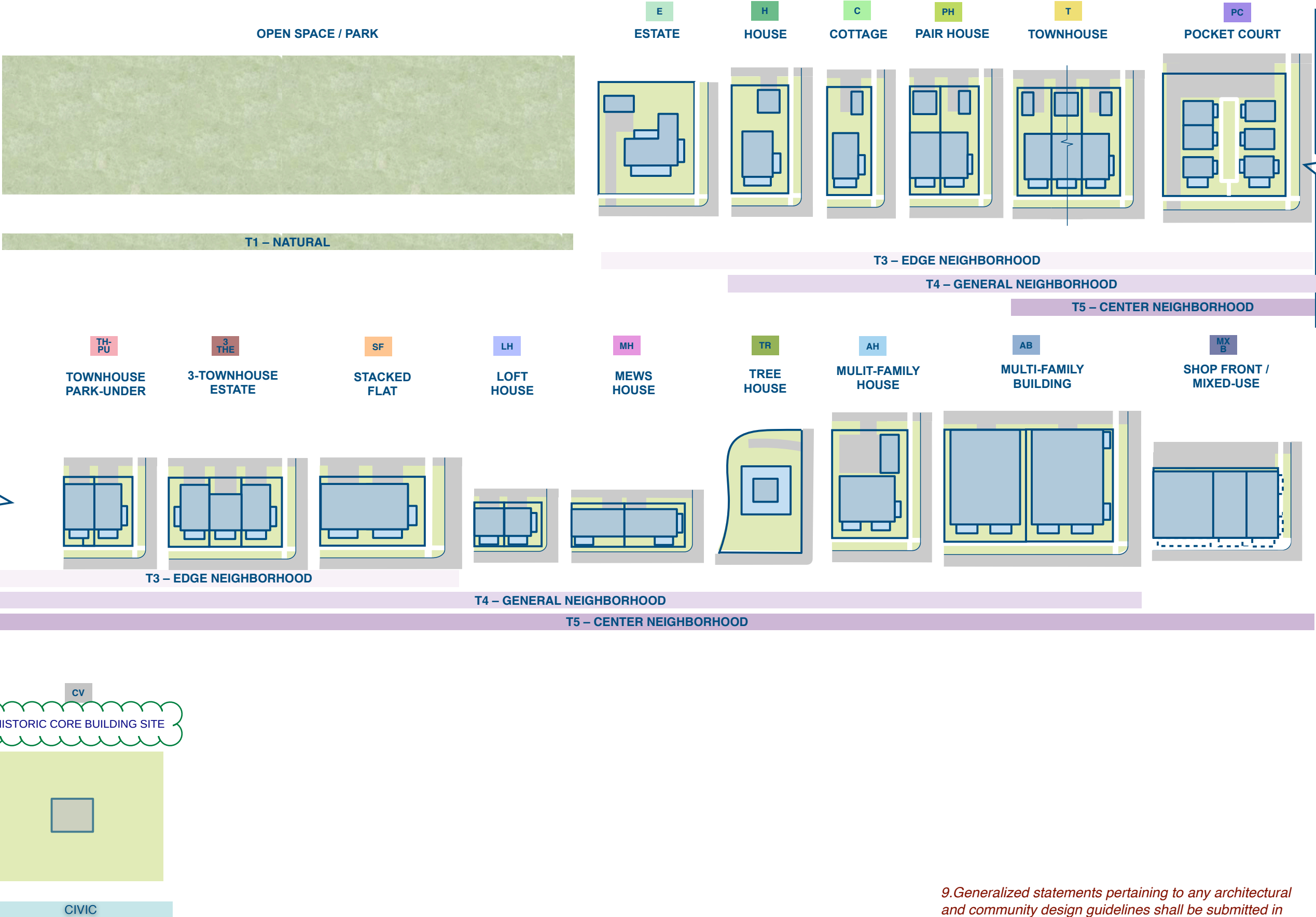
AH - MULTI-FAMILY HOUSE

AB - MULTI-FAMILY BUILDING

MXB - MIXED-USE BUILDING

CV - HISTORIC CORE BUILDING SITE

Note: These standards do not apply to the existing buildings.



9. Generalized statements pertaining to any architectural and community design guidelines shall be submitted in sufficient detail to provide information on building designs, orientations, styles, lighting plans, etc.

HOUSING & BUILDING TYPES BY TRANSECT ZONES

TOWNHOUSE

NAME OF
BUILDING TYPES

TOWNHOUSE

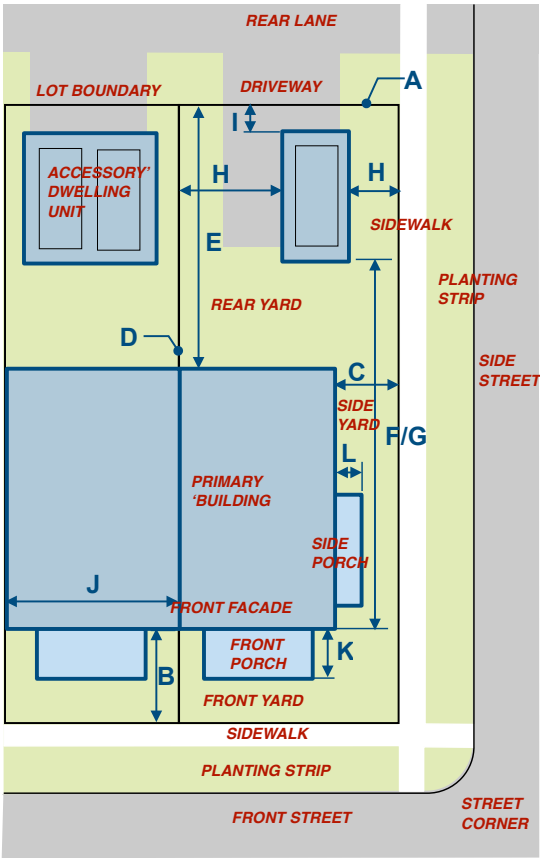
DESCRIPTION

A Townhouse is a single-family residence that shares a party wall with another of the same type and occupies the full frontage line on its own lot. For Townhouses, garages and/or parking is provided from the rear lane frontages while the primary townhouse front faces a street or public greenway. Townhouses in the Strolling District are permitted to have ground floor mixed-use.

Lot width x depth	16' min. x 80' min. (A)
Setbacks	
Front	10' min. (B)
Front Corner	10' min. (C)
Side	0' min. (D)
Rear	20' min. (E)
Parking and Waste from Front Façade	20' min. (F)
Accessory Buildings from Front	40' min. (G)
Accessory Buildings Side	Align. (H)
Accessory Buildings Rear	0' min. (I)
Building Frontage at Setback	100 %' max. (J)
Building Front Encroachments	5' max. (K)
Building Side Encroachments	4' max. (L)
Height	
Principle Building	3.5 Stories max.
First Floor Above Grade	1.5' min.
Outbuilding	2.5 Stories max.

LOT DIMENSIONS

DIMENSIONAL
STANDARDS
KEYED TO
THE GRAPHIC
PLAN



FORM-BASED
GRAPHIC PLAN

SAMPLE
STANDARDS
TEMPLATE KEY

THIS IS A SAMPLE BUILDING TYPES TEMPLATE KEY FOR REFERENCE ONLY AS A GUIDE TO THE BUILDING TYPES STANDARDS GRAPHICS INCLUDED IN THIS DOCUMENT. THE TEXT LABELS IN RED IDENTIFY THE SPECIFIC STANDARDS FEATURED ON THE GRAPHICS FOR EACH TYPE.

NOTE: THESE STANDARDS DO NOT APPLY TO THE EXISTING BUILDINGS.

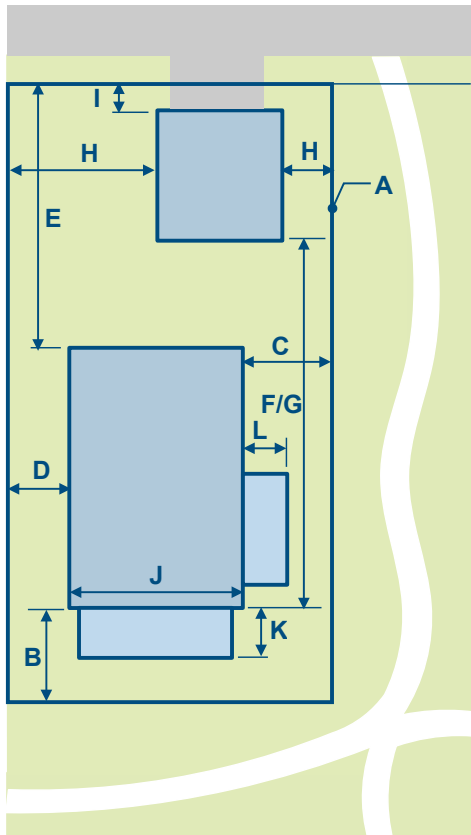
GREENWAY OPTION

GREENWAY OPTION — AVAILABLE OF ALL TYPES

A Greenway Option is for reference. Instead of fronting a street, the primary facade faces a public greenway connected to walks and trails while garages and/or parking is generally provided from a rear lane frontage. For each Type the Standards are the same.

EXAMPLE of the HOUSE TYPE SHOWING the GREENWAY OPTION

Lot width x depth	50' min. x 100' min. (A)
Setbacks	
Front	20' min. (B)
Front Corner	15' min. (C)
Side	8' min. (D)
Rear	20' min. (E)
Parking and Waste from Front Façade	20' min. (F)
Accessory Buildings from Front	40' min. (G)
Accessory Buildings Side	5' min. (H)
Accessory Buildings Rear	5' min. (I)
Building Frontage at Setback	30' min. (J)
Building Front Encroachments	12' max.(K)
Building Side Encroachments	8' max. (L)
Height	
Principle Building	Varied Stories max.
First Floor Above Grade	1.5' min.
Outbuilding	2.5 Stories max.

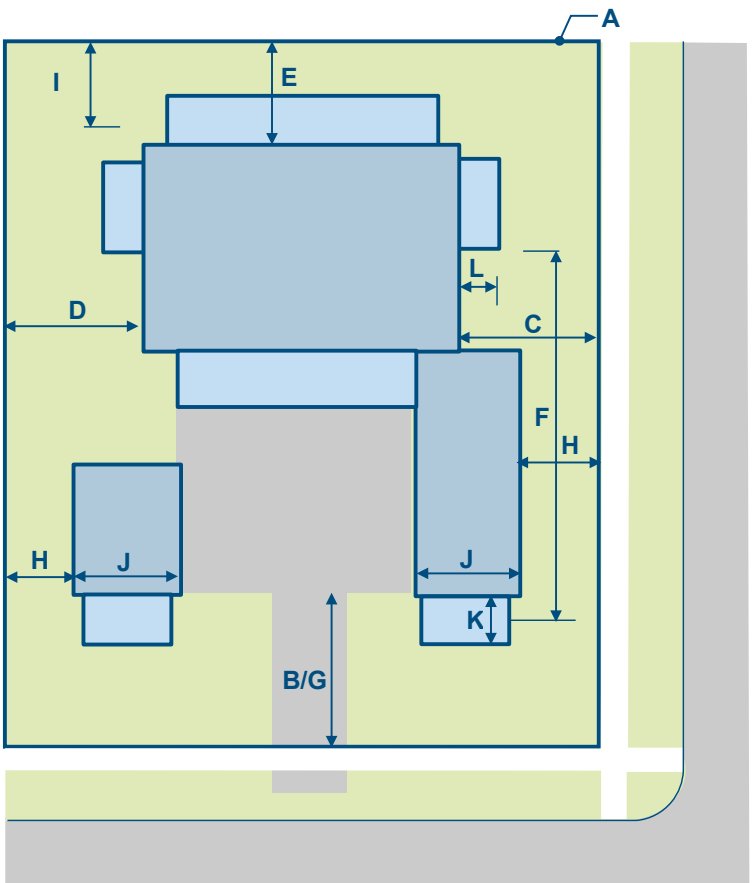
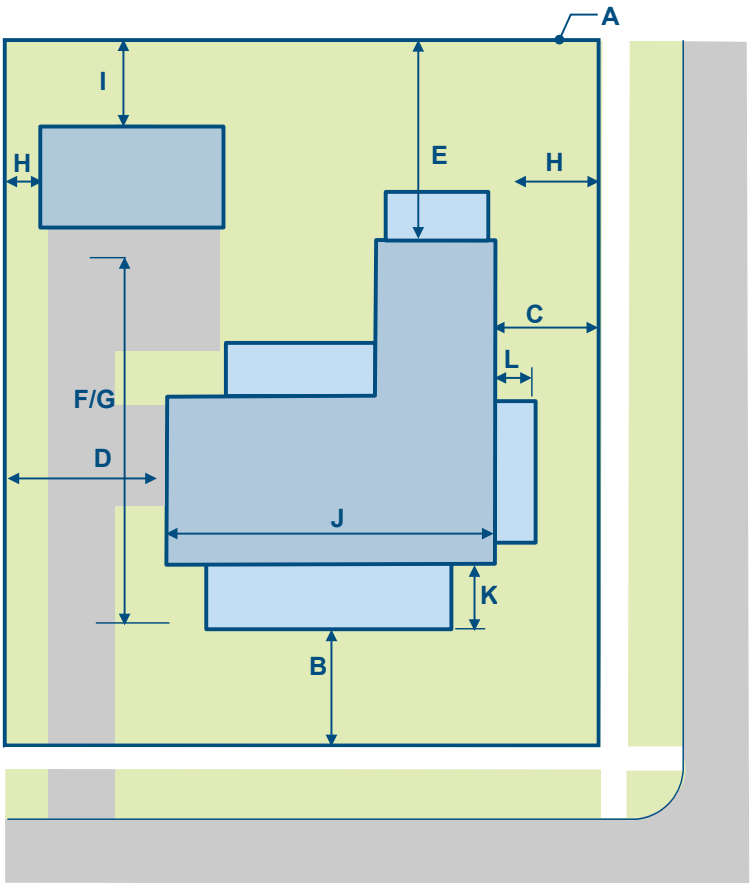


ESTATE

ESTATE

An Estate is a large single-family dwelling on a large lot of more suburban character, often shared by one or more ancillary buildings. The primary facade faces a street or public greenway where a porch and entry are prominent. Garages and/or parking is generally provided from the street frontage and is set back from the primary facade, side-loaded, or set forward side-loaded. Garage forward doors are not permitted to face the street.

Lot width x depth	80' min. x 100' min. (A)
Setbacks	
Front	25' min. (B)
Front Corner	20' min. (C)
Side	20' min. (D)
Rear	20' min. (E)
Parking and Waste from Front Façade	20' min. (F)
Accessory Buildings from Front	25' min. (G)
Accessory Buildings Side	10' min. (H)
Accessory Buildings Rear	6' min. (I)
Building Frontage at Setback	60 % max. (J)
Building Front Encroachments	15' max.(K)
Building Side Encroachments	12' max. (L)
Height	
Principle Building	3.5 Stories max.
First Floor Above Grade	1.5' min.
Outbuilding	2.5 Stories max.



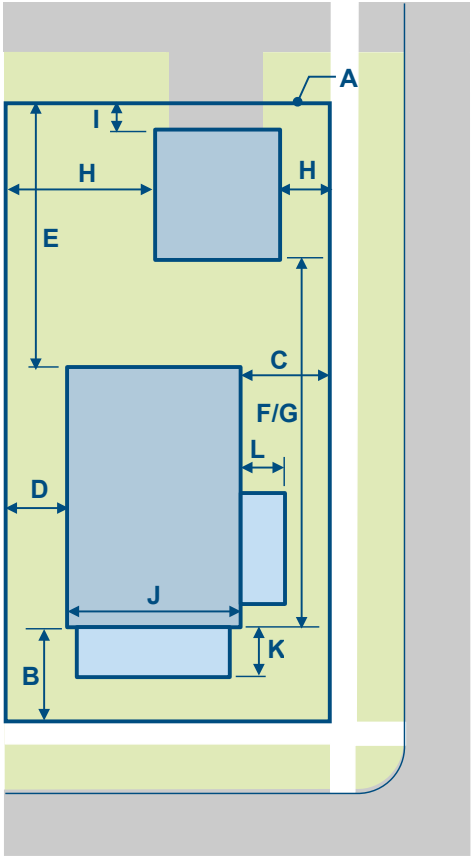
BUILDING TYPE STANDARDS

HOUSE

HOUSE

A House Type is a single-family residence on its own lot. For House the primary facade faces a public street or a greenway where a porch and entry are prominent. Garages and/or parking is generally provided from a rear lane or from the street frontage set back from the primary façade.

Lot width x depth	50' min. x 100' min. (A)
Setbacks	
Front	20' min. (B)
Front Corner	15' min. (C)
Side	8' min. (D)
Rear	20' min. (E)
Parking and Waste from Front Façade	20' min. (F)
Accessory Buildings from Front	40' min. (G)
Accessory Buildings Side	6' min. (H)
Accessory Buildings Rear	6' min. (I)
Building Frontage at Setback	30' min. (J)
Building Front Encroachments	12' max.(K)
Building Side Encroachments	8' max. (L)
Height	
Principle Building	3.5 Stories max.
First Floor Above Grade	1.5' min.
Outbuilding	2.5 Stories max.

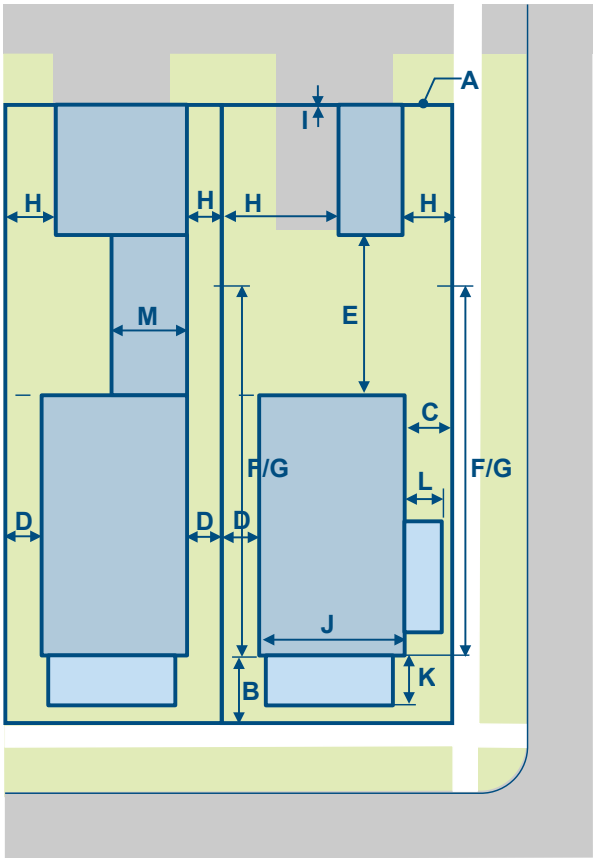


COTTAGE

COTTAGE

A Cottage is a smaller single-family residence on its own lot. For Cottages garages and/or parking is required to be provided from a rear lane while the primary house front faces a public street or greenway.

Lot width x depth	30' min. x 65' min. (A)
Setbacks	
Front	12' min. (B)
Front Corner	8' min. (C)
Side	5' min. (D)
Rear	30' min. (E)
Parking and Waste from Front Façade	40' min. (F)
Accessory Buildings from Front	40' min. (G)
Accessory Buildings Side	Align (H)
Accessory Buildings Rear	0' min. (I)
Building Frontage at Setback	20' min. (J)
Building Front Encroachments	10' max.(K)
Building Side Encroachments	6' max. (L)
Building Back Wing	15' max. (M)
Height	
Principle Building	3.0 Stories max.
First Floor Above Grade	1.5' min.
Outbuilding	2.0 Stories max.



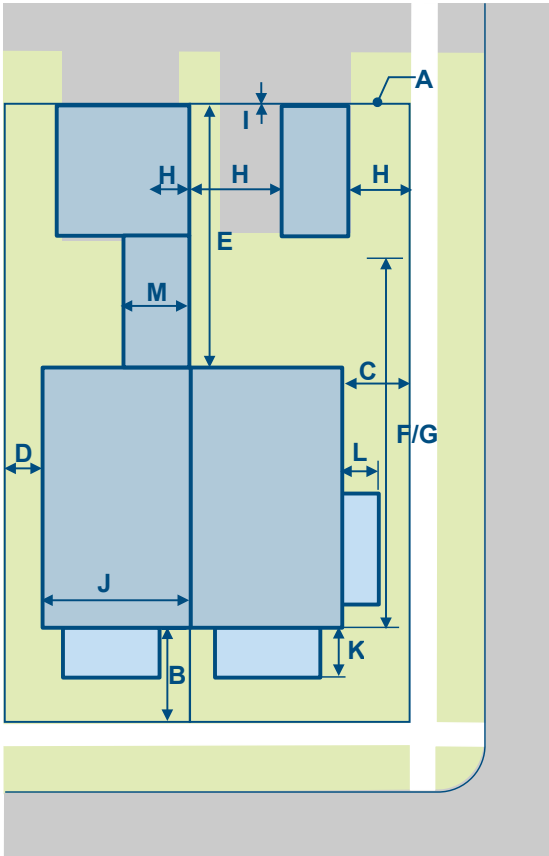
BUILDING TYPE STANDARDS

PAIR HOUSE

PAIR HOUSE

A Pair House is a single-family residence that shares a party wall with one other of the same type, each on their own lot. Garages, ADUs and/or parking is provided from the rear lane while the primary front faces a street or public greenway.

Lot width x depth	24' min. x 65' min. (A)
Setbacks	
Front	15' min. (B)
Front Corner	10' min. (C)
Side	6' min. (D)
Rear	30' min. (E)
Parking and Waste from Front Façade	35' min. (F)
Accessory Buildings from Front	40' min. (G)
Accessory Buildings Side	Align (H)
Accessory Buildings Rear	0' min. (I)
Building Frontage at Setback	20' min. (J)
Building Front Encroachments	12' max.(K)
Building Side Encroachments	6' max. (L)
Building Back Wing	15' max. (M)
Height	
Principle Building	3.5 Stories max.
First Floor Above Grade	1.5' min.
Outbuilding	2 Stories max.

