



**Agenda**  
**Monday, February 10, 2025, 6:30 PM**

Work Session, 5:30 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

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**WORK SESSION**

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1. Call to Order
2. New Business
  - A. FY2026 Budget Priorities
3. Adjournment

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**REGULAR SESSION**

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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, on matters not already having a public hearing at the same meeting.
  - B. **Minutes**

Consider acceptance of the January 27, 2025, Work Session and Regular Meeting minutes.
5. Old Business
6. New Business
  - A. **Special Exception Permit - Withdrawn at the Request of the Petitioner**

**WITHDRAWN AT THE REQUEST OF THE PETITIONER.** Hold public hearing to consider the request of Heather Pollard, contract purchaser, for the issuance of a Special Exception Permit to allow a personal service, beauty salon, on the property located at 707 South Colorado Street, Tax Map 160-7-3. (Advertised in the January 23 and 30, 2025, issues of the *Salem Times-Register*.) (The Planning Commission recommended approval by a unanimous vote.)

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

Hold public hearing and consider ordinance on first reading for the request of Patrick and Jamie Snead to amend Chapter 106 Zoning, Article III Use and Design Standards, Section 106-304.17(B)(6) Townhouse, of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to setbacks for townhouses. (Advertised in the January 23 and 30, 2025, issues of the *Salem Times-Register*.) (The Planning Commission recommended approval by a unanimous vote.)

**C. Amendment to the City Code - Chapter 66, Signs**

Hold public hearing and consider ordinance on first reading amending Chapter 66 Signs, Article IV Permitted Signs by Use and District, Section 66-105 Permitted Signs, of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to wall signs. (Advertised in the January 23 and 30, 2025, issues of the *Salem Times-Register*.) (The Planning Commission recommended approval by a unanimous vote.)

**D. Taxicabs**

Consider setting the date for a public hearing in accordance with Section 98-94 of THE CODE OF THE CITY OF SALEM, VIRGINIA, for the issuance of Certificates of Public Convenience and Necessity for the next twelve (12) months. (Suggest March 24, 2025).

**E. Appropriation of Funds**

Appropriate grant funds received from Community Foundation Serving Western Virginia

**F. Appropriation of Funds**

Appropriate grant funds awarded by Virginia Tourism Corporation

**G. Appropriation of Funds**

Request to adjust budgets for NCAA revenue and expenditure accounts. **Audit - Finance Committee**

**H. Appropriation of Funds**

Request to appropriate and transfer capital reserve. **Audit - Finance Committee**

**7. Closed Session**

Hold a closed session in accordance with the provisions of Section 2.2-3711A(3) of the 1950 Code of Virginia, as amended, for a discussion or consideration of the acquisition of real property for a public purpose, or of the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

## 8. Adjournment



## **CITY COUNCIL**

### **MINUTES**

**Monday, January 27, 2025 at 6:30 PM**

Work Session, 5:30 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

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### **WORK SESSION**

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#### **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 January 27, 2025, at 5:30 p.m., there being present the following members of said Council to wit: Renée Ferris Turk, Mayor; Anne Marie Green, Vice-Mayor; Council members; Byron Randolph Foley, H. Hunter Holliday, and John Saunders; 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; Mary Ellen Wines, Planning and Zoning Administrator; Crystal Williams, Assistant to the City Manager; Laura Lea Harris, Deputy Clerk of Council; and Jim Guynn, City Attorney. Also in attendance this evening were: Garrett Channell, Executive Director of the Salem Museum and the following members of the Salem Museum & Historical Society Board: Susan Mini, Tom Copenhaver, and Jim Laub; 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. Meeting with representatives of the Salem Museum and Historical Society regarding Preston Place.
2. Review proposed City Code amendments recommended by the

Planning Commission to: 1. Chapter 66 Signs, Article IV Permitted Signs by Use and District, Section 66-105 Permitted Signs, and; 2. Chapter 106 Zoning, Article III Use and Design Standards, Section 106-304.17(B)(6) Townhouse

Members of the Salem Museum & Historical Society were present to meet with Council regarding Preston Place. Discussion was held and questions were responded to.

Mary Ellen Wines, Planning & Zoning Administrator, presented a review of the proposed City Code amendments recommended by the Planning Commission to Chapter 66, Signs, Article IV Permitted Signs by Use and District, Section 66-105 Permitted Signs, and; 2. Chapter 106 Zoning, Article III Use and Design Standards, Section 106-304.17(B)(6) Townhouse. Discussion was held among Council and questions were responded to by Ms. Wines.

### **3. Adjournment**

There being no further business, Mayor Turk adjourned the meeting at 7:00 p.m.

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## **REGULAR SESSION**

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### **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; Anne Marie Green, Vice-Mayor; Councilmembers: Byron Randolph Foley, H. Hunter Holliday, and John Saunders; 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; t; and Jim Guynn, City Attorney.

### **2. Pledge of Allegiance**

### **3. Bid Opening, Awards, Recognitions**

#### **A. Recognition**

Recognize Angela Sellers for over 50 years of service in the City of Salem.

Mayor Turk requested that Angela Sellers, the City's Process Improvement and Business Efficiency Director, to be recognized upon her retirement after nearly fifty-two years of service to the City of Salem. Mayor Turk read and presented Mrs. Sellers with a proclamation from Council in appreciation of her service. She was recognized as the longest tenured full-time employee in the City of Salem's history. Council thanked Mrs. Sellers for her service.

#### 4. Consent Agenda

##### A. **Citizen Comments**

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

John Breen, 142 Bogey Lane, addressed Council this evening. He listed tasks that he felt were important for Salem's future and needed to be confronted by Council. He requested that Council require specific actions tied to progress benchmarks and deadlines.

##### B. **Minutes**

Consider acceptance of the January 13, 2025, Organizational Meeting and Regular Meeting minutes.

Mayor Turk noted that a corrected version of the minutes had been distributed by staff to address a typographical error on page three.

The minutes were approved as amended.

##### C. **Financial Reports**

Consider acceptance of the Statement of Revenues and Expenses for the six months ending December 2024.

The Financial Reports were received.

#### 5. Old Business

There was no Old Business this evening.

#### 6. New Business

##### A. **Conveyance of Property**

Hold a public hearing to consider the sale of an approximate .519 acre tract located in Salem, Virginia, being a portion of Tax Map # 246-1-1.6. (As advertised in the January 18, 2025, issue of the *Roanoke Times*.)

Mr. Light noted that the parcel was approximately 8.2 acres, wholly unbuildable, and most of the property has about a 46% slope. This small section has some potential value and per State Code, the City is required to have a public hearing before we potentially bring back opportunities for this to be put back into taxable use. Mr. Light clarified that the tax map # is 246-1-1.6.

Mayor Turk opened the public hearing.

John Breen, 142 Bogey Lane, posed two questions in reference to this item. He requested to know the price and the reason for the redactions on the survey included in the Agenda Packet for this evening.

Stella Reinhard, 213 N. Broad Street, asked for clarification of the location and the usefulness for development of the property.

Mr. Light noted that the location is tax map #246-1-1.6 and that this was part of an approximately 8.2 acre parcel. He also shared that almost all of this parcel is unbuildable with about a 46% slope. He indicated that this small section could have some value outside of being owned by the City. Tonight's purpose was just to hold a public hearing as required before moving forward and bringing something back to Council if an opportunity arises.

No one else came forward to speak.

Mayor Turk closed the public hearing.

Mayor Turk noted that no action would be taken by Council this evening.

#### **B. Receive 2024 Planning Commission Annual Report**

Receive the 2024 Planning Commission Annual Report.

Mayor Turk asked Mary Ellen Wines, Planning and Zoning Administrator, to share information about the Planning Commission report.

Mary Ellen Wines, 21 S. Bruffy Street, Community Development, noted that as directed by Virginia State Code, the Planning Commission is required to submit an annual report to City Council. She shared that included in this Agenda is the 2024 Annual Report to City Council and that it included a number of applications and the results, an update on the Comprehensive Plan, the number of zoning permits issued by their office, the number of site plans reviewed by Community Development, the list of membership, and some historical data over the last five years.

Mayor Turk noted that the only action required on this item was to receive the report.

The report was received by Council.

#### **C. Audit-Finance Committee Role and Composition**

Consider the adoption of Resolution 1490 establishing the role and composition of the Audit Finance Committee.

Mayor Turk asked Ms. Jordan to share information on the history of the Audit Finance Committee. She noted that at the last Council meeting Mr. Light had explained that this committee has had a number of different roles and has evolved over the years. It was felt that something more definitive was needed outlining the role of that committee.

Ms. Jordan noted that at the last Council meeting, discussion was held about the

origin of Audit Finance and how it evolved into the Committee it has become. Staff and prior Audit Finance members have compiled a list of recommended items that they believe need to come to the Audit Finance Committee. She noted the specific details included in Resolution 1490 which would establish the role and composition of the Audit Finance Committee if approved by Council this evening.

City Manager Dorsey thanked Mr. Frank Turk, past Director of Finance, for coming in to meet with staff to assist in understanding the history of this committee.

#### **D. Boards and Commissions**

Consider appointments to various boards and commissions.

Mayor Turk noted that there are a number of items this evening requiring the appointment of Council members to various boards and commissions and requested that Mr. Light break them out in order for Council to consider them separately.

Mr. Light noted that the first item is the Audit Finance Committee that was just discussed. Per the Administrative Calendar, this group meets at 8:30 a.m. on the Wednesday preceding the first regularly scheduled Council meeting of each month only if there are items to be reviewed. The first appointment was to request the appointment of a Council member as committee chair of the Audit Finance Committee for a two-year term ending December 31, 2026.

Mayor Turk motioned to appoint Randy Foley as Chairman for the Audit Finance Committee for a two-year term ending December 31, 2026. Hunter Holliday seconded the motion.

It was confirmed that Councilman Foley was amenable to accepting this position.

Ayes: Saunders, Holliday, Foley, Green, Turk

Nays: None

Abstaining: None

Mayor Turk asked for nominations for another Councilmember to serve as a representative on the Audit Finance Committee.

Mayor Turk nominated Anne Marie Green to serve as a Member on the Audit Finance Committee. Hunter Holliday seconded the motion.

Mr. Saunders indicated that he was willing to serve on this committee but that he was fine with Ms. Green serving as well. Discussion was held and Ms. Green indicated that she was fine with Mr. Saunders taking that role. Mayor Turk withdrew her motion.

Anne Marie Green motioned to appoint John Saunders as the other Council member At Large for the Audit Finance Committee. Hunter Holliday seconded the motion.

Ayes: Saunders, Holliday, Foley, Green, Turk  
Nays: None  
Abstaining: None

Mr. Light noted that the next appointment was for the Roanoke Valley-Alleghany Regional Commission. The Regional Commission meetings typically are the fourth Thursday of each month. It was clarified that the time for these meetings is 3:00 p.m. Mr. Light asked that Council consider the appointment of a Council member to fill the remainder of a vacant three-year term ending June 30, 2027. He noted that Mr. Holliday is already serving on this Commission.

Anne Marie Green stated that she would be willing to serve in this capacity.

Randy Foley motioned to appoint Anne Marie Green to the Roanoke Valley-Alleghany Regional Commission to fill the remainder of the three-year term of James W. Wallace ending June 30, 2027. John Saunders seconded the motion.

Ayes: Saunders, Holliday, Foley, Green, Turk  
Nays: None  
Abstaining: None

Mr. Light noted that the next appointment was for the Western Virginia Regional Jail Authority. He shared that this board meets on the first Thursday of each month at 9:00 a.m. We need a Primary Local Government Body Representative. Currently, Mr. Foley is serving as the Alternate.

Mr. Foley noted that he was happy to serve as the primary unless someone else wished to do so. Mr. Holliday indicated that he was willing to do either one.

Mayor Turk motioned to appoint Randy Foley as the Primary Local Governing Body Representative to the Western Virginia Regional Jail Authority. John Saunders seconded the motion.

Ayes: Saunders, Holliday, Foley, Green, Turk  
Nays: None  
Abstaining: None

Randy Foley motioned to appoint Hunter Holliday as the Alternate Local Governing Body Representative to the Western Virginia Regional Jail Authority. Mr. Holliday confirmed that he was amenable to this appointment. Anne Marie Green seconded the motion.

Ayes: Saunders, Holliday, Foley, Green, Turk  
Nays: None  
Abstaining: None

Mr. Foley shared information on taking the Oath for this position with Mr. Holliday.

Mr. Light noted that the next item was to consider the appointment of a Council member as an alternate to the Chief Local Elected Official Consortium (CLEO). He indicated that Mr. Holliday is already serving as the primary member for this board. He also clarified that this consortium typically meets quarterly at their office and is often handled by Zoom meetings also.

Mr. Saunders indicated that he would be willing to take this position.

Randy Foley motioned to appoint John Saunders to the Chief Local Elected Official Consortium (CLEO). Mayor Turk seconded the motion.

Ayes: Saunders, Holliday, Foley, Green, Turk

Nays: None

Abstaining: None

It was noted by City Manager Dorsey that this was for an alternate position.

Randy Foley made an amended motion to appoint John Saunders as an Alternate to the Chief Local Elected Official Consortium (CLEO). Mayor Turk seconded the motion.

