



Agenda
Monday, February 24, 2025, 6:30 PM

Work Session, 5:45 PM

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

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

WORK SESSION

1. Call to Order
2. New Business
 - A. **Discussion Items**
 - 1) Roanoke Valley - Alleghany Regional Commission Update - Jeremy Holmes, Executive Director
 - 2) Civic Center Study
3. Adjournment

REGULAR SESSION

1. Call to Order
2. Pledge of Allegiance
3. Bid Opening, Awards, Recognitions
 - A. **Salem High School - State Championship - Golf**

Consider the adoption of Resolution 1491 honoring Salem High School Golfer Kathryn Ha for her multiple State Championships in 2024.
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 February 10, 2025, Work Session and Regular Meeting minutes.

C. Financial Reports

Consider acceptance of the Statement of Revenues and Expenses for the seven months ending January 2025.

5. Old Business

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

Consider ordinance on second 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. (Approved on first reading at the February 10, 2025, Council meeting.)

B. Amendment to the City Code - Chapter 66, Signs

Consider ordinance on second 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. (Approved on first reading at the February 10, 2025, Council meeting.)

6. New Business

A. Boards and Commission

Consider appointments to various boards and commissions.

7. Adjournment



Item #: 3.A.

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

MEETING DATE: February 24, 2025

AGENDA ITEM: **Salem High School - State Championship - Golf**
Consider the adoption of Resolution 1491 honoring Salem High School Golfer Kathryn Ha for her multiple State Championships in 2024.

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

SUMMARY OF INFORMATION:

This time has been set aside to recognize Salem High School Golfer Kathryn Ha for her multiple State Championships in 2024.

FISCAL IMPACT:

N/A

STAFF RECOMMENDATION:

Staff recommends approval.

ATTACHMENTS:

1. Item 3A 2-24-25 HighSchoolResolution1491-Golf2025-Council



IN THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, February 24, 2025:

RESOLUTION 1491

RESOLUTION HONORING SALEM HIGH SCHOOL 2024 GOLF STATE CHAMPION

WHEREAS, with a great deal of pride and enthusiasm the City of Salem champions the development of its young people by providing an array of opportunities in both the academic and sporting arenas; and

WHEREAS, it is with a great deal of pride and enthusiasm that the City of Salem champions the development of its young people by providing an array of opportunities in both the academic and sporting arenas; and

WHEREAS, throughout the years, our youth have excelled in both areas, bringing numerous accolades to the city and school division; and

WHEREAS, the high school golf program instills in its participants the significance of teamwork and creates accord and purpose among its participants and coaches; and

WHEREAS, Kathryn Ha distinguished herself, her school, her community, and the Commonwealth by becoming the first person in Virginia High School League history to capture both the Class 4 Coed State Title and the Girls Open State Championship in the same season; and

WHEREAS, the VHSL Class 4 Individual State Title was won on October 14, 2024, at the Heritage Oaks Golf Course in Harrisonburg, as Kathryn defeated the top 60 male and female golfers in the state with a 3-under par round of 68. Two weeks later, on the same course, she carded a 3-under round of 67 to become a 3-time Girls State Open Champion; and

WHEREAS, the most decorated golfer in Salem High School history has consistently put Salem in the headlines with her numerous state and national accomplishments. Since winning the state titles, she has been crowned the Virginia State Golf Association's Junior Golfer of the Year for the second straight year, named to multiple all-state teams, and featured in Virginia Golf Magazine; and

WHEREAS, Kathryn also put her high school and her city on the international map in 2023 when she competed in southern Spain as part of the prestigious United States PING Junior Solheim Cup team. She was one of just a dozen players nationwide selected for this prestigious squad; and

WHEREAS, along with Golf Coach Blaine Hancock, Kathryn Ha and her teammates have showcased their skills and garnered more attention for the Spartans program than ever before; and

WHEREAS, Kathryn also excels in the classroom as a Governor's School student who will attend Vanderbilt University in the fall to further her education and compete as an NCAA varsity golfer; and

NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, that Council joins with the citizens of the City of Salem in saluting Kathryn's amazing achievements during the 2024 golf season.

BE IT FURTHER RESOLVED that a copy of this resolution be presented to the coaches and each team member and that a copy be placed on display at Salem High School.

Salem City Council:

John Saunders

Hunter Holliday

Randy Foley

Anne Marie Green

Renée Ferris Turk


Mayor, City of Salem

ATTEST: 
H. Rob Light Clerk of Council
City of Salem, Virginia



CITY COUNCIL

MINUTES

Monday, February 10, 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

WORK SESSION

1. Call to Order

A work session of the Council of the City of Salem, Virginia, was held in the Council Chambers Conference Room, City Hall, 114 N. Broad Street, Salem, Virginia, on February 10, 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 (participated remotely); 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; Crystal Williams, Assistant to the City Manager; and Laura Lea Harris, Deputy Clerk of Council; 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. FY2026 Budget Priorities

City staff presented an update highlighting certain funding priorities/obligations identified in the early stages of the City Manager's draft Fiscal Year 2026 budget. Discussion was held and questions were asked as these items were shared.

Staff also reviewed a list of capital projects submitted by departments related to infrastructure improvements. Mr. Light noted that the budget development team is still in the process of reviewing and prioritizing these requests for future consideration by Council.

Mayor Turk expressed the desire to see consideration given to funding for landscape enhancement to the entrance corridors.

Councilman Holliday asked about the possibility of streaming Council meetings. City Manager Dorsey noted that staff is currently working on evaluating streaming options for inclusion in the budget.

Councilman Saunders asked that staff be mindful of the impact of the Real Estate Tax on citizens.

3. Adjournment

There being no further business, Mayor Turk adjourned the meeting at 6:15 p.m.

REGULAR SESSION

1. Call to Order

A regular meeting of the Council of the City of Salem, Virginia, was called to order at 6:30 p.m., there being present the following members to wit: Renée Ferris Turk, Mayor; Anne Marie Green, Vice-Mayor; Councilmembers: Byron Randolph Foley, H. Hunter Holliday, and John Saunders (participated remotely); with Renée Ferris Turk, Mayor, presiding together with Chris Dorsey, City Manager; Rob Light, Assistant City Manager and Clerk of Council; Rosemarie B. Jordan, Director of Finance; Chuck Van Allman, Director of Community Development; Mike Stevens, Director of Communications; and John Fitzgerald, on behalf of City Attorney, Jim Guynn.