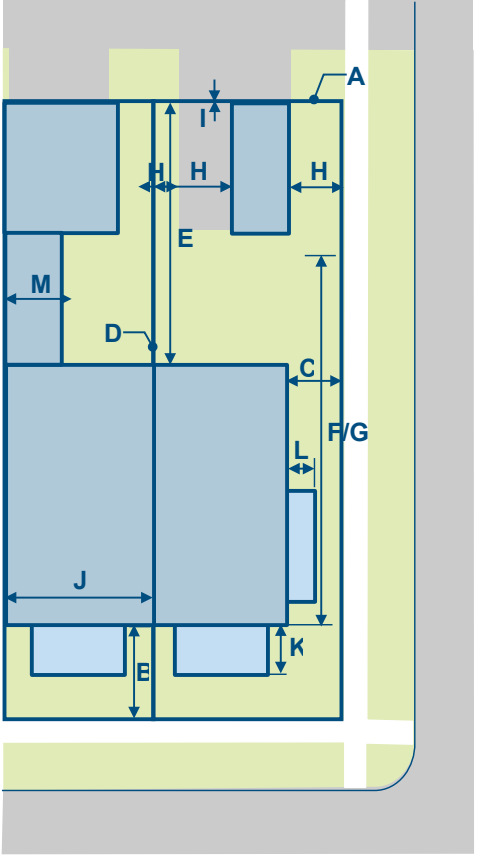


TOWNHOUSE

TOWNHOUSE

A Townhouse is a single-family residence that shares a party wall with another of the same type, with a minimum of three units in a row, and occupies the full frontage line on its own lot. For Townhouses, garages, ADUs, and/or parking is provided from the rear lane frontages while the primary townhouse front faces a street or public greenway. ~~Townhouses in the T-5 Neighborhood Center Strolling District are permitted to have ground floor mixed use.~~

Lot width x depth	16' min. x 80' min. (A)
Setbacks	
Front	10' min. (B)
Front Corner	8' min. (C)
Side	0' min. (D)
Rear	30' min. (E)
Parking and Waste from Front Façade	35' min. (F)
Accessory Buildings from Front	40' min. (G)
Accessory Buildings Side	Align. (H)
Accessory Buildings Rear	0' min. (I)
Building Frontage at Setback	100 %' max. (J)
Building Front Encroachments	8' max.(K)
Building Side Encroachments	6' max. (L)
Building Back Wing	15' max. (M)
Height	
Principle Building	3.5 Stories max.
First Floor Above Sidewalk Grade	1.5' min.
Outbuilding	2.5 Stories max.

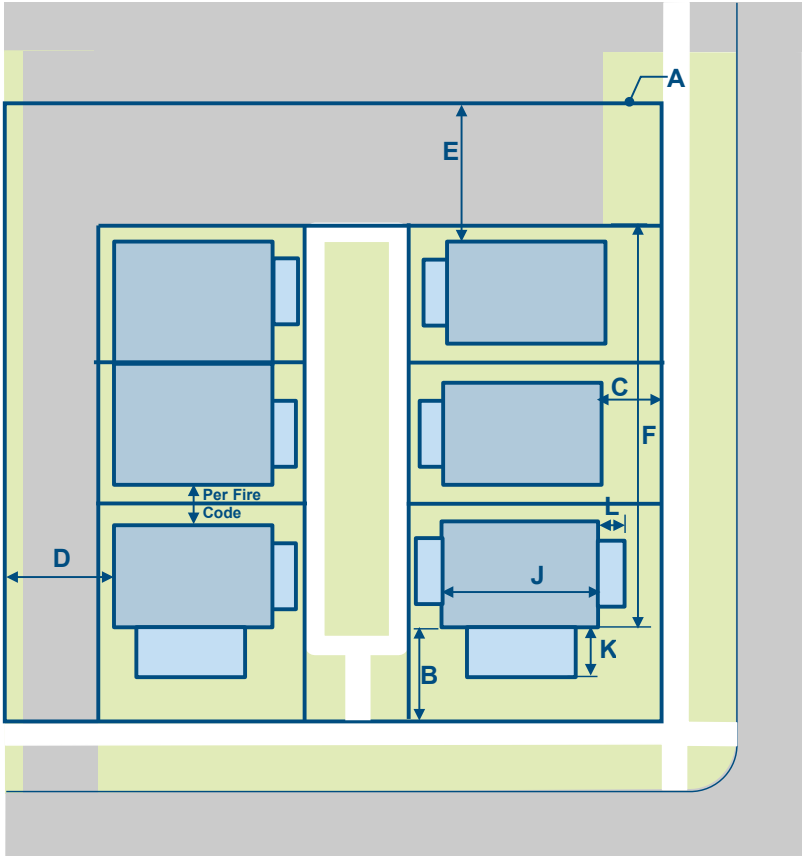


POCKET COURT

POCKET COURT

A Pocket Court is permitted with up to 8 units. Pocket Courts permit units that do not front a public vehicular right-of-way. Attached and detached houses can be grouped in pedestrian courts facing a mews, small common, green or garden, shared through an owners' association. A pocket court is often, but not always, arranged in a U-shape. The units are separated from the common area only by a sidewalk, path or other non-vehicular way. Parking is from rear lanes or alleys in attached or detached garages or open parking in a central location.

Lot width x depth (may rotate)	60' min. x 90' min. (A)
Setbacks	
Front	5' min. (B)
Front Corner	10' min. (C)
Side	5' min. (D)
Rear	20' min. (E)
Parking and Waste from Front Façade	20' min. (F)
Building Frontage at Setback	80 % max. (J)
Building Front Encroachments	5' max. (K)
Building Side Encroachments	5' max. (L)
Height	
Principle Building	2.5 Stories max.
First Floor Above Grade	1.5' min.

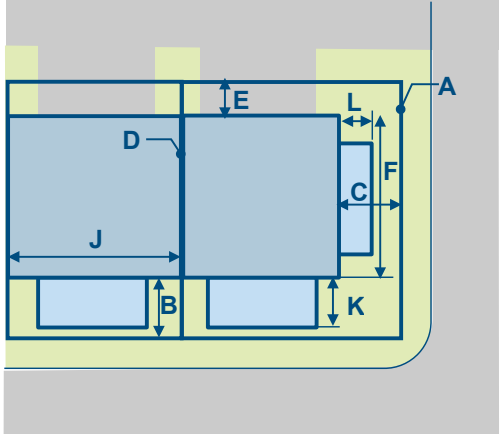


LOFT

LOFT

A Loft is a single-family residence that is detached or shares a party wall with another of the same type and occupies the full frontage line on its own lot. For Loft types, garages, and/or parking is provided adjacent or under the townhouse from the rear lane frontages while the primary townhouse front faces a lane, street, or public greenway. ~~Lofts in the T-5 Neighborhood Center Strolling District are permitted to have ground floor mixed use.~~

Lot width x depth	20' min. x 30' min. (A)
Setbacks	
Front	0' min. (B)
Front Corner	0' min. (C)
Side	0' min. (D)
Rear	0' min. (E)
Parking and Waste from Front Façade	20' min. (F)
Building Frontage at Setback	90 % max. (J)
Building Front Encroachments	8' max. (K)
Building Side Encroachments	6' max. (L)
Height	
Principle Building	3.5 Stories max.
First Floor Above Grade	1.5' min.
Outbuilding	2.5 Stories max.

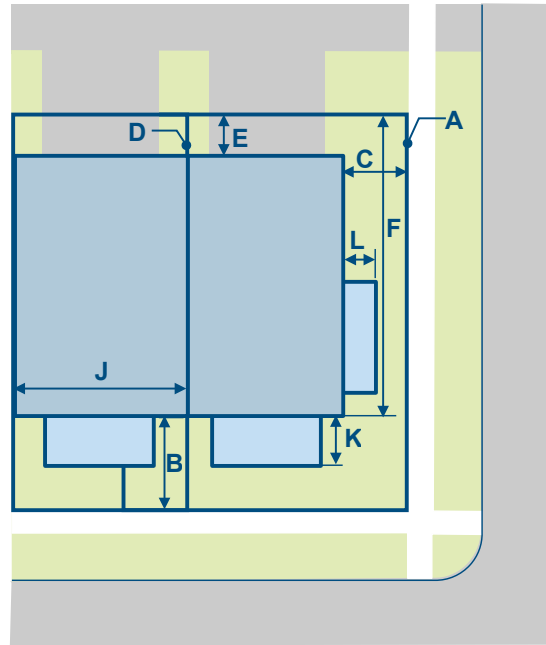


TOWNHOUSE PARK-UNDER

TOWNHOUSE PARK-UNDER

A Townhouse is a single-family residence that shares a party wall with another of the same type and occupies the full frontage line on its own lot. For Townhouse Park-Under types, garages, and/or parking is provided under the townhouse from the rear lane frontages while the primary townhouse front faces a street or public greenway. ~~Townhouses in the T-5 Neighborhood Center Strolling District are permitted to have ground floor mixed use.~~

Lot width x depth	20' min. x 50' min. (A)
Setbacks	
Front	10' min. (B)
Front Corner	8' min. (C)
Side	0' min. (D)
Rear	30' min. (E)
Parking and Waste from Front Façade	30' min. (F)
Building Frontage at Setback	100 % max. (J)
Building Front Encroachments	8' max.(K)
Building Side Encroachments	6' max. (L)
Height	
Principle Building	3.5 Stories max.
First Floor Above Grade	1.5' min.
Outbuilding	2.5 Stories max.

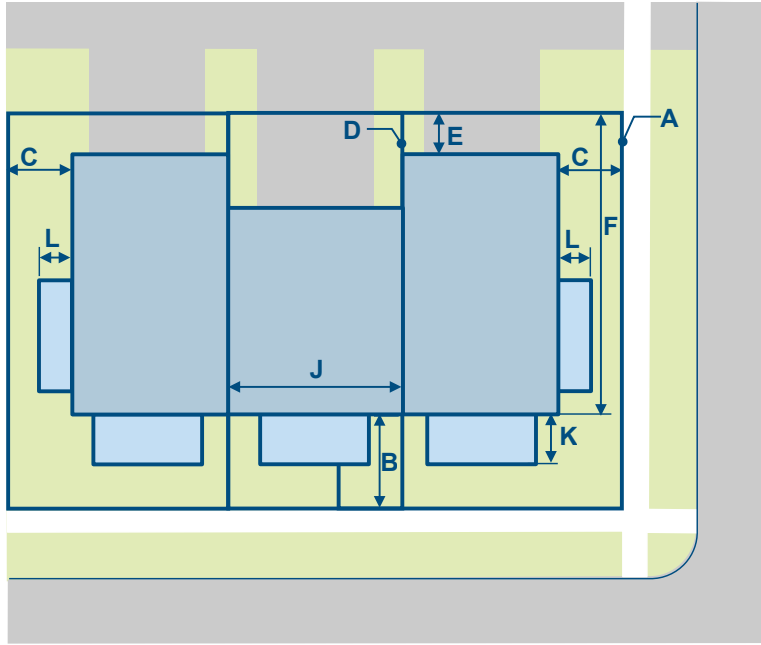


3-TOWNHOUSE ESTATE

3-TOWNHOUSE ESTATE

A 3-Townhouse Estate is a single-family residence that shares a party wall with two other of the same type with the building and architectural massing of a large house or estate. and occupies the full frontage line on its own lot. For 3-Townhouse Estate types, garages, and/or parking is provided under the townhouse from the rear lane frontages while the primary townhouse front faces a street or public greenway. ~~Townhouses in the T-5 Neighborhood Center Strolling District are permitted to have ground floor mixed use.~~

Lot width x depth	24' min. x 50' min. (A)
Setbacks	
Front	10' min. (B)
Front Corner	8' min. (C)
Side	0' min. (D)
Rear	30' min. (E)
Parking and Waste from Front Façade	30' min. (F)
Building Frontage at Setback	100 % max. (J)
Building Front Encroachments	8' max. (K)
Building Side Encroachments	6' max. (L)
Height	
Principle Building	3.5 Stories max.
First Floor Above Grade	1.5' min.
Outbuilding	2.5 Stories max.

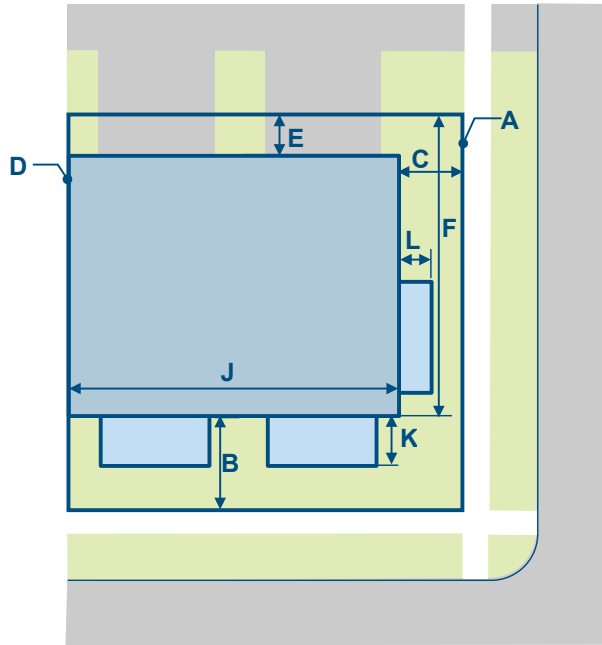


STACKED-FLAT

STACKED-FLAT

A Stacked-Flat is a single floor or town house residence that is stacked vertically with one above the other and occupies the full frontage line on a shared lot lot. For Staked-Flat types, garages, and/or parking is provided under or behind the building accessed from the rear lane frontages while the front faces a street or public greenway. ~~Stacked Flats in the T-5 Neighborhood Center are permitted to have ground floor mixed use.~~

Lot width x depth	60' min. x 50' min. (A)	
Setbacks		
Front	10' min.	(B)
Front Corner	8' min.	(C)
Side	0' min.	(D)
Rear	30' min.	(E)
Parking and Waste from Front Façade	30' min.	(F)
Building Frontage at Setback	80 % max.	(J)
Building Front Encroachments	8' max.	(K)
Building Side Encroachments	6' max.	(L)
Height		
Principle Building	4 Stories max.	
First Floor Above Grade	1.5' min.	

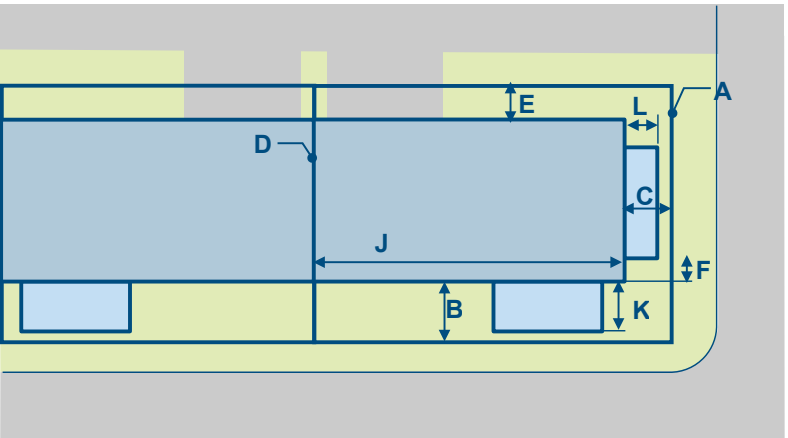


MEWS HOUSE

MEWS HOUSE

A Mews House is a single-family residence that is detached or shares a party wall with another of the same type and occupies the full frontage line on its own lot. Mews House types are generally wide and shallow. For Mews House types, garages, and/or parking is provided adjacent from the rear lane frontages screened from the frontage while the primary townhouse front faces a lane, street, or public greenway. ~~Mews Houses in the T-5 Neighborhood Center are permitted to have ground floor mixed-use.~~

Lot width x depth	50' min. x 30' min. (A)	
Setbacks		
Front	5' min.	(B)
Front Corner	5' min.	(C)
Side	5' min.	(D)
Rear	5' min.	(E)
Parking and Waste from Front Façade	Screened	(F)
Building Frontage at Setback	90 % max.	(J)
Building Front Encroachments	8' max.	(K)
Building Side Encroachments	6' max.	(L)
Height		
Principle Building	3.5 Stories max.	
First Floor Above Grade	1.5' min.	
Outbuilding	2.5 Stories max.	



MULTI-FAMILY HOUSE

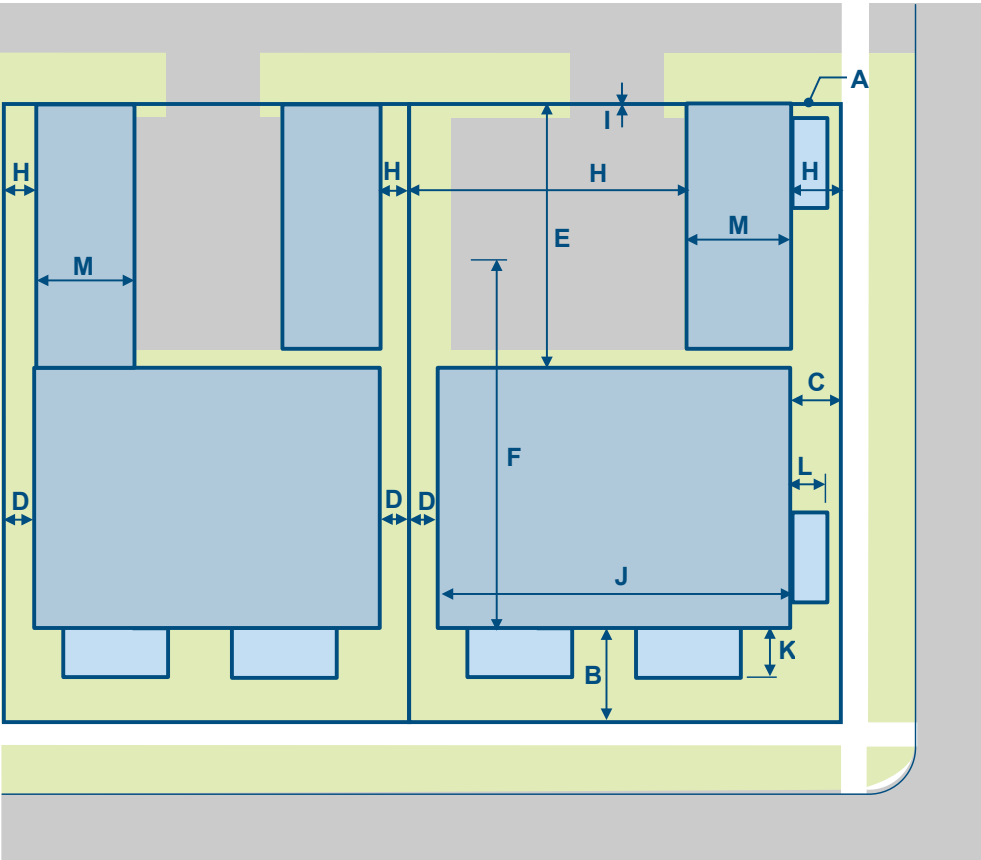
MULTI-FAMILY HOUSE

A Multi-Family House is a multi-family residence with up to 8 units that is similar in scale, massing, and character with a large single-family house and intended to be compatible in form and adjacency. For Multi-Family Houses, garages, ADUs and/or parking is provided from the street and lane frontages while the primary front faces a street or public greenway. ~~Multi-Family Houses in the T-5 Neighborhood Center are permitted to have ground floor mixed-use.~~

Lot width x depth 72' min. x 100' min. (A)

Setbacks		
Front	12' min.	(B)
Front Corner	6' min.	(C)
Side	8' min.	(D)
Rear	30' min.	(E)
Parking and Waste from Front Façade	45' min.	(F)
Accessory Buildings from Front	60' min.	(G)
Accessory Buildings Side	Align	(H)
Accessory Buildings Rear	0' min.	(I)
Building Frontage at Setback	90 % max.	(J)
Building Front Encroachments	10' max.	(K)
Building Side Encroachments	6' max.	(L)

Height		
Principle Building	3.5 Stories max.	
First Floor Above Grade	1.5' min.	
Outbuilding	2.5 Stories max.	



MULTI-FAMILY BUILDING

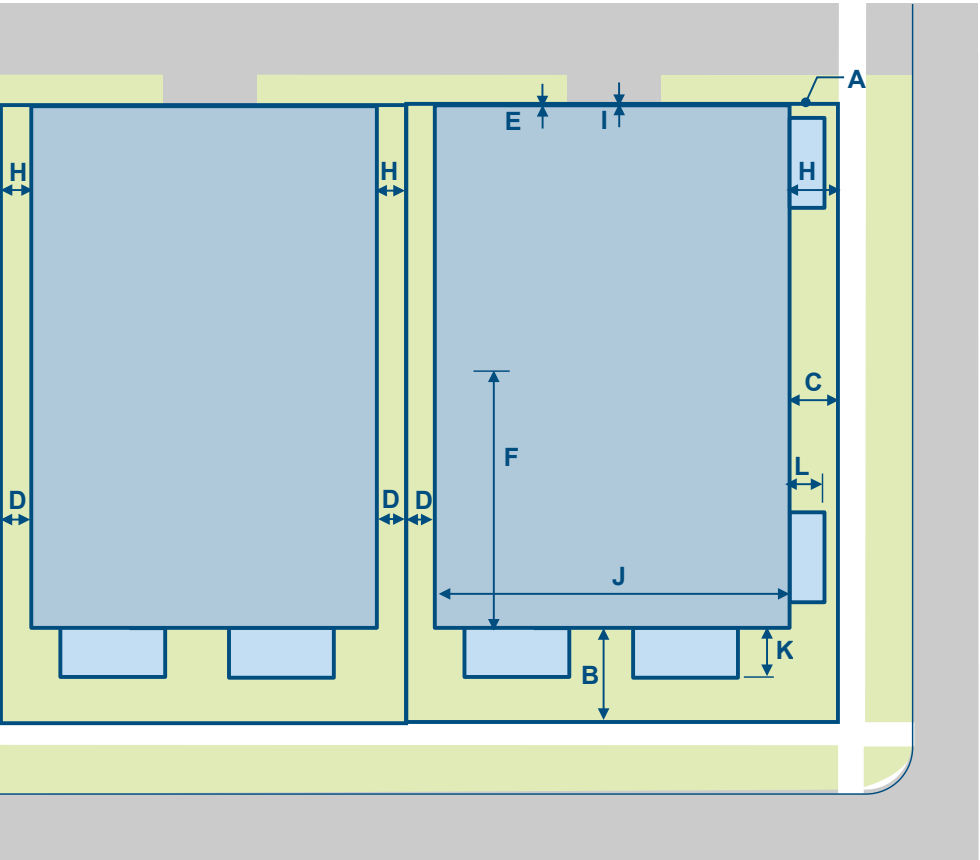
MULTI-FAMILY BUILDING

A Multi-Family House is a multi-family residence with up to 16 units that is similar in scale, massing, and character with the frontage of a Multi-Family Building and intended to be compatible in form and adjacency. For Multi-Family Buildings, garages, ADUs and/or parking is provided in a rear common parking area and/or park-under garages screened from the street while the primary front faces a street or public greenway. ~~Multi-Family Buildings in the T-5 Neighborhood Center are permitted to have ground floor mixed-use.~~

Lot width x depth 72' min. x 60' min. (A)

Setbacks		
Front	6' min.	(B)
Front Corner	6' min.	(C)
Side	6' min.	(D)
Rear	0' min.	(E)
Parking and Waste from Front Façade	45' min.	(F)
Building Frontage at Setback	90 % max.	(J)
Building Front Encroachments	10' max.	(K)
Building Side Encroachments	6' max.	(L)

Height		
Principle Building	4 Stories max.	
First Floor Above Grade	1.5' min.	
Outbuilding	2.5 Stories max.	