Ayes: Saunders, Holliday, Foley, Green, Turk

Nays: None

Abstaining: None

Mr. Light noted that there were an additional three appointments for other boards and commissions for Council's consideration this evening. If Council was amenable to the appointments, a single motion for all three of them, with a roll call vote would suffice. The recommendations were:

To recommend Corey Fobare for Circuit Court appointment to the Board of Equalization of Real Estate Assessments for the remainder of a three-year term ending November 30, 2027; to reappoint David G. Brittain to the Real Estate Tax Relief Review Board for a three-year term ending February 14, 2028; and to appoint Sheriff Chris Shelor to the Virginia Alcohol Safety Action Program Board (VASAP) for a three-year term ending January 27, 2028.

Randy Foley motioned to make the appointments as stated above. Mayor Turk seconded the motion.

Ayes: Saunders, Holliday, Foley, Green, Turk

Nays: None

Abstaining: None

Mayor Turk encouraged citizens to review the website listing of boards and

commissions that are available for citizens to serve on. She noted that the website normally states when there is a vacancy of a position.

## 7. Adjournment

Mayor Turk adjourned the meeting at 7:03 p.m.

Submitted by:

H. Robert Light  
Clerk of Council

Approved by:

Renée Ferris Turk  
Mayor

DRAFT



Item #: 6.A.

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

**MEETING DATE:** February 10, 2025

**AGENDA ITEM:** **Special Exception Permit - Withdrawn at the Request of the Petitioner**  
**WITHDRAWN AT THE REQUEST OF THE PETITIONER.** Hold public hearing to consider the request of Heather Pollard, contract purchaser, for the issuance of a Special Exception Permit to allow a personal service, beauty salon, on the property located at 707 South Colorado Street, Tax Map 160-7-3. (Advertised in the January 23 and 30, 2025, issues of the *Salem Times-Register*.) (The Planning Commission recommended approval by a unanimous vote.)

**SUBMITTED BY:** Maxwell Dillon, Planner

**SUMMARY OF INFORMATION:**

**SITE CHARACTERISTICS:**

Zoning: RB Residential Business District  
Land Use Plan Designation: Mixed Use  
Existing Use: Residence/Vacant  
Proposed Use: Residence/Personal Service (beauty salon)

The subject property (707 South Colorado Street) consists of a 0.215-acre tract of land which currently sits within the RB Residential Business zoning designation. A residence with an attached commercial unit exists on-site. To provide a bit of history, Floyd & Sue's Barber Shop previously operated at this location; however, it ceased operations in December of 2019 and the commercial unit subsequently lost its legal nonconforming status. As a result, the applicant is requesting a Special Exception Permit for a personal service to operate a beauty salon in that same unit that is currently vacant.

The Future Land Use Map (FLUM) identifies this area as Mixed Use which is consistent with the proposed future utilization of the property.

The proposal meets the requirements of Section 106-208.3. Site development

regulations for RB.

**FISCAL IMPACT:**

**STAFF RECOMMENDATION:**

No action is required as the item has been withdrawn by the petitioner.

**ATTACHMENTS:**

1. Special Exception Permit application
2. 707 South Colorado Street notification map
3. Affidavit & Owner Letters
4. Application Payment Receipt
5. Item 6A.B.C. 2-10-25 PC January 15, 2024, minutes
6. Item 6A 2-10-25 707 Council letter to petitioner South Colorado Street Tax Map #160-7-3
7. Item 6A.B.C. 2-10-25 Legal Ad 1-23-25
8. Item 6A.B.C. 2-10-25 Legal Ad 1-30-25



**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 1<sup>st</sup> Wednesday after the 1<sup>st</sup> 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. ☐

**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: William Francis Graham

Contact Name: \_\_\_\_\_

Address: 3556 MEADOWLARK RD Roanoke, VA 24018

Telephone No. 5405248843

Fax No. \_\_\_\_\_

Email Address wildbg@aol.com

Applicant/Contract Purchaser: Heather Pollard

Contact Name: \_\_\_\_\_

Address: 1200 TERRACE DR Salem, VA 24153

Telephone No. 5407934323

Fax No. \_\_\_\_\_

Email Address heatherpollard84@gmail.com

## PARCEL INFORMATION

For multiple parcels, please attach a page ☐

(Tax ID #'s) 160-7-3

Deed Book \_\_\_\_\_ Page \_\_\_\_\_

Subdivision \_\_\_\_\_

Location Description (Street Address, if applicable) \_\_\_\_\_

707 S. Colorado St

Total Area (acres/square feet) 9583 lot/1996sq ft

Current Zoning Residential Business

Requested Use ☐ Special Exception ☐ Use Not Provided For  
Special Exception- Beauty Salon

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 \_\_\_\_\_

Date 11-26-24

Print Name Heather Pollard

Signature \_\_\_\_\_

Date \_\_\_\_\_

Print Name \_\_\_\_\_

## QUESTIONS/ LETTERS/ SHOULD BE FORWARDED TO THE FOLLOWING\*\*:

Name Heather Pollard

Address: 1200 Terrace Drive Salem, VA 24153

Telephone No. 5407934323

Fax \_\_\_\_\_

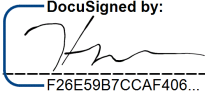
No. \_\_\_\_\_

Email Address heatherpollard84@gmail.com

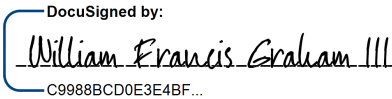
\*\*It is the responsibility of the contact person to provide copies of all correspondence to other interested parties to the application.

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: 11/27/2024 | 05:35 PST

Print Name: \_\_\_\_\_

Signature of owner/authorized agent  Date: 12/15/2024 | 16:09 PST

Print Name: William Francis Graham III

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

☒ Email Heatherpollard84@gmail.com ☐ 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?

Operate a beauty salon at this location.
2.

Describe how you plain to develop the property for the proposed use and any associated uses.

Property formerly a barber shop. There will be limited changes needed to be made at this location.
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.)

This location was formerly a barber shop. Quiet and professional business operations will be conducted here with respect to the adjacent properties.
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?

These changes wil not be necessary for this property.
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.

(Formerly Alabama)

5th Stre

5th Street

**AFFADAVIT OF MAILING PURSUANT TO S15.2-2204  
CODE OF VIRGINIA**

**PLANNING COMMISSION  
JANUARY 15, 2025**

**ITEM #**

This is to certify that I mailed letters in reference to the Special Exception Permit request of Heather Pollard, contract purchaser, for the issuance of a special exception permit to allow a personal service, beauty salon, on the property located at 707 South Colorado Street (Tax Map # 160-7-3) to the following property owners and adjacent property owners on December 27, 2024, in the 2:00 p.m. mail:

HEATHER POLLARD  
1200 TERRACE DRIVE  
SALEM VA 24153

JOSEPH M FOLEY  
302 ACADEMY ST  
SALEM VA 24153

FINE LINE INTERIORS LLC  
700 S COLORADO ST  
SALEM VA 24153

COLORADO STREET CO LLC  
3574 PEAKWOOD DRIVE  
ROANOKE VA 24014

K&K PROPERTIES LLC  
4676 CHIPPENHAM DR  
ROANOKE VA 24018

ROANOKE CO SCHOOL BOARD  
5937 COVE RD  
ROANOKE VA 24019

CATHARINE T WRIGHT  
701 S COLORADO ST  
SALEM VA 24153

WILLIAM FRANCIS GRAHAM III  
3556 MEADOWLARK RD  
ROANOKE VA 24018

THALASSA A KENT-MCBROOM  
711 S COLORADO ST  
SALEM VA 24153

715 COLORADO STREET LLC  
1281 SOUTHSIDE DR  
SALEM VA 24153

719 COLORADO STREET LLC  
1281 SOUTHSIDE DR  
SALEM VA 24153

LESTER MANAGEMENT GROUP LLC  
P O BOX 4373  
ROANOKE VA 24015

DUSTIN G SEACRIST  
636 CLEVELAND AVE  
SALEM VA 24153

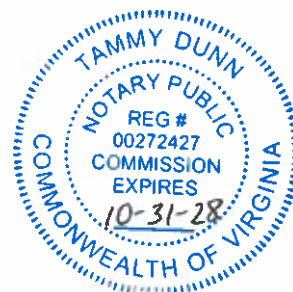
MONROE ENTITIES LLC  
18777 GROVE CHURCH CT  
LEESBURG VA 20175

Signed

Loretta L. Prillaman

Date

12/27/2024



City of Salem  
Commonwealth of Virginia

The foregoing instrument was acknowledged before me this 27 day of December, 2024, by

Loretta L. Prillaman

Tammy Dunn

Notary Public

My commission expires: 10-31-2028



December 27, 2024

Heather Pollard  
1200 Terrace Drive  
Salem, VA 24153

RE: Petition For Special Exception Permit  
707 S Colorado Street  
Tax Map # 160-7-3

To Whom It May Concern:

You and/or your agent shall appear before the Planning Commission on **Wednesday, January 15, 2025 at 7:00 p.m.** in the **Council Chambers, First Floor, Salem City Hall, 114 North Broad Street, Salem, Virginia** for consideration of your request for a special exception permit for the above referenced property.

You and/or your agent shall also appear before the Salem City Council. You will be notified of the date, time, and place of that public hearing when it is scheduled.

If you have any questions regarding this matter, please contact our office at (540) 375-3032.

Sincerely,

A handwritten signature in black ink that reads "Max Dillon".

Max Dillon, CZA  
Planner I



**IMPORTANT NOTICE OF PUBLIC HEARINGS  
PROPOSAL TO CHANGE USE**

Notice is hereby given that a request of the property owner/petitioner of the property described below has been filed with the City of Salem. The Planning Commission of the City of Salem will consider this request at its meeting listed below and make a recommendation to the City Council. The City Council of the City of Salem will also consider this request and the recommendation of the Planning Commission at its meeting when scheduled. City Council will make the final decision in this matter.

**Property Owner/Petitioner:**

Heather Pollard, Contract Purchaser

**Location of Property:**

707 South Colorado Street (Tax Map # 160-7-3)

**Purpose of Request:**

For the issuance of a special exception permit to allow a personal service, beauty salon, on the property located at 707 South Colorado Street (Tax Map # 160-7-3).

The date, time, and place of the public hearing scheduled by the Planning Commission on this request are as follows:

**WEDNESDAY, JANUARY 15, 2025 – 7 P.M.  
COUNCIL CHAMBERS, FIRST FLOOR, SALEM CITY HALL  
114 NORTH BROAD STREET, SALEM, VIRGINIA**

Please note that this request will also appear before City Council at a later date.

Additional information on this request may be obtained in the Community Development Department, 21 South Bruffey Street, Salem, Virginia or at (540) 375-3032.

Christopher J. Dorsey  
Executive Secretary  
Planning Commission

PAYMENT DATE  
12/04/2024  
COLLECTION STATION  
Engineering/Inspections  
RECEIVED FROM  
Heather Pollard  
DESCRIPTION

City of Salem  
P.O. Box 869  
Salem, VA 24153

BATCH NO.  
2025-00002943  
RECEIPT NO.  
2025-00058151  
CASHIER  
Loretta Prillaman

| PAYMENT CODE    | RECEIPT DESCRIPTION                                                                                                                                                                                                                                                                                                                                                                   | TRANSACTION AMOUNT |        |             |        |              |        |            |        |             |          |                |          |        |        |                |          |  |
|-----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------|-------------|--------|--------------|--------|------------|--------|-------------|----------|----------------|----------|--------|--------|----------------|----------|--|
| PLAN FILING FEE | Planning Rezoning/Site Plan Rev<br>Special Exception Permit Application Fee for January 2025 Meeting<br>for 707 S Colorado Street                                                                                                                                                                                                                                                     | \$500.00           |        |             |        |              |        |            |        |             |          |                |          |        |        |                |          |  |
|                 | <table><tr><td>Total Cash</td><td>\$0.00</td></tr><tr><td>Total Check</td><td>\$0.00</td></tr><tr><td>Total Charge</td><td>\$0.00</td></tr><tr><td>Total Wire</td><td>\$0.00</td></tr><tr><td>Total Other</td><td>\$500.00</td></tr><tr><td>Total Remitted</td><td>\$500.00</td></tr><tr><td>Change</td><td>\$0.00</td></tr><tr><td>Total Received</td><td>\$500.00</td></tr></table> | Total Cash         | \$0.00 | Total Check | \$0.00 | Total Charge | \$0.00 | Total Wire | \$0.00 | Total Other | \$500.00 | Total Remitted | \$500.00 | Change | \$0.00 | Total Received | \$500.00 |  |
| Total Cash      | \$0.00                                                                                                                                                                                                                                                                                                                                                                                |                    |        |             |        |              |        |            |        |             |          |                |          |        |        |                |          |  |
| Total Check     | \$0.00                                                                                                                                                                                                                                                                                                                                                                                |                    |        |             |        |              |        |            |        |             |          |                |          |        |        |                |          |  |
| Total Charge    | \$0.00                                                                                                                                                                                                                                                                                                                                                                                |                    |        |             |        |              |        |            |        |             |          |                |          |        |        |                |          |  |
| Total Wire      | \$0.00                                                                                                                                                                                                                                                                                                                                                                                |                    |        |             |        |              |        |            |        |             |          |                |          |        |        |                |          |  |
| Total Other     | \$500.00                                                                                                                                                                                                                                                                                                                                                                              |                    |        |             |        |              |        |            |        |             |          |                |          |        |        |                |          |  |
| Total Remitted  | \$500.00                                                                                                                                                                                                                                                                                                                                                                              |                    |        |             |        |              |        |            |        |             |          |                |          |        |        |                |          |  |
| Change          | \$0.00                                                                                                                                                                                                                                                                                                                                                                                |                    |        |             |        |              |        |            |        |             |          |                |          |        |        |                |          |  |
| Total Received  | \$500.00                                                                                                                                                                                                                                                                                                                                                                              |                    |        |             |        |              |        |            |        |             |          |                |          |        |        |                |          |  |
| Total Amount:   |                                                                                                                                                                                                                                                                                                                                                                                       | \$500.00           |        |             |        |              |        |            |        |             |          |                |          |        |        |                |          |  |