2. Pledge of Allegiance

Mayor Turk requested that Mr. Light read a request from Councilman Saunders to participate remotely in this Council meeting.

The request from Councilman Saunders stated: "in accordance with Section 2.2-3708.3 B(1) of the Code of the Commonwealth of Virginia and the Remote Participation Policy of the City of Salem, I hereby request to participate remotely due to a temporary medical condition that prevents my physical attendance."

Randy Foley motioned to accept the remote participation of Councilman Saunders. Hunter Holliday seconded the motion.

Ayes: Holliday, Foley, Green, Turk

Nays: None

Abstaining: Saunders

3. Bid Opening, Awards, Recognitions

There were none this evening.

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.

Stella Reinhard, 213 N. Broad Street, offered the following suggestions for Council's consideration: adopt a set of parliamentary rules of order for Council meetings, allot thirty minutes at the beginning of Council meetings for citizen comments and allow citizens to sign up to speak up until the start of the Council meeting, eliminate two-by-two meetings, and stream Council meetings. In addition, she noted that she would like to meet with each Council member in the next few weeks to discuss ways to move forward with HopeTree.

Cynthia Munley, 425 Roanoke Boulevard, requested that rules of procedure for Council meetings be addressed. She also voiced concerns about the procedure followed in the HopeTree rezoning request.

B. Minutes

Consider acceptance of the January 27, 2025, Work Session and Regular Meeting minutes.

Mayor Turk noted that an amended version of the minutes had been distributed by staff to address several minor grammatical issues.

The minutes were approved as amended.

5. Old Business

There was no Old Business this evening.

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.)

Mayor Turk noted that this request had been withdrawn at the request of the petitioner. Due to the withdrawal of this request, there would be no further action, and no public hearing would be held on this item this evening.

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.)

Mr. Van Allman noted that the details on this item were included in the Council packet from the Planning Commission meeting minutes. This was brought to Community Development as a text revision, which is allowed, and the petitioner would address the reason that this was brought to Community Development's attention.

Mayor Turk opened the public hearing.

Patrick Snead, 302 Live Oak Court, stated that he and his wife, Jamie were the owners and managing members of Riverland Oaks, LLC. He indicated that this was a company they started to own and manage their residential rental properties, which are currently all located in the City of Salem. He added that they also own and operate a small general contracting business. Mr. Snead noted that they had worked with Balzer and the City of Salem on the proposed amendment. This 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. Mr. Snead indicated that Chris Burns, with Balzer, was present this evening to answer any technical questions.

Mayor Turk closed the public hearing as no one else came forward to speak.

Anne Marie Green motioned to adopt 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. Randy Foley seconded the motion.

Ayes: John Saunders, Hunter Holliday, Randy Foley, Anne Marie Green, Renee Turk

Nays: None

Abstaining: None

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.)

Max Dillon, Planner, provided a brief overview of the proposed Code change. He explained that this proposed change was in response to concerns from existing and prospective businesses about signage regulations, specifically, the number of wall signs that the current Code allows. He explained how the amount of signage per parcel is determined. The proposed change applies only to wall signage in the Highway Business District and attempts to balance flexibility for businesses while maintaining the aesthetic character of commercial districts. Mr. Dillon 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.

Mayor Turk opened the public hearing.

No one came forward to speak.

Mayor Turk closed the public hearing.

Anne Marie Green motioned to adopt 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. Hunter Holliday seconded the motion.

Councilman Foley noted the concern that this does not reduce the main structural sign on the road, and he feels that if the City is providing additional signage, the main structural sign should be reduced as well. He felt that this proposed amendment was helping large corporations and not the smaller businesses.

Ayes: Saunders, Holliday, Turk

Nays: Foley, Green

Abstaining: None

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).

Randy Foley motioned to set the date of March 24, 2025, 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. Hunter Holliday seconded the motion.

Ayes: John Saunders, Hunter Holliday, Randy Foley, Anne Marie Green, Renee Turk

Nays: None

Abstaining: None

E. Appropriation of Funds

Appropriate grant funds received from Community Foundation Serving Western Virginia

Mayor Turk asked Ms. Jordan for information on this item,

Ms. Jordan noted that a discussion was held at the previous Council meeting on changes for the Audit Finance Committee. This was the first item of this type being presented to Council without presentation to the Audit Finance Committee. A grant was received by the City from the Community Foundation Serving Western Virginia. This was a \$10,000 grant submitted by the Parks Department. These funds are going to be used to replace the dance floor and tables at the Senior Center. The grant will cover the cost and no local match is required. The request is for Council to appropriate that revenue and that expenditure for the \$10,000 grant.

Anne Marie Green motioned to appropriate the grant funds received from the Community Foundation Serving Western Virginia. Randy Foley seconded the motion.

Ayes: John Saunders, Hunter Holliday, Randy Foley, Anne Marie Green, Renee Turk

Nays: None

Abstaining: None

F. Appropriation of Funds

Appropriate grant funds awarded by Virginia Tourism Corporation

Mayor Turk requested that Ms. Jordan share information on this item.

Ms. Jordan explained the City of Salem was awarded a \$20,000 marketing grant from the Summer 2024 Special Events and Festivals Sponsorship Program through the Virginia Tourism Corporation (VTC). The VTC grant funds will be utilized for digital marketing of the 2025 Salem Fair to the Greensboro, Charlotte, and Northern Virginia markets. It has been found that marketing to areas outside of Salem draws a lot of people from out of town in for this event. A local match is required and is already included in the Salem Fair marketing budget for the current fiscal year. No additional local funds will need to be appropriated. Council was asked to appropriate the \$20,000 grant revenue and the offsetting expenditure for this marketing program. Council was also asked to authorize staff to roll over any funds that are unspent to Fiscal Year 2026.

John Saunders motioned to appropriate \$20,000 in grant funds awarded by the Virginia Tourism Corporation. Also, that any of this grant not spent in the Fiscal Year 2025 be administratively appropriated to Fiscal Year 2026. Hunter Holliday seconded the motion.