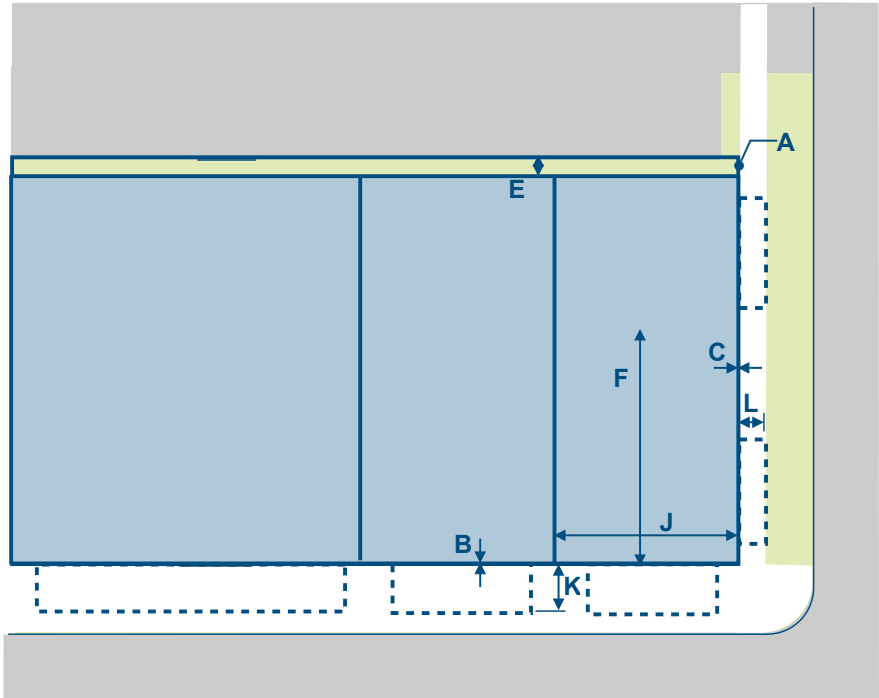
SHOPFRONT / MIXED-USE

SHOPFRONT / MIXED USE

Shopfront and Mixed-Use Buildings are small to medium size traditional building types typically following the platting patterns of the historic main street. Ground level uses typically include retail shops, restaurants and cafes, and commercial. Upper level uses typically include residential and/or commercial uses. Ground level facades are detailed with inviting storefronts with abundant windows and canopies, balconies, and/or awnings above. Parking is provided on-street and in shared screened parking areas or park-under accessed from a rear alley while the primary front faces the street or public green space. Refer to the Land Use Plan for recommended shopfront locations.

Lot width x depth	12' min. x 40' min. (A)
Building Footprint	5,000 sf building footprint max.
Setbacks	
Front	0' min. (B)
Front Corner	0' min. (C)
Side	0' min. (D)
Rear	0' min. (E)
Parking and Waste from Front Façade	20' min. (F)
Building Frontage at Setback	80 % min. (J)
Building Front Encroachments Above 1st Level	15' max. (K)
Building Side Encroachments Above 1st Level	8' max. (L)
Height	
Principle Building	4 Stories max.
First Floor Above Grade	0' min.

Note: These standards do not apply to the existing buildings.

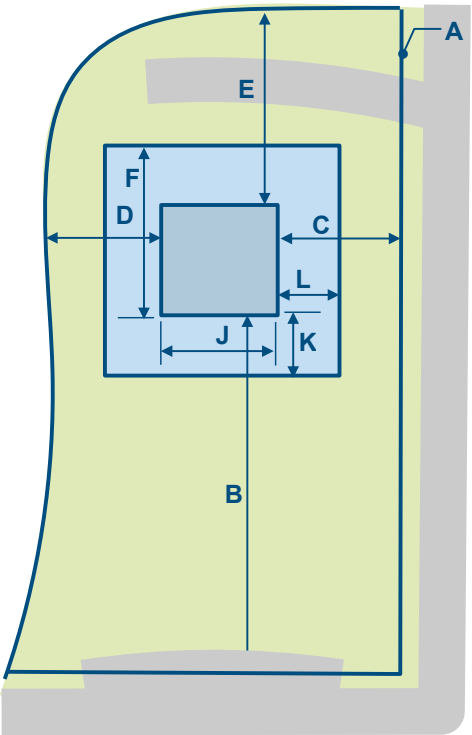


TREEHOUSE

TREEHOUSE

A Treehouse Type is a single-family dwelling. The small footprint is vertical in proportion and typically includes substantially deep cantilevered porches and balconies. Parking is generally provided along the street frontage or by driveways set back from the frontage.

Lot width x depth & max footprint	50' min. x 50' min. (A) 576 sq. ft. max. building footprint
Setbacks	
Front	5' min. (B)
Front Corner	12' min. (C)
Side	12' min. (D)
Rear	5' min. (E)
Parking and Waste from Front Façade	20' min. (F)
Building Frontage at Setback	40 % max. (J)
Building Front Encroachments	15' max. (K)
Building Side & Rear Encroachments	12' max. (L)
Height	
Principle Building	4 Stories max.
First Floor Above Grade	1.5' min.
Outbuilding	N/A



ACCESSORY BUILDING

ACCESSORY BUILDING

- Accessory Structures are permitted in zones with residential uses. In all cases, garages and storage buildings should be located behind or set back from the principal dwelling. When the housing type does not include a garage, a storage building is recommended.
- Garages: Garages should be located behind the principal dwelling. Construction of garages for houses should be optional.
- Accessory buildings are allowed everywhere that accessory building standards are called out in specific Building Types Standards including Estate, House, Cottage, Pair House, Town House, and Multi-Family House.
- Accessory Dwelling Unit: A secondary dwelling unit associated with a principal residence on a single lot is permitted. ADUs shall be a maximum of 50% of the square footage of the primary building footprint. An accessory unit is typically located over the detached garage of a townhouse or detached house. Refer to each Building Type for specific standards.
- See the Use Table for “accessory apartment” when attached to the principal residence.

Note: These standards do not apply to the existing buildings.

WALLS

Walls shall be in stone, brick, stucco, wood clapboard, board and batten, fiber cement, or vinyl, or polymeric.

Walls shall show no more than two materials above the foundation.

Materials shall change along a horizontal line, with the heavier material below the lighter.

Siding shall be of integral color, painted or stained.

Arches and Piers shall be brick, stone, or stucco.

Posts shall be pressure treated, wood, or protective wrapped with vinyl or PVC.

Foundations shall be enclosed with horizontal wood boards, wood louvers, stucco over block, stamped poured concrete, stone, or brick.

Trim shall be high grade lumber, pre-painted metal, polymeric, vinyl, or fiber cement board, and shall be 3.5 inches to 6 inches in width at corners and around corners.

Wood, if visible, shall be painted or stained with an opaque stain, except walking surfaces, which may be left natural.

Stucco shall be cement with smooth sand or pebble finish.

OPENINGS

Doors shall provide a clear width of not less than 32". Exterior doors shall have a maximum nominal width of 36" for single doors. If double doors are used, one leaf shall provide a minimum 32" clearance. Local compliance for fire egress and ADA standards takes precedent.

Doors shall be side-hinged swinging type (no sliders) at frontages.

Doors shall be painted.

Windows shall be made of wood, extruded aluminum, vinyl, or hollow steel frame and glazed with clear glass.

Windows shall be with a vertical or square proportion,

Storm Windows and Screens, shall cover the entire window area.

Panes shall be of square or vertical proportion.

Shutters shall be operable w/ shutter dogs, sized, and shaped to meet the associated openings.

ELEMENTS

Porches and Colonnades are generally covered and shall have their columns, and posts.

Porches shall have square or vertically proportioned intercolumniation. Porches may encroach into the setbacks.

Railings shall be made of metal, wood, or composite.

Railings shall have horizontal top and bottom rails centered on the balusters. The openings between balusters shall not exceed 4 inches. Bottom rails shall be raised above the level of the floor.

Equipment including HVAC and utility meters shall be screened and located away from the primary entries.

Vista Points where shown on the Land Use Plan are prominent locations including corners, deflections, and at the axial conclusion of a thoroughfare or public space. A building located at a Vista Point designated on a Regulating Plan is required to be designed in response to this location.

Galleries shall be aligned close to the frontage line with an attached cantilevered shed or lightweight colonnade overlapping the Sidewalk.

SUSTAINABILITY GUIDELINES

Sites should be disturbed as little as possible during construction. Natural drainage patterns shall be kept wherever feasible. Excavated soil shall be used for required contour line modifications and onsite backfill.

Materials should be locally sourced where feasible.

Use of **Recycled Materials** is encouraged.

Building Shape is recommended to be rectangular to allow breezes inside, cross-ventilation, and provide natural cooling.

Landscaping should encourage deciduous trees next to buildings to provide them with shade in summer and solar heating in winter.

Building Shading should be used selectively to minimize unwanted solar heat gain in the summer and maximize heat gains in the winter.

Cross ventilation is recommended to be provided through narrow floor plans with large, operable windows, porches and breezes.

Paints are recommended to have Low-VOC emissions.

Stormwater Management for guidance on stormwater management and the application of tools for paving, channeling, storage, and filtration including maintenance and costs refer to the; Light Imprint Handbook; Integrating Sustainability and Community Design.

ROOFS

Roofs shall be clad in galvanized metal, fiberglass/asphalt shingles, or slate.

Roof Penetrations, including vent stacks, shall be placed on the rear slope of the roof where feasible. Roof penetrations shall be finished to match the color of the roof.

Mechanical equipment including solar panels shall be screened and located away from frontages.

Roof Slope shall be between 6:12 and 12:12. Porch Slope shall be a minimum of 3:12.

Gutters, Downspouts, and Projecting Drainpipes shall be made of galvanized metal, copper, or painted aluminum in white or same color as building.

Flashing shall be galvanized/pre-painted metal or copper.

Eaves shall be continuous.

Eaves shall be either exposed with custom cut rafter tails, partially exposed with square-cut rafter tails, or closed soffits and on the front facade shall project 12 to 36 inches from the exterior wall sheathing to the outer edge of gutter.

Rafter Tails shall not exceed 6 inches in depth at the tip.

HEIGHT

Height of buildings shall be measured per the Salem code.

For residential dwellings the ground floor shall be a minimum of 18" above the back of curb measured at the front corners.

SIGNAGE

A Master Signage Plan and Sign Standards may be submitted prior to specific site plan submissions.

- General** to all zones:
- a. There shall be no signage permitted additional to that specified in this section. Temporary signage for builders is excluded.

- General and Edge zone**
- a. The address number, no more than 6 inches measured vertically, shall be attached to the building in proximity to the Principal Entrance or at a mailbox.

- Center zone**
- a. Blade signs, not to exceed 6 square ft. for each separate business entrance, may be attached to and should be perpendicular to the Facade, and shall clear 8 feet above the Sidewalk.
 - b. A single external permanent sign band may be applied to the Facade of each building, providing that such sign not exceed 3 feet in height by any length.

9.Generalized statements pertaining to any architectural and community design guidelines shall be submitted in sufficient detail to provide information on building designs, orientations, styles, lighting plans, etc.



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PRELIMINARY

HOPETREE P.U.D.

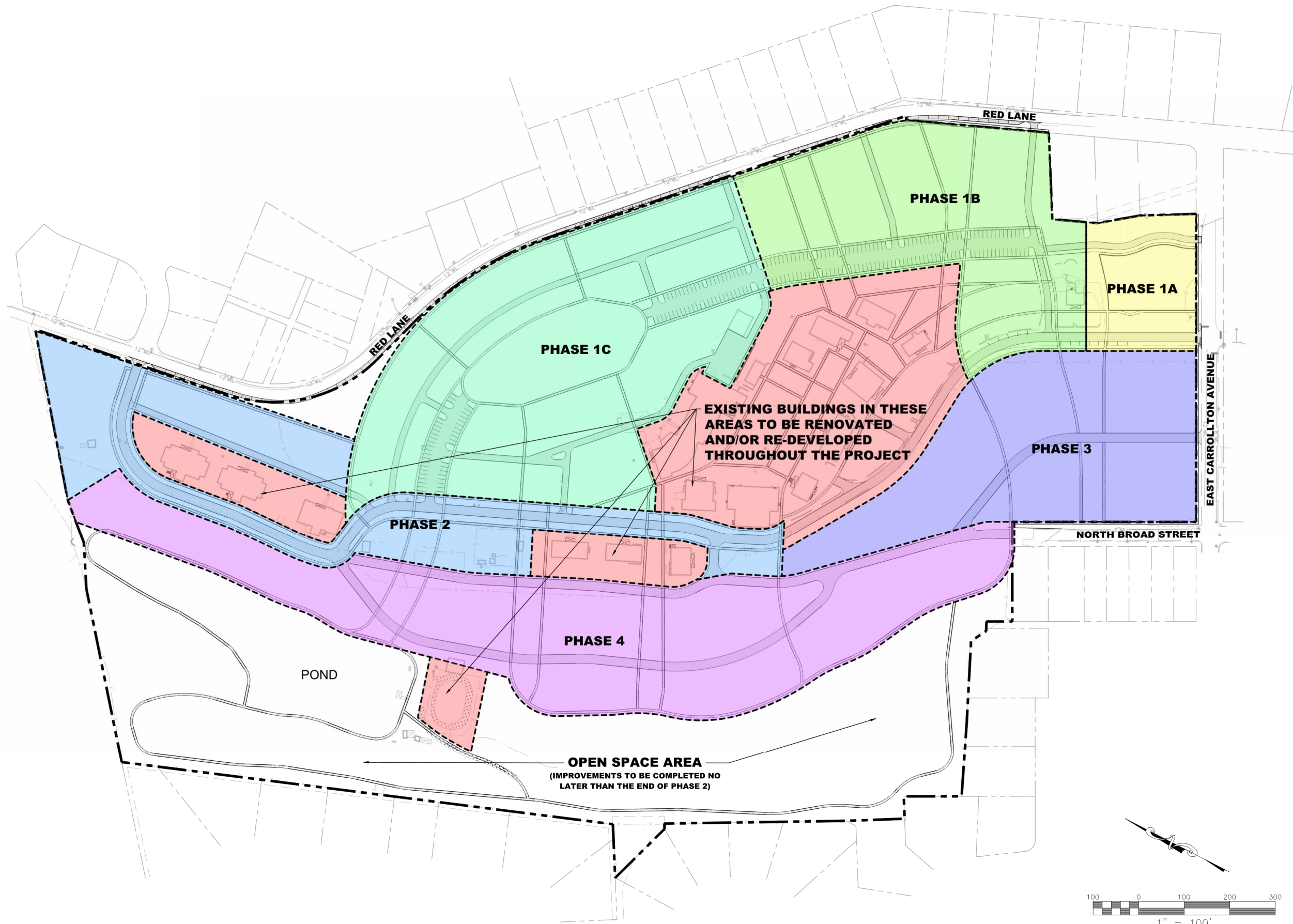
DEVELOPMENT SCHEDULE/PHASING PLAN

CITY OF SALEM, VIRGINIA
MOUNT VERNON AVENUE

DRAWN BY	LDS
DESIGNED BY	CPB
CHECKED BY	CPB
DATE	10/17/2024
SCALE	1" = 100'
REVISIONS	

EX-A

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DEVELOPMENT SCHEDULE/PHASING PLAN NOTES:

1. DEVELOPMENT SCHEDULE/PHASING PLAN. THIS PHASING PLAN STATES THE EXPECTED DEVELOPMENT SCHEDULE BASED ON THE DEVELOPMENT AND CONSTRUCTION PLANS AND APPROVALS DESCRIBED IN THE NOTES BELOW. THE FINAL PHASING AND SEQUENCE OF DEVELOPMENT FOR THE HOPETREE PROJECT ARE SUBJECT TO THE ANTICIPATED REGULATORY APPROVALS LISTED BELOW.

2. CONTINUED HOPETREE OPERATIONS. THE PROJECT WILL BE DEVELOPED IN A MANNER THAT WILL ALLOW HOPETREE TO CONTINUE ITS OPERATIONS IN THE EXISTING BUILDINGS AND FACILITIES ON THE PROPERTY.

3. JUNE 24, 2024 CITY COUNCIL APPROVAL. THE SALEM CITY COUNCIL APPROVED THE HOPETREE P.U.D. REZONING ON JUNE 24, 2024.

4. SEVERAL PROPERTY OWNERS FILED LAWSUITS IN JULY 2024 CHALLENGING THE SALEM CITY COUNCIL'S APPROVAL OF THE REZONING FOR THE HOPETREE P.U.D.

5. AUGUST 30, 2024 REZONING APPLICATION. ON AUGUST 30, 2024, HOPETREE SUBMITTED TO THE CITY AN APPLICATION FOR THE REZONING OF THE HOPETREE PROPERTY THAT IS SUBSTANTIALLY SIMILAR TO THE REZONING APPROVED BY CITY COUNCIL ON JUNE 24, 2024. THIS APPLICATION ADDRESSES THE ISSUES RAISED IN THE LAWSUITS CHALLENGING THE CITY COUNCIL'S JUNE 24, 2024 APPROVAL OF THE REZONING.

6. SUPPLEMENT TO AUGUST 30, 2024 REZONING APPLICATION. THIS DEVELOPMENT SCHEDULE/PHASING PLAN SUPPLEMENTS THE AUGUST 30, 2024 APPLICATION. THE SCHEDULE AND SEQUENCE STATED IN THIS DEVELOPMENT SCHEDULE/PHASING PLAN ANTICIPATES THAT THE CITY COUNCIL WILL ACT ON THE AUGUST 30, 2024 REZONING APPLICATION BY THE END OF 2024.

7. SITE PLANS. IT IS ANTICIPATED THAT THERE WILL BE MULTIPLE SITE PLANS SUBMITTED BASED ON THIS ANTICIPATED PHASING. ASSUMING THAT THE AUGUST 30, 2024 REZONING APPLICATION IS APPROVED BY CITY COUNCIL BY THE END OF 2024, THE DEVELOPER ANTICIPATES SUBMITTING AN INITIAL SITE PLAN FOR PHASE 1 TO THE CITY PURSUANT TO SALEM CODE § 106–400 ET SEQ. BY DECEMBER 31, 2025. THE DEVELOPER ANTICIPATES THAT THE CITY WILL CONSIDER THE INITIAL SITE PLAN IN ACCORDANCE WITH ITS NORMAL REVIEW SCHEDULE. IN ADDITION TO THE INITIAL SITE PLAN, THE DEVELOPER ANTICIPATES SUBMITTING TO THE CITY INDIVIDUAL SITE PLANS FOR EACH PHASE. THE SITE PLANS FOR EACH PHASE WILL INCLUDE:

A. INFRASTRUCTURE CONSTRUCTION PLANS. AS PART OF THE INDIVIDUAL SITE PLANS FOR EACH PHASE, THE DEVELOPER ANTICIPATES SUBMITTING TO THE CITY CONSTRUCTION PLANS FOR INFRASTRUCTURE IMPROVEMENTS, PURSUANT TO SALEM CODE § 78–600 ET SEQ. THE INFRASTRUCTURE CONSTRUCTION PLANS WILL BE INCLUDED AS PART OF THE SITE PLANS FOR EACH PHASE AND WILL BE SUBMITTED PURSUANT TO SALEM CODE § 106–400 ET SEQ.

B. EROSION AND SEDIMENT CONTROL PLAN/STORMWATER MANAGEMENT PLAN. AS PART OF THE INDIVIDUAL SITE PLANS FOR EACH PHASE, THE DEVELOPER ALSO ANTICIPATES SUBMITTING TO THE CITY: (I) AN EROSION AND SEDIMENT CONTROL PLAN PURSUANT TO SALEM CODE §§ 30–92, 30–117, AND 30–138; AND A II) A STORMWATER MANAGEMENT PLAN PURSUANT TO SALEM CODE § 30–144. THE EROSION AND SEDIMENT CONTROL/STORMWATER MANAGEMENT PLAN WILL BE INCLUDED AS PART OF THE SITE PLANS FOR EACH PHASE AND WILL BE SUBMITTED PURSUANT TO SALEM CODE § 106–400 ET SEQ.

8. SURVEYING, LAYOUT AND STAKING. AFTER THE APPROVAL OF EACH INDIVIDUAL SITE PLAN FOR EACH PHASE, THE DEVELOPER ANTICIPATES UNDERTAKING THE SURVEYING, LAYOUT AND STAKING FOR THE CONSTRUCTION OF THE INFRASTRUCTURE IMPROVEMENTS FOR EACH PHASE. THE DEVELOPER ANTICIPATES THAT THE SURVEYING, LAYOUT, AND STAKING OF THE PHASE 1 AREA WILL TAKE PLACE IN 2026, DEPENDING ON THE CITY'S REVIEW AND APPROVAL OF THE SITE PLAN FOR PHASE 1.

9. SUBDIVISION PLAT. UPON THE APPROVAL OF THE INDIVIDUAL SITE PLAN FOR EACH PHASE, THE DEVELOPER ANTICIPATES SUBMITTING TO THE CITY A SUBDIVISION PLAT, IN PHASES CONSISTENT WITH THE PHASES SET FORTH BELOW, PURSUANT TO SALEM CODE §§ 78–204, 78–400, 78–402, 78–408, 78–408.6, 78–416.4, 78–421.1, 78–421.5, AND 78–421.7. THE DEVELOPER ANTICIPATES SUBMITTING THE SUBDIVISION PLAT FOR PHASE 1 BY MARCH 1, 2026. THE DEVELOPER ANTICIPATES THAT THE CITY WILL CONSIDER AND APPROVE THE SUBDIVISION PLAT FOR PHASE 1 SOON AFTER ITS SUBMISSION.

10. CONSTRUCTION OF INFRASTRUCTURE IMPROVEMENTS. THE DEVELOPER ANTICIPATES BEGINNING THE CONSTRUCTION OF INFRASTRUCTURE IMPROVEMENTS ACCORDING TO THE PHASE PLAN AND SEQUENCE SET FORTH BELOW, WITH THE FIRST CONSTRUCTION OF INFRASTRUCTURE IMPROVEMENTS FOR PHASE 1 TO BEGIN 2026.

11. CONSTRUCTION OF SITE FEATURES AND BUILDINGS. DURING AND AFTER THE CONSTRUCTION OF INFRASTRUCTURE IMPROVEMENTS FOR EACH PHASE, THE DEVELOPER ANTICIPATES BEGINNING THE CONSTRUCTION OF SITE FEATURES AND BUILDINGS FOR EACH SUBSEQUENT PHASE ACCORDING TO THE PHASE PLAN STATED BELOW. THE DEVELOPER ANTICIPATES BEGINNING CONSTRUCTION OF SITE FEATURES AND BUILDINGS IN PHASE 1 IN 2027.

12. PHASED DEVELOPMENT PLAN AND SCHEDULE. THE DEVELOPER ANTICIPATES THAT THE ESTIMATED DEVELOPMENT TIMEFRAMES FOR EACH PHASE, SUBJECT TO THE TIMING AND SEQUENCE OF THE REGULATORY APPROVALS OF PLANS OUTLINED ABOVE, WILL BE:

A. PHASE 1. PHASE 1 INCLUDES THREE SUBPHASES, PHASE 1A, 1B, AND 1C. THE DEVELOPER ANTICIPATES THAT PHASE 1A WILL BEGIN FIRST, FOLLOWED BY PHASES 1B AND 1C. SUBJECT TO THE ABOVE APPROVALS AND PLANS IN THE NOTES ABOVE, THE DEVELOPER ANTICIPATES THAT THE PHASE 1 DEVELOPMENT WILL TAKE FOUR YEARS FROM THE BEGINNING OF 2026 TO COMPLETE (2030).