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## **PLANNING COMMISSION**

### **MINUTES**

#### **Planning Commission Meeting Agenda**

**Wednesday, January 15, 2025, 7:00 PM**

Work Session, 6:00 PM, Council Chambers Conference Room, City Hall, 114 North Broad Street, Salem, Virginia 24153

Regular Session, 7:00 PM, City Hall, 114 North Broad Street, Salem, Virginia 24153

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#### **WORK SESSION**

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**1. Call to Order**

**2. New Business**

**A. Items for discussion on the January 2025 agenda.**

1. Special Exception Permit - 707 South Colorado Street
2. Zoning Text Amendment - Townhomes
3. Sign Ordinance Amendment.
4. 2024 Planning Commission Annual Report
5. Cancellation of February meeting
6. Update on Comprehensive Plan

A work session meeting of the Planning Commission of the City of Salem, Virginia, was held in the Council Chambers Conference Room, City Hall, 114 North Broad Street, at 6:00 p.m., on Wednesday, January 15, 2025, there being present the following members of said Commission, to wit: with Chair King, presiding; together with Christopher J. Dorsey, City Manager and Executive Secretary, and H. Robert Light, Assistant City Manager and Executive Secretary, ex officio members of said Commission; Charles E. Van Allman, Jr., Director of Community Development; Mary Ellen Wines, Planning & Zoning Administrator; Maxwell S. Dillon, Planner, and Jim H. Guynn, Jr., City Attorney; and the following business was transacted:

Chair King reported that this date, place, and time had been set in order for the Commission to hold a work session.

Item 2.A.1. Staff noted that a special exception permit application had been submitted regarding a personal service, beauty salon, to be located at 707 South Colorado Street and a discussion was held.

Item 2.A.2. Staff noted that the zoning ordinance allowed for anyone to propose a text amendment and a change to the townhouse section of the zoning ordinance had been submitted and a discussion was held.

Item 2.A.3. Staff noted that only one wall sign per frontage was allowed within the HBD, Highway Business District and that many prospective businesses have a set sign package that does not meet the current regulations of the sign ordinance. Staff presented a text amendment to allow flexibility regarding wall signs that could allow up to 4 wall signs and a discussion was held.

Item 2.A.4. Staff presented the 2024 Planning Commission Annual Report, and a discussion was held.

Item 2.A.5. Staff noted that due to no items on the agenda, staff requested to cancel the meeting.

Item 2.A.6. Staff updated the commission on the current review of the comprehensive plan.

### **3. Adjournment**

Chair King adjourned at 6:51 p.m.

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## **REGULAR SESSION**

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### **1. Call to Order**

A regular meeting of the Planning Commission of the City of Salem, Virginia, was called to order at 7:00 PM, in the Council Chambers, City Hall, 114 North Broad Street, on Wednesday, January 15, 2025, there being present the following members to wit: with Chair King, presiding; together with Christopher J. Dorsey, City Manager, and Executive Secretary, H. Robert Light, Assistant City Manager and Deputy Executive Secretary, ex officio members of said Commission; Charles E. Van Allman, Jr., Director of Community Development; Mary Ellen Wines, Planning & Zoning Administrator; Maxwell S. Dillon, Planner; and Jim H. Guynn, Jr., City Attorney; and the following business was transacted:

Chair King reported that this date, place, and time had been set in order for the Commission to hold the regular meeting.

**A. Pledge of Allegiance**

**2. Election of Officers**

Mr. Dorsey took charge of the meeting for the 2025 elections.

**A. Election of Chairman for 2025**

Vice-Chair Garst nominated Chair King to continue as Chair for 2025. Commissioner Henrickson seconded the nomination. No further nominations were made. Mr. Dorsey called for a vote, which passed unanimously. Chair King then presided.

**B. Election of Vice-Chairman for 2025**

Commissioner Beamer nominated Vice-Chair Garst to continue as Vice-Chair for 2025. Commissioner Routt seconded the nomination. No further nominations were made. A roll call vote passed unanimously.

Chair King requested that all attendees stand for a moment of silence in honor of former long-term Chair, Vicki Dalton.

**Consent Agenda**

**A. Minutes**

Consider acceptance of the minutes from the November 13, 2024, work session and regular meeting.

Chair King asked if there were any corrections or additions to the minutes from the November 13, 2024, work session and regular meeting. No changes were suggested, and the minutes were approved as presented.

**4. New Business**

**A. Special Exception Permit**

Hold public hearing to consider the request of Heather Pollard, contract purchaser, for the issuance of a Special Exception Permit to allow a personal service, beauty salon, on the property located at 707 South Colorado Street, Tax Map 160-7-3.

The Commission held a public hearing to consider the request from Heather Pollard, contract purchaser, for the issuance of a special exception permit to allow a personal service beauty salon at 707 South Colorado Street (Tax Map 160-7-3).

Staff noted that the subject property (707 South Colorado Street) consisted of a 0.215-acre tract of land which currently sits within the RB Residential Business zoning designation. A residence with an attached commercial unit exists on-site. To

provide a bit of history, Floyd & Sue's Barber Shop previously operated at this location; however, it ceased operations in December of 2019 and the commercial unit subsequently lost its legal nonconforming status. As a result, the applicant is requesting a Special Exception Permit for a personal service to operate a beauty salon in that same unit that is currently vacant. The Future Land Use Map (FLUM) identifies this area as Mixed Use which is consistent with the proposed future utilization of the property.

Heather Pollard, the applicant, addressed the Commission, stating that she currently owns a salon at 1325 West Main Street and has a contract pending for the property at 707 South Colorado Street to relocate her business there. She plans to operate a beauty salon and potentially lease space to other health and beauty-related businesses upstairs.

Dr. Joe Foley, a nearby resident at 708 South Colorado Street, voiced his support for the proposal, noting the property's history as Floyd and Sue's Barbershop and its suitability for mixed-use business and residential zoning.

Vice-Chair Garst inquired about the number of employees and hours of operation, and Ms. Pollard responded that there would be four employees and the salon would operate Monday through Saturday, approximately 8 AM to 7 PM.

Commissioner Henrickson asked about the intended use of the upstairs space, to which Ms. Pollard confirmed it would be used for additional beauty-related businesses, with no residential use planned.

The Commission also discussed the parking situation, with Ms. Pollard confirming that parking would be located at the back of the building, not on South Colorado Street.

After closing the public hearing at 7:09 PM, the Commission moved to approve the request. Commissioner Beamer made a motion to approve, and Vice-Chair Garst seconded. The motion passed with a unanimous vote.

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

Hold public hearing to consider the request of Patrick and Jamie Sneed to amend Chapter 106 Zoning, Article III Use and Design Standards, Section 106-304.17(B)(6) Townhouse, of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to setbacks for townhouses.

The Commission held a public hearing regarding a request from Patrick and Jamie Sneed to amend Chapter 106, Zoning, Article 3, Use and Design Standards, Section 106-304.17B6 of the City Code, pertaining to setbacks for townhouses.

Staff noted that in the City of Salem, townhouse developments are permitted by right in the RMF Residential Multi Family and RB Residential Business District zoning designations, and by Special Exception Permit in the RSF Residential Single Family, DBD Downtown Business District, TBD Transitional Business District, and CBD

Community Business District. Regardless of the zoning district, each townhouse development is required to meet the Use and Design Standards specified in Chapter 106-304.17, which prescribes additional regulations related to items including, but not limited to minimum lot size/frontage, maximum density, and setback/buffer yards.

The applicant is requesting a text amendment related specifically to Chapter 106-304.17(B)(6), which currently requires a minimum 25-foot setback be established between townhouse groups and adjacent properties when buffer yards are not required between zoning districts of different intensities. The proposed adjustment would not require a 25-foot setback when adjacent properties are of the same or a higher-intensity zoning designation, instead requiring that the setbacks of the underlying zoning district be the standard in those scenarios. This change would continue to protect the least intense and most vulnerable zoning districts (AG Agriculture and RSF Residential Single Family) with the currently required 25-foot setback, but would revert setback requirements for scenarios in which adjacent properties are of the same or a higher-intensity zoning district to the setbacks that would be required for other structures that could be developed.

Patrick Snead, representing Riverland Oaks LLC, explained that the proposed amendment would reduce setbacks for townhouses when adjacent to properties with equal or higher intensity zoning, while maintaining larger setbacks where adjacent to single-family or agricultural zoning. The amendment aims to address the challenges posed by limited available land for development.

The Commission discussed the proposed amendment, and City staff supported the change, stating it would still protect single-family zoning while providing more flexibility for townhouse developments in higher-intensity areas.

The public hearing was closed at 7:14 PM, and Commissioner Routt made a motion to approve the amendment, which was seconded by Commissioner Henrickson. The motion passed unanimously.

### **C. Amendment to the City Code - Chapter 66, Signs**

Hold public hearing and consider amending Chapter 66 Signs, Article IV Permitted Signs by Use and District, Section 66-105 Permitted Signs, of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to wall signs.

The Commission held a public hearing regarding proposed amendments to Chapter 66, Article 4, Permitted Signs by Use and District, Section 66-105, to adjust regulations for wall signs in the Highway Business District (HBD).

Maxwell Dillon, Planner, explained that the amendment would introduce the concept of a "primary building side" to calculate allowable wall sign area, rather than relying solely on road frontage. The proposed changes aim to balance flexibility for businesses while maintaining the aesthetic character of commercial districts.

The Commission discussed the amendment, with Mr. Dillon emphasizing its business-

friendly approach. Vice-Chair Garst asked if the change would meet the needs of most commercial entities, and Mr. Dillon confirmed that it was a step in the right direction.

After closing the public hearing at 7:20 PM, Commissioner Henrickson made a motion to approve the amendment, which was seconded by Commissioner Beamer. The motion passed unanimously.

**D. 2024 Planning Commission Annual Report**

Consider approval of the 2024 Planning Commission Annual Report with direction to submit to City Council.

Chair King presented the 2024 Planning Commission Annual Report for approval. Vice-Chair Garst praised the staff's work on the report. A motion to approve the report and submit it to City Council was made by Vice-Chair Garst and seconded by Commissioner Henrickson. The motion passed with a unanimous vote.

**E. Cancellation of February meeting**

Consider cancellation of the February 12, 2025, Planning Commission meeting due to no items on the agenda.

Mr. Light informed the Commission that there were no items on the agenda for the February 12, 2025, meeting, and recommended its cancellation. Commissioner Henrickson made a motion to approve the cancellation, which was seconded by Commissioner Routt. The motion passed unanimously.

**5. Adjournment**

There being no further business, Chair King adjourned the meeting at 7:22 PM.



**CITY OF SALEM, VIRGINIA**

**SALEM CITY COUNCIL**  
114 NORTH BROAD STREET  
P.O. BOX 869  
SALEM, VIRGINIA 24153-0869

January 22, 2025

Heather Pollard  
1200 Terrace Drive  
Salem, VA 24153

RE: Petition for Special Exception Permit  
707 S. Colorado Street  
Tax Map# 160-7-3

To Whom It May Concern:

You and/or your agent shall appear before City Council on **Monday, February 10, 2025, at 6:30 p.m.** in the **Council Chambers, First Floor, Salem City Hall, 114 North Broad Street, Salem, Virginia** for consideration of your request for a special exception permit for the above referenced property.

If you have any questions regarding this matter, please contact our office at (540) 375-3016.