Ayes: John Saunders, Hunter Holliday, Randy Foley, Anne Marie Green, Renee Turk

Nays: None
Abstaining: None

G. Appropriation of Funds

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

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.

Randy Foley motioned to approve additional appropriations totaling \$75,500 be made to NCAA revenue and expenditure accounts as detailed in the agenda packet. Hunter Holliday seconded the motion.

Ayes: John Saunders, Hunter Holliday, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Abstaining: None

H. Appropriation of Funds

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

The Capital Planning and Reserve Policy was adopted by Council 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 to determine the annual contribution to the capital reserve. Per the calculation that is included in the agenda packet, the contribution is \$6,228,707. This amount needs to be transferred from the General Fund to the Capital Reserve Fund. By establishing and maintaining a capital reserve, the City provides funding for mid-level capital expenditures.

Randy Foley motioned to appropriate \$6,228,707 to General Fund revenue account, Designation of Beginning Fund Balance, and General Fund expenditure account, Transfer to Capital Reserve. Also, to appropriate \$6,228,707 to Capital Reserve Fund revenue account Transfer from General Fund – Capital Reserve, and Capital Reserve Fund expenditure account, Capital Reserve. Anne Marie Green seconded the motion.

Ayes: John Saunders, Hunter Holliday, Randy Foley, Anne Marie Green, Renee Turk
Nays: None
Abstaining: None

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.

Anne Marie Green motioned that, in accordance with Section 2.2-3711 A(3) of the 1950 Code of Virginia, as amended, Council hereby convenes to closed session at 7:00 p.m. for the purpose of discussing the following specific matters:

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. Randy Foley seconded the motion.

Ayes: John Saunders, Hunter Holliday, Randy Foley, Anne Marie Green, Renee Turk

Nays: None

Abstaining: None

Mayor Turk noted that no action was anticipated this evening.

Anne Marie Green motioned to reconvene at 7:35 p.m. in accordance with Section 2.2-3712 D. of the Code of Virginia, 1950 as amended to date, Council certifies that in closed session only items lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such items identified in the motion by which the closed session was convened were heard, discussed, or considered by the Council. Randy Foley seconded the motion.

Ayes: John Saunders, Hunter Holliday, Randy Foley, Anne Marie Green, Renee Turk

Nays: None

Abstaining: None

8. Adjournment

The meeting was adjourned at 7:35 p.m.

Submitted by:

H. Robert Light
Clerk of Council

Approved by:

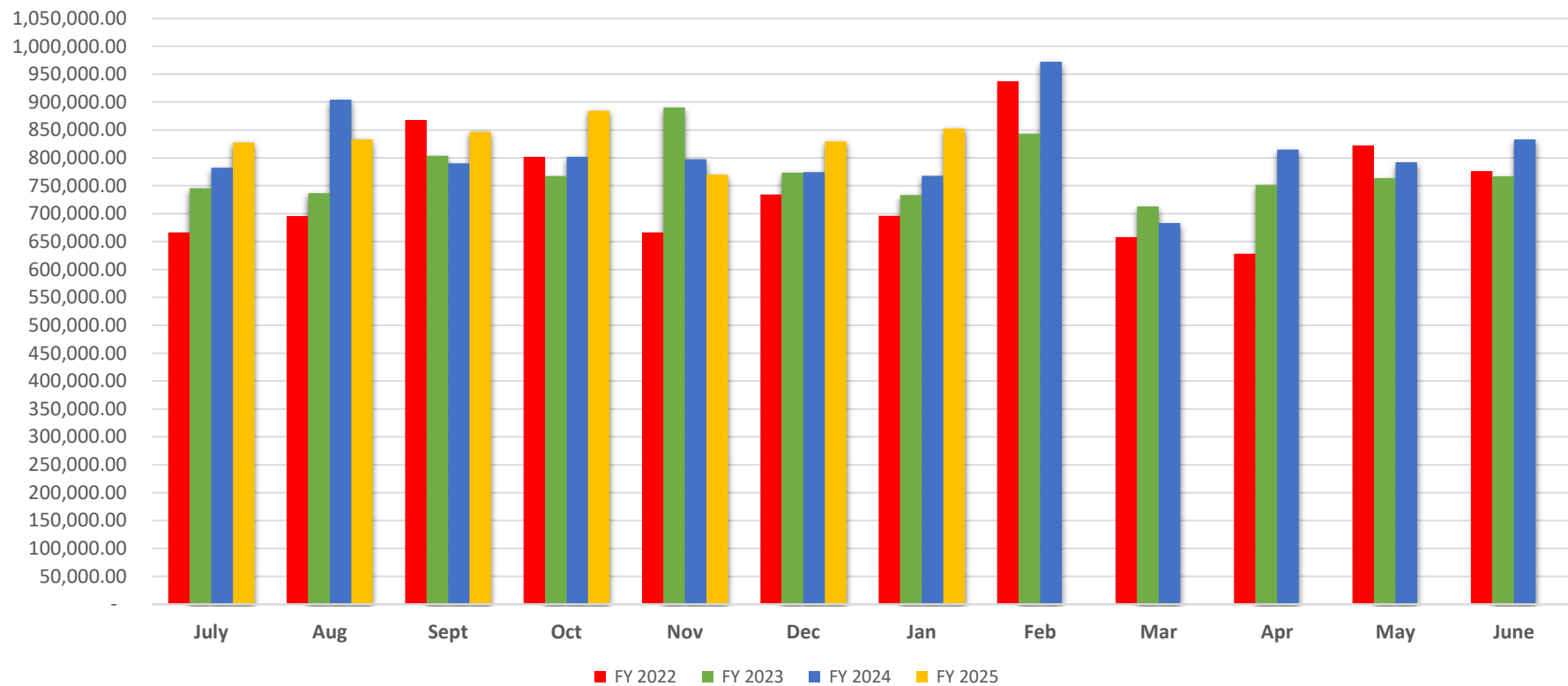
Renée Ferris Turk
Mayor

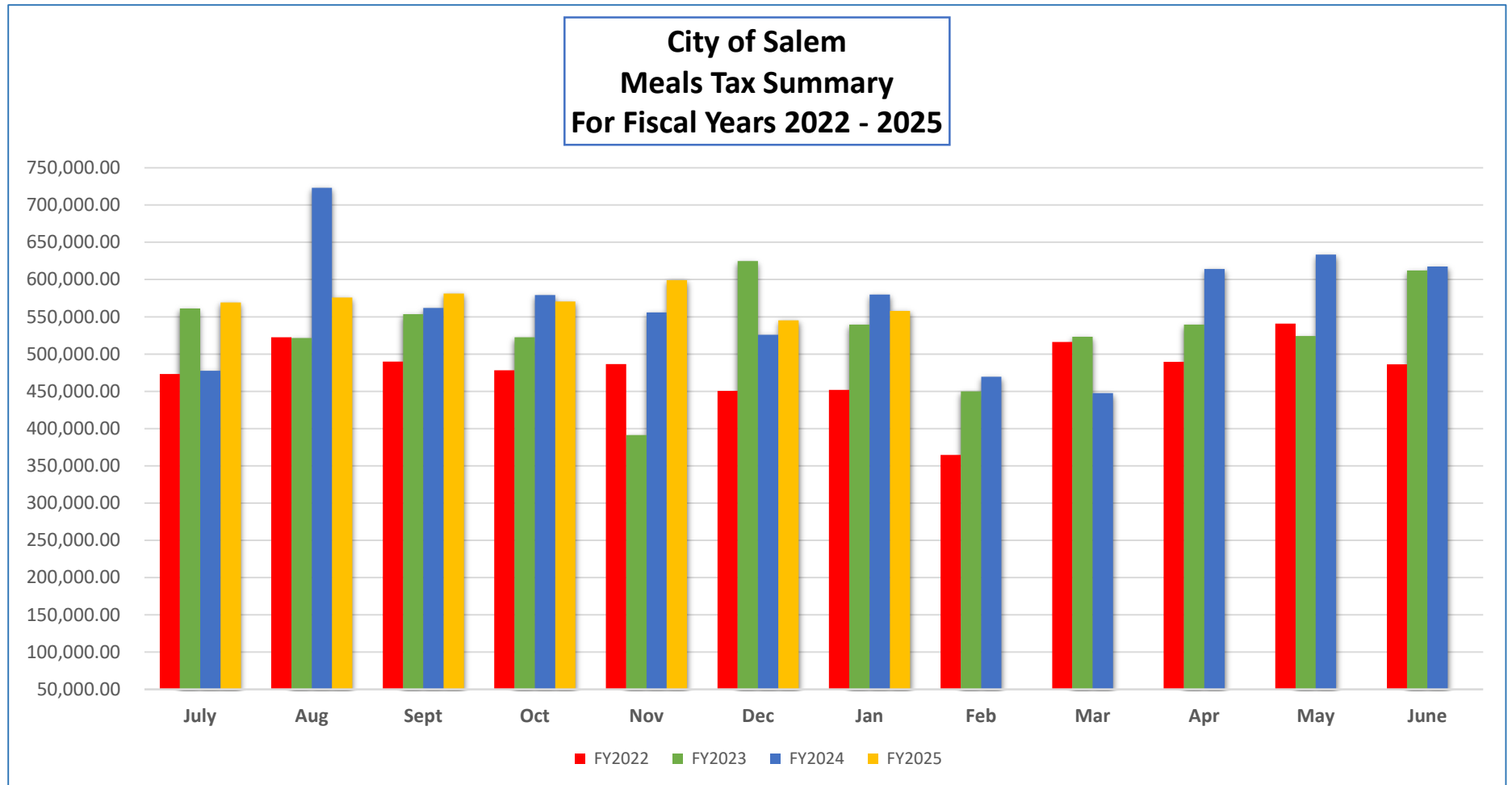
Schedule A

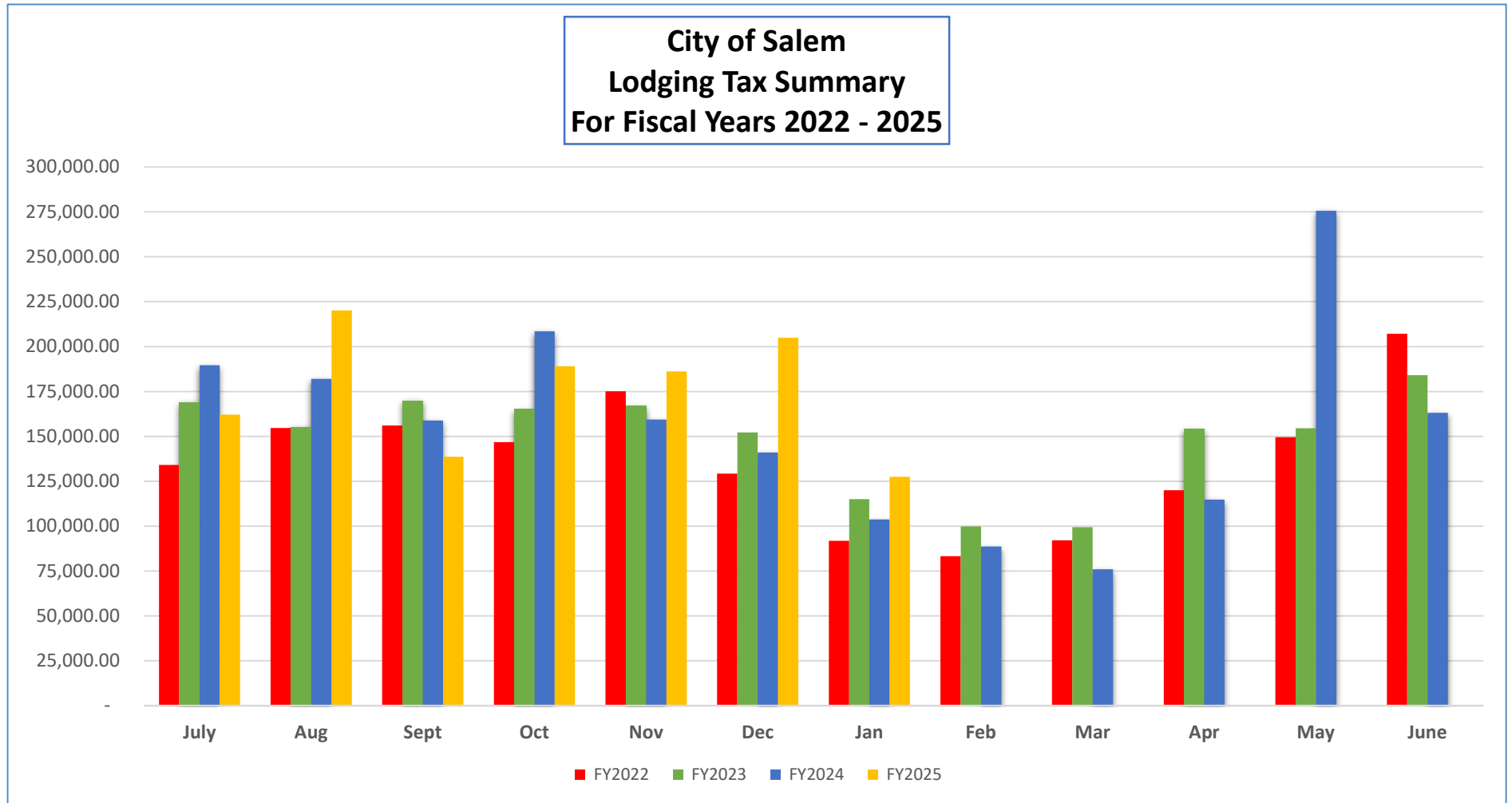
**City of Salem, Virginia
General Fund
Statement of Revenue and Expenditures
For Seven Months Ending January 31, 2025**