B. PHASE 2. THE DEVELOPER ANTICIPATES BEGINNING THE DEVELOPMENT OF PHASE 2 UPON THE SUBSTANTIAL COMPLETION OF PHASE 1. THE DEVELOPMENT OF PHASE 2, INCLUDING THE PREPARATION OF APPROPRIATE SITE PLAN, SUBDIVISION PLAT, EROSION AND SEDIMENT CONTROL PLAN, STORMWATER MANAGEMENT PLAN, AND CONSTRUCTION PLANS, IS EXPECTED TO OVERLAP WITH THE CONSTRUCTION OF INFRASTRUCTURE IMPROVEMENTS, SITE FEATURES, AND BUILDINGS IN PHASE 1. SUBJECT TO THE ABOVE APPROVALS AND PLANS IN THE NOTES ABOVE, THE DEVELOPER ANTICIPATES THAT THE PHASE 2 DEVELOPMENT WILL TAKE THREE YEARS TO COMPLETE (APPROXIMATELY 2032).

C. PHASE 3. THE DEVELOPER ANTICIPATES BEGINNING THE DEVELOPMENT OF PHASE 3 UPON THE SUBSTANTIAL COMPLETION OF PHASE 2. THE DEVELOPMENT OF PHASE 3, INCLUDING THE PREPARATION OF APPROPRIATE SITE PLAN, SUBDIVISION PLAT, EROSION AND SEDIMENT CONTROL PLAN, STORMWATER MANAGEMENT PLAN, AND CONSTRUCTION PLANS, IS EXPECTED TO OVERLAP WITH THE CONSTRUCTION OF INFRASTRUCTURE IMPROVEMENTS, SITE FEATURES, AND BUILDINGS IN PHASE 2. SUBJECT TO THE ABOVE APPROVALS AND PLANS IN THE NOTES ABOVE, THE DEVELOPER ANTICIPATES THAT THE PHASE 3 DEVELOPMENT WILL TAKE THREE YEARS TO COMPLETE (APPROXIMATELY 2036).

D. PHASE 4. THE DEVELOPER ANTICIPATES BEGINNING THE DEVELOPMENT OF PHASE 4 UPON THE SUBSTANTIAL COMPLETION OF PHASE 3. THE DEVELOPMENT OF PHASE 4, INCLUDING THE PREPARATION OF APPROPRIATE SITE PLAN, SUBDIVISION PLAT, EROSION AND SEDIMENT CONTROL PLAN, STORMWATER MANAGEMENT PLAN, AND CONSTRUCTION PLANS, IS EXPECTED TO OVERLAP WITH THE CONSTRUCTION OF INFRASTRUCTURE IMPROVEMENTS, SITE FEATURES, AND BUILDINGS IN PHASE 3. SUBJECT TO THE ABOVE APPROVALS AND PLANS IN THE NOTES ABOVE, THE DEVELOPER ANTICIPATES THAT THE PHASE 4 DEVELOPMENT WILL TAKE THREE YEARS TO COMPLETE (APPROXIMATELY 2039).

E. DEPENDING ON THE EFFICIENCY OF THE DEVELOPMENT OF EACH PHASE, THE DEVELOPER ANTICIPATES THAT CERTAIN PHASES COULD BE COMPLETED CONCURRENTLY, SUBJECT TO THE ABOVE APPROVALS AND PLANS IN THE NOTES ABOVE.

13. OPEN SPACE AND RECREATION AREAS. OPEN SPACE AND RECREATION AREAS ARE LOCATED IN SEVERAL AREAS THROUGHOUT THE PROPERTY, AS SPECIFIED IN THE OPEN SPACE PLAN ON PAGE 12 OF THE HOPE TREE PUD REZONING APPLICATION DOCUMENT. THE PROJECT INCLUDES A LARGE AREA FOR OPEN SPACE AND RECREATION IN THE SOUTHERN PORTION OF THE P.U.D.. THIS LARGE AREA INCLUDES A POND AND AN EXISTING EQUINE FACILITY. THE P.U.D. ALSO INCLUDES VARIOUS OTHER OPEN SPACES THROUGHOUT EACH PHASE OF THE DEVELOPMENT. THE DEVELOPER ANTICIPATES THAT THE DEVELOPMENT OF SITE FEATURES IN THE OPEN SPACE AND RECREATION AREAS (TRAILS AND SIMILAR AMENITIES) WILL BE DEVELOPED AND COMPLETED AS EACH PHASE DEVELOPS AS OUTLINED ABOVE, BASED ON THE LOCATION OF EACH OPEN SPACE AND RECREATIONAL AREA.

14. NON–RESIDENTIAL DEVELOPMENT. THE DEVELOPER ANTICIPATES THAT NON–RESIDENTIAL DEVELOPMENT MAY START IN PHASE 1 AND SHALL CONTINUE BASED ON MARKET DEMAND THROUGH THE LIFE OF THE PROJECT. NO NEW COMMERCIAL STRUCTURES (OTHER THAN THOSE USED FOR HOPETREE SERVICES) MAY BE CONSTRUCTED UNTIL 20% OF THE RESIDENTIAL UNITS OF THE OVERALL DEVELOPMENT HAVE BEEN COMPLETED. THIS REQUIREMENT DOES NOT APPLY TO RENOVATION OF EXISTING STRUCTURES. THE SPECIFIC DEVELOPMENT LOCATIONS OF NON–RESIDENTIAL USES ARE SPECIFIED IN THE LAND USE PLAN ON PAGE 9 OF THE HOPETREE PUD REZONING APPLICATION DOCUMENT.

15. PARKING AND PEDESTRIAN IMPROVEMENTS. PARKING AREAS AND PEDESTRIAN IMPROVEMENTS FOR EACH PHASE WILL BE CONSTRUCTED DURING THE CONSTRUCTION OF THE INFRASTRUCTURE IMPROVEMENTS AND SITE FEATURES FOR EACH PHASE AS SHOWN ON THE APPROVED SITE PLAN, SUBDIVISION PLAT, AND CONSTRUCTION PLANS FOR EACH PHASE.

16. OTHER FACTORS. THE TIMING AND SEQUENCE OF THE HOPE TREE PROJECT MAY BE AFFECTED BY FACTORS SUCH AS MARKET CONDITIONS.
-
- BALZER
& ASSOCIATES**
PLANNERS / ARCHITECTS
ENGINEERS / SURVEYORS
- Roanoke / Richmond
New River Valley
Shenandoah Valley
- www.balzer.cc
- 1208 Corporate Circle
Roanoke, VA 24018
540.772.9580
- PRELIMINARY
- HOPETREE P.U.D.
- DEVELOPMENT SCHEDULE/PHASING PLAN
- CITY OF SALEM, VIRGINIA
MOUNT VERNON AVENUE
- | | |
|-------------|-----------|
| DRAWN BY | LDS |
| DESIGNED BY | CPB |
| CHECKED BY | CPB |
| DATE | 11/5/2024 |
| SCALE | N/A |
| REVISIONS | |
- EX-B**
PROJECT NO. 04220029.00
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The City of Salem Zoning Ordinance - Hopetree Uses & Definitions - Revised 03.18.2024

Agriculture						
Use Type	Historic Core Buildings	T3	T4	T5	Open Space / Natural	Definition
Agriculture						The use of land for the production of food and fiber, including farming, dairying, pasturage, agriculture, horticulture, viticulture, and animal and poultry husbandry. A garden accessory to a residence shall not be considered agriculture. The keeping of a cow, pig, sheep, goat, chicken or similar animal shall constitute agriculture regardless of the size of the animal and regardless of the purpose for which it is kept.
Agritourism						Any activity carried out on a farm or ranch that allows members of the general public, for recreational, entertainment, or educational purposes, to view or enjoy rural activities, including farming, wineries, ranching, historical, cultural, harvest-your-own activities, or natural activities and attractions.
Farm stand						An establishment for the seasonal retail sale of agricultural goods and merchandise primarily produced by the operator on the site, or on nearby property. Agricultural goods produced on other properties owned or leased by the operator may also be allowed provided a majority of the produce comes from land surrounding the wayside stand. This use type shall include agricultural products picked by the consumer.
Forestry operations						The use of land for the raising and harvesting of timber, pulp woods and other forestry products for commercial purposes, including the temporary operation of a sawmill and/or chipper to process the timber cut from that parcel or contiguous parcels. Excluded from this definition shall be the cutting of timber associated with land development approved by the City of Salem, which shall be considered accessory to the development of the property.
Stable					√*	The boarding, keeping, breeding, pasturing or raising of horses, ponies, mules, donkeys or llamas by the owner or occupant of the property and/or their paying or non-paying guests. Included in this definition are riding academies. *HopeTree Equine Therapy to remain a viable use.

Residential						
Use Type	Historic Core Buildings	T3	T4	T5	Open Space / Natural	Definition
Accessory apartment	√	√	√	√		A second dwelling unit within a detached single family dwelling which is clearly incidental and subordinate to the main dwelling unit.
Accessory Dwelling Unit	√	√	√	√		Additional use type to include attached or detached accessory dwelling units.
Family day care home	√	√				A single family dwelling in which more than five but less than ten individuals, are received for care, protection and guidance during only part of a 24 hour day. Individuals related by blood, legal adoption or marriage to the person who maintains the home shall not be counted towards this total. The care of five or less individuals for portions of a day shall be considered a home occupation.
Home occupation	√	√	√	√		An accessory use of a dwelling unit for gainful employment involving the production, provision, or sale of goods and/or services.
Manufactured home						A structure, transportable in one or more sections, which in the traveling mode is eight body feet or more in width or 40 body feet or more in length, or, when erected on site, is 320 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation. A manufactured home shall contain one dwelling unit. Some manufactured homes are also referred to as mobile homes.
Manufactured home, accessory						A manufactured home that is subordinate to a single family dwelling on a single lot and meets the additional criteria contained in this chapter.
Manufactured home, emergency						A manufactured home used temporarily for the period of reconstruction or replacement of an uninhabitable dwelling lost or destroyed by fire, flood, or other act of nature, or used temporarily as housing relief to victims of a federally declared disaster in accordance with the provisions of this chapter.
Manufactured home subdivision						A ten acre or larger community of manufactured home dwellings with lots that are subdivided for individual ownership.
Manufactured home park						A ten acre or larger tract of land intended to accommodate a manufactured home community of multiple spaces for lease or condominium ownership. A manufactured home park is also referred to as a mobile home park.
Multi-family dwelling	√		√	√		A building or portion thereof which contains three or more dwelling units for permanent occupancy, regardless of the method of ownership. Included in the use type would be garden apartments, low and high rise apartments, apartments for elderly housing and condominiums.
Residential human care facility	√	√	√	√		A building (1) used as a group home where not more than eight mentally ill, mentally retarded or other developmentally disabled persons, not related by blood or marriage, reside, with one or more resident counselors or other staff persons and for which the Virginia Department of Behavioral Health and Developmental Services is the licensing authority, pursuant to Virginia Code § 15.2-2291, or (2) used as a group home where not more than eight aged, infirm or disabled persons, not related by blood or marriage, reside with one or more resident counselors or other staff persons and for which the Department of Social Services is the licensing authority, pursuant to § Virginia Code § 15.2-2291(B). Excluded from this definition are drug or alcohol rehabilitation centers, half-way houses and similar uses.

Single family dwelling detached	√	√	√	√		A site built or modular building designed for or used exclusively as one dwelling unit for permanent occupancy. A single family dwelling which is surrounded by open space or yards on all sides, is located on its own individual lot, and which is not attached to any other dwelling by any means.
Single family dwelling attached	√	√	√	√		A site built or modular building designed for or used exclusively as one dwelling unit for permanent occupancy. Two single family dwellings sharing a common wall area, each on its own individual lot.
Temporary family health care structure	√	√	√	√		A transportable residential structure providing an environment facilitating a caregiver's provision of care for mentally or physically impaired person that (i) is primarily assembled at a location other than its site of installation, (ii) is limited to one occupant who shall be the mentally or physically impaired person, (iii) has no more than 300 gross square feet, (iv) complies with the applicable provisions of the Industrialized Building Safety Law and the Uniform Statewide Building Code, and (v) is not placed on a permanent foundation. For purposes of this definition "caregiver" and "mentally or physically impaired person" are as defined in § 15.2-2292.1 of the Code of Virginia.
Townhouse		√	√	√		A grouping of three or more attached single family dwellings in a row in which each unit has its own front and rear access to the outside, no unit is located over another unit, and each unit is separated from any other unit by one or more common walls.
Two family dwelling	√	√	√	√		The use of an individual lot for two dwelling units which share at least one common wall, each occupied by one family.

Civic						
Use Type	Historic Core Buildings	T3	T4	T5	Open Space / Natural	Definition
Administrative services						Governmental offices providing administrative, clerical or public contact services that deal directly with the citizen. Typical uses include federal, state, county, and city offices.
Assisted care residence						An establishment that provides shelter and services which may include meals, housekeeping, and personal care assistance primarily for the elderly. Residents are able to maintain a semi-independent life style, not requiring the more extensive care of a nursing home. Residents will, at a minimum, need assistance with at least one of the following: medication management, meal preparation, housekeeping, money management, or personal hygiene. At least one nurse's aid is typically on duty, with medical staff available when needed.
Camps					√*	A use which primarily provides recreational opportunities of an outdoor nature on a daily or overnight basis. Included in this use type would be scout camps, religious camps, children's camps, wilderness camps, and similar uses which are not otherwise specifically described in this chapter *Limited to special events of a temporary nature.
Cemetery					√*	Land used or dedicated to the burial of the dead, including columbariums, crematoriums, mausoleums, and necessary sales and maintenance facilities. Funeral Services use types shall be included when operated within the boundary of such cemetery. * There is small cemetery located on the edge of our pasture
Clubs	√			√		A use providing meeting, or social facilities for civic or social clubs, and similar organizations and associations, primarily for use by members and guests. Recreational facilities, unless otherwise specifically cited in this section, may be provided for members and guests as an accessory use. This definition shall not include fraternal or sororal organizations associated with colleges or universities. A Club does not include a building in which members reside.
Community recreation	√			√	√	A recreational facility for use solely by the residents and guests of a particular residential development, planned unit development, or residential neighborhood, including indoor and outdoor facilities. These facilities are usually proposed or planned in association with development and are usually located within or adjacent to such development.
Correction facilities						A public or privately operated use providing housing and care for individuals legally confined, designed to isolate those individuals from a surrounding community.
Crisis center						A facility providing temporary protective sanctuary for victims of crime or abuse including emergency housing during crisis intervention for individuals, such as victims of rape, child abuse, or physical beatings.
Cultural services	√*			√*		A library, museum, or similar public or quasi-public use displaying, preserving and exhibiting objects of community and cultural interest in one or more of the arts or sciences. **HopeTree Museum Specifically
Educational facilities, college/university						An educational institution authorized by the Commonwealth of Virginia to award associate, baccalaureate or higher degrees.
Educational facilities, primary/secondary	√			√		A public, private or parochial school offering instruction at the elementary, junior and/or senior high school levels in the branches of learning and study required to be taught in the public schools of the Commonwealth of Virginia.

Guidance services	√			√		A use providing counseling, guidance, recuperative, or similar services for persons requiring rehabilitation assistance or therapy for only part of a 24 hour day. This use type shall not include facilities that dispense and/or administer controlled substances and/or pharmaceutical products for the treatment of drug addiction and substance abuse and/or mental health disorders. Non-medicinal counseling-based treatment of drug addiction and substance abuse and/or mental health disorders may be considered guidance services after review by the administrator. Facilities that do dispense and/or administer controlled substances and/or pharmaceutical products for the treatment of drug addiction and substance abuse and/or mental health disorders shall be considered an Outpatient mental health and substance abuse clinic.
Halfway House						An establishment providing residential accommodations, rehabilitation, counseling, and supervision to persons suffering from alcohol or drug addiction, to persons reentering society after being released from a correctional facility or other institution, or to persons suffering from similar disorders or circumstances.
Life care facility						A residential facility primarily for the continuing care of the elderly, providing for transitional housing progressing from independent living in various dwelling units, with or without kitchen facilities, and culminating in nursing home type care where all related uses are located on the same lot. Such facility may include other services integral to the personal and therapeutic care of the residents.
Nursing home						A use providing bed care and in-patient services for persons requiring regular medical attention but excluding a facility providing surgical or emergency medical services and excluding a facility providing care for alcoholism, drug addiction, mental disease, or communicable disease. Nursing homes have doctors or licensed nurses on duty.
Park and ride facility						A publicly owned, short-term, parking facility for commuters.
Post office						Postal services directly available to the consumer operated by the United States Postal Service.
Public assembly						Facilities owned and operated by a public agency accommodating public assembly for sports, amusement, or entertainment purposes. Typical uses include auditoriums, sports stadiums, convention facilities, fairgrounds, and sales and exhibition facilities.
Public maintenance and service facilities						A public facility supporting maintenance, repair, vehicular or equipment servicing, material storage, and similar activities including street or sewer yards, equipment services centers, and similar uses having characteristics of commercial services or contracting or industrial activities.
Public parks and recreational areas						Publicly-owned and operated parks, picnic areas, playgrounds, indoor or outdoor athletic facilities, greenways and open spaces.
Religious assembly	√			√		A use located in a permanent building and providing regular organized religious worship and related incidental activities, except primary or secondary schools and day care facilities.
Safety services						Facilities for the conduct of safety and emergency services for the primary benefit of the public, whether publicly or privately owned and operated, including police and fire protection services and emergency medical and ambulance services.

Office						
Use Type	Historic Core Buildings	T3	T4	T5	Open Space / Natural	Definition
Financial institutions	√			√*		Provision of financial and banking services to consumers or clients. Walk-in and drive-in services to consumers are generally provided on site. Typical uses include banks, savings and loan associations, savings banks, credit unions, lending establishments and free-standing automatic teller machines. • Walk-In Only
General office	√			√		Use of a site for business, professional, or administrative offices, excluding medical offices/clinic. Typical uses include real estate, insurance, management, travel, computer software or information systems research and development, or other business offices; organization and association offices; or law, architectural, engineering, accounting or other professional offices. Retail sales do not comprise more than an accessory aspect of the primary activity of a General Office.
Medical Office/clinic						A facility used for human health care of the body, such as medical, dental, therapeutic, chiropractic or similar consultation, diagnosis, and treatment by one or more practitioners licensed by the Commonwealth of Virginia. Medical offices/clinics provide outpatient care on a routine basis, and may offer minor surgical care, but do not provide overnight care or serve as a base for an ambulance service.
Outpatient mental health and substance abuse clinic						An establishment which provides outpatient services primarily related to the diagnosis and treatment of mental health disorders, alcohol, or other drug or substance abuse disorders. Services include the dispensing and administering of controlled substances and pharmaceutical products by professional medical practitioners licensed by the Commonwealth of Virginia.
Laboratories	√			√		Establishments primarily engaged in performing research or testing activities into technological matters. Typical uses include engineering and environmental laboratories, medical, optical, dental and forensic laboratories, x-ray services, and pharmaceutical laboratories only involved in research and development. Excluded are any laboratories which mass produce one or more products directly for the consumer market.

Commercial						
Use Type	Historic Core Buildings	T3	T4	T5	Open Space / Natural	Definition
Adult business						Any adult bookstore, adult video store, adult model studio, adult motel, adult movie theater, adult nightclub, adult store, business providing adult entertainment, or any other establishment that regularly exploits an interest in matters relating to specified sexual activities or specified anatomical areas or regularly features live entertainment intended for the sexual stimulation or titillation of patrons, and as such terms are defined in Chapter 58 of this Code.
Agricultural services						An establishment primarily engaged in providing services specifically for the agricultural community which is not directly associated with a farm operation. Included in this use type would be servicing of agricultural equipment, independent equipment operators, and other related agricultural services.
Antique shops	√			√		A place offering primarily antiques for sale. An antique for the purposes of this chapter shall be a work of art, piece of furniture, decorative object, or the like, of or belonging to the past, at least 30 years old.
Assembly hall	√			√		A building, designed and used primarily for the meeting or assembly of a large group of people for a common purpose. Typical uses include meeting halls, union halls, bingo parlors, and catering or banquet facilities.
Athletic instruction services	√			√		Establishments primarily engaged in providing indoor instruction and training in athletic sports that require high ceiling heights for the activity. Typical uses include gymnastics academies, baseball and softball training centers, tennis centers and golf centers.
Automobile dealership, new						The use of any building, land area or other premise for the display of new and used automobiles, trucks, vans, or motorcycles for sale or rent, including any warranty repair work and other major and minor repair service conducted as an accessory use.
Automobile dealership, used						Any lot or establishment where three or more used motor vehicles, including automobiles, trucks, and motorcycles are displayed at one time for sale.
Automobile repair services, major						Repair of construction equipment, commercial trucks, agricultural implements and similar heavy equipment, including automobiles, where major engine and transmission repairs are conducted. This includes minor automobile repairs in conjunction with major automobile repairs. Typical uses include automobile and truck repair garages, transmission shops, radiator shops, body and fender shops, equipment service centers, machine shops and other similar uses where major repair activities are conducted.
Automobile repair services, minor						Repair of automobiles, noncommercial trucks, motorcycles, motor homes, recreational vehicles, or boats, including the sale, installation, and servicing of equipment and parts. Typical uses include tire sales and installation, wheel and brake shops, oil and lubrication services and similar repair and service activities where minor repairs and routine maintenance are conducted.
Automobile rental/leasing						Rental of automobiles and light trucks and vans, including incidental parking and servicing of vehicles for rent or lease. Typical uses include auto rental agencies and taxicab dispatch areas.
Automobile parts/supply, retail						Retail sales of automobile parts and accessories. Typical uses include automobile parts and supply stores which offer new and factory rebuilt parts and accessories, and include establishments which offer minor automobile repair services.