Sincerely,

H. Robert Light  
Assistant City Manager/Clerk of Council



# Marketplace

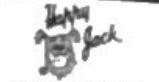
ourvalley.org

## Help Wanted

**Certified Nursing Assistant (CNA) for part-time, M-F**  
over 10 years experience near Charlottesville, VA

5-6 hrs/week  
no holidays/weekends  
Must be certified & references for the last 3-5 years  
Pay based on experience & references  
Contact Susan Wirt, [susanw@ourvalley.com](mailto:susanw@ourvalley.com), 540-529-3531 for details

## Dogs/Livestock



If veterinary care is unavailable or unaffordable, ask for Happy Jack's products to control fleas/ticks/droppings & mosquitoes.  
H&H Outdoor, 254-2420

## Estate Auction

**Estate Sale**  
Antique furniture and collectibles  
for details  
Call 540-353-3769  
Salem Va

## Legals - Craig County

### Order of Publication

Commonwealth of Virginia  
VA Code §§ 1-211.1, 8.01-318.20-04  
Case No. CL25-04  
VIRGINIA IN THE CIRCUIT COURT FOR THE COUNTY OF CRAIG, VIRGINIA, a political subdivision of the Commonwealth of Virginia, Plaintiff, v. UNKNOWN HEIRS AND ASSIGNS OF C.D. ABBOTT

DECEASED UNKNOWN HEIRS AND ASSIGNS OF CURTIS R. ABBOTT  
DECEASED UNKNOWN HEIRS AND ASSIGNS OF JUNE ABBOTT LUGAR  
and JUNE ESTELLE ABBOTT LUGAR  
DECEASED

DAVID R. ABBOTT LUGAR  
and DAVID LUGAR  
ALAN RAY LUGAR  
ALAN LUGAR  
FRANCIS CAROL ALDERMAN  
and ANN BEAUCHAMIN  
and ANN BEAUCHAMIN  
RANDOLPH PRESTON ABBOTT

JAMES REED ABBOTT  
CHRIS TOPHER S. BROWN  
and SR. and CHS S. SWINGLE  
JAMES S. SWINGLE, JR.  
PARTY'S UNKNOWN, who may have an interest in the Property including the unknown heirs, successors and assigns of the Defendant(s), and their predecessors in title, who are collectively made Defendant(s).

The object of this suit is to enforce a lien for delinquent real estate taxes against the property known as Parcel Nos. 47A3, 47A4 and 47A5, 24.5 Acres, Affidavit having been filed stating that due diligence has been used, without effect, to ascertain the location of the named Defendant(s); that the Defendant(s) may not be non-residents of Virginia and maintain no domicile within the borders of the Commonwealth, or are deceased, or that there may be parties who have an interest in the property but are unknown, namely the heirs, devisees, and successors in title, made Defendants by the general description of Parties unknown, it is hereby ORDERED that the named Defendant(s) and all Parties Unknown appear on or before January 31, 2025, and do what may be necessary to protect their interests in this cause.

Sharon P. Oliver,  
Craig County Circuit Clerk, County of Craig, Virginia

I ask for this:  
N. Reed Broughton  
(VSB No. 38899)  
Katie M. DeCoster Esq.  
(VSB No. 82996)  
Sandy Anderson PC  
P.O. Box 2009  
Christiansburg Virginia  
24008-2009  
(540) 260-9011  
(540) 2260-0022 (facsimile)

## Legals - City of Salem

### NOTICE OF PUBLIC HEARING

Notice is hereby given to all interested persons that the Council of the City of Salem, at its regular meeting on Monday, February 10, 2025, at 6:30 p.m. in Council Chambers, City Hall, 114 N. Broad Street, in the City of Salem, Virginia, will hold a public hearing pursuant to Sections 15.2-2204 and 15.2-2285 of the Code of Virginia, as amended, to consider the following requests relative to the CODE OF THE CITY OF SALEM, VIRGINIA:

1. Consider the request of Heather Poland contract purchaser for the square of a Special Exception Permit to allow a personal service, beauty salon, on the property located at 707 South Colorado Street, Tax Map 160-7-3.

2. Consider the request of Patrick and Jamie Broad to amend Chapter 108 Zoning, Article II Use and Design Standards, Section 106-304 (8)(5) Townhouse of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to setbacks for townhouses.

3. Consider amending Chapter 66 Signs, Article IV Permitted Signs by Use and District Section 66-105 Permitted Signs of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to wall signs.

Copies of the proposed plans, ordinances or amendments may be examined in the Office of Community Development, 21 South Bruffy Street, Salem, Virginia.

At said hearing, parties in interest and citizens shall have an opportunity to be heard relative to the said requests.

THE COUNCIL OF THE CITY OF SALEM, VIRGINIA  
BY: M. Robert Light  
Clerk of Council

## ABC NOTICE

LOS POLLOS AMIGOS INC. trading as WINGS ETC. 250 Wilwood Road, Salem City, Salem VA, 24153.

The above establishment is applying to the VIRGINIA ALCOHOLIC BEVERAGE CONTROL (ABC) AUTHORITY for a Retail Restaurant or Caterer Application-Restaurant, Wine, Beer, Mixed Beverages, Consumed On and Off Premises license to sell or manufacture alcoholic beverages.

JUSTIN LINDSEY, PRESIDENT

NOTE: Objections to the issuance of this license must be submitted to ABC no later than 30 days from the publishing date of the first of two required newspaper legal notices. Objections should be registered at [www.abc.virginia.gov](http://www.abc.virginia.gov) or 800-552-3200.

## Order of Publication

Commonwealth of Virginia  
VA Code §§ 1-211.1, 8.01-318.20-04  
Case No. CL24-837

VIRGINIA IN THE CIRCUIT COURT FOR THE COUNTY OF ROANOKE

COUNTY OF ROANOKE, VIRGINIA, Complainant, vs. JOANNE ARC TUORA CRAIG, et al., Respondents.

ORDER OF PUBLICATION  
TO THE RESPONDENTS: The object of this suit is to enforce the lien for taxes assessed by the County of Roanoke, Virginia against certain real property designated as Tax Map Parcel No. 089-01-02-32.00-0000.

An affidavit having been made and filed that diligence has been used to ascertain the location of Joanne Arc Tuora Craig and that there are or may be persons with an interest in the subject property including heirs, devisees, and successors in title of Joanne Arc Tuora Craig, who may be deceased, whose names and addresses are unknown, it is hereby ORDERED that each of the parties appear on or before the 26th of February and do whatever is necessary to protect their interests in said land.

It is further ORDERED pursuant to Va. Code Ann. § 8.01-321 that this Order of Publication be published once a week for two successive weeks in the

## Legals - City of Salem

Salem Times-Register is a newspaper of general circulation in the county of Roanoke, and that a copy be posted at the front door of the Courthouse in county of Roanoke, Virginia. Entered this 14th day of January, 2025.  
James R. Swanson, Judge  
I ASK FOR THIS:  
Mark D. Kidd, Esquire  
VSB#24149  
OPN Law  
3140 Chaparral Drive Suite 200-C  
Roanoke Va 24018  
Phone: (540) 725-4700  
Fax: (540) 772-0126  
Email: [mike@opnlaw.com](mailto:mike@opnlaw.com)  
Counsel for Complainant

## Order of Publication

Commonwealth of Virginia  
VA Code §§ 1-211.1, 8.01-318.20-04  
Case No. CL24-585

VIRGINIA IN THE CIRCUIT COURT FOR THE COUNTY OF ROANOKE, VIRGINIA, Complainant, vs. LORETTA TAYLOR, et al., Respondents.

ORDER OF PUBLICATION  
TO THE RESPONDENTS: The object of this suit is to enforce the lien for taxes assessed by the County of Roanoke, Virginia against certain real property designated as Tax Map Parcel No. 081-11-01-51.00-0000.

An affidavit having been made and filed that diligence has been used without effect to ascertain the location of Loretta Taylor and that there are or may be persons with an interest in the subject property including heirs, devisees, and successors in title of Loretta Taylor who may be deceased, whose names and addresses are unknown, it is hereby ORDERED that each of the parties appear on or before the 26th of February, and do whatever is necessary to protect their interests in said land.

It is further ORDERED pursuant to Va. Code Ann. § 8.01-321, that this Order of Publication be published once a week for two successive weeks in the Salem Times-Register, a newspaper of general circulation in the county of Roanoke, and that a copy be posted at the front door of the Courthouse in county of Roanoke, Virginia. Entered this 14th day of January, 2025.

James R. Swanson, Judge  
I ASK FOR THIS:  
Mark D. Kidd, Esquire  
VSB#24149  
OPN Law  
3140 Chaparral Drive Suite 200-C  
Roanoke Va 24018  
Phone: (540) 725-4700  
Fax: (540) 772-0126  
Email: [mike@opnlaw.com](mailto:mike@opnlaw.com)  
Counsel for Complainant

Legals - Montgomery County

## LEGAL NOTICE OF PUBLIC HEARING OF THE TOWN OF CHRISTIANSBURG PLANNING COMMISSION

The Town of Christiansburg Planning Commission will hold a Public Hearing on Monday, February 1, 2025, at 7:00 PM in the Council Chambers of the Christiansburg Town Hall, 100 E. Main Street, Christiansburg, Virginia 24073, pursuant to Sections 15.2-2204 and 15.2-2285 of the Code of Virginia, as amended. The purpose of the public hearing is to receive public comments concerning

A. Rezoning request by RWN 4 LLC, Property Owner and Applicant, to rezone property located at the end of Sumner Road and adjoining the southern side of I-81 identified as Tax Parcel 657 (A)-22 (Parcel ID 160134), consisting of approximately 17,700 acres, and within unincorporated Montgomery County, adjoining the southern side of I-81 identified as Tax Parcel 093 (A)-4 (Parcel ID 13C-35), consisting of approximately 1.08 acres (pending Corporate Boundary Line Adjustment) from Agricultural District (A) to Single-Family Residential District (R-1). The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan and lies in an area designated as Urban Expansion in the 2025 Montgomery County Comprehensive Plan.

A request by Network Towers, LLC for a Special Use Permit (SUP) to allow a 160-foot monopole wireless telecommunications tower freestanding. The property is owned by S. R. Goff Holding, Inc. and is located at 6000 North Fork Road, Elliston, northeast of Roanoke Road (State Route 11). The property is identified as Tax Map 047-3 1A (Parcel ID: 026253), 3.814 acres, zoned Manufacturing, M-1, in the Sherrillsburg Magisterial District. The property currently lies in an area designated as Village Expansion in the 2025 Comprehensive Plan, and is further designated as Mixed

## Legals - City of Salem

Plan.  
B. Conditional Use Permit request by RWN 4 LLC, Property Owner and Applicant, to allow a planned housing development for a detached single-family subdivision of a maximum of 80 units in the proposed Single-Family Residential District (R-1) zoning district on property located at the end of Sumner Road and adjoining the southern side of I-81 identified as Tax Parcel 657 (A)-22 (Parcel ID 160134), consisting of approximately 17,700 acres, and within unincorporated Montgomery County, adjoining the southern side of I-81 identified as Tax Parcel 303 (A)-4 (Parcel ID: 13C-35), consisting of approximately 1.08 acres (pending Corporate Boundary Line Adjustment). The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan and lies in an area designated as Urban Expansion in the 2025 Montgomery County Comprehensive Plan.

C. Conditional Use Permit request by SH4M Development LLC, Property Owner and Applicant, to allow a Two-Family Dwelling in the General Business District (B-3) zoning district on property located on the northwest corner of Roanoke St. and Craig St. NE identified as Tax Parcel 527 (A)-5B (Parcel ID: 13C-30), and consisting of approximately 0.219 acres. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

D. Conditional Use Permit request by Rockledge Christiansburg LLC, Property Owner, to allow a Carnival from March 23, 2025 through April 8, 2025, on the property located at 782 New River Road NW (Tax Parcel 439 (A)-1A, Parcel ID 007741, zoned General Business District B-3). The proposed time period includes the set-up and operation of the Carnival. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Town Hall will be open and available to receive public comment in-person at the time of the Public Hearing. A copy of the application, the Town's Zoning Map, Zoning Ordinance, and Future Land Use Map may be viewed in the Planning Department Office, 100 E. Main Street, Christiansburg, VA 24073, during normal office hours of 8:00 a.m. - 5:00 p.m. Monday through Friday.

Contact Reta Jackson, Planning Director at (540) 362-4728, Ext. 1120 or by email at [rjackson@christiansburg.org](mailto:rjackson@christiansburg.org) with any questions or if you require reasonable accommodations.

## NOTICE OF PUBLIC HEARING OF THE MONTGOMERY COUNTY BOARD OF SUPERVISORS

Pursuant to the provisions of Section 15.2-2204 & 15.2-2285 of the Code of Virginia of 1950, as amended, the Montgomery County Board of Supervisors hereby gives notice of a public hearing to be held on February 10, 2025 at 7:15 p.m. in the County Government Center, 755 Roanoke St., Christiansburg, Virginia, in order to hear citizen comments regarding the Board of Supervisors' intention to act on the following Special Use Permit request:

A request by Network Towers, LLC for a Special Use Permit (SUP) to allow a 160-foot monopole wireless telecommunications tower freestanding. The property is owned by S. R. Goff Holding, Inc. and is located at 6000 North Fork Road, Elliston, northeast of Roanoke Road (State Route 11). The property is identified as Tax Map 047-3 1A (Parcel ID: 026253), 3.814 acres, zoned Manufacturing, M-1, in the Sherrillsburg Magisterial District. The property currently lies in an area designated as Village Expansion in the 2025 Comprehensive Plan, and is further designated as Mixed

Use in the Elliston-Lafayette Village Expansion Area. Copies of the proposed plans, applications, ordinances or amendments may be examined at the Department of Planning and GIS Services, County Government Center, 755 Roanoke St., Suite 2A, Christiansburg, Monday through Friday between the hours of 8:30 a.m. and 5:00 p.m. or at <http://www.montgomerycountva.gov/planning>.