	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Revenue:					
Beginning Balance 7-1-24	\$ 6,858,755	\$ -	0%	\$ -	\$ -
General Property Taxes	51,890,783	20,555,981	40%	18,498,449	2,057,532
Other Local Taxes	29,110,800	10,994,419	38%	10,481,142	513,277
Permits and Licenses	359,440	261,116	73%	180,289	80,827
Fines and Forfeitures	128,500	62,803	49%	58,771	4,032
Revenue from Use of Money and Property	6,342,391	4,351,769	69%	4,785,283	(433,514)
Charges for Services	3,728,697	1,977,541	53%	1,949,448	28,093
Payment in Lieu of Taxes from Electric Fund	3,160,000	1,843,333	58%	1,843,333	-
Payment in Lieu of Taxes from Water Fund	147,696	88,460	60%	85,701	2,759
Miscellaneous Revenue	363,500	293,637	81%	317,653	(24,016)
Non-Categorical Aid	3,642,803	526,746	14%	548,942	(22,196)
Shared Expenses	1,933,459	926,631	48%	672,951	253,680
Categorical Aid	10,865,325	5,379,182	50%	4,876,565	502,617
Non-Revenue Receipts	67,624	67,696	100%	32,344	35,352
Transfer From Other Funds	-	-	0%	5,319,145	(5,319,145)
Total Revenue	118,599,773	47,329,314	40%	49,650,015	(2,320,702)
Expenditures:					
General Government	14,584,727	6,861,052	47%	7,478,449	(617,397)
Judicial Administration	3,183,598	1,728,982	54%	1,756,842	(27,860)
Public Safety	25,575,893	14,473,846	57%	13,759,078	714,768
Public Works	19,401,055	6,316,506	33%	6,969,632	(653,126)
Health and Welfare	7,137,055	3,774,334	53%	3,054,246	720,088
Education	26,538,801	16,448,236	62%	16,530,553	(82,317)
Parks, Recreation and Cultural	10,127,934	4,897,695	48%	4,415,562	482,133
Community Development	4,403,989	2,300,737	52%	2,254,427	46,310
Transfers Out	6,641,356	2,663,705	40%	13,506,226	(10,842,521)
Contingency	1,005,365	-	0%	-	-
Total Expenditures	118,599,773	59,465,093	50%	69,725,015	(10,259,922)
Revenue Over/(Under) Expenditures	\$ -	\$ (12,135,779)		\$ (20,075,000)	\$ 7,939,220

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







City of Salem, Virginia
Special Revenue Fund
Statement of Revenues and Expenditures
For Period Ending January 31, 2025

Schedule E

	<u>Budget</u>	<u>Project To Date</u>	<u>Encumbrances</u>	<u>Total Project</u>	<u>Available Balance</u>	<u>Year To Date</u>	
Fund Balance, July 1, 2024							\$ -
<u>Revenues:</u>							
ARPA - Election Grant	\$ 14,075	\$ 14,075	\$ -	\$ 14,075	\$ -	\$ 14,075	
Total Revenues	14,075	14,075	-	14,075	-		14,075
<u>Expenditures:</u>							
Election Grant	14,075	14,075	-	14,075	-	14,075	
Total Expenditures	\$ 14,075	\$ 14,075	\$ -	\$ 14,075	\$ -		<u>14,075</u>
Fund Balance, January 31, 2025							<u>\$ -</u>

City of Salem, Virginia
Debt Outstanding
For Period Ending January 31, 2025

Schedule F

	Balance 7/1/2024	Issuances	Principal Payments	Balance 1/31/2025
City Debt Outstanding				
2013 Public Improvement Bonds	\$ 888,125	\$ -	\$ (89,425)	\$ 798,700
2016B Public Improvement Bonds	297,713	-	-	297,713
2019 Public Improvement Bonds	4,065,000	-	-	4,065,000
2020 Public Improvement Bonds	1,700,000	-	-	1,700,000
2020 Public Improvement Refunding Bonds	4,405,060	-	-	4,405,060
2021 Public Improvement Refunding Bonds	805,000	-	(6,000)	799,000
2022B Public Improvement Bonds	13,916,000	-	-	13,916,000
Total City Debt Outstanding	26,076,898	-	(95,425)	25,981,473
School Debt Outstanding				
2012A Public Improvement Bonds	4,295,250	-	(477,250)	3,818,000
2013 Public Improvement Bonds	2,736,875	-	(275,575)	2,461,300
2020 Public Improvement Bonds	23,395,000	-	-	23,395,000
Total School Debt Outstanding	30,427,125	-	(752,825)	29,674,300
Total Debt Outstanding	<u>\$ 56,504,023</u>	<u>\$ -</u>	<u>\$ (848,250)</u>	<u>\$ 55,655,773</u>