Business support services	√			√		Establishments or places of business engaged in the sale, rental or repair of office equipment, supplies and materials, or the provision of services used by office, professional and service establishments. Typical uses include office equipment and supply firms, small business machine repair shops, convenience printing and copying establishments, as well as temporary labor services.
Business or trade schools						A use providing education or training in business, commerce, language, or other similar activity or occupational pursuit, and not otherwise defined as an educational facility, either primary and secondary, or college and university.
Campgrounds						Facilities providing camping or parking areas and incidental services for travelers in recreational vehicles and/or tents.
Car wash						Washing and cleaning of vehicles. Typical uses include automatic conveyor machines and self-service car washes.
Commercial indoor amusement						Establishments which provide multiple coin operated amusement or entertainment devices or machines as other than an incidental use of the premises. Such devices would include pinball machines, video games, and other games of skill or scoring, and would include pool and/or billiard tables, whether or not they are coin operated. Typical uses include game rooms, billiard and pool halls, and video arcades.
Commercial indoor entertainment						Predominantly spectator uses conducted within an enclosed building. Typical uses include motion picture theaters, and concert or music halls.
Commercial indoor sports and recreation						Predominantly non-instructional participant-based uses conducted within an enclosed building. Typical uses include bowling alleys, ice and roller skating rinks, indoor racquetball, swimming, and/or tennis facilities.
Commercial outdoor entertainment						Predominantly spectator uses conducted in open or partially enclosed or screened facilities. Typical uses include sports arenas, motor vehicle or animal racing facilities, and outdoor amusement parks.
Commercial outdoor sports and recreation	√*				√*	Predominantly participant uses conducted in open or partially enclosed or screened facilities. Typical uses include driving ranges, miniature golf, swimming pools, tennis courts, outdoor racquetball courts, motorized cart and motorcycle tracks, and motorized model airplane flying facilities. *Limited to two existing ballfields in current or future location/design.
Communications services						Establishments primarily engaged in the provision of broadcasting and other information relay services accomplished through the use of electronic and telephonic mechanisms. Excluded from this use type are facilities classified as Utility Services - Major or Towers. Typical uses include television studios, telecommunication service centers, telegraph service offices or film and sound recording facilities.
Construction sales and services						Establishments or places of business primarily engaged in retail or wholesale sale, from the premises, of materials used in the construction of buildings or other structures, but specifically excluding automobile or equipment supplies otherwise classified herein. Typical uses include building material stores and home supply establishments.
Consumer repair services	√			√		Establishments primarily engaged in the provision of repair services to individuals and households, rather than businesses, but excluding automotive and equipment repair use types. Typical uses include appliance repair shops, shoe repair, watch or jewelry repair shops, or repair of musical instruments.
Convenience store	√			√		Establishments primarily engaged in the provision of frequently or recurrently needed goods for household consumption, such as prepackaged food and beverages, and limited household supplies and hardware. Convenience stores shall not include fuel pumps or the selling of fuel for motor vehicles. Typical uses include neighborhood markets and country stores.

Dance hall						Establishments in which more than ten percent of the total floor area is designed or used as a dance floor, or where an admission fee is directly collected, or some other form of compensation is obtained for dancing.
Day care center	√			√		Any facility operated for the purpose of providing care, protection and guidance to ten or more individuals during only part of a 24 hour day. This term includes nursery schools, preschools, day care centers for individuals, and other similar uses but excludes public and private educational facilities or any facility offering care to individuals for a full 24 hour period.
Equipment sales and rental						Establishments primarily engaged in the sale or rental of tools, trucks, tractors, construction equipment, agricultural implements, and similar industrial equipment, and the rental of mobile homes. Included in this use type is the incidental storage, maintenance, and servicing of such equipment.
Flea market						Businesses engaged in the outdoor sale of used or new items, involving regular or periodic display of merchandise for sale.
Funeral services						Establishments engaged in undertaking services such as preparing the dead for burial, and arranging and managing funerals. Typical uses include mortuaries and crematories.
Garden center						Establishments or places of business primarily engaged in retail or wholesale (bulk) sale, from the premises, of trees, shrubs, seeds, fertilizers, pesticides, plants and plant materials primarily for agricultural, residential and commercial consumers. Such establishments typically sell products purchased from others, but may sell some material which they grow themselves. Typical uses include nurseries, plant stores and lawn and garden centers.
Gasoline station						Any place of business with fuel pumps and gasoline storage tanks which provides fuels and oil for motor vehicles.
Golf course						A tract of land for playing golf, improved with tees, greens, fairways, hazards, and which may include clubhouses and shelters. Included would be executive or par 3 golf courses. Specifically excluded would be independent driving ranges and any miniature golf course.
Homestay inn						A dwelling in which not more than five bedrooms are provided for overnight guests for compensation, on a daily or weekly basis, with or without meals. The owner or the owner's agent shall reside on the same parcel occupied by the homestay inn. A homestay inn may also be known as a bed and breakfast.
Hospital						A facility providing medical, psychiatric, or surgical service for sick or injured persons primarily on an in-patient basis and including ancillary facilities for outpatient and emergency treatment diagnostic services, training, research, administration, and services to patients, employees, or visitors.
Hotel/motel/motor lodge	√			√		A building or group of attached or detached buildings containing lodging units intended primarily for rental or lease to transients by the day, week or month. Such uses generally provide additional services such as daily maid service, restaurants, meeting rooms and/or recreation facilities.
Kennel, commercial						The boarding, breeding, raising, grooming or training of dogs, cats, or other household pets of any age not owned by the owner or occupant of the premises, and/or for commercial gain.
Laundry						Establishments primarily engaged in the provision of laundering, cleaning or dyeing services other than those classified as Personal Services. Typical uses include bulk laundry and cleaning plants, diaper services, or linen supply services.
Manufactured home sales						Establishments primarily engaged in the display, retail sale, rental, and minor repair of new and used manufactured homes, parts, and equipment.

Massage parlor						Establishments having a fixed place of business where any person other than a massage therapist, as licensed by the Virginia Board of Nursing, administers or gives any kind or character of massage, manipulation of the body or other similar procedure. Massage therapy as licensed by the Virginia Board of Nursing shall be considered a personal service. This definition shall not be construed to include a hospital, nursing home, medical clinic, or the office of a duly licensed physician, surgeon, physical therapist, chiropractor, osteopath, or a barber shop or beauty salon in which massages are administered only to the scalp, the face, the neck, or the shoulders, or an exercise club where massage is performed by a person of the same sex as the subject of the massage.
Microbrewery	√			√		An establishment engaged in the production of beer with a significant commercial component, such as a restaurant or retail store.
Microdistillery	√			√		An establishment engaged in the production of spirits with a significant commercial component, such as a restaurant or retail store.
Personal storage						A building designed to provide rental storage space in cubicles where each cubicle has a maximum floor area of 400 square feet. Each cubicle shall be enclosed by walls and ceiling and have a separate entrance for the loading and unloading of stored goods.
Pawn shop						A use engaged in the loaning of money on the security of property pledged in the keeping of the pawnbroker and the incidental sale of such property.
Personal improvement services	√			√		Establishments primarily engaged in the provision of informational, instructional, personal improvements and similar services. Typical uses include driving schools, health or physical fitness centers (excluding athletic instruction services), reducing salons, dance studios, handicraft and hobby instruction.
Personal services	√			√		Establishments or places of business engaged in the provision of frequently or recurrently needed services of a personal nature. Typical uses include beauty and barber shops; grooming of pets; seamstresses, tailors, or shoe repairs; florists; and Laundromats and dry cleaning stations serving individuals and households.
Recreational vehicle sales and service						Retail sales of recreational vehicles and boats, including service and storage of vehicles and parts and related accessories.
Restaurant*	√*			√*		An establishment engaged in the preparation and sale of food and beverages. Service to customers may be by counter or table service, or by take-out or delivery. * Walk-In Only.
Retail Sales	√			√		Sale or rental with incidental service of commonly used goods and merchandise for personal or household use but excludes those classified more specifically by these use type classifications.
Short-term lender						Establishments primarily engaged in short-term lending such as payday loans, car title loans, and refund anticipation loans.
Studio, fine arts	√			√		A building, or portion thereof, used as a place of work by a sculptor, artist, or photographer.
Truck stop						An establishment containing a mixture of uses which cater to the traveling public and in particular motor freight operators. A truck stop might include such uses as fuel pumps, restaurants, overnight accommodations, retail sales related to the motor freight industry, and similar uses.
Veterinary hospital/clinic						Any establishment rendering surgical and medical treatment of animals. Boarding of animals shall only be conducted indoors, on a short term basis, and shall only be incidental to such hospital/clinic use, unless also authorized and approved as a commercial kennel.

Miscellaneous						
Use Type	Historic Core Buildings	T3	T4	T5	Open Space / Natural	Definition
Amateur radio tower						A structure on which an antenna is installed for the purpose of transmitting and receiving amateur radio signals erected and operated by an amateur radio operator licensed by the Federal Communications Commission.
Aviation facilities						Private or public land areas used or intended to be used for the take-off and landing of aircraft. Aviation facilities may include facilities for the operation, service, fueling, repair and/or storage of the aircraft.
Mixed use	√			√		Mixed use is a single building or parcel wherein multiple uses such as residential and commercial share space.
Outdoor gathering						Any temporary organized gathering expected to attract 500 or more people at one time in open spaces outside an enclosed structure. Included in this use type would be music festivals, church revivals, carnivals and fairs, and similar transient amusement and recreational activities not otherwise listed in this section. Such activities held on publicly owned land shall not be included within this use type.
Parking facility, surface/structure						Use of a site for surface parking or a parking structure unrelated to a specific use which provides one or more parking spaces together with driveways, aisles, turning and maneuvering areas, incorporated landscaped areas, and similar features meeting the requirements established by this chapter. This use type shall not include parking facilities accessory to a permitted principal use.
Shooting range, outdoor						The use of land for archery and the discharging of firearms for the purposes of target practice, skeet and trap shooting, mock war games, or temporary competitions, such as a turkey shoot. Excluded from this use type shall be general hunting, and the unstructured and nonrecurring discharging of firearms on private property with the property owner's permission if in compliance with the Code of the City of Salem.
Tower						Any structure that is designed and constructed primarily for the purpose of supporting one or more antennas. The term includes but need not be limited to radio and television transmission towers, microwave towers, common-carrier towers, and cellular telephone and wireless communication towers. Tower types include, but are not limited to monopoles, lattice towers, wooden poles, and guyed towers. Excluded from this definition are amateur radio towers, which are otherwise defined.
Utility services, minor	√	√	√	√	√	Services which are necessary to support existing and future development within the immediate vicinity and involve only minor structures. Including in this use type are distribution lines and small facilities that are underground or overhead, such as transformers, relay and booster devices, and well, water and sewer pump stations. Also included are all major utility services owned and/or operated by the City of Salem, or any major utility services which were in existence prior to the adoption of this chapter.
Utility services, major						Services of a regional nature which normally entail the construction of new buildings or structures such as generating plants and sources, electrical switching facilities and stations or substations, water towers and tanks, community waste water treatment plants, and similar facilities. Included in this definition are also electric, gas, and other utility transmission lines of a regional nature which are not otherwise reviewed and approved by the Virginia State Corporation Commission.

Sec. 106-228. - Planned Unit district.

Sec. 106-228.1. - Statement of intent.

- (A) *The intent of the Planned Unit District (PUD) is to encourage maximum flexibility in the design and development of land. PUD developments facilitate the adequate and economical provision of streets, utilities and other improvements, and allow for the management of the natural and scenic qualities of vacant land that is proposed for development. The PUD district allows a variety of housing options, as well as commercial, civic and office use types of a number and scale sufficient to serve the needs of the PUD residents.*

(Ord. of 3-14-05(2))

Sec. 106-228.2. - Permitted uses.

- (A) *Applications for planned unit districts may propose any residential, civic, and/or commercial use type as part of a planned unit district. All land uses proposed shall be shown on the preliminary and final master plans. as required by this chapter.*
- (B) *All use types proposed shall be reviewed by the Commission and Council pursuant to the provisions of this chapter. No use type may be allowed within the planned unit district unless approved by Council as part of the final master plan.*

(Ord. of 3-14-05(2))

Sec. 106-228.3. - Development regulations.

- (A) *Each planned unit development shall be subject to the following development standards.*
 - 1. *Maximum gross density: Maximum gross density allowable in the planned unit district shall be established by Council by approval of the final master plan.*
 - 2. *Minimum common open space and/or recreational areas: 15 percent of the gross area of the planned unit district.*
 - 3. *Criteria for all required open space:*
 - a. *Minimum countable open space: 5,000 contiguous square feet*
 - b. *Minimum horizontal dimension: 50 feet, except that areas with a horizontal distance of not less than 20 feet shall be counted as open space provided such areas contain facilities such as, but not limited to, bikeways, exercise trails, tot lots, gazebos, picnic tables, etc.*
 - c. *Common open space shall not include proposed street rights-of-way, open parking areas, or driveways.*
 - d. *All common open space and/or recreational areas shall be of an appropriate nature and location to serve the residents of the planned unit district.*
 - 4. *The maximum area devoted to civic, office and commercial use types shall be established by Council by approval of the final master plan.*
 - a. *Commercial and office uses types shall be located, and shall be of a scale and location suitable to serve the needs of the residents of the planned unit district convenience.*
 - b. *Commercial, office, and civic use types shall be screened and landscaped so as to be compatible with adjoining residences.*
 - c. *Construction of commercial, office and civic use types shall not begin until 20 percent of the residential units of the total planned unit district have been completed.*
 - 5. *Minimum setback requirements shall be specifically established during the review and approval of the preliminary and final master plans. The following guidelines shall be used in establishing the building spacing and setbacks:*
 - a. *Building spacing shall provide privacy within each dwelling unit;*
 - b. *Building spacing shall ensure that each room has adequate light and air;*
 - c. *Areas between buildings used as service yards, storage of trash, or other utilitarian purposes should be designed so as to be compatible with adjoining dwellings;*
 - d. *Building spacing and design shall provide privacy for outdoor activity areas (patios, decks, etc.) associated with individual dwelling units.*
 - 6. *Streets in the planned unit district may be public in accordance with VDOT and city standards or may be private. In reviewing the planned unit development preliminary master plan, the commission may recommend, and the Council may approve, one or more private streets within the proposed district*

Not Applicable for existing buildings.



Not Applicable due to campus arrangements of multiple buildings.



(Ord. of 3-14-05(2))

Sec. 106-228.4. - Application process.

- (A) Prior to submitting a formal application for review and approval under these provisions, the applicant shall meet with city staff to discuss the requirements of the planned unit district. The purpose of the meeting is to obtain a mutual understanding of the application requirements and process. The applicant is encouraged to submit information on the scope and nature of the proposal to allow staff to become familiar with the proposal in advance of this meeting.
- (B) Any application to rezone land to the PUD designation, shall constitute an amendment to the zoning ordinance. The written and graphic information submitted by the applicant as part of the application process shall constitute conditional zoning proffers. Once the Council has approved the final master plan, all accepted proffers shall constitute conditions pursuant to the provisions of this chapter.
- (C) To initiate an amendment, the applicant shall complete a rezoning application. This information shall be accompanied by graphic and written information, which shall constitute a preliminary master plan. All information submitted shall be of sufficient clarity and scale to clearly and accurately identify the location, nature, and character of the proposed district. At a minimum this information shall include:

 - 1. A legal description and plat showing the site boundaries, and existing street lines, lot lines, and easements.
 - 2. Existing zoning, land use and ownership of each parcel proposed for the district.
 - 3. A general statement of planning objectives to be achieved by the PUD district, including a description of the character of the proposed development, the existing and proposed ownership of the site, the market for which the development is oriented, and objectives towards any specific manmade and natural characteristics located on the site.
 - 4. A description and analysis of existing site conditions, including information on topography, natural water courses, floodplains, unique natural features, tree cover areas, etc.
 - 5. A land use plan designating specific use types for the site, both residential and non-residential use types, and establishing site development regulations, including setback, height, building coverage, lot coverage, and density requirements.
 - 6. A circulation plan, including location of existing and proposed vehicular, pedestrian, bicycle, and other circulation facilities and location and general design of parking and loading facilities. General information on the trip generation, ownership and maintenance and proposed construction standards for these facilities should be included. A traffic impact analysis may be required by the administrator.
 - 7. A public services and utilities plan providing requirements for and provision of all utilities, sewers, and other facilities to serve the site.
 - 8. An open space plan, including areas proposed for passive and active recreational uses, natural and undisturbed areas, and proposed buffer areas proposed around the perimeter of the site. Information on the specific design and location of these areas and their ownership and maintenance should be included.
 - 9. Generalized statements pertaining to any architectural and community design guidelines shall be submitted in sufficient detail to provide information on building designs, orientations, styles, lighting plans, etc.
 - 10. A development schedule indicating the location, extent and sequence of proposed development. Specific information on development of the open space, recreational areas, and non-residential uses should be included.
- (D) The completed rezoning application and supporting preliminary master plan materials shall be submitted to the planning commission for review and analysis. The commission shall review this information and make a report of its findings to the Council. The commission shall as part of its review hold a public hearing pursuant to § 15.2-2204 of the Code of Virginia, as amended.
- (E) The commission shall make a report of its findings to the Council within 90 days of the receipt of the materials, unless the applicant requests, or agrees to an extension of this time frame. The commission's report shall recommend approval, approval with modifications, or disapproval of the preliminary master plan. Failure of the commission to make a report of its findings to the Council within this period shall constitute a commission recommendation of approval.
- (F) If the commission recommends denial of the preliminary master plan, or approval with modification, the applicant shall, if requested, have 60 days to make any modifications. If the applicant desires to make any modifications to the preliminary master plan, the council's review and action shall be delayed until such changes are made and submitted for review.
- (G) The Council shall review the preliminary master plan, and act to approve or deny the plan within 90 days. Approval of the preliminary master plan shall constitute acceptance of the plan's provisions and concepts as proffers pursuant to the provisions of this chapter. The plan approved by the Council shall constitute the final master plan for the PUD.

(Ord. of 3-14-05(2))

Sec. 106-228.5. - Revisions to final master plan.

- (A) Major revisions to the final master plan shall be reviewed and approved following the procedures and requirements for zoning map amendments contained in [section 106-520](#) of this chapter. Major revisions include, but are not limited to changes such as:
 - 1. Any increase in the density of the development;
 - 2. Substantial change in circulation or access;
 - 3. Substantial change in the mixture of dwelling unit types included in the project;
 - 4. Substantial changes in the mixture of land uses or an increase in the amount of land devoted to non-residential purposes;
 - 5. Reduction in the approved open space, landscaping or buffering;
 - 6. Substantial change in architectural or site design features of the development;
 - 7. Any other change that the administrator finds is a major divergence from the approved final master plan
- (B) All other changes in the final master plan shall be considered minor amendments. The administrator, upon receipt of a written request of the owner, may approve such minor amendments.
 - 1. A request which is disapproved by the administrator shall be considered a major amendment and shall be subject to the approval process outlined above for such amendments.

Sec. 106-228.6. - Approval of preliminary and final site development plans.

- (A) Following the approval of the final master plan, the applicant or its authorized agent, shall be required to submit preliminary and final site plans for approval.
- (B) It is the intent of this section that subdivision review under the subdivision regulations be carried out simultaneously with the review of a PUD under this section. The plans required under this section shall be submitted in a form which will satisfy the requirements of the subdivision regulations, as determined by the administrator.
- (C) Preliminary and final site plans submitted for review shall in compliance with the final master plan approved by the Council. The city shall review and approve or disapprove any final site plan within 60 days of its submittal.
- (D) No PUD shall be approved and no work shall be authorized on construction until all property included in the Final Master Plan is in common ownership.

(Ord. of 3-14-05(2))

Sec. 106-228.6. - Approval of preliminary and final site development plans.

- (A) Following the approval of the final master plan, the applicant or its authorized agent, shall be required to submit preliminary and final site plans for approval.
- (B) It is the intent of this section that subdivision review under the subdivision regulations be carried out simultaneously with the review of a PUD under this section. The plans required under this section shall be submitted in a form which will satisfy the requirements of the subdivision regulations, as determined by the administrator.
- (C) Preliminary and final site plans submitted for review shall in compliance with the final master plan approved by the Council. The city shall review and approve or disapprove any final site plan within 60 days of its submittal.
- (D) No PUD shall be approved and no work shall be authorized on construction until all property included in the Final Master Plan is in common ownership.

2024-03-14 10:00:00 AM



HOPETREE

SALEM, VIRGINIA

PUD REZONING APPLICATION

AFFIDAVIT OF PUBLICATION

State of Pennsylvania, County of Lancaster, ss:

Rachel Cozart, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of The Roanoke Times, a newspaper printed and published in the City of Roanoke, County of Roanoke, State of Virginia, and that this affidavit is Page 1 of 2 with the full text of the sworn-to notice set forth on the pages that follow, and the hereto attached:

PUBLICATION DATES:

Nov. 1, 2024, Nov. 4, 2024

NOTICE ID: wQ7jDBjOnRYQTp3rsrBU

PUBLISHER ID: COL-1000915

NOTICE NAME: NOTICE OF PUBLIC HEARING

Publication Fee: 1684.13

Ad Size: 2 X 78 L

Category: General Legal Notice

Under penalty of perjury, I, the undersigned affiant swear or affirm that the statements above are true and accurate to the best of my knowledge and belief.

Rachel Cozart

(Signed) _____

VERIFICATION

State of Pennsylvania
County of Lancaster

Commonwealth of Pennsylvania - Notary Seal
Nicole Burkholder, Notary Public
Lancaster County
My commission expires March 30, 2027
Commission Number 1342120

Subscribed in my presence and sworn to before me on this: 11/06/2024

Nicole Burkholder

Notary Public

Notarized remotely online using communication technology via Proof.

NOTICE OF PUBLIC HEARING

PLANNING COMMISSION OF THE CITY OF SALEM AND COUNCIL OF THE CITY OF SALEM

Notice is hereby given to all interested persons that the Planning Commission of the City of Salem, Virginia, and the Council of the City of Salem, Virginia, pursuant to Section 15.2-2204, Code of Virginia (1950), as amended, will hold a joint public hearing at a special meeting on November 13, 2024, at 7:00 p.m., in the Community Room, Salem Civic Center, 1001 Roanoke Boulevard, in the City of Salem, Virginia 24153, at which time citizens shall have the opportunity to be heard pursuant to Section 15.2-2285, Code of Virginia (1950), as amended and, the CODE OF THE CITY OF SALEM, VIRGINIA with respect to the following Rezoning Application:

1. Consider the request of Jason N. and Jennifer C. Fountain, property owners, for the issuance of a Special Exception Permit to allow an accessory apartment on the property located at 621 North Broad Street, (Tax Map # 70-2-1).
2. Consider the request of Virginia Baptist Children's Home and Family Services d/b/a HopeTree Family Services (Salem CI) f/k/a The Virginia Baptist Children's Home f/k/a Baptist Orphanage of Virginia, property owner, for rezoning the properties located at the 1000 block of Red Lane and a portion of 860 Mount Vernon Lane, Salem, Virginia 24153 (Tax Map Nos. 41-1-1, 41-1-2, 41-1-3, 41-1-4, 41-1-5, 41-1-6, and a portion of 44-3-10) from RSF Residential Single Family to PUD Planned Unit District.

Description of the Rezoning Application

- a. The owner of the property that is the subject of the Rezoning Application is: Virginia Baptist Children's Home and Family Services d/b/a HopeTree Family Services (Salem CI) f/k/a The Virginia Baptist Children's Home f/k/a Baptist Orphanage of Virginia.
- b. The property includes 62.318 acres; Tax Map Numbers: 41-1-1, 41-1-2, 41-1-3, 41-1-4, 41-1-5, 41-1-6 and a portion of 44-3-10. The street address of the property is: 1000 block of Red Lane and a portion of 860 Mount Vernon Lane, Salem, Virginia 24153.
- c. The Rezoning Application is substantially similar to the Rezoning Application filed on December 1, 2023, and approved by City Council on June 24, 2024.
- d. The Rezoning Application requests that the City of Salem ordain, reordain, amend, reamend, adopt and/or readopt the rezoning of the property from Residential Single Family (RSF) to Planned Unit District (PUD) as described in the Rezoning Application.
- e. The Rezoning Application provides for:
 1. The maximum number of residential units is 340.
 2. The maximum number of hotel rooms is 34.
 3. The maximum total square footage of retail and restaurant uses is 15,000 square feet.
 4. The maximum total square footage of office and other commercial uses (not including hotel and restaurant uses) is 35,000 square feet.
 5. The total unadjusted traffic generation for new uses on the site shall not exceed 4,037 trips per day.
 6. Significant open space areas retained on the property.