## Notice of Public Hearing Town of Blacksburg Planning Commission Tuesday, February 4, 2025

Notice is hereby given that the Planning Commission of the Town of Blacksburg will conduct the following public hearing on Tuesday, February 4, 2025, during its meeting beginning at 6:30 PM in the Roger E. Hedgepeth Council Chamber, 300 South Main St., Blacksburg, VA on the following item:

CUP 24-4-Conditional Use Permit request to permit lighting at a Public Park or Field at 2700 Stone Creek Road on behalf of the Town of Blacksburg.

Section 1601 of the Town's Zoning Ordinance limits the height of light poles in residential areas to 20 feet.

Section 4320 permits field lighting in public parks and recreation areas with a conditional use permit. The proposal is to replace six (6) 53-foot light poles with six (6) 60-foot light poles at the Town Creek Park and athletic field.

The applicant is also requesting a modification to Section 4320(b)(2) of the Blacksburg Zoning Ordinance to not require evergreen tree screening along Town Creek Road.

Ordinance 2025-070-An Ordinance to Amend Town Code Section 5-701 of the Subdivision Ordinance pertaining to Construction and Design of Sanitary Sewer.

The proposed revisions are: Addition of a reference to the Town Sanitary Sewer Specifications in Section 5-701(a). This change, along with an update to the sewer specifications, will permit the judge of basement pumps by-right and not require a subdivision variance.

Addition of language in Section 5-701(b) to clarify that STEG (Septic Tank Effluent Gravity) or STEP (Septic Tank Effluent Pumping) systems must be used with a development application for a subdivision with multiple homes and is not intended for individually developed homes.

Removing references in Section 5-701(b) to the former definitions of a minor and major subdivision.

Persons affected by or interested in the conditional use permit request or ordinance amendment may appear and present their views. After the hearing, the Planning Commission may take action. Copies of the applications, staff report and all related items may be found online at [www.blacksburg.gov/public](http://www.blacksburg.gov/public).

hearings or reviewed in person at the Blacksburg Planning and Building Department, 400 South Main Street, Blacksburg, Virginia, may also call the office at (540) 443-1300 for more information. Individuals with disabilities who require special assistance to attend and participate in the public hearing on the above should contact the Planning & Building Department at (540) 443-1300, or (540) 443-1000-TDD.

## Order of Publication

Commonwealth of Virginia  
VA Code §§ 1-211.1, 8.01-318.20-04  
Case No. JR2503-01-00

MONTGOMERY Juvenile and Domestic Relations District Court, 55 EAST MAIN STREET, SUITE 1, CHRISTIANSBURG, VA 24073

Commonwealth of Virginia, In re TURPIN, RICHARD ADDEN ISAH REEDY, NINA TURPIN, MICHAEL BRANDON. The object of this suit is to DETERMINE CUSTODY. It is ORDERED that TURPIN, BRANDON MICHAEL appear at the

## Legals - Montgomery County

Use in the Elliston-Lafayette Village Expansion Area. Copies of the proposed plans, applications, ordinances or amendments may be examined at the Department of Planning and GIS Services, County Government Center, 755 Roanoke St., Suite 2A, Christiansburg, Monday through Friday between the hours of 8:30 a.m. and 5:00 p.m. or at <http://www.montgomerycountva.gov/planning>.

## Legals - Montgomery County

above-named court and prior to FEBRUARY 18, 2025 @ 9:30 AM, December 18, 2024. Amy Blankenship, Clerk

## TOWN OF BLACKSBURG - NOTICE OF PUBLIC HEARINGS BLACKSBURG TOWN COUNCIL

will hold public hearings on Tuesday, February 11, 2025, beginning at 6:30 p.m. in the Roger E. Hedgepeth Council Chambers of the Blacksburg Municipal Building, 300 South Main Street, Blacksburg, regarding the following items:

Ordinance 2022-An Ordinance Rezoning 2.80± Acres of Land at 801 North Main Street, 800 Block of Kathryn Street, 100 Block of Winston Avenue and 900 Block of Progress Street from General Commercial and R-5 Residential Residential District to Planned Residential District Zoning.

The proposed ordinance would allow a rezoning request from General Commercial (GC) and Transitional Residential (R-5) to Planned Residential (PR), and would permit the construction of an 8-story multi-family building with commercial on the ground floor and townhome-style multi-family units, with up to 750 bedrooms.

Ordinance 2023-An Ordinance vacating a 2,000 square foot of Town-owned Alley Right-of-Way between the 900-block of Kathryn Street and the 900-block of Progress Street NW.

The proposed ordinance would authorize the companion Right-of-Way Vacation request to vacate a town-owned alley of approximately 2,000 square feet, as related to Ordinance 2022.

Conditional Use Permit Request to Use an Alley for Non-Single-Family Residential Dwellings between the 900-block of Kathryn Street and the 900-block of Progress Street NW.

The Conditional Use request is a companion to Ordinances 2022 and 2023 which would allow use of the alley between the 900-block of Kathryn Street and the 900-block of Progress Street NW to access to twenty-two (22) townhomes.

Ordinance 2072-An Ordinance Authorizing the Town Manager to Enter into a Regional Tourism Agreement.

The proposed ordinance would authorize the Town Manager to enter into a cooperative agreement with Montgomery County and the Town of Christiansburg for the creation and administration of a joint tourism program.

Ordinance 2074-An Ordinance Authorizing the Acceptance of Real Property Located at 2700 Meadowbrook Drive and the Subsequent Lease of the Property.

As part of a 2003 agreement, the Friends of the Huckleberry Inc. ("Friends") purchased property on Meadowbrook Drive near the Jefferson National Forest, and as part of that agreement's agreement, the Friends to convey an adjoining parcel (5.499 acre) at 2700 Meadowbrook Drive to the Town after Friends paid off the deed of trust on the parcel. Friends has now paid the deed trust in full, so it can convey the 5.499 acre parcel to the Town, but has requested that the Town lease the 5.499 acre property back to the Friends, for five years, so that Friends may sub-lease the single family home on the property to generate funds for the further advancement of public trails in Blacksburg.

All persons affected by or interested in the proposed items above may appear and present their views. After each public hearing, Town Council will consider action on the item. Copies of materials related to the above items are on file and can be obtained in the Office of the Town Clerk, 300 South Main Street, Blacksburg, weekdays between the hours of 8 a.m. and 5 p.m. For land use matters, copies of applications and all related items may also be found online at [www.blacksburg.gov/public](http://www.blacksburg.gov/public).

## Legals - Montgomery County

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The Conditional Use request is a companion to Ordinances 2022 and 2023 which would allow use of the alley between the 900-block of Kathryn Street and the 900-block of Progress Street NW to access to twenty-two (22) townhomes.

## Legals - Montgomery County

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Ordinance 2072-An Ordinance Authorizing the Town Manager to Enter into a Regional Tourism Agreement.

The proposed ordinance would authorize the Town Manager to enter into a cooperative agreement with Montgomery County and the Town of Christiansburg for the creation and administration of a joint tourism program.

Ordinance 2074-An Ordinance Authorizing the Acceptance of Real Property Located at 2700 Meadowbrook Drive and the Subsequent Lease of the Property.

As part of a 2003 agreement, the Friends of the Huckleberry Inc. ("Friends") purchased property on Meadowbrook Drive near the Jefferson National Forest, and as part of that agreement's agreement, the Friends to convey an adjoining parcel (5.499 acre) at 2700 Meadowbrook Drive to the Town after Friends paid off the deed of trust on the parcel. Friends has now paid the deed trust in full, so it can convey the 5.499 acre parcel to the Town, but has requested that the Town lease the 5.499 acre property back to the Friends, for five years, so that Friends may sub-lease the single family home on the property to generate funds for the further advancement of public trails in Blacksburg.

All persons affected by or interested in the proposed items above may appear and present their views. After each public hearing, Town Council will consider action on the item. Copies of materials related to the above items are on file and can be obtained in the Office of the Town Clerk, 300 South Main Street, Blacksburg, weekdays between the hours of 8 a.m. and 5 p.m. For land use matters, copies of applications and all related items may also be found online at [www.blacksburg.gov/public](http://www.blacksburg.gov/public).

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# Marketplace

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RADFORD News Journal

## Help Wanted

### Certified Nursing Assistant (CNA) for part-time, M-F private duty assignment near Catewa, VA

5-6 hrs/day, no holidays/weekends. Must be certified & references for the last 3-5 years. Pay based on experience & references. Contact Susan Wirt, [susan@wirtandassociates.com](mailto:susan@wirtandassociates.com), 540-529-3531 for details.

### Full-time Victim/Witness Coordinator.

Bachelor degree required. Please send resume to P.O. Box 4, Fincastle VA 24090

### System Engineer sought by TMEIC Corporation Americas in Roanoke, VA

to design & test automation systems for industrial applications, provide team & tech leadership in the application, engg, unit testing, & system testing of the h/ware & s/ware components of custom control systems. Availability to travel, domestically & internationally, approximately 15% of the time, w/ limited notice. Min Req: Bach's Deg in Mechanical, Electrical or Control Engg, or related field or foreign equiv deg 36 months of exp dsng &/or maintaining industrial control systems. Proficiency in industrial automation, drives, & control h/ware & s/ware. Demonstrated knowl of relevant industrial standards. Proficiency in MS Office Suite & MS Project. Send resume to [recruitment@tmeic.com](mailto:recruitment@tmeic.com) Ref#0020.

## Dogs/Livestock



If veterinary care is unavailable or unaffordable, ask for Happy Jack's products to control fleas/ticks/stable flies & mosquitoes. H&H Outdoors. 254-2420

## Legals - City of Salem

### Order of Publication

Commonwealth of Virginia VA Code §§ 1-211.1; 8.01-316.20-104 Case No. CL24-837

VIRGINIA: IN THE CIRCUIT COURT FOR THE COUNTY OF ROANOKE

COUNTY OF ROANOKE, VIRGINIA, Complainant, vs. JOANNE ARCTUORA CRAIG, et al, Respondents.

### ORDER OF PUBLICATION

TO: THE RESPONDENTS: The object of this suit is to enforce the lien for taxes assessed by the County of Roanoke, Virginia against certain real property designated as Tax Map Parcel No. 089.01-02-32.00-0000.

An affidavit having been made and filed that diligence has been used without effect to ascertain the location of Joanne Arctuora Craig and that there are or may be persons with an interest in the subject property, including heirs, devisees, and successors in title of Joanne Arctuora Craig, who may be deceased, whose names and addresses are unknown, it is hereby ORDERED that each of the parties appear on or before the 26th of February, and do whatever is necessary to protect their interests in said land.

It is further ORDERED, pursuant to Va. Code Ann. §8.01-321, that this Order of Publication be published once a week for two successive weeks in the Salem Times Register, a newspaper of general circulation in the county of Roanoke, and that a copy be posted at the front door of the Courthouse in county of Roanoke, Virginia. Entered this 14th day of January, 2025.

James R. Swanson, Judge

1. ASK FOR THIS: Mark D. Kidd, Esquire - VSB#24149

OPN Law 3140 Chaparral Drive Suite 200-C Roanoke Va 24018

Phone: (540)725-4700 Fax: (540)772-0126 Email: [mikidd@opnlaw.com](mailto:mikidd@opnlaw.com) Counsel for Complainant

## Legals - City of Salem

### Order of Publication

Commonwealth of Virginia VA Code §§ 1-211.1; 8.01-316.20-104 Case No. CL24-585

VIRGINIA: IN THE CIRCUIT COURT FOR THE COUNTY OF ROANOKE, VIRGINIA, Complainant, vs. LORETTA TAYLOR, et al, Respondents.

### ORDER OF PUBLICATION

TO: THE RESPONDENTS: The object of this suit is to enforce the lien for taxes assessed by the County of Roanoke, Virginia against certain real property designated as Tax Map Parcel No. 061.11-01-51.00-0000.

An affidavit having been made and filed that diligence has been used without effect to ascertain the location of Loretta Taylor and that there are or may be persons with an interest in the subject property, including heirs, devisees, and successors in title of Loretta Taylor who may be deceased, whose names and addresses are unknown, it is hereby ORDERED that each of the parties appear on or before the 26th of February, and do whatever is necessary to protect their interests in said land.

It is further ORDERED, pursuant to Va. Code Ann. §8.01-321, that this Order of Publication be published once a week for two successive weeks in the Salem Times Register, a newspaper of general circulation in the county of Roanoke, and that a copy be posted at the front door of the Courthouse in county of Roanoke, Virginia. Entered this 14th day of January, 2025.

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Phone: (540)725-4700 Fax: (540)772-0126 Email: [mikidd@opnlaw.com](mailto:mikidd@opnlaw.com) Counsel for Complainant

## NOTICE OF PUBLIC HEARING

Notice is hereby given to all interested persons that the Council of the City of Salem, at its regular meeting on Monday, February 10, 2025, at 6:30 p.m., in Council Chambers, City Hall, 114 N. Broad Street, in the City of Salem, Virginia, will hold a public hearing, pursuant to Sections 15.2-2204 and 15.2-2285 of the Code of Virginia, as amended, to consider the following requests relative to the CODE OF THE CITY OF SALEM, VIRGINIA:

1. Consider the request of Heather Pollard, contract purchaser, for the issuance of a Special Exception Permit to allow a personal service, beauty salon, on the property located at 707 South Colorado Street, Tax Map 160-7-3.