City of Salem, Virginia
Capital Projects Fund
Statement of Revenues and Expenditures
For Period Ending January 31, 2025

Schedule G

	Budget	Project To Date	Encumbrances	Total Project	Available Balance	Year To Date	
Fund Balance, July 1, 2024							\$ 13,489,570
<u>Revenues:</u>							
Federal Grants	\$ 12,922,021	\$ 3,213,286	\$ -	\$ 3,213,286	\$ 9,708,735	\$ 842,517	
State Grants	17,015,640	4,984,643	-	4,984,643	12,030,997	746,579	
Proceeds From Debt Issuance	15,015,146	15,015,145	-	15,015,145	1	-	
Interest Income	663,818	663,817	-	663,817	1	-	
Transfer From General Fund	26,763,522	26,763,520	-	26,763,520	2	1,254,900	
Total Revenues	72,380,147	50,640,412	-	50,640,412	21,739,735		2,843,996
<u>Expenditures:</u>							
Next Generation 911	378,493	187,161	30,609	217,770	160,723	-	
Fire Station #2 Renovations & Storage Building	1,660,800	148,932	1,422,588	1,571,520	89,280	43,410	
Fire Station #1 Renovations	654,000	8,826	11,534	20,360	633,640	1,045	
Fire Station #3 Renovations	454,000	7,051	4,844	11,895	442,105	-	
Colorado St Bridge Replacement	11,778,826	5,299,485	1,354,285	6,653,770	5,125,056	1,441,279	
Apperson Drive Bridge Replacement	9,784,451	1,034,618	447,319	1,481,937	8,302,514	10,809	
Jury Room Expansion	900,000	522,710	310,186	832,896	67,104	281,414	
Apperson Drive Bridge Repairs #1800	682,432	482,603	197,129	679,732	2,700	400,231	
Valleydale Streetscape Improvements	1,500,000	238,612	-	238,612	1,261,388	238,612	
Upland Drive Storm Drain and Curb & Gutter	250,000	-	-	-	250,000	-	
4th Street/Union Street Storm Sewer Upgrades	162,500	-	-	-	162,500	-	
Roanoke Boulevard Storm Drain Upgrades	100,000	-	-	-	100,000	-	
Texas Street/Idaho Street Pond	100,000	-	-	-	100,000	-	
Bainbridge Drive Storm Drain Expansion	225,000	-	-	-	225,000	-	
Western Roanoke River Greenway	50,000	1,500	-	1,500	48,500	-	
Elizabeth Campus Greenway	2,252,578	203,540	590,947	794,487	1,458,091	6,200	
Moyer Sports Complex Renovation	27,903,295	26,872,728	220,079	27,092,807	810,488	(18,786)	
Mason Creek Greenway Phase 3	2,610,681	356,026	130,147	486,173	2,124,508	113,691	
Library Flooring Replacement	190,000	-	-	-	190,000	-	
Library Co-working Space	155,000	-	-	-	155,000	-	
Civic Center East/West Fields Restroom	261,070	257,097	-	257,097	3,973	257,097	
Longwood Park Restroom Replacement #2	170,000	166,334	-	166,334	3,666	166,277	
Kiwanis Park Wall Pads	110,000	96,887	-	96,887	13,113	96,887	
Library Lawn Special Events Space	500,000	-	-	-	500,000	-	
Flood Mitigation-CFPF	77,974	75,013	-	75,013	2,961	-	
Downtown Impr - E Main St/Market St	5,440,677	3,972,854	258,531	4,231,385	1,209,292	2,627,297	
Downtown Impr - E Main St/White Oak	2,311,825	45,502	41,225	86,727	2,225,098	5,170	
Capital Projects Local Reserve	398,617	-	-	-	398,617	-	
Downtown Improvements Reserve	390,350	-	-	-	390,350	-	
Excess Local Funding Reserve	927,578	-	-	-	927,578	-	
Total Expenditures	\$ 72,380,147	\$ 39,977,479	\$ 5,019,423	\$ 44,996,902	\$ 27,383,245		5,670,633
Fund Balance, January 31, 2025							<u>\$ 10,662,933</u>

City of Salem, Virginia
Capital Reserve Fund
Statement of Revenues and Expenditures
For Period Ending January 31, 2025

Schedule H

	<u>Budget</u>	<u>Project To Date</u>	<u>Encumbrances</u>	<u>Total Project</u>	<u>Available Balance</u>	<u>Year To Date</u>	
Fund Balance, July 1, 2024							\$ 17,026,870
<u>Revenues:</u>							
Transfer From General Fund	\$ 17,026,870	\$ 17,026,870	\$ -	\$ 17,026,870	\$ -	\$ -	
Total Revenues	17,026,870	17,026,870	-	17,026,870	-		-
<u>Expenditures:</u>							
Capital Reserve	13,114,009	-	-	-	13,114,009	-	
Fire Ladder Truck	2,400,000	-	-	-	2,400,000	-	
Body Cameras and In-Car Camera Replacement	654,004	654,004	-	654,004	-	654,004	
Front Load Dumpster Truck	408,857	408,857	-	408,857	-	408,857	
Salem Stadium Scoreboard Replacement	200,000	-	-	-	200,000	-	
Civic Center Scoreboard Replacement	250,000	84,258	92,478	176,736	73,264	84,258	
Total Expenditures	\$ 17,026,870	\$ 1,147,119	\$ 92,478	\$ 1,239,597	\$ 15,787,273		<u>1,147,119</u>
Fund Balance, January 31, 2025							<u>\$ 15,879,751</u>

City of Salem, Virginia
Electric Fund
Statement of Operations
For Seven Months Ending January 31, 2025