Notice of Intent

The Planning Commission gives notice of its intent to consider the applications and make recommendations to the City Council on November 13, 2024.

The City Council gives notice of its intent to consider the Rezoning Application on first reading and the Special Exception Permit on November 25, 2024, and consider the Rezoning Application on second reading and for adoption on December 9, 2024.

Documents Available for Examination

Copies of the applications and the proposed plans, ordinances, or amendments may be examined in the Office of Community Development, 21 South Bruffey Street, Salem, Virginia 24153.

PLANNING COMMISSION OF THE CITY OF SALEM AND
THE COUNCIL OF THE CITY OF SALEM, VIRGINIA

BY:
Christopher J. Dorsey
Executive Secretary

BY:
Robert Light
Clerk of Council
COL-1000915

**AFFADAVIT OF MAILING PURSUANT TO S15.2-2204
CODE OF VIRGINIA**

**PLANNING COMMISSION
NOVEMBER 13, 2024**

ITEM #

This is to certify that I mailed letters in reference to the rezoning request of Virginia Baptist Children's Home (dba HopeTree Family Services), property owner for rezoning the properties located at 1000 blk Red Ln and a portion of 860 Mount Vernon Lane (Tax Map #'s 41-1-1, 41-1-2, 41-1-3, 41-1-4, 41-1-5, 41-1-6, and a portion of 44-3-10), from RSF Residential Single Family to PUD Planned Unit District, to the following property owners and adjacent property owners on November 4, 2024, in the 2:00 p.m. mail:

MATTHEW H GREGORY
10 W CARROLLTON AVE
SALEM VA 24153

LETHA ELLA EARLY HOLMES – EST
410 VANDERWALL
PEACHTREE CITY GA 30269

VA BAPTIST CHILDRENS HOM
PO BOX 849
SALEM VA 24153-0849

LUKE E FELL
ALLYSON R BRIMER
1002 RED LN
SALEM VA 24153

CHRISTOPHER M KING
VIRGINIA KING
1006 STONEGATE DR
SALEM VA 24153

RICHARD M SNOW
1009 STONEGATE DR
SALEM VA 24153

JASON R LOVING
TRACY L LOVING
1010 STONEGATE DR
SALEM VA 24153

LLOYD H ESTILL
1015 STONEGATE DR
SALEM VA 24153

ROBERT A CRAIGHEAD – EST
1617 STRAWBERRY MTN DR
ROANOKE VA 24018

JAMES HENRY COPLAND
BRENDA SUE COPLAND
102 NORTH OAKS DR
SALEM VA 24153

BARBARA WERTZ WILLIAMS
1020 STONEGATE DR
SALEM VA 24153

JAMES EDWARD HARRISON
TRACEY LEA HARRISON
1024 STONEGATE DR
SALEM VA 24153

RICK SURRATT
103 NORTH OAKS DR
SALEM VA 24153

OTIS KENNY
BARBARA KENNY
104 NORTH OAKS DR
SALEM VA 24153

OLDE SALEM CONTRACTING
PO BOX 2492
SALEM VA 24153

WESLEY BRUSSEAU
107 BARTLEY DR
SALEM VA 24153

KEVIN J PERRY
WENDY L PERRY
108 BARTLEY DR
SALEM VA 24153

KATHERINE GUIDRY HUTCHIS
RICHARD RYAN HUTCHISON
108 NORTH OAKS DR
SALEM VA 24153

LARRY C BARKER
CHRISTINE C BARKER
8062 WINDWARD KEY DR
CHESAPEAKE BEACH MD 20732

FELLOWSHIP COMMUNITY CHURCH
HOLDINGS LLC
PO BOX 2143
SALEM VA 24153

MICHAEL M AKERS
VICKI L AKERS
1343 WALDHEIM RD
SALEM VA 24153

ELIZABETH A HALL
1814 BELLEVILLE RD SW
ROANOKE VA 24015-2708

JAMES R WEEKS JR
5938 VIEWPOINT AVE
SALEM VA 24153

JASON R PICARD
STEPHANIE PICARD
18 E CARROLLTON AVE
SALEM VA 24153

BRIAN J CORBETT
18 W CARROLLTON AVE
SALEM VA 24153

MARK QUINN STEEN
ANNA TRIVETTE STEEN
19 CORBETT ST
SALEM VA 24153

STEVEN M HUGHES
19 W CARROLLTON AVE
SALEM VA 24153

RICHARD STEEN, TRST
ELBERT R STEEN (EST) IRREV
34 CORBETT ST
SALEM VA 24153

STEPHEN P JANOSCHKA
MACEL H JANOSCHKA
200 BENTWOOD CT
SALEM VA 24153

VALUE HOUSING PARTNERS
5211 S CONCOURSE DR
ROANOKE VA 24019

MARY FRANCES LESTER
LIFE ESTATE
204 BENTWOOD CT
SALEM VA 24153

PATRICK A HERNDON
EMILY Z HERNDON
206 BENTWOOD CT
SALEM VA 24153

RAYMOND J COWLING III
208 BENTWOOD CT
SALEM VA 24153

STUART W STOVALL
209 BENTWOOD CT
SALEM VA 24153

ROBERT B PEASLEE
210 BENTWOOD CT
SALEM VA 24153

MARC CHARLES HINRICHS
SANDRA JO HINRICHS
211 BENTWOOD CT
SALEM VA 24153

WILLIAM B STADER
APRIL L SECRIST
217 BENTWOOD CT
SALEM VA 24153

BRENDA L MONNETT
26 CORBETT ST
SALEM VA 24153

ROBERT C CRAWFORD III
29 CORBETT ST
SALEM VA 24153

LAURA W MORRIS
30 CORBETT ST
SALEM VA 24153

RICHARD D STEEN
34 CORBETT ST
SALEM VA 24153

JACQUELINE B RICHARDS
REVOCABLE TRUST
35 CORBETT ST
SALEM VA 24153

ROCCO RIGANTI
38 CORBETT ST
SALEM VA 24153-2629

TIMMY D BARTON
ANITA B BARTON
40 CORBETT ST
SALEM VA 24153

MATTHEW P WHEELING
701 MT VERNON AVE
SALEM VA 24153

JULIE KRISTINE PFEIFFER
702 MT VERNON AVE
SALEM VA 24153

NANCY ELLEN UTZ
LIVING TRUST
706 N BROAD ST
SALEM VA 24153

MARVIN L PEDIGO
1901 MAIN ST SW
ROANOKE VA 24015-3019

ALLEN WAYNE TAYLOR
707 RED LN
SALEM VA 24153

RENITA ANNE JOHNSON
709 MT VERNON AVE
SALEM VA 24153

MICHAEL F COX
710 MT VERNON AVE
SALEM VA 24153

MICHAEL HAKKENBERG
DAWN HAKKENBERG
710 N BROAD ST
SALEM VA 24153

TWO LANE HOLDINGS LLC
409 N BROAD ST
SALEM VA 24153

STEPHEN COFFMAN
BONNIE MOULSE COFFMAN
320 W MAIN ST UNIT 74
SALEM VA 24153

MICHAEL E HALL REV DEC
SUSAN E HALL REV DEC
1383 WALDHEIM RD
SALEM VA 24153

BRYAN K WARRINER
MARY G WARRINER
717 N BROAD ST
SALEM VA 24153

MADELAINE ROSE SHREEMA
718 N BROAD ST
SALEM VA 24153

ROBERT L MAY
718 RED LN
SALEM VA 24153-0553

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REVOCABLE TRUST
720 MT VERNON AVE
SALEM VA 24153

KARLA MURPHY
721 MT VERNON AVE
SALEM VA 24153

DAVID A WOHLFORD
WHITNEY S WHOLFORD
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SALEM VA 24153

MICHAEL MCGEEVER
MARGARET MCGEEVER
800 RED LN
SALEM VA 24153

GEORGE M HENRY
PAULA J HENRY
801 N BROAD ST
SALEM VA 24153

ANDREW S GOLDSTEIN
ADRIENNE G BLOSS
801 RED LN
SALEM VA 24153

LEON K GLASBY
DEBORAH R GLASBY
803 RED LN
SALEM VA 24153

DONNA L MUSGRAVE
805 HONEYSUCKLE RD
SALEM VA 24153

DUFFY LIVING TRUST
409 STONEWALL CIR
SALEM VA 24153

MICHAEL N GETSI
806 SCOTT CIR
SALEM VA 24153

SETH R CHAMBERLAND
808 RED LN
SALEM VA 24153

CHRISTOPHER S YEAKEL
MARY CATHERINE YEAKEL
808 SCOTT CIR
SALEM VA 24153

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JENNIFER HARRIS
809 N BROAD ST
SALEM VA 24153

MICHAEL D EVANS
LISA DAWN EVANS
809 SCOTT CIR
SALEM VA 24153

JOSHUA D YERTON
JENNIFER YERTON
810 SCOTT CIR
SALEM VA 24153

JOHN A FELDENZER
KAREN C FELDENZER
811 SCOTT CIR
SALEM VA 24153

RICHARD H POLLARD
812 SCOTT CIR
SALEM VA 24153

GARY EDWARDS
NANCY EDWARDS
814 SCOTT CIR
SALEM VA 24153

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ROSETTA L MILLIGAN
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SALEM VA 24153

TRACEY L DEMPSEY
JACOB A DEMPSEY
818 RED LN
SALEM VA 24153

ROBERT KENNETH ENGLAND II
819 HONEYSUCKLE RD
SALEM VA 24153

FRED A MUSNUG
819 N BROAD ST
SALEM VA 24153

DAVID B HILL
819 N BROAD ST
SALEM VA 24153

STEVEN TUELL
JESSICA NEIGHBORS
821 RED LN
SALEM VA 24153

JAMES L GRESHAM
JUDY S GRESHAM
433 DEER RUN CIR
SALEM VA 24153

RICHARD S BELOUS
826 RED LN
SALEM VA 24153

SAMUEL J WILLIAMS
ELIZABETH WILLIAMS
834 RED LN
SALEM VA 24153

KEVIN L FLETCHER
MELISSA H FLETCHER
836 ACADEMY ST
SALEM VA 24153

KEY POINT PROPERTIES LLC
4709 BELFORD ST SW
ROANOKE VA 24018

CASEY WALLACE WRIGHT
AMANDA GURLEY WRIGHT
842 ACADEMY ST
SALEM VA 24153

BOBBY HAROLD BRANSON
PO BOX 976
SALEM VA 24153

NATHAN W WALLACE
JESSICA E WALLACE
851 HONEYSUCKLE RD
SALEM VA 24153

THE BLISS PROPERTY TRUST
8960 RIDGEMONT DR
SANDY SPRINGS GA 30350

LETHA ELLA EARLY HOLMES
ESTATE
410 VANDERWALL
PEACHTREE CITY GA 30269

ALMA HOLMES EDWARDS
410 VANDERWALL
PEACHTREE CITY GA 30269

LIONEL L ETHERIDGE
KATHLEEN B ETHERIDGE
956 STONEGATE DR
SALEM VA 24153

SUSAN T CRAFT
132 W CARROLLTON AVE
SALEM VA 24153

MITCHELL D KERR
904 RED LN
SALEM VA 24153

TERESA MILBRODT
TRISTAN PALMGREN
910 RED LN
SALEM VA 24153

ADVANTAGE BUILDERS LLC
1618 CASCADE COURT
SALEM VA 24153

MICHAEL BROWN KUMMER
916 RED LN
SALEM VA 24153

DAVID AND RICHIA GREGSTON
REVOCABLE TRUST
916 SADDLE DR
SALEM VA 24153

KEVIN WARREN BAKER
917 SADDLE DR
SALEM VA 24153

TERENCE H CROWGEY
MAEVE N CROWGEY
920 SADDLE DR
SALEM VA 24153

DANIEL R RYAN
921 SADDLE DR
SALEM VA 24153

RONALD E HUNT
JOYCE ANN HUNT
922 RED LN
SALEM VA 24153

TERRY LANGFITT JR
ASHLEIGH LANGFITT
923 SADDLE DR
SALEM VA 24153

ESTHER S VAUGHAN TRUSTEE
VAUGHAN LIVING TRUST
924 SADDLE DR
SALEM VA 24153

NANCY F REYNOLDS
925 SADDLE DR
SALEM VA 24153

PAUL R DOTSON
CAROL W DOTSON
927 SADDLE DR
SALEM VA 24153

ALEXANDER J SAKALAS
928 RED LN
SALEM VA 24153

DARLENE C WILEY
928 SADDLE DR
SALEM VA 24153

JOHN P R SHANER
KELLY T SHANER
929 SADDLE DR
SALEM VA 24153

DAVID LOWE
DEBORAH LOWE
106 ROSELAND DR
CHRISTIANSBURG VA 24073

ROBERT C SMITH III
KRISTEN KAY SMITH
931 SADDLE DR
SALEM VA 24153

JONATHAN C OWEN
LESLEY OWEN
227 TAYLOR AVE
SALEM VA 24153

VICTOR B DELAPP
932 SADDLE DR
SALEM VA 24153

MARY FRANCES BOWEN
IRREVOCALBE TRUST
5406 SNOW OWL DR
ROANOKE VA 24018-0000

ADAM THOMAS ST PIERRE
KAYLA DANIELLE BROWN
936 RED LN
SALEM VA 24153

FRANK W PRUSA JR
MELINDA A PRUSA
942 RED LN
SALEM VA 24153

THOMAS J MARTIN
PO BOX 628
SALEM VA 24153-0628

DONALD S TUCK
946 RED LN
SALEM VA 24153

VALUE HOUSING PARTNERS LLC
5211 SOUTH CONCOURSE DR
ROANOKE VA 24019

HOLLIE YOUNG
955 STONEGATE DR
SALEM VA 24153

LIONEL L ETHERIDGE
956 STONEGATE DR
SALEM VA 24153

DEITRA D BAILEY
958 RED LN
SALEM VA 24153

CARL J LOWE
971 STONEGATE DR
SALEM VA 24153

GARY E SIMMONS
ROMA A SIMMONS
972 STONEGATE DR
SALEM VA 24153

REGINALD ALAN LONG
BETTY LONG
338 WARWICK AVE
SOUTH ORANGE NJ 07079

JEAN O WHEELING
REV DEC OF TRUST
987 STONEGATE DR
SALEM VA 24153

DEBORAH B MINUCIE
1914 OLD MILL DR
SALEM VA 24153

MICHAEL S HAAS
COLLEEN A HAAS
996 STONEGATE DR
SALEM VA 24153

ROANOKE COUNTY VA
DEPT OF PLANNING
REBECCA JAMES ZONING ADM
5204 BERNARD DR 2ND FLOOR
ROANOKE VA 24018

NORTH OAKS MASTER ASSO
P O BOX 665
VINTON VA 24179

EMERALD HILLS SEC 3
HOMEOWNERS ASSOCIATION LLC
P O BOX 1441
SALEM VA 24153

MR JON MORRIS
C/O HOPETREE FAMILY SERVICES
860 MOUNT VERNON LANE
SALEM VA 24153

Signed

Ronetta R. Prillaman

Date

November 4, 2024

City of Salem

Commonwealth of Virginia

The foregoing instrument was acknowledged before me this 4th day of November, 2024, by

Ronetta R. Prillaman

Tammy R. Dunn

Notary Public

My commission expires: October 31, 2028





Item #: 6.E.

AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SALEM,
VIRGINIA HELD AT CITY HALL

MEETING DATE: November 25, 2024

AGENDA ITEM: Special Exception Permit

Consider for approval the request of Jason N. and Jennifer C. Fountain, property owners, for the issuance of a Special Exception Permit to allow an accessory apartment on the property located at 621 North Broad Street, (Tax Map # 70-2-1). (The Planning Commission and City Council held a joint public hearing during the Planning Commissions regular meeting on November 13, 2024 as advertised in the November 1 and 4, 2024, issues of *The Roanoke Times*. The Planning Commission recommended approval by a unanimous vote).

SUBMITTED BY: Maxwell Dillon, Planner

SUMMARY OF INFORMATION:

621 North Broad Street is 0.322-acre parcel that sits within the RSF Residential Single Family zoning district. The property owners are pursuing a Special Exception Permit to allow for an accessory apartment to be constructed in an attached garage. In order to qualify as an accessory apartment, that space must be structurally attached to (or within) a primary dwelling unit.

While there is a canopy currently extending towards the existing detached garage, the current garage on the property is not *structurally* attached to the principal dwelling and thus not a candidate for an accessory apartment. The proposed building plans and elevations display an attached garage (structurally connecting the primary dwelling to the existing garage by way of a breezeway), with a proposed renovation allocating approximately 625 square feet of finished living space for the planned accessory apartment.

According to Salem's zoning ordinance, accessory apartments are permitted by Special Exception Permit in the RSF Residential Single Family zoning district, and are subject to the following Use and Design Standards (Section 106-304.1). The relevant details of the applicant's proposal are included in bold.

1. An accessory apartment shall only be considered accessory to a detached single family dwelling. **(applicant satisfies this requirement)**
2. At the completion of construction, no accessory apartment shall contain more than 40 percent of the finished floor area of the principal dwelling. **(accessory apartment = 625 square feet, principal dwelling = 1,893 square feet)**
3. No accessory apartment shall contain less than 300 square feet of finished floor area, or more than 1,000 square feet of finished floor area. **(625 square feet)**
4. Only one accessory apartment shall be allowed per lot or per principal dwelling. **(applicant satisfies this requirement – no existing accessory apartments on the parcel)**
5. The owner of the principal dwelling shall reside on the property and the accessory apartment shall only be occupied by a family member of the owner of the principal dwelling. **(applicant satisfies this requirement – the property owners will reside the principal dwelling, and the accessory apartment will be utilized for multi-generational living)**
6. No separate utility services shall be allowed for the accessory apartment. **(applicant satisfies this requirement)**

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

Staff recommends Council consider approval of this request.

ATTACHMENTS:

1. Special Exception Permit application
2. Proposed building plans and elevations
3. 621 North Broad Street receipt
4. Affidavit



City of Salem
Special Exception or Use Not Provided For Application

Pre-application Meeting (optional)

- Meetings with the Community Development Staff are recommended prior to submittal of a Special Exception/Use Not Provided For Permit application. Please bring a plat to the meeting with a sketch of your proposal.

Application Submittal

- The application deadline is the first of the month for inclusion on the following month's agenda. If the first falls on a weekend or holiday, the application deadline will be the following business day.
- When submitting an application be sure to include the following: a complete application, plat of the subject property, legal description that includes metes and bounds, and supplementary information to support the request (such as conceptual plans and building elevations). Please note incomplete applications will not be accepted and will be returned to the applicant.
- The application fee is due at time of submittal. The applicant will be notified to submit the required legal ad fees prior to the meeting. (See Page 4)
- PLEASE NOTE: As per 106-524.1(A) of the City of Salem Zoning Ordinance no application shall be accepted for a lot or parcel that does not comply with the minimum lot area, width, or frontage requirements of the zoning district or applicable use and design standards. A variance from the Board of Zoning Appeals must be obtained prior to the submission of a Special Exception/Use Not Provided For application.

Application Distribution for City Review

- Complete applications may be routed to City departments for review.

Staff/Applicant Meeting

- The staff may contact the applicant to schedule a meeting to discuss comments provided by reviewing agencies, to request additional information or plan revisions, and to negotiate proffers.

Planning Commission

- Revised conceptual plans and draft proffers must be submitted prior to the Planning Commission meeting. Proffers and conceptual plans may be revised in accordance with Staff's recommendations, and revisions incorporating the staff's recommendations must be submitted prior to the Planning Commission meeting.
- A staff report and recommendation are included in the Planning Commission packet.
- The Planning Commission meets on the 1st Wednesday after the 1st City Council meeting of the month.
- Following a public hearing on the Special Exception/Use Not Provided For Permit case, the Planning Commission may recommend approval, approval with conditions, denial, or deferral of the application.

City Council

- A staff report containing the recommendation of the Planning Commission and Staff is sent to the City Council prior to the meeting.
- The City Council typically hears Special Exception/Use Not Provided For Permit cases on the 4th Monday of every month.
- Following a public hearing on the case, the City Council may vote to approve, deny, defer the application to another meeting, or remand the application back to the Planning Commission for further consideration.

ATTACHMENTS - For ALL REQUESTS you must submit the following electronically:

- a. **A fully completed signed application.**
- b. **Acknowledgement of Application Fee Payment Procedure** (Page 4)
- c. **A plat of the subject property**, which accurately reflects the current property boundaries, is drawn to scale, and shows existing structures. (Typically, available from the City Clerk's Office.)
- d. **Responses to questions on Page 5**
- e. **Historic Impact Information** (if any)
- f. **For applications requiring plans**, please submit electronically only. No hard copies will be accepted.
- g. **Check here** if the conceptual plan will serve as the preliminary plat. [LX](#)

NOTE: Elevations will be required with new development.

TO THE APPLICANT:

It is the policy of the City of Salem City Council, the City of Salem Planning Commission, and City of Salem Board of Zoning Appeals to require a property to be posted when a zoning action is being considered. Such a posting notifies the general public of an impending action and the location being considered.

It is incumbent on you, the applicant, to ensure the sign is in the proper location and remains there until an action has taken place. Consequently, the procedure for posting is as follows:

1. The Community Development Staff will post the sign on your property.
2. You should check the location of the sign to make certain it is in the right place on your property. If it is not, notify the Community Development Office as soon as possible.
3. You should check periodically to ensure the safety of the sign. If it is stolen or otherwise harmed, notify the Community Development Office as soon as possible.

In submitting this Special Exception/Use Not Provided For Permit application, you hereby grant permission to the agents and employees of the City of Salem to enter the referenced property for the purposes of processing and reviewing the above application.

Should you have any questions regarding this policy, please contact a member of Community Development.

City of Salem Community Development Application

Request for SPECIAL EXCEPTION/USE NOT PROVIDED FOR PERMIT

Case #: _____

APPLICANT INFORMATION

Owner: Jason and Jenn FountainContact Name: Dolly-Davis DollbergAddress: 621 North Broad Street, Salem, VA 24153Telephone No. 540 793-3339

Fax No. _____

Email Address dolly@architecturaldesignservices.net

Applicant/Contract Purchaser: _____

Contact Name: _____

Address: _____

Telephone No. _____

Fax No. _____

Email Address _____

PARCEL INFORMATION

For multiple parcels, please attach a page ☐(Tax ID #'s) 70-2-1Deed Book 070004559(s)/0 Page _____

Subdivision _____

Location Description (Street Address, if applicable) _____

Total Area (acres/square feet) _____

Current Zoning _____

Requested Use ☐ Special Exception ☐ Use Not Provided For _____SIGNATURE OF OWNER ☐CONTRACT PURCHASER ☐(attach contract) ☐LESSEE ☐

As owner or authorized agent of this property, I hereby certify that this application is complete and accurate to the best of my knowledge, and I hereby grant permission to the agents and employees of the City of Salem to enter the property for the purposes of processing and reviewing this request.