2. Consider the request of Patrick and Jamie Snead to amend Chapter 106 Zoning, Article III Use and Design Standards, Section 106-304.17(B)(6) Townhouse, of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to setbacks for townhouses.

3. Consider amending Chapter 66 Signs, Article IV Permitted Signs by Use and District, Section 66-105 Permitted Signs, of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to wall signs.

Copies of the proposed plans, ordinances or amendments may be examined in the Office of Community Development, 21 South Bruffey Street, Salem, Virginia.

At said hearing, parties in interest and citizens shall have an opportunity to be heard relative to the said requests.

THE COUNCIL OF THE CITY OF SALEM, VIRGINIA BY:

H. Robert Light Clerk of Council

## Legals - Town of Vinton

### LEGAL NOTICE OF PUBLIC HEARING

### TO WHOM IT MAY CONCERN:

Pursuant to the provisions of Section 15.2-2204 of the 1950 Code of Virginia, as

## Legals - Town of Vinton

amended, the Planning Commission of the Town of Vinton, Virginia, hereby gives notice of a public hearing to be held on Thursday, February 20, 2025, at 6:30 p.m., or as soon thereafter as the matter may be heard, in the Council Chambers of the Vinton Municipal Building, 311 S. Pollard Street, Vinton, Virginia. The Planning Commission will also hold a work session on February 20, 2025, at 6:00 p.m., prior to the public hearing.

The purpose of the public hearing is to receive comments concerning:

The petition of Winter Properties Partnership LLP to rezone the portions of currently split-zoned properties located at 0 Highland Road, tax map numbers 060.11-04-29.00-0000 and 060.11-04-30.00-0000, from the R-2 Residential District to the M-1 Limited Industrial District.

Further information concerning this public hearing may be obtained in the Planning and Zoning Department located at 311 S. Pollard Street, Vinton, VA 24179, during business hours, or via phone: (540) 963-0605. Interested persons may be heard at the above public hearing.

Given under my hand this 22nd day of January 2025.

Anita J. McMillan Planning and Zoning Director

Secretary, Vinton Planning Commission

### NOTICE OF INTENT TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT

Reasonable efforts will be made to provide assistance or special arrangements to qualified individuals with disabilities in order to participate in or attend the meetings. Please call (540) 963-0605 at least 48 hours prior to the meeting so that proper arrangements may be made

## Legals - Botetourt County

### Order of Publication

Commonwealth of Virginia VA Code §§ 1-211.1; 8.01-316.20-104 Case No. CL24-572

VIRGINIA: IN THE CIRCUIT COURT OF THE COUNTY OF BOTETOURT, VIRGINIA

A Political Subdivision of the Commonwealth of Virginia, Complainant v. CHARLES EDWARD KYLE, ET AL., Respondent(s).

### ORDER OF PUBLICATION

The object of this suit is to ENFORCE THE LIEN OF THE COMPLAINANT, COUNTY OF BOTETOURT, Virginia, for delinquent real estate taxes against certain real property located in the County of Botetourt, Virginia, described as follows:

Tax Map No. 61-73A Account No. 21409 All that certain tract or parcel of land, together with the improvements thereon and the appurtenances thereunto belonging, lying and being in the Fincastle Magisterial District, Botetourt County, Virginia, and further described as follows, to-wit:

Beginning at an iron pin adjacent to Virginia State Route No. 630; thence S 18°42' 22" E 191.24 feet to a point; thence N 69° 19' 52" W 347.79 feet to a point; thence N 20° 40' 08" E 153.53 feet to a point; thence S 69° 19' 52" E 132.77 feet to a point; thence with a curve to the right with an arc of 93.94 feet and a chord bearing S 65° 51'12" E a chord distance of 93.88 to the place of beginning, containing 1 acre, more or less, as shown on plat survey by Charles R. McMurry, C.L.S., dated May 25, 1983, and of record in the Clerk's Office of the Circuit Court of Botetourt County, Virginia in Deed Book 284, at Page 590. And being the same property conveyed to Charles Edward Kyle and Robyn Dillon Kyle, husband and wife, as tenants by the entirety with the right of survivorship, from Earl G. Cahoon and Annabelle Tucker Cahoon, husband and wife, by Deed dated May 30, 1983, and recorded June 7, 1983, in the Clerk's Office of the Circuit Court of Botetourt County, Virginia, in Deed Book 284, at Page 588. This description is made

## Legals - Botetourt County

subject to all easements, conditions, agreements, restrictions, and reservations of record which affect the property herein described including but not limited to those recorded in Deed Book 170, at Page 196.

IT APPEARING that an Affidavit has been made and filed stating that due diligence has been used, without effect, to ascertain the identity and location of certain parties to be served, that the last known addresses for the Respondents herein are as follows: Charles Edward Kyle, who is believed to be deceased and whose last known address is P.O. Box 201, Fincastle, Virginia 24090; Robyn Dillon Kyle, and whose last known address is P.O. Box 201, Fincastle, Virginia 24090; and that any officers, heirs, devisees, and successors in title of the Respondent named herein are made parties

Respondent to this action individually and/or by the general description of Parties Unknown, it is hereby ORDERED that the parties herein and all Parties unknown and/or whose location cannot be ascertained appear on or before March 3, 2025 in the Clerk's Office of the Circuit Court of the County of Botetourt, Virginia, and do what may be necessary to protect their interests in this cause.

Entered on the 14th day of January, 2025 Tommy Moore, Clerk I Ask For This: John A. Rife, Esq. (VSB No. 45805) Jeffrey A. Scharf, Esq. (VSB No. 30591) Mark K. Ames, Esq. (VSB No. 27409) Andrew M. Neville, Esq. (VSB No. 86372) Paul L. LaBarr, Esq. (VSB No. 91609) Gregory L. Haynes, Esq. (VSB No. 37168) Seth R. Konopasek, Esq. (VSB No. 97065) Garrett W. Patton, Esq. (VSB No. 98345) Taxing Authority Consulting Services, PC P.O. Box 31800 Henrico, Virginia 23294-1800 Phone: (804) 864-0080 Facsimile (804) 545-2378 TACS No. 924082

## Order of Publication

VIRGINIA: IN THE BOTETOURT COUNTY CIRCUIT COURT IN RE: SURPLUS FUNDS DERIVED FROM THE FORECLOSURE SALE OF PROPERTY LOCATED AT 423 TINKERVIEW DRIVE CLOVERDALE, VA 24077 Case No. CL25-25

THE UNKNOWN HEIRS AT LAW OF DENNIS N. MAAS Please Serve by Publication Interested Parties.

ORDER OF PUBLICATION The object of this suit is to interplead surplus funds into the Court's registry and allow potential claimants to file claims for the funds derived from the sale of real property known as 423 Tinkerview Drive, Cloverdale, the Unknown Heirs at Law of Dennis N. Maas appear in the Circuit Court for Botetourt County, Virginia to protect their interest in this matter on or before March 10, 2025, and

It is further ORDERED that this Order of Publication be published once a week for four successive weeks in the Fincastle Herald, a newspaper of general circulation in Botetourt County, Virginia. The Fincastle Herald shall send the Certificate of Publication and the bill to:

BWW Law Group, LLC, c/o Kathryn H. Kellam, Esq., 8100 Three Chopt Road, Suite 240, Richmond, VA 23229. Enter this 22nd day of January, 2025.

I ASK FOR THIS, Kathryn H. Kellam, VSB No. 82277 Managing Attorney BWW Law Group, LLC 8100 Three Chopt Road, Suite 240 Richmond, VA 23229 P: (804) 282-0463 ext. 4204 F: (240) 482-0824 Kathryn.Kellam@bww-law.com Counsel for Equity Trustees, LLC Date: 1/14/2025

Town Hall will be open and available to receive public comment in-person at the time of this Public Hearing. A copy of the application, the Town's Zoning Map, Zoning Ordinance, and Future Land Use Map may be viewed in the Planning Department Office, 100 E. Main Street, Christiansburg, VA 24073, during normal office hours of 8:00 a.m. - 5:00 p.m. Monday through Friday.

Contact Retta Jackson, Planning Director, at (540) 382-6128, Ext. 1120 or by email at [rjackson@christiansburgva.gov](mailto:rjackson@christiansburgva.gov), with any questions or if you require reasonable accommodations.

## Legals - Montgomery County

### LEGAL NOTICE OF PUBLIC HEARING OF THE TOWN OF CHRISTIANSBURG PLANNING COMMISSION

The Town of Christiansburg Planning Commission will hold a Public Hearing on Monday, February 3, 2025, at 7:00 PM in the Council Chambers of the Christiansburg Town Hall, 100 E. Main Street, Christiansburg, Virginia 24073, pursuant to Sections 15.2-2204 and 15.2-2285 of the Code of Virginia, as amended. The purpose of the public hearing is to receive public comments concerning:

A. Rezoning request by RWW 4 LLC, Property Owner and Applicant, to rezone property located at the end of Summitridge Road and adjoining the southern side of I-81, identified as Tax Parcel 557-(A)-22 (Parcel ID 160134), consisting of approximately 17.700 acres, and within unincorporated Montgomery County

adjoining the southern side of I-81, identified as Tax Parcel 093-(A)-6 (Parcel ID 130135), consisting of approximately 1.06 acres (pending Corporate Boundary Line Adjustment) from Agricultural District (A) to Single-Family Residential District (R-1). The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan and lies in an area designated as Urban Expansion in the 2025 Montgomery County Comprehensive Plan.

B. Conditional Use Permit request by RWW 4 LLC, Property Owner and Applicant, to allow a planned housing development for a detached single-family subdivision of a maximum of 60 units in the proposed Single-Family Residential District (R-1) zoning district on property located at the end of Summitridge Road and adjoining the southern side of I-81, identified as Tax Parcel 557-(A)-22 (Parcel ID 160134), consisting of approximately 17.700 acres, and within unincorporated Montgomery County

adjoining the southern side of I-81, identified as Tax Parcel 093-(A)-6 (Parcel ID 130135), consisting of approximately 1.06 acres (pending Corporate County's Boundary Line Adjustment). The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan and lies in an area designated as Urban Expansion in the 2025 Montgomery County Comprehensive Plan.

C. Conditional Use Permit request by SHAH Development LLC, Property Owner and Applicant, to allow a Two-Family Dwelling in the General Business District (B-3) zoning district on property located on the northwest corner of Roanoke St. and Craig St. NE, identified as Tax Parcel 527-(46)-5B; (Parcel ID 170239), and consisting of approximately 0.319 acres. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

D. Conditional Use Permit request by Rockstep Christiansburg LLC, Property Owner, to allow a Carnival from March 23, 2025 through April 8, 2025 on the property located at 782 New River Road NW, Tax Parcel 435-(A)-41, Parcel ID 007741, zoned General Business District B-3. The proposed time period includes the set-up and operation of the Carnival. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Copies of the proposed ordinance amendments may be examined at the Department of Planning and GIS Services, County Government Center, 755 Roanoke St., Suite 2A, Christiansburg, Monday through Friday between the hours of 8:30 a.m. and 5:00 p.m. or at <http://www.montgomerycountyva.gov/pendingapplications>.

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## Legals - Montgomery County

### NOTICE OF PUBLIC HEARING OF THE MONTGOMERY COUNTY BOARD OF SUPERVISORS

Pursuant to the provisions of Section 15.2-2204 & 15.2-2285 of the Code of Virginia of 1950, as amended, the Montgomery County Board of Supervisors hereby gives notice of a public hearing to be held on February 10, 2025 at 7:15 p.m. in the County Government Center, 755 Roanoke St., Christiansburg, Virginia, in order to hear citizen comments regarding the Board of Supervisor's intention to act on the following Special Use Permit request:

A request by Network Towers, LLC for a Special Use Permit (SUP) to allow a 199-foot monopole wireless telecommunications tower, freestanding. The property is owned by S. R. Goff Hauling, Inc. and is located at 8000 North Fork Road, Elliston, northeast of Roanoke Road (State Route 11). The property is further identified as Tax Map 047-3 1A (Parcel ID: 026253).

3.914 acres, zoned Manufacturing (M1) in the Shawsville Magisterial District. The property currently lies in an area designated as Urban Expansion in the 2025 Comprehensive Plan, and is further designated as Mixed Use in the Elliston-Lafayette Village Expansion Area. Copies of the proposed plans, applications, ordinances or amendments may be examined at the Department of Planning and GIS Services, County Government Center, 755 Roanoke St., Suite 2A, Christiansburg, Monday through Friday between the hours of 8:30 a.m. and 5:00 p.m. or at <http://www.montgomerycountyva.gov/pendingapplications>.

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## Legals - Montgomery County

### TOWN OF BLACKSBURG - NOTICE OF PUBLIC HEARINGS BLACKSBURG TOWN COUNCIL

will hold public hearings on Tuesday, February 11, 2025 beginning at 6:30 p.m. in the Roger E. Hedgepeth Chambers of the Blacksburg Municipal Building, 300 South Main Street, Blacksburg, regarding the following items:

Ordinance 2062: An Ordinance Rezoning 2.80+ Acres of Land at 801 North Main Street, 100 Block of Kabrich Street, and 900 Winston Avenue and 900 Block of Progress Street from General Commercial and R-5 Transitional Residential District to Planned Residential District Zoning.