	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Operating Revenues					
Sale of Power	\$ 50,066,620	\$ 31,346,624	63%	\$ 24,767,715	\$ 6,578,909
Other Electric Revenue	653,683	483,386	74%	513,000	(29,614)
Reserve for Encumbrances	1,817,312	-	0%	-	-
Appropriated from Net Position	250,000	-	0%	-	-
Total Operating Revenues	52,787,615	31,830,010	60%	25,280,715	6,549,295
Operating Expenses					
Other Power Generation - Operation	125,000	51,042	41%	32,523	18,519
Other Power Generation - Maintenance	103,715	55,409	53%	49,529	5,880
Purchased Power	26,815,000	17,277,152	64%	15,531,122	1,746,030
Transmission - Operation	10,054,500	5,534,252	55%	5,898,536	(364,284)
Transmission - Maintenance	46,750	6,710	14%	4,412	2,298
Distribution - Operations	1,194,500	675,997	57%	696,815	(20,818)
Distribution - Maintenance	1,609,161	911,640	57%	948,424	(36,784)
Customer Service	686,849	417,309	61%	379,711	37,598
Administration & General - Operation	2,820,034	293,965	10%	487,247	(193,282)
Administration & General - Maintenance	242,000	138,859	57%	174,731	(35,872)
Depreciation	-	1,025,319	0%	968,467	56,852
Capital	5,484,755	1,475,845	27%	681,051	794,794
Contingency	445,351	-	0%	-	-
Total Operating Expenses	49,627,615	27,863,499	56%	25,852,568	2,010,931
Income (loss) Before Transfers	3,160,000	3,966,511		(571,853)	4,538,364
Transfers (Payment in Lieu of Taxes)	(3,160,000)	(1,843,333)	58%	(1,843,333)	-
Income (loss)	\$ -	\$ 2,123,178		\$ (2,415,186)	\$ 4,538,364

City of Salem, Virginia
Water Fund
Statement of Operations
For Seven Months Ending January 31, 2025

Operating Revenues	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Services	\$ 7,967,406	\$ 4,909,683	62%	\$ 4,363,867	\$ 545,816
Other Revenue	531,996	331,753	62%	241,791	89,962
Water Federal Grants Revenue	-	11,780	0%	-	11,780
Gain On Sale Of Assets	-	6,819	0%	1,040	5,779
Reserve for Encumbrances	5,595,951	-	0%	-	-
Total Operating Revenues	14,095,353	5,260,035	37%	4,606,698	653,337
Operating Expenses					
<i>Production</i>					
Salaries of Personnel	1,136,388	605,091	53%	595,052	10,039
Fringe Benefits	479,930	276,679	58%	271,331	5,348
Contractual Services	729,307	343,106	47%	330,426	12,680
Printing and Binding	2,500	66	3%	170	(104)
Advertising	1,000	-	0%	-	-
Utilities	422,200	315,817	75%	240,747	75,070
Communications	5,900	2,573	44%	2,309	264
Insurance	36,000	32,769	91%	34,426	(1,657)
Travel and Training	9,800	4,768	49%	4,528	240
Miscellaneous	66,793	59,287	89%	46,584	12,703
Materials and Supplies	331,588	144,090	43%	156,557	(12,467)
Depreciation	-	507,341	0%	497,417	9,924
Capital	3,242,801	255,415	8%	98,818	156,597
Bond Costs	-	64,045	0%	-	64,045
Contingency	265,581	-	0%	-	-
Total Production Expenses	6,729,788	2,611,047	39%	2,278,365	332,682
<i>Distribution</i>					
Salaries of Personnel	774,961	499,908	65%	391,903	108,005
Fringe Benefits	368,938	231,406	63%	179,436	51,970
Contractual Services	838,061	680,963	81%	548,077	132,886
Printing and Binding	500	66	13%	136	(70)
Communications	4,850	3,036	63%	3,064	(28)
Insurance	36,000	36,204	101%	34,275	1,929
Lease/Rent of Equipment	2,000	876	44%	751	125
Travel and Training	7,600	2,016	27%	1,302	714
Miscellaneous	33,193	19,479	59%	17,799	1,680
Miscellaneous Credits	(290,000)	(268,556)	93%	(237,232)	(31,324)
Materials and Supplies	165,975	56,043	34%	120,690	(64,647)
Depreciation	-	135,186	0%	113,190	21,996
Capital	3,401,271	1,475,061	43%	83,586	1,391,475
Interest Obligations	1,874,520	62,223	3%	81,220	(18,997)
Bond Costs	-	16,499	0%	-	16,499
Total Distribution Expenses	7,217,869	2,950,410	41%	1,338,197	1,612,213
Income (loss) Before Transfers	147,696	(301,422)		990,136	(1,291,558)
Transfers (Payment in Lieu of taxes)	(147,696)	(88,460)	60%	(85,701)	(2,759)
Income (loss)	\$ -	\$ (389,882)		\$ 904,435	\$ (1,294,317)

City of Salem, Virginia
Sewer Fund
Statement of Operations
For Seven Months Ending January 31, 2025

Operating Revenues	<u>Current Year Budget</u>	<u>Current Year Year to Date</u>	<u>% of Budget</u>	<u>Prior Year Year to Date</u>	<u>Variance</u>
Services	\$ 7,220,956	\$ 4,352,060	60%	\$ 4,102,538	\$ 249,522
Other Revenue	182,200	139,541	77%	83,364	56,177
Reserve for Encumbrances	731,856	-	0%	-	-
Appropriated from Net Position	1,685,000	-	0%	-	-
Total Operating Revenues	<u>9,820,012</u>	<u>4,491,601</u>	<u>46%</u>	<u>4,185,902</u>	<u>305,699</u>
Operating Expenses					
Salaries of Personnel	952,012	474,686	50%	463,308	11,378
Fringe Benefits	432,026	221,220	51%	213,274	7,946
Contractual Services	3,454,354	1,718,711	50%	1,420,540	298,171
Printing and Binding	1,500	133	9%	633	(500)
Advertising	1,500	-	0%	-	-
Utilities	4,500	2,966	66%	2,147	819
Communications	14,850	8,195	55%	8,039	156
Insurance	15,000	15,807	105%	13,362	2,445
Lease/Rent of Equipment	1,800	876	49%	751	125
Travel and Training	12,000	3,461	29%	2,897	564
Miscellaneous	40,693	23,767	58%	24,378	(611)
Miscellaneous Credits	(270,000)	(130,222)	48%	(95,110)	(35,112)
Materials and Supplies	93,218	46,734	50%	28,203	18,531
Depreciation	-	840,064	0%	830,526	9,538
Capital	2,856,114	255,134	9%	118,700	136,434
Interest Obligations	1,803,283	23,213	1%	28,303	(5,090)
Contingency	407,162	-	0%	-	-
Total Operating Expenses	<u>9,820,012</u>	<u>3,504,745</u>	<u>36%</u>	<u>3,059,951</u>	<u>444,794</u>
Income (loss) before Transfers	<u>-</u>	<u>986,856</u>		<u>1,125,951</u>	<u>(139,095)</u>
Income (loss)	<u>\$ -</u>	<u>\$ 986,856</u>		<u>\$ 1,125,951</u>	<u>\$ (139,095)</u>