Signature Dolly-Davis Dollberg

Print Name _____

Date _____

9/30/2024

Signature Jason FountainPrint Name Jason FountainSignature Jenn Fountain

Date _____

Jennifer Fountain

QUESTIONS/ LETTERS/ SHOULD BE FORWARDED TO THE FOLLOWING**:

Name Architectural Design Services c/o Dolly DollbergAddress: 4421 Bandy Rd
Roanoke, VA 24104Telephone No. 540 793-3339

Fax No. _____

Email Address _____

dolly@architecturaldesignservices.net

**It is the responsibility of the contact person to provide copies of all correspondence to other interested parties to the application.

ACKNOWLEDGEMENT OF APPLICATION FEE PAYMENT PROCEDURE

Application fees must be submitted at the time of submittal. I hereby acknowledge that this application is not complete until the payment for all applicable fees has been received by the City of Salem Community Development Department. I acknowledge that I am responsible for ensuring that such fees are received by the City of Salem. I further acknowledge that any application fee submitted after the deadline shall result in the application being considered filed for the next month's meetings.

Signature of applicant/authorized agent **Dolly-Davis Dollberg** Digitally signed by Dolly-Davis Dollberg
DN: cn=US, o=architectural design services,
c=Dolly-Davis Dollberg,
e=dolly@architecturaldesignservices.net
Reason: I have reviewed this document
Location: your signing location here
Date: 2024.09.30 16:36:49-04'00'
Foxit PhantomPDF Version: 10.1.9 Date: _____

Print Name: _____

Signature of owner/authorized agent Jason Fountain Jennifer Fountain 9/30/2024
Jason and
Jennifer
Print Name: Fountain_____

If you would like your correspondence emailed and/or faxed, please make selections, and provide the information below:

☒ Email dolly@architecturaldesignservices.net ☐ Fax: _____

FEES:
All application fees must be paid at the time of submittal. Please make checks payable to the City of Salem:
Special Exception/Use Not Provided For/Use Not Provided For Permit application fee:
\$500

FOR STAFF USE ONLY

Staff Reviewer:	_____	Application Complete?	☐ YES	☐ NO
Date:	_____			

PLEASE RESPOND FOR ALL SPECIAL EXCEPTION/USE NOT PROVIDED FOR APPLICATIONS:

1. This Special Exception/Use Not Provided For is being requested in order to?

Renovate and existing garage structure into an attached ADU - accessory apartment.
This is intended to serve as a residential unit for the aging parents of the
owner/occupants of this property.

2. Describe how you plan to develop the property for the proposed use and any associated uses.

The main structure will be renovated and an addition will be constructed to provide new master bedroom, living room, covered porch and basement storage space. A pool, utility shed will be constructed behind main structure and proposed "Accessory Apartment" (AA). The existing garage will be renovated into a one bedroom AA for aging family members and single car garage. The main house structure and the AA will be connected structurally with roof covering raised deck, lower deck and walkway.

3. Describe why the proposed use or exception is desirable and appropriate for the area. What measures will be taken to assure that the proposed use or exception will not have a negative impact on the surrounding vicinity? (This could include traffic or environmental impacts.)

The proposed use will allow the aging in place of the owner's parents allowing a family based care and monitoring of aging parents to maintain a cohesive multi-generational family unit. The investment in property will raise adjacent property owners values as an added benefit. No negative impact perceived.

4. Is the subject property located within the Floodplain District? ☐ YES ☒ NO If yes, describe the proposed measures for meeting the standards of the Floodplain Ordinance.

5. Have you provided a conceptual plan of the proposed development, including general lot configurations and road locations? Are the proposed lot sizes compatible with existing parcel sizes in the area?

Yes, a conceptual design package containing plans, elevations and basic site plan are provided to identify all setbacks, dimensions and uses. The corner lot size has not changed and is compliance with existing codes of Salem.

6. Is the subject property listed as a historic structure or located within a historic district? ☐ YES ☒ NO
 If yes, describe the proposed measures for meeting the standards of the Department of Historic Resources.

FOUNTAIN RESIDENCE GARAGE AND ENTRANCE

3155 STONERIDGE ROAD

ROANOKE, VIRGINIA

PROPOSED DESIGN DOCUMENTS

SEPTEMBER 23, 2024

INDEX TO DRAWINGS

* COVER SHEET

ARCHITECTURAL

* A100 BASIC SITE PLAN

* A101 EXISTING PLANS
* A102 FIRST FLOOR PLAN HOUSE
* A103 FIRST FLOOR PLAN APARTMENT
* A104 ROOF PLAN

* A501 ELEVATIONS
* A502 ELEVATIONS



NOTE: ALL DESIGNS ARE PROPERTY OF ARCHITECTURAL DESIGN SERVICES, LLC
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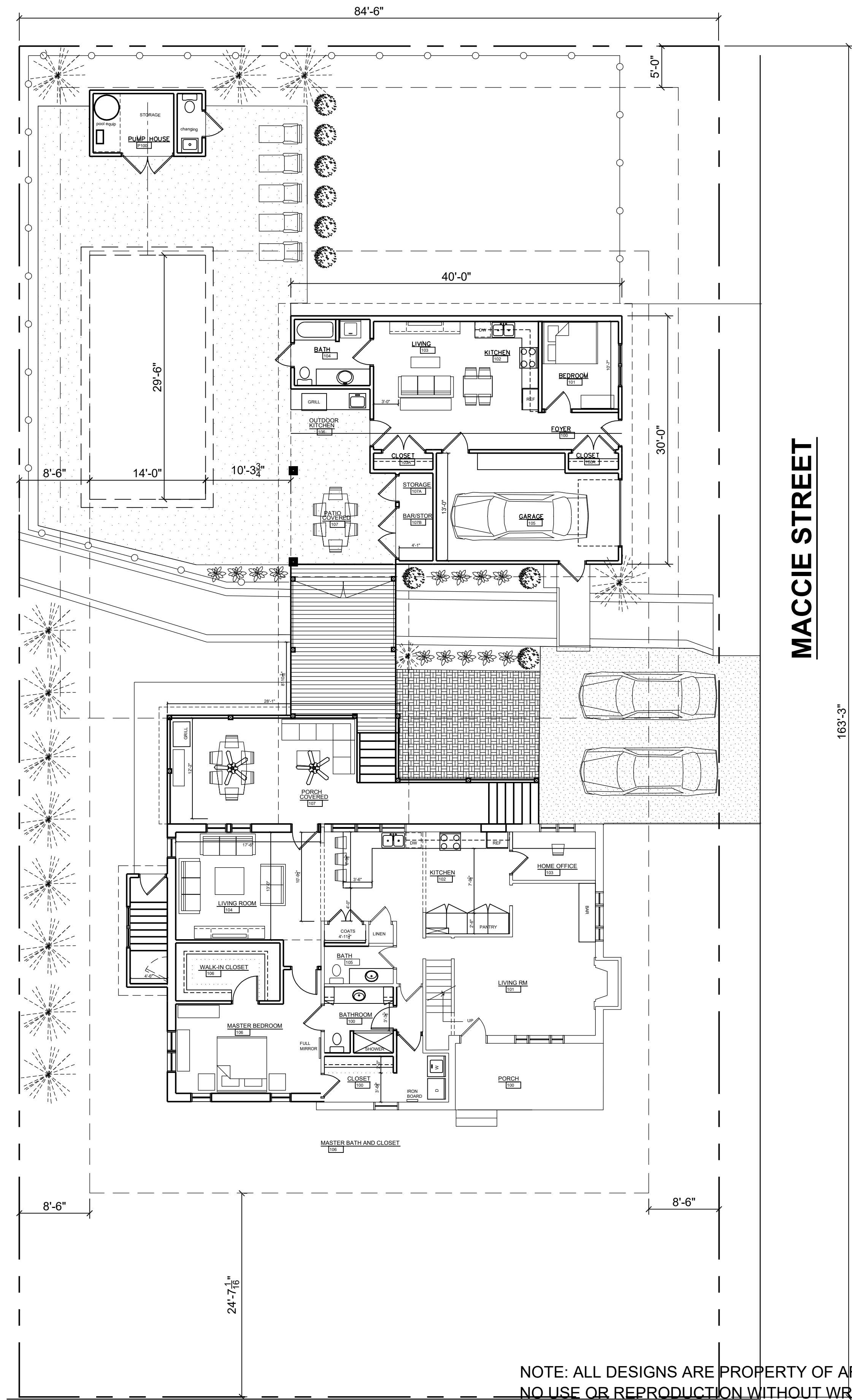
ARCHITECTURAL DESIGN SERVICES

DOLLY-DAVIS DOLLBERG, PA

ARCHITECTURE • PLANNING • PROJECT MANAGEMENT

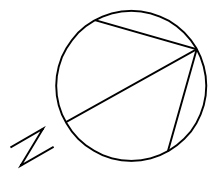
4421 BANDY RD, ROANOKE, VIRGINIA 24014

• 540.793.3339 DOLLY@ARCHITECTURALDESIGNSERVICES.NET •



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PLAN NORTH



PROPOSED SITE PLAN

SCALE: 3/32" = 1'-0"

1

NOTES



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ARCHITECTURE AND PLANNING
4421 BANDY RD, ROANOKE, VIRGINIA 24014
• 540.793.3339 •
DOLLY@ARCHITECTURALDESIGNSERVICES.NET

FOUNTAIN RESIDENCE
621 NORTH BROAD ST

SALEM, VIRGINIA

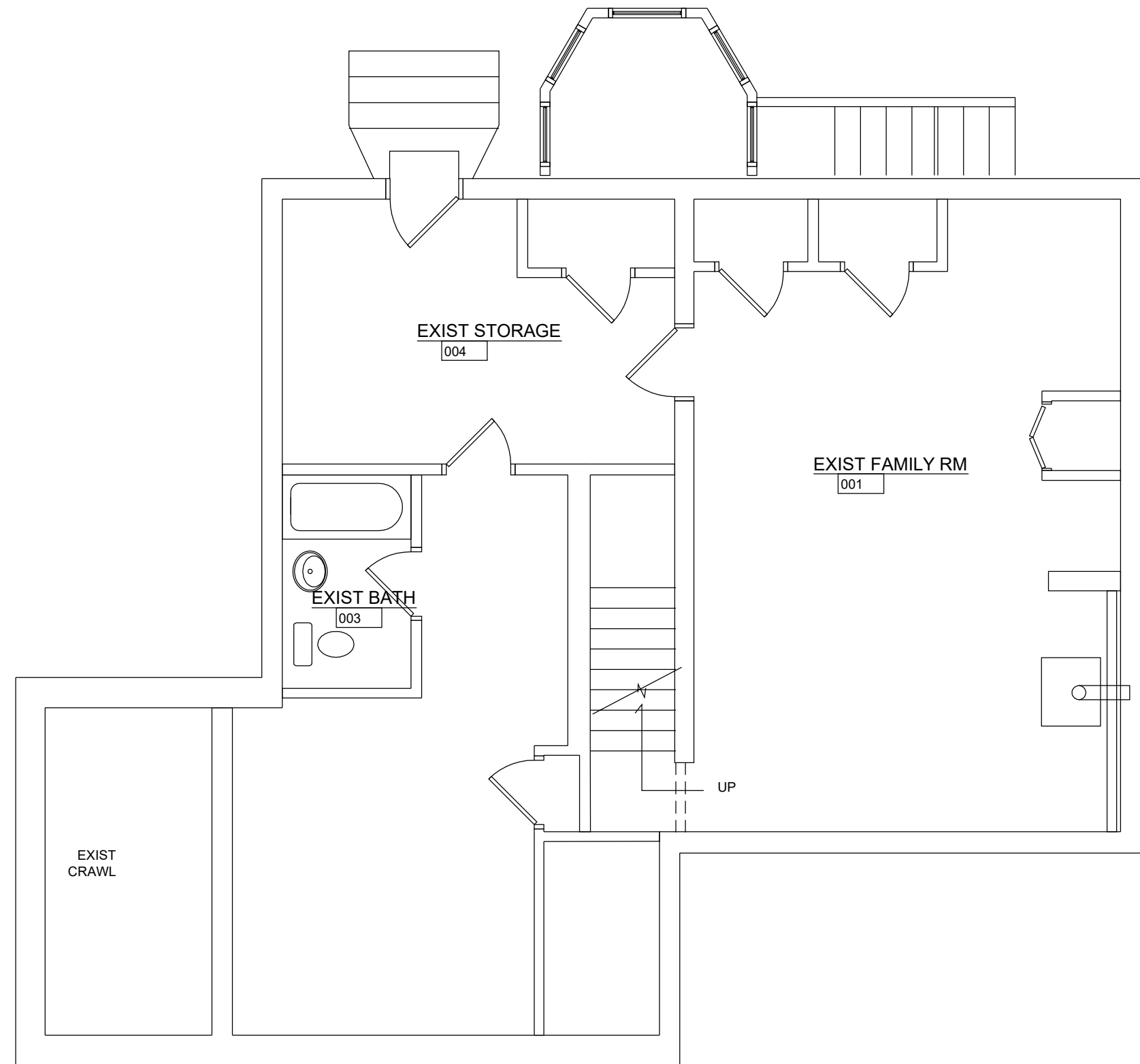
PROGRESS
DRAWINGS FOR
OWNER REVIEW

DATE	SEPTEMBER 23, 2024
PROJECT ARCHITECT	DDD
STRUCTURAL ENGINEER	
REVISIONS	NUMBER DATE

SHEET TITLE

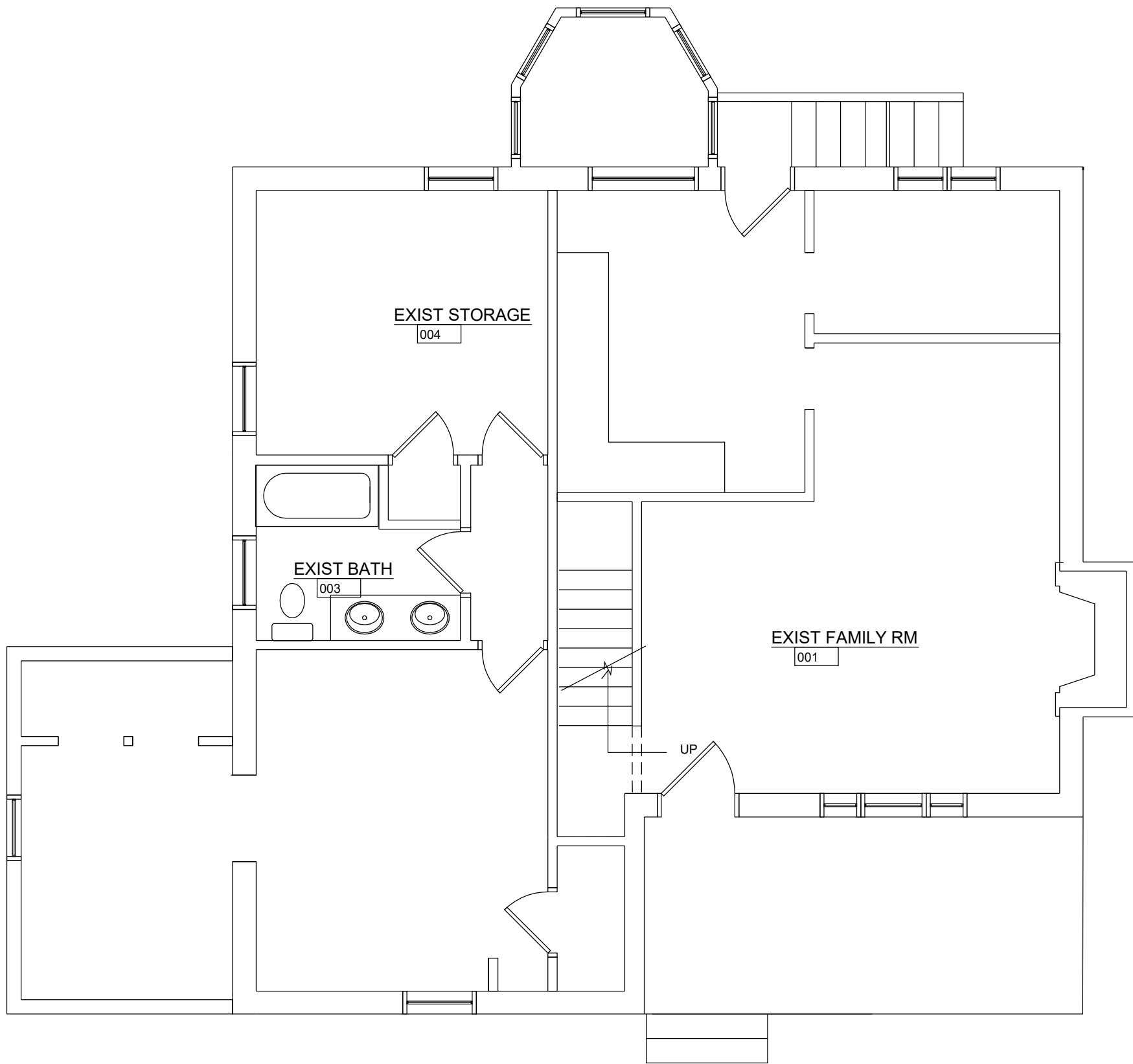
PROPOSED SITE
PLAN

A100



EXISTING BASEMENT

TAKEN FROM BALZER DOES NOT ALIGN WITH OTHER FLOOR FIELD VERIFY



EXISTING FIRST FLOOR

TAKEN FROM BALZER DOES NOT ALIGN WITH OTHER FLOOR FIELD VERIFY

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NOTES



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ARCHITECTURE AND PLANNING
4421 BANDY RD, ROANOKE, VIRGINIA 24014
• 540.793.3339 •
DOLLY@ARCHITECTURALDESIGNSERVICES.NET

FOUNTAIN RESIDENCE
621 NORTH BROAD ST

SALEM, VIRGINIA

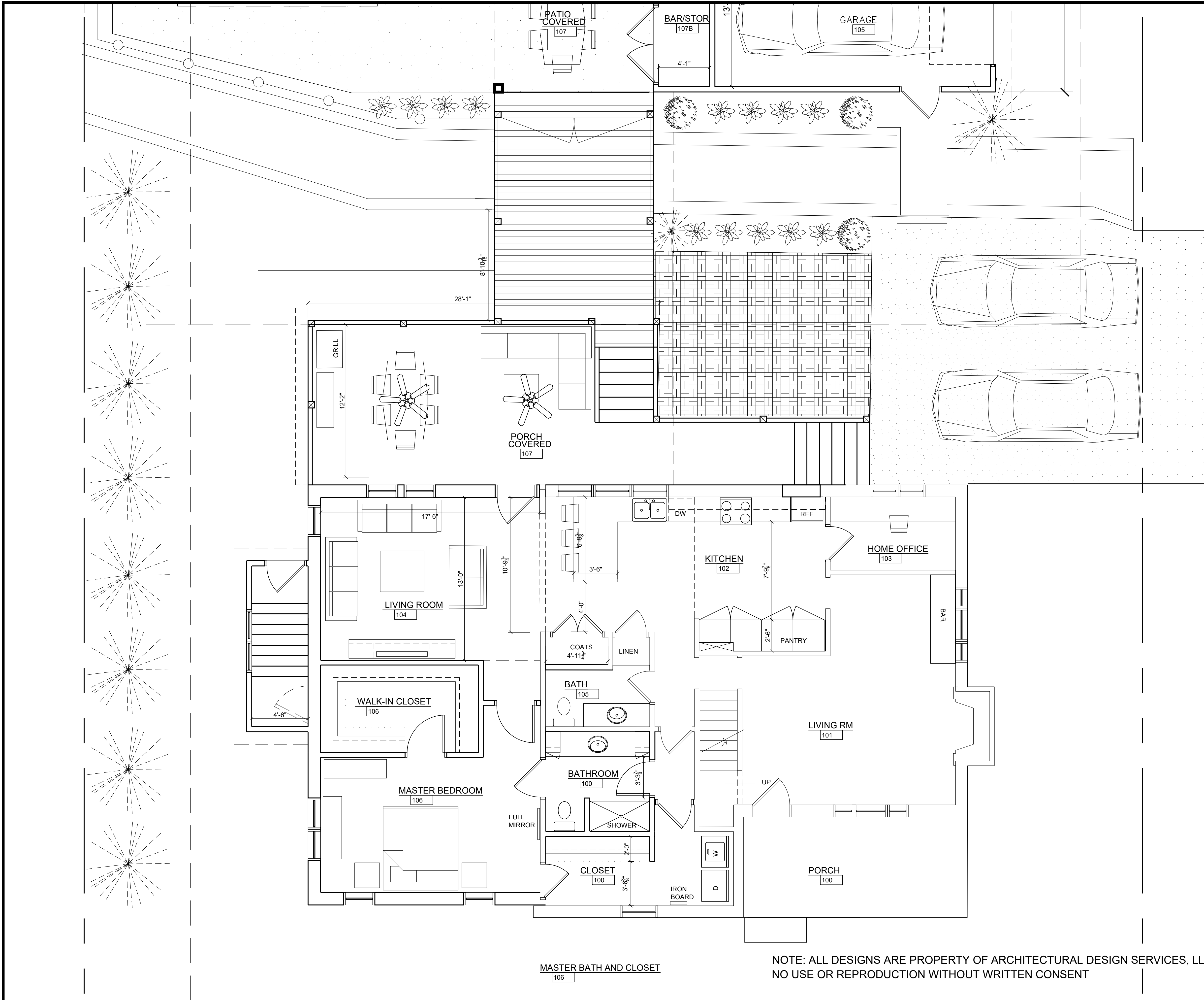
PROGRESS
DRAWINGS FOR
OWNER REVIEW

DATE SEPTEMBER 23, 2024
PROJECT ARCHITECT DDD
STRUCTURAL ENGINEER
REVISIONS NUMBER DATE

SHEET TITLE

EXISTING FLOOR
PLANS

A101



EXIST FLOOR PLANS

SCALE: 1/4" = 1'-0" 1

NOTES



DOLLY-DAVIS DOLLBERG, PA
ARCHITECTURE AND PLANNING
4421 BANDY RD., ROANOKE, VIRGINIA 24014
• 540.793.3339 •
DOLLY@ARCHITECTURALDESIGNSERVICES.NET