The proposed ordinance would allow a rezoning request from General Commercial (GC) and Transitional Residential (R-5) to Planned Residential (PR), and would permit the construction of an 8-story multifamily building with commercial on the ground floor, and townhome-style multifamily units, with up to 759 bedrooms.

Ordinance 2063: An Ordinance Vacating +/- 2,000 square feet of Town-owned Alley Right-of-Way between the 800-block of Kabrich Street and the 900-block of Progress Street NW.

The proposed ordinance would authorize the companion Right-of-Way Vacate request to vacate a town-owned alley of approximately 2,000 square feet, as related to Ordinance 2062.

Conditional Use Permit Request to Use an Alley for Non-Single-Unit Residential Dwellings between the 900-block of Kabrich Street and the 900-block of Progress Street NW.

The Conditional Use request is a companion to Ordinances 2062 and 2063 which would allow use of the alley between the 900-block of Kabrich Street and the 900-block of Progress Street NW to access to twenty-two (22) townhomes.



Item #: 6.B.

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

**MEETING DATE:** February 10, 2025

**AGENDA ITEM:** **Amendment to the City Code - Chapter 106, Zoning**  
Hold public hearing and consider ordinance on first reading for the request of Patrick and Jamie Snead to amend Chapter 106 Zoning, Article III Use and Design Standards, Section 106-304.17(B)(6) Townhouse, of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to setbacks for townhouses. (Advertised in the January 23 and 30, 2025, issues of the *Salem Times-Register*.) (The Planning Commission recommended approval by a unanimous vote.)

**SUBMITTED BY:** Maxwell Dillon, Planner

**SUMMARY OF INFORMATION:**

In the City of Salem, townhouse developments are permitted by right in the RMF Residential Multi Family and RB Residential Business District zoning designations, and by Special Exception Permit in the RSF Residential Single Family, DBD Downtown Business District, TBD Transitional Business District, and CBD Community Business District. Regardless of the zoning district, each townhouse development is required to meet the Use and Design Standards specified in Chapter 106-304.17, which prescribes additional regulations related to items including, but not limited to minimum lot size/frontage, maximum density, and setback/buffer yards.

The applicant is requesting a text amendment related specifically to Chapter 106-304.17(B)(6), which currently requires a minimum 25-foot setback be established between townhouse groups and adjacent properties when buffer yards are not required between zoning districts of different intensities. The proposed adjustment would not require a 25-foot setback when adjacent properties are of the same or a higher-intensity zoning designation, instead requiring that the setbacks of the underlying zoning district be the standard in those scenarios. This change would continue to protect the least intense and most vulnerable zoning districts (AG Agriculture and RSF Residential Single Family) with the currently required 25-foot setback, but would revert setback requirements for scenarios in which adjacent properties are of the same or a higher-intensity zoning district to the setbacks that would be required for other structures that could be developed.

Because the proposed text amendment does not reduce the protection on properties with the AG Agriculture or RSF Residential Single Family zoning designation, staff recommends approval of the request. As Salem is a built-out environment, infill development will be crucial to the accommodation of housing needs in the future. This modification to the Use and Design Standards related to townhouse developments can help reduce existing barriers to maximizing the utilization of developable land, while still preserving the health and character of established neighborhoods.

**FISCAL IMPACT:**

**STAFF RECOMMENDATION:**

Recommend approval of the proposed code adjustment on first reading.

**ATTACHMENTS:**

1. Item 6B 2-10-25 Sec.\_106\_304.17.\_\_\_\_Townhouse. proposed ordinance change 2.2025

AN ORDINANCE TO AMEND, REVISE, AND REORDAIN CHAPTER 106, ZONING, ARTICLE III, USE AND DESIGN STANDARDS, SECTION 106-304.17(B)(6) TOWNHOUSES, PERTAINING TO SETBACKS FOR TOWNHOUSES, OF THE CODE OF THE CITY OF SALEM, VIRGINIA

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, THAT SECTION 106-304.17 (B)(6), ARTICLE III, OF THE CODE OF THE CITY OF SALEM, VIRGINIA, BE AMENDED, REVISED, AND REORDAINED TO READ AS FOLLOWS:

CHAPTER 106  
ZONING  
ARTICLE III USE AND DESIGN STANDARDS

**Sec. 106-304.17. Townhouse.**

- (A) *Intent:* The following minimum standards are established in recognition that common-wall single-family dwellings on individual lots of record are a viable housing alternative to conventional detached single-family dwellings. These standards are intended to allow flexibility in unit arrangements, unit size and yard space, thereby allowing the creation of efficient and economical housing arrangements.
- (B) *Townhouse Development Standards:* The following minimum standards refer to the overall design of the site, and not to individual townhouse lots.
1. Applicants for townhouse developments shall submit a site plan in accordance with section 106-400 of this chapter. The site plan shall include a master plan that defines the entire townhouse development. The party submitting the site plan shall not commence development until the plan has been approved by the city. Approval of a final subdivision plat, pursuant to the provisions of the Salem Subdivision Ordinance is required prior to the sale of any townhouse lot.
  2. The minimum development size for any townhouse development shall be 15,000 square feet. The maximum density of any townhouse development shall be ten dwelling units per acre.
  3. The minimum frontage for a townhouse development shall be 60 feet on a public street.
  4. Along public rights-of-way, the setback for the townhouse groupings shall be as specified in article II. Setback areas shall be free of all physical improvements, including parking areas, except for the following:
    - a. Pedestrian walkways and sidewalks.
    - b. Privacy fences in rear yards.
    - c. Accessory buildings in rear yards.
    - d. Retaining walls.
  5. When buffer yards are required between zoning districts of different intensities, plantings shall be installed as specified in the 25-foot, or greater, buffer yard requirement found in section 106-402.3. No individual townhouse lot lines shall extend into any required landscape buffer.
  6. ~~When buffer yards are not required between zoning districts of different intensities, a minimum 25-foot setback shall be established between the townhouse groupings and adjacent properties. This area shall be professionally landscaped with a combination of trees and shrubs, and shall be free of all physical improvements including parking areas, except for the following:~~
    - a. ~~Pedestrian walkways and sidewalks.~~

- b. ~~Privacy fences in rear yards.~~
- c. ~~Accessory buildings in rear yards.~~
- d. ~~Retaining walls.~~

6. **A minimum 25-foot setback shall be established between townhouse groupings and adjacent properties that are zoned AG or RSF. Setbacks between townhouse groupings and adjacent properties of other zoning classifications shall meet the requirements of the underlying zoning district for the property. Where required, this area shall be professionally landscaped with a combination of trees and shrubs, and shall remain free of all physical improvements, including parking areas, except for:**

- a. **Pedestrian walkways and sidewalks.**
- b. **Privacy fences in rear yards.**
- c. **Accessory buildings in rear yards.**
- d. **Retaining walls.**

- 7. No townhouse unit shall have a private driveway connecting to a public street.
- 8. All townhouse developments shall be served by public water and sewer.
- 9. A homeowners' association shall be created for each townhouse development. The homeowners' association shall be responsible for the perpetual maintenance of all commonly owned areas and facilities including, but not limited to, open space, required buffer yards, common areas, private streets and parking areas, and stormwater management facilities within the townhouse development.

(C) *Minimum Townhouse Lot Requirements:*

- 1. Individual townhouse lots may front on either public or private streets, parking areas, or other commonly-owned areas within the development.
- 2. There shall be no minimum lot size for individual townhouse lots. Each townhouse lot shall be large enough to accommodate the footprint of the unit, any required yards, and any amenities intended for the exclusive use of that unit, such as private parking areas or patios. No required townhouse yard may contain any parking area not intended for the exclusive use of that unit. Individual townhouse lots may extend into the 25-foot landscaped setback at the perimeter of the development, however they may not extend into any required buffer yard.
- 3. The minimum width for any townhouse unit shall be 16 feet.

(D) *Minimum Townhouse Yard Requirements:*

- 1. Townhouse Unit:
  - Front Yard:
    - (a) The minimum front yard for any townhouse unit fronting on a public street shall be as specified in article II, District Regulations.
    - (b) The minimum front yard for any townhouse unit not fronting on a public street shall be ten feet.
  - Rear Yard: The minimum rear yard shall be ten feet.
  - Side Yard for End Units: The minimum side yard for end units shall be ten feet.

(E) *Maximum Height of Structures:*

- 1. The maximum height of any townhouse unit shall be three stories or 45 feet.

(F) *Maximum Building Size:*

1. Accessory Structures: No accessory building shall exceed 100 square feet in size.

(G) *Grouping of Townhouses:*

1. Townhouses shall be attached in groups of three to 12.
2. The facades of townhouses shall be varied by staggered front yards and variations in design and materials. No more than four abutting townhouses shall have the same front yard depth and the same architectural treatment of facades and roof lines. The front yard stagger, when required, shall be a minimum of two feet.
3. All townhouses shall be arranged such that only the front or side of any unit shall face a public street. If site characteristics require that the backs of townhouses face a public street, then vegetative screening shall be required per the provisions of this chapter. Such vegetative screening shall be located within a common area, and not on any townhouse lot.
4. A minimum 40-foot separation shall be provided between groupings of townhouse units. This minimum separation may be reduced to 20 feet if both facing walls contain no windows, doors or balconies.

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:

John Saunders -  
H. Hunter Holliday –  
Byron Randolph Foley –  
Anne Marie Green –  
Renee F. Turk –

Passed:  
Effective:

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Mayor

ATTEST:

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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:** February 10, 2025

**AGENDA ITEM:** **Amendment to the City Code - Chapter 66, Signs**  
Hold public hearing and consider ordinance on first reading amending Chapter 66 Signs, Article IV Permitted Signs by Use and District, Section 66-105 Permitted Signs, of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to wall signs. (Advertised in the January 23 and 30, 2025, issues of the *Salem Times-Register*.) (The Planning Commission recommended approval by a unanimous vote.)

**SUBMITTED BY:** Maxwell Dillon, Planner

**SUMMARY OF INFORMATION:**

In the City of Salem, signage is permitted in accordance with the regulations outlined in Chapter 66 of the City's code. Generally, a maximum allowance of sign square footage is derived from a ratio involving linear public street frontage (1.5 square feet of signage per 1 linear foot of public street frontage). "Sub regulations" exist for each individual sign type and zoning district within that overall maximum, providing additional guidance in regard to items like sign height, sign size, or number of signs.

Wall signs, defined as building-mounted signs which are either attached to, displayed on, or painted on an exterior wall in a manner parallel with the wall surface, are currently permitted in conjunction with the number of public street frontages that a property possesses in the HBD Highway Business District zoning designation. For example, if a property has one public street frontage, only one wall sign is allowed on that parcel. This restriction can limit business visibility to both vehicular and foot traffic, introducing an additional obstacle for prospective relocation to Salem. That challenge, coupled with the idea that properly designed/scaled signs on multiple walls can enhance the aesthetic of a building rather than detract from it, has led staff to request the modification of HBD wall signage regulations. The proposed adjustment would provide additional flexibility for the number of permissible wall signs (maximum of 4), while maintaining restrictions on both the amount of total allowable wall sign square footage and the maximum size of each individual wall sign. The proposed text can be found below:

For the purposes of this section, primary building side is a building's side associated with its public entrance. If there are multiple public entrances, the primary building side shall be determined by the Administrator. Allowable square footage shall be configured by 1.5 square feet of sign area per 1 linear foot of primary building side. Maximum allowable square footage per individual sign area shall be the lesser of 0.5 square foot of sign area per 1 linear foot of primary side length, or 150 square feet. No more than 4 wall signs shall be allowed.

For buildings containing 3 or more units: wall signs shall be based on 1 square foot of sign area per 1 linear foot of primary side. Any additional side(s) oriented to the right of way and/or public parking lot may have an additional sign not to exceed to size of the sign associated with the primary building side.

**FISCAL IMPACT:**

N/A

**STAFF RECOMMENDATION:**

Staff recommends Council hold a public hearing and consider approval of this proposed code adjustment on first reading.