**City of Salem, Virginia
Salem Civic Center
Statement of Operations
For Seven Months Ending January 31, 2025**

Operating Revenues	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Shows/rentals	\$ 373,000	\$ 217,180	58%	\$ 250,081	\$ (32,901)
Box office shows	1,500,000	489,069	33%	1,031,866	(542,797)
Merchandise and commissions	250,800	170,881	68%	221,753	(50,872)
Static advertising	55,000	30,125	55%	23,625	6,500
Miscellaneous income	20,000	13,030	65%	12,735	295
Interest Income	1,000	768	77%	948	(180)
Salem Fair	645,000	672,481	104%	609,818	62,663
Reserve For Encumbrances	178,614	-	0%	-	-
Gain on Sale of Assets	-	-	0%	834	(834)
Appropriated from Net Position	272,190	-	0%	-	-
Total Operating Revenues	3,295,604	1,593,534	48%	2,151,660	(558,126)
Operating Expenses					
Salaries of personnel	1,451,908	828,172	57%	828,028	144
Fringe benefits	547,769	292,228	53%	295,896	(3,668)
Maintenance and contractual services	399,487	136,452	34%	140,014	(3,562)
Printing and binding	500	180	36%	-	180
Advertising	23,000	19,564	85%	9,208	10,356
Utilities	323,000	248,987	77%	185,123	63,864
Communications	12,700	6,479	51%	6,063	416
Insurance	30,500	30,570	100%	29,351	1,219
Leases and Rentals	3,200	2,639	82%	-	2,639
Travel and training	11,600	1,715	15%	6,517	(4,802)
Miscellaneous	108,267	75,012	69%	68,510	6,502
Show expense	1,450,000	565,155	39%	1,117,074	(551,919)
Fair expense	625,363	547,197	88%	624,734	(77,537)
Materials and supplies	38,000	20,441	54%	28,655	(8,214)
Capital	1,107,954	298,028	27%	296,942	1,086
Depreciation	-	181,586	0%	159,314	22,272
Total Operating Expenses	6,133,248	3,254,405	53%	3,795,429	(541,024)
Income (loss) Before Transfers	(2,837,644)	(1,660,871)		(1,643,769)	(17,102)
Transfers	2,837,644	1,147,792	40%	1,079,742	68,050
Income (loss)	\$ -	\$ (513,079)		\$ (564,027)	\$ 50,948

City of Salem, Virginia
Salem Catering and Concessions
Statement of Operations
For Seven Months Ending January 31, 2025

Operating Revenues:	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Catering	\$ 655,785	\$ 370,963	57%	\$ 524,728	\$ (153,765)
Concessions	137,833	101,313	74%	82,350	18,963
Moyer Concessions	65,000	51,538	79%	-	51,538
Salem High Concessions	8,500	6,387	75%	4,310	2,077
Appropriated from Net Position	54,916	-	0%	-	-
Total Operating Revenues	922,034	530,201	58%	611,388	(81,187)
Operating Expenses:					
<u>Catering</u>					
Salaries of personnel	305,459	184,464	60%	169,978	14,486
Fringe benefits	111,075	58,461	53%	58,131	330
Contractual services	9,465	17,878	189%	5,207	12,671
Printing and binding	300	-	0%	-	-
Laundry and Cleaning	2,500	-	0%	-	-
Communications	200	113	57%	103	10
Insurance	2,000	1,522	76%	1,877	(355)
Travel and training	-	-	0%	179	(179)
Miscellaneous	24,848	17,770	72%	16,201	1,569
Materials and supplies	254,331	136,341	54%	156,580	(20,239)
Capital	54,916	-	0%	5,084	(5,084)
Depreciation	-	2,061	0%	2,116	(55)
Total Catering Expenses	765,094	418,610	55%	415,456	3,154
<u>Concessions</u>					
Salaries of Personnel	58,030	45,648	79%	29,225	16,423
Fringe Benefits	15,246	10,171	67%	5,693	4,478
Contractual services	25,000	9,015	36%	11,402	(2,387)
Miscellaneous	150	(344)	-229%	59	(403)
Materials and Supplies	29,000	31,259	108%	23,337	7,922
Machinery And Equipment	-	-	0%	49	(49)
Total Concessions Expenses	127,426	95,749	75%	69,765	25,984
<u>Moyer Concessions</u>					
Salaries of Personnel	37,000	14,225	38%	-	14,225
Fringe Benefits	11,698	4,205	36%	-	4,205
Contractual services	2,500	13,177	527%	-	13,177
Miscellaneous	-	(18)	0%	-	(18)
Materials and Supplies	21,000	21,196	101%	-	21,196
Total Moyer Expenses	72,198	52,785	73%	-	52,785
<u>Salem High Concessions</u>					
Salaries of Personnel	4,461	3,367	75%	702	2,665
Fringe Benefits	1,676	630	38%	305	325
Contractual	2,500	-	0%	1,005	(1,005)
Miscellaneous	-	2	0%	-	2
Materials and Supplies	1,807	1,667	92%	1,570	97
Total Salem High Expenses	10,444	5,666	54%	3,582	2,084
Income (loss) Before Transfers	(53,128)	(42,609)		122,585	(165,194)
Transfers	53,128	-	0%	-	-
Income (loss)	\$ -	\$ (42,609)		\$ 122,585	\$ (165,194)

City of Salem, Virginia
Water and Sewer Capital Fund
Statement of Revenues and