FOUNTAIN RESIDENCE
621 NORTH BROAD ST

SALEM, VIRGINIA

PROGRESS
DRAWINGS FOR
OWNER REVIEW

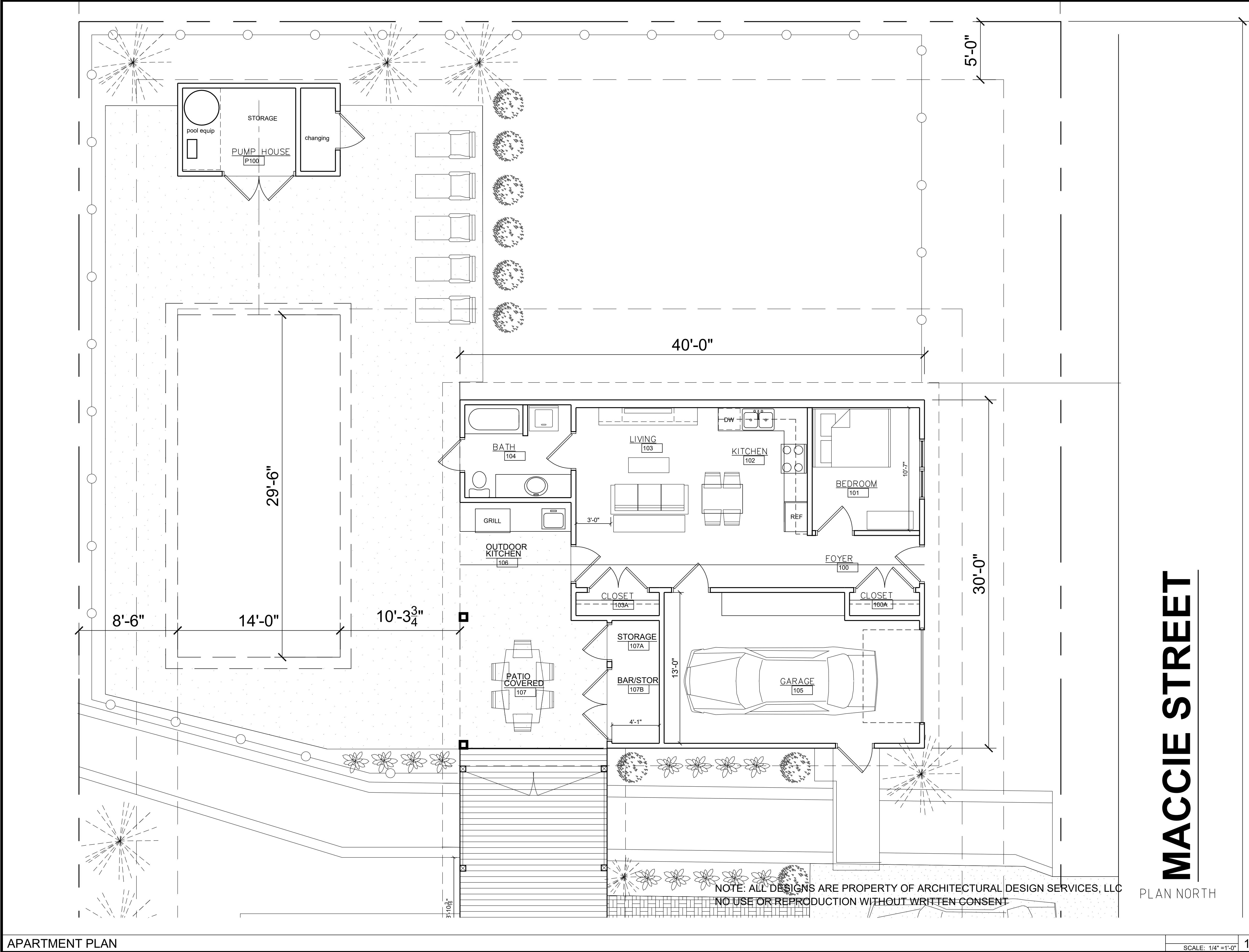
DATE PROJECT ARCHITECT SEPTEMBER 23, 2024
STRUCTURAL ENGINEER DDD
REVISIONS NUMBER DATE

SHEET TITLE

FIRST FLOOR
PLAN

A102

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NOTES



DOLLY-DAVIS DOLLBERG, PA
ARCHITECTURE AND PLANNING
4421 BANDY RD, ROANOKE, VIRGINIA 24014
• 540.793.3339 •
DOLLY@ARCHITECTURALDESIGNSERVICES.NET

FOUNTAIN RESIDENCE
621 NORTH BROAD ST
SALEM, VIRGINIA

PROGRESS
DRAWINGS FOR
OWNER REVIEW

DATE: SEPTEMBER 23, 2024
PROJECT ARCHITECT: DDD
STRUCTURAL ENGINEER: DDD
REVISIONS: NUMBER DATE

SHEET TITLE

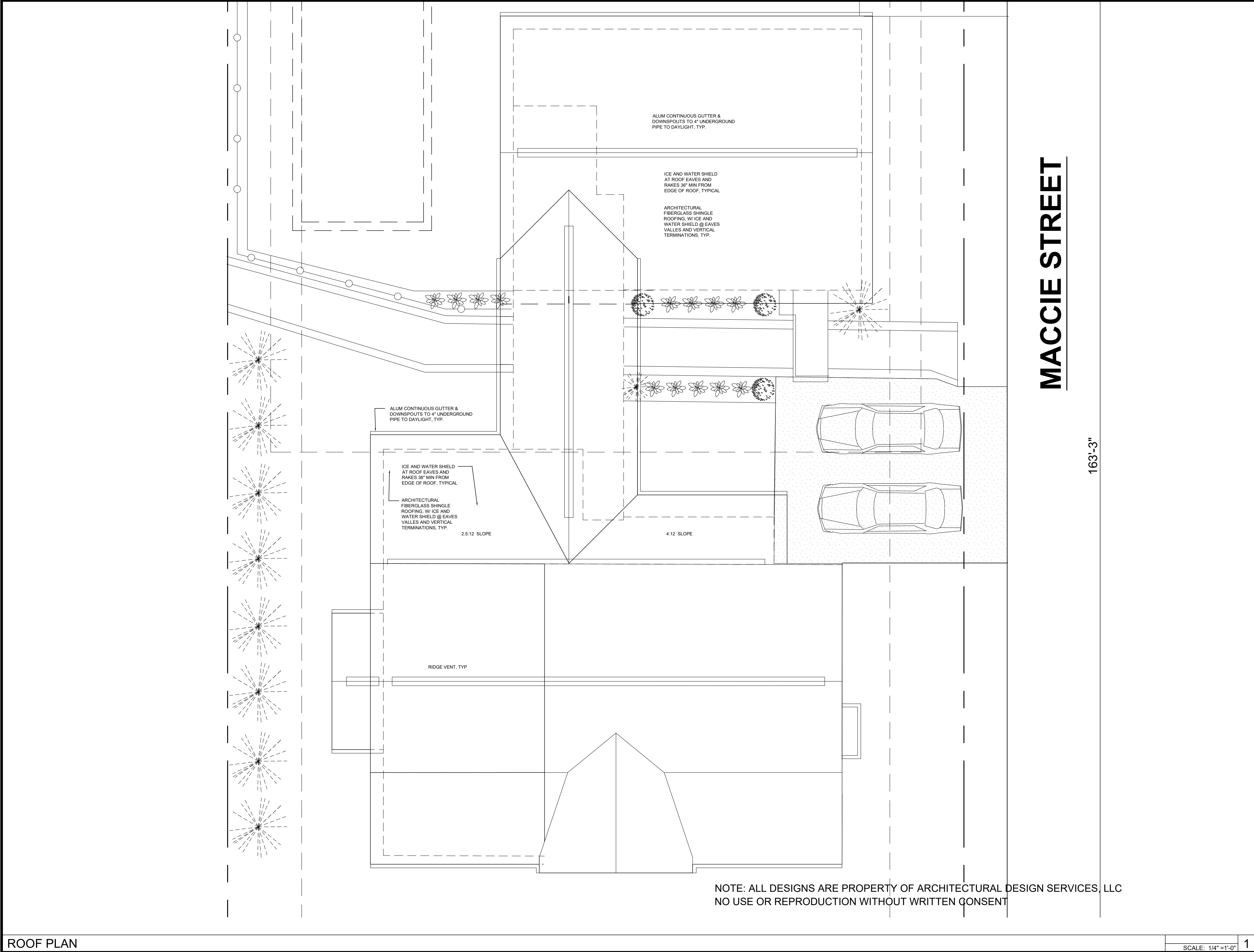
APARTMENT PLAN

A103

APARTMENT PLAN

SCALE: 1/4" = 1'-0"

1



NOTES



DOLLY-DAVIS DOLLBERG, PA
ARCHITECTURE AND PLANNING
4421 BANDY RD, ROANOKE, VIRGINIA 24014
• 540.793.3339 •
DOLLY@ARCHITECTURALDESIGNSERVICES.NET

FOUNTAIN RESIDENCE
621 NORTH BROAD ST

SALEM, VIRGINIA

PROGRESS
DRAWINGS FOR
OWNER REVIEW

DATE: SEPTEMBER 23, 2024
PROJECT ARCHITECT: DDD
STRUCTURAL ENGINEER: JH
REVISIONS: NUMBER DATE

SHEET TITLE

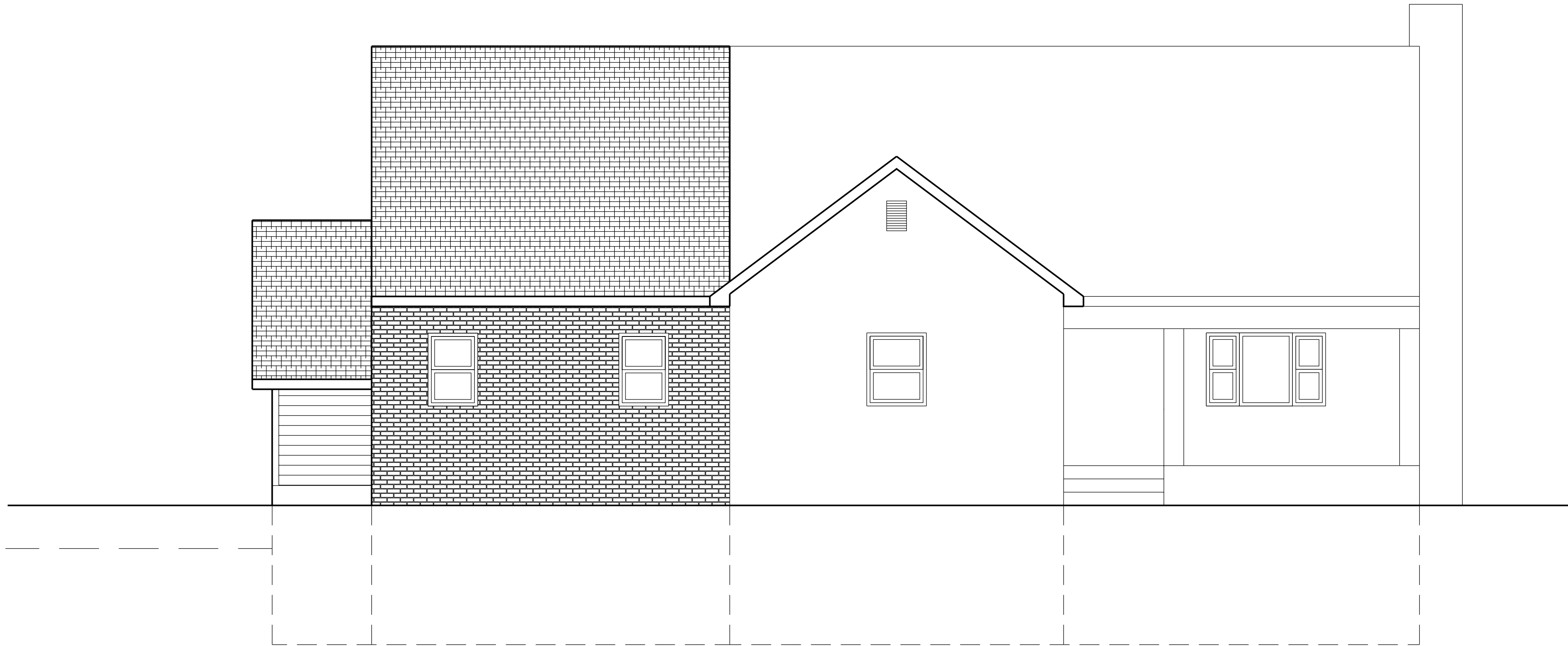
ROOF PLAN

A104

ROOF PLAN

SCALE: 1/4" = 1'-0"

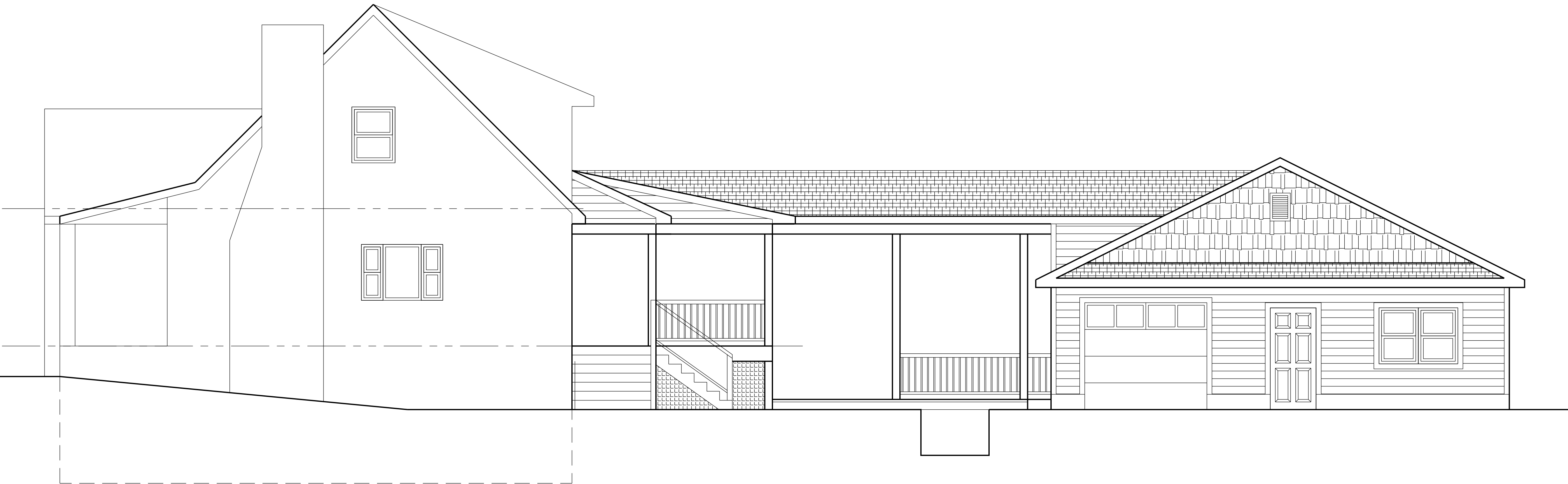
1



EXTERIOR ELEVATION - FRONT

SCALE: 1/4" = 1'-0"

1



EXTERIOR ELEVATION - LEFT

SCALE: 1/4" = 1'-0"

2

EXTERIOR ELEVATION - RIGHT

SCALE: 1/4" = 1'-0"

3

NOTES



DOLLY-DAVIS DOLLBERG, PA
ARCHITECTURE AND PLANNING
4421 BANDY RD, ROANOKE, VIRGINIA 24014
• 540.793.3339 •
DOLLY@ARCHITECTURALDESIGNSERVICES.NET

FOUNTAIN RESIDENCE
621 NORTH BROAD ST

SALEM, VIRGINIA

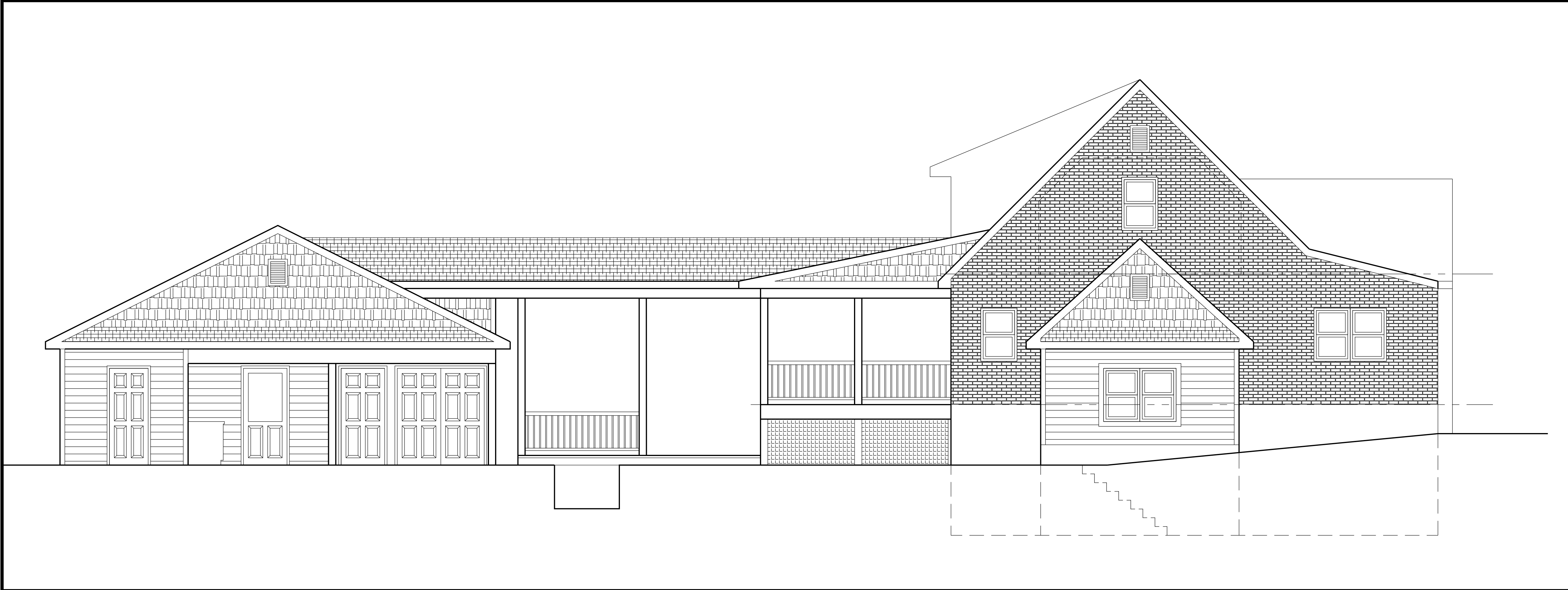
PROGRESS
DRAWINGS FOR
OWNER REVIEW

DATE: SEPTEMBER 23, 2024
PROJECT ARCHITECT: DDD
STRUCTURAL ENGINEER: NUMBER
REVISIONS: DATE

SHEET TITLE

ELEVATIONS

A501



EXTERIOR ELEVATION - LEFT

SCALE: 1/4" = 1'-0" 1



EXTERIOR ELEVATION - REAR

SCALE: 1/4" = 1'-0" 2

NOTES



DOLLY-DAVIS DOLLBERG, PA
ARCHITECTURE AND PLANNING
4421 BANDY RD, ROANOKE, VIRGINIA 24014
• 540.793.3339 •
DOLLY@ARCHITECTURALDESIGNSERVICES.NET

FOUNTAIN RESIDENCE
621 NORTH BROAD ST

SALEM, VIRGINIA

PROGRESS
DRAWINGS FOR
OWNER REVIEW

DATE	SEPTEMBER 23, 2024
PROJECT ARCHITECT	DDD
STRUCTURAL ENGINEER	
REVISIONS	NUMBER DATE

SHEET TITLE

ELEVATIONS

A502

PAYMENT DATE
10/01/2024
COLLECTION STATION
Engineering/Inspections
RECEIVED FROM
Mr. and Mrs. Jason
Fountain
DESCRIPTION

City of Salem
P.O. Box 869
Salem, VA 24153

BATCH NO.
2025-00001641
RECEIPT NO.
2025-00034068
CASHIER
Tammy Dunn

PAYMENT CODE	RECEIPT DESCRIPTION	TRANSACTION AMOUNT
CD LAND USE	Land Use Application Fees Special Exception fee for 621 N Broad Street	\$500.00
	Total Cash\$0.00 Total Check\$500.00 Total Charge\$0.00 Total Wire\$0.00 Total Other\$0.00 Total Remitted\$500.00 Change\$0.00 Total Received\$500.00	
Total Amount:		\$500.00
Customer Copy		

**AFFADAVIT OF MAILING PURSUANT TO S15.2-2204
CODE OF VIRGINIA**

**PLANNING COMMISSION
NOVEMBER 13, 2024**

ITEM #

This is to certify that I mailed letters in reference to the Proposal to Permit Use request of Jason and Jennifer Fountain, property owners, for the issuance of a special exception permit to allow an accessory apartment on the property located at 621 North Broad Street (Tax Map # 70-2-1) to the following property owners and adjacent property owners on November 4, 2024 in the 2:00 p.m. mail:

JASON AND JENN FOUNTAIN
21 N BROAD ST
SALEM VA 24153

REBECCA B MULLINS
702 N BROAD ST
SALEM VA 24153

DAVID A DUNCAN
CASEY N DUNCAN
21 MACCIE ST
SALEM VA 24153

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ARCHITECTURAL DESIGN SERVICES
C/O DOLLY DOLLBERG
4421 BANDY RD
ROANOKE VA 24014

Signed

Jogetta R Prillaman

Date

November 4, 2024

City of Salem
Commonwealth of Virginia

The foregoing instrument was acknowledged before me this 4th day of November, 2024, by

Jogetta R Prillaman

Tammy R Dunn

Notary Public

My commission expires: October 31, 2028





Item #: 6.F.

AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SALEM,
VIRGINIA HELD AT CITY HALL

MEETING DATE: November 25, 2024

AGENDA ITEM: **2025 Legislative Package**
Consider the adoption of Resolution 1489 adopting a
Legislative Program for the 2025 session of the Virginia
General Assembly and petitioning the General Assembly to
favorably consider the issues and topics addressed herein.

SUBMITTED BY: Chris Dorsey, City Manager

SUMMARY OF INFORMATION:

This resolution will adopt priorities for use in working with our local legislative
delegation and others to promote the interests of the City.

FISCAL IMPACT:

There is no fiscal impact for the development of the legislative program.

STAFF RECOMMENDATION:

Staff recommends Council adopt the 2025 General Assembly Legislative Priorities for
the City.

ATTACHMENTS:

1. Item 6F 11-25-24 2025 Legislative Agenda Resolution

IN THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, November 25, 2024:

RESOLUTION 1489

WHEREAS, the Council of the City of Salem is concerned with certain specific issues that may come before the 2025 session of the Virginia General Assembly; and

WHEREAS, Council is desirous of expressing to its representatives its official position on the following matters:

- Support runway safety improvements and expansions at the Roanoke-Blacksburg Regional Airport.
- Commitment to transportation projects in the region including innovative funding strategies for I-81 which will sustain investment beyond 2033 and account for inflation-related shortfalls; and additional funding necessary to adequately maintain and repair roads in the City of Salem.
- Carefully consider those recommendations set forth by the Virginia Municipal League in its 2025 Legislative Program.

Upon a call for an aye and a nay vote, the same stood as follows:

H. Hunter Holliday –
William D. Jones –
Byron Randolph Foley –
James W. Wallace III –
Renee F. Turk – Aye -

ATTEST:

H. Robert Light
Clerk of Council