**ATTACHMENTS:**

1. Item 6C 2-10-25 Chapter 66 Article IV Section 66-105 2.2025

AN ORDINANCE TO AMEND, REVISE, AND REORDAIN CHAPTER 66, SIGNS, ARTICLE IV, PERMITTED SIGNS BY USE AND DISTRICT, SECTION 66-105, PERMITTED SIGNS, PERTAINING TO WALL SIGNS OF THE CODE OF THE CITY OF SALEM, VIRGINIA.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, THAT SECTION 66-105, ARTICLE IV, OF CHAPTER 66, SIGNS, **WALL** SIGNS, OF THE CODE OF THE CITY OF SALEM, VIRGINIA BE AMENDED, REVISED, AND REORDAINED TO READ AS FOLLOWS::

Chapter 66  
SIGNS  
ARTICLE IV  
PERMITTED SIGNS

| Wall Sign, Gas Station Canopy Sign, Mansard Sign, Skeleton Sign, Channel Letter Sign:<br>No wall sign, skeleton sign or mansard sign shall cover wholly or partially any opening nor project beyond the ends of the structure to which it is attached. No wall sign or skeleton sign shall project above the wall to which it is attached. No mansard sign or skeleton sign shall project above the ridge line of the immediate mansard roof plane to which it is attached. No wall sign, skeleton sign or mansard sign shall extend more than 18 inches beyond the building line and shall not be attached to a structure at a height of less than nine feet above the sidewalk or ground. |                                                                                                            |                                                                                                                                                                       |                        |                                                                                                                                                                                                                                                                                                                                                            |                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                                                                                                |
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| AG                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | RSF, COL                                                                                                   | RMF, RB, PUD                                                                                                                                                          | MHP                    | TBD, DBD*                                                                                                                                                                                                                                                                                                                                                  | CUD, CBD, <b>HBD</b> , BCD, LM, HM                                                                                                                                                                                         | <b>HBD</b>                                                                                                                                                                                                                                                                                                                     |
| Maximum 24 square feet                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | Religious, charitable, institutional, recreational, and other public/ semipublic uses up to 24 square feet | One per business. Maximum of six square feet per frontage. Religious, charitable, institutional, recreational, and other public/ semipublic uses up to 24 square feet | Maximum 15 square feet | For commercial or industrial uses one sign allowed. Additional frontage may have additional signage. If frontage is less than 75 feet, sign shall not exceed 24 square feet. Frontage 75 to less than 150 feet, sign shall not exceed 100 square feet. Frontage 150 feet or greater, sign shall not exceed 150 square feet. Sign may contain more than one | For commercial or industrial uses one sign allowed. Additional frontage may have additional signage. If frontage is less than 75 feet, sign shall not exceed 24 square feet. Frontage 75 to less than 150 feet, sign shall | <b>For the purposes of this section, <i>primary building side</i> is a building's side associated with its public entrance. If there are multiple public entrances, the primary building side shall be determined by the Administrator. Allowable square footage shall be configured by 1.5 square feet of sign area per 1</b> |

|  |  |  |  |                                                                                                           |                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|--|--|--|--|-----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  |  |  |  | <p>sign not to exceed the maximum allowable size.<br/> <i>*See § 106-105 (C) Additional Standards</i></p> | <p>not exceed 100 square feet.<br/> Frontage 150 feet or greater, sign shall not exceed 150 square feet. Sign may contain more than one sign not to exceed the maximum allowable size. For multi-unit buildings: wall signs shall be based on unit frontage at a one square foot per one linear foot ratio</p> | <p><b>linear foot of primary building side. Maximum allowable square footage per individual sign area shall be the lesser of 0.5 square foot of sign area per 1 linear foot of primary side length, or 150 square feet. No more than 4 wall signs shall be allowed.</b></p> <p><b>For buildings containing 3 or more units: wall signs shall be based on 1 square foot of sign area per 1 linear foot of primary side. Any additional side(s) oriented to the right of way and/or public parking lot may have an additional sign not to exceed the size of the sign associated with the primary building side.</b></p> |
|--|--|--|--|-----------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

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:

John Saunders -  
H. Hunter Holliday –  
Byron Randolph Foley –  
Anne Marie Green –  
Renee F. Turk –

Passed:  
Effective:

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Mayor

ATTEST:

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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:** February 10, 2025

**AGENDA ITEM:** **Taxicabs**  
Consider setting the date for a public hearing in accordance with Section 98-94 of THE CODE OF THE CITY OF SALEM, VIRGINIA, for the issuance of Certificates of Public Convenience and Necessity for the next twelve (12) months. (Suggest March 24, 2025).

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

**SUMMARY OF INFORMATION:**

As prescribed in section 98-94 of the Code of the City of Salem: The council shall conduct a hearing each year between January 1 and March 31 for the purpose of determining the number of taxicabs for which certificates shall be issued during the next year and for the purpose of determining to which persons such certificates shall be issued, after a consideration of the factors prescribed in section 98-87. No certificate shall be renewable as a matter of right, but the council shall decide in the exercise of its sound discretion and after consideration of the factors prescribed in section 98-87 to which persons such certificates shall be issued for the next certificate year. Such hearing shall be public, after notice thereof has been given by mail to all holders of certificates and applicants for certificates, at the address shown on such certificates and applications and after notice thereof by publication at least once and not less than ten days prior to the hearing in some newspaper published or having a general circulation in the city. Any such hearing may be continued from time to time without further notice.

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Staff recommends Council set a public hearing date of March 24, 2025.

**ATTACHMENTS:**

1. Item 6E 2-10-25 Code Section Taxicabs

## Sec. 98-94. - Council's annual hearing.

The council shall conduct a hearing each year between January 1 and March 31 for the purpose of determining the number of taxicabs for which certificates shall be issued during the next year and for the purpose of determining to which persons such certificates shall be issued, after a consideration of the factors prescribed in section 98-87. No certificate shall be renewable as a matter of right, but the council shall decide in the exercise of its sound discretion and after consideration of the factors prescribed in section 98-87 to which persons such certificates shall be issued for the next certificate year. Such hearing shall be public, after notice thereof has been given by mail to all holders of certificates and applicants for certificates, at the address shown on such certificates and applications and after notice thereof by publication at least once and not less than ten days prior to the hearing in some newspaper published or having a general circulation in the city. Any such hearing may be continued from time to time without further notice.

(Code 1969, § 28-37)



Item #: 6.E.

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

**MEETING DATE:** February 10, 2025

**AGENDA ITEM:** **Appropriation of Funds**  
Appropriate grant funds received from Community  
Foundation Serving Western Virginia

**SUBMITTED BY:** Rosemarie Jordan, Director of Finance

**SUMMARY OF INFORMATION:**

The City of Salem was awarded \$10,000 from Community Foundation Serving Western Virginia for the Salem Senior Center. Funds will be used to purchase a dance floor and tables. No local match is required.

**FISCAL IMPACT:**

Proceeds from the grant will cover the cost of items not included in the FY25 operating budget.

**STAFF RECOMMENDATION:**

Appropriate \$10,000 in grant revenue to account 10-070-0100-47095 and increase the budget for Salem Senior Center grant account, 10-070-7135-55957, by \$10,000. It is also recommended that any of this grant not spent in the current fiscal year be administratively appropriated in the subsequent fiscal year.

**ATTACHMENTS:**

None



Item #: 6.F.

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

**MEETING DATE:** February 10, 2025

**AGENDA ITEM:** **Appropriation of Funds**  
Appropriate grant funds awarded by Virginia Tourism Corporation

**SUBMITTED BY:** Rosemarie Jordan, Director of Finance

**SUMMARY OF INFORMATION:**

The City of Salem was awarded a \$20,000 marketing grant from the Summer 2024 Special Events and Festivals Sponsorship Program through Virginia Tourism Corporation (VTC). The VTC grant funds will be utilized for digital marketing of the 2025 Salem Fair in the Greensboro, Charlotte and Northern Virginia markets. A local match is required and is included in the Salem Fair marketing budget.

**FISCAL IMPACT:**

Proceeds from the grant will cover marketing costs not included in the FY25 operating budget.

**STAFF RECOMMENDATION:**

Appropriate \$20,000 in grant revenue to account 10-053-0100-48398 and increase the budget for the grant expenditures, 10-053-8170-55859, by \$20,000. It is also recommended that any of this grant not spent in the fiscal year 2025 be administratively appropriated to fiscal year 2026.

**ATTACHMENTS:**

None



Item #: 6.G.

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

**MEETING DATE:** February 10, 2025

**AGENDA ITEM:** **Appropriation of Funds**  
Request to adjust budgets for NCAA revenue and  
expenditure accounts. **Audit - Finance Committee**

**SUBMITTED BY:** Rosemarie Jordan, Director of Finance

**SUMMARY OF INFORMATION:**

In November 2024, the City was awarded the NCAA combined Division II and Division III women's lacrosse championship which will be held in May 2025. Since this award was made after the budget was adopted, NCAA revenue and expenditure budgets need to be adjusted for this event.

**FISCAL IMPACT:**

Adjustments are needed to NCAA revenue and expenditure budgets due to the additional event.

**STAFF RECOMMENDATION:**

Staff recommends that additional appropriations totaling \$75,500 be made to NCAA revenue and expenditure accounts as shown on the attached list.

**ATTACHMENTS:**

1. NCAA Adjustments

**Revenue adjustments**

|                                              |                     |
|----------------------------------------------|---------------------|
| 10-053-0100-47250 - NCAA Ticket Sales        | \$ 14,500.00        |
| 10-053-0100-47265 - NCAA Reimbursement       | 55,000.00           |
| 10-053-0100-47270 - NCAA Reimbursement Other | 1,500.00            |
| 10-053-0100-47275 - NCAA Merchandise Sales   | 4,500.00            |
|                                              | <u>\$ 75,500.00</u> |

**Expenditure adjustments**

|                                                    |                     |
|----------------------------------------------------|---------------------|
| 10-053-9108-53200 - Temporary Services             | \$ 16,450.00        |
| 10-053-9108-53600 - Advertising                    | 6,000.00            |
| 10-053-9108-55410 - Lease/Rent Of Equipment        | 4,500.00            |
| 10-053-9108-55530 - Meals And Lodging              | 8,500.00            |
| 10-053-9108-55531 - Meals And Lodging-NCAA         | 27,000.00           |
| 10-053-9108-56002 - Food Supplies And Food Service | 6,500.00            |
| 10-053-9108-56015 - Other Operating Supplies       | 6,550.00            |
|                                                    | <u>\$ 75,500.00</u> |



Item #: 6.H.

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

**MEETING DATE:** February 10, 2025

**AGENDA ITEM:** **Appropriation of Funds**  
Request to appropriate and transfer capital reserve. **Audit - Finance Committee**

**SUBMITTED BY:** Rosemarie Jordan, Director of Finance

**SUMMARY OF INFORMATION:**

The Capital Planning and Reserve Policy was adopted on March 25, 2024. After completion of the fiscal year 2024 annual audit, a calculation was completed using amounts from the Annual Comprehensive Financial Report (ACFR) to determine the annual contribution to the capital reserve. Per the attached calculation, the contribution based on the fiscal year 2024 ACFR is \$6,228,707. This amount needs to be transferred from the General Fund to the Capital Reserve Fund.

**FISCAL IMPACT:**

By establishing and maintaining a capital reserve, the City provides funding for mid-level capital expenditures.

**STAFF RECOMMENDATION:**

Staff recommends appropriating \$6,228,707 to General Fund revenue account 10-012-0100-40200, Designation of Beginning Fund Balance, and General Fund expenditure account 10-012-9100-59415, Transfer to Capital Reserve.

Staff recommends appropriating \$6,228,707 to Capital Reserve Fund revenue account 21-012-0200-49906, Transfer from General Fund – Capital Reserve, and Capital Reserve Fund expenditure account, 21-012-0205-54900, Capital Reserve.

**ATTACHMENTS:**

1. Capital Reserve Contribution Calculation

**City of Salem, VA**  
**Capital Reserve Contribution Calculation**  
**FY2024**

|                                                                                                                        |                                                                | <b>FY2024</b> |
|------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------|---------------|
| General Fund unassigned fund balance per Exhibit 3                                                                     |                                                                | 55,805,979    |
| Less: (General Fund total expenditures + Debt Service Fund total expenditures per Exhibit 5) divided by 2              |                                                                | (48,286,579)  |
| Less: Appropriation(s) of General Fund unassigned fund balance subsequent to the date of the previous fiscal year ACFR |                                                                |               |
| 8/1/2024                                                                                                               | FY24: Unspent CFSP Grant                                       | (56,735)      |
| 8/12/2024                                                                                                              | FY24 Carryover: Street Dept Paving                             | (136,850)     |
| 8/12/2024                                                                                                              | FY24 Carryover: Sheriff Calendar Ad Sales                      | (6,000)       |
| 8/12/2024                                                                                                              | FY24 Carryover: Sheriff Office Renovations - Replace Fuel Tank | (25,969)      |
| 8/12/2024                                                                                                              | FY24 Carryover: Ambulance - Medic 803                          | (354,657)     |
| 8/12/2024                                                                                                              | FY24 Carryover: Baseball Stadium Improvements                  | (77,159)      |
| 8/12/2024                                                                                                              | FY24 Carryover: Baseball Stadium Seat Replacement Upper Level  | (132,000)     |
| 8/12/2024                                                                                                              | FY24 Carryover: Baseball Stadium Caulking                      | (30,000)      |
| 8/12/2024                                                                                                              | FY24 Carryover: Football Stadium Caulking                      | (120,125)     |
| 8/12/2024                                                                                                              | FY24 Carryover: Economic Development/Pooled Vehicle            | (30,000)      |
| 9/9/2024                                                                                                               | Replenish Contingency                                          | (217,698)     |
| 10/1/2024                                                                                                              | FY24: Unspent ARPA Library Grant                               | (2,500)       |
| 11/12/2024                                                                                                             | Software Purchase                                              | (101,000)     |
|                                                                                                                        |                                                                | (1,290,693)   |
| Capital Reserve Contribution                                                                                           |                                                                | 6,228,707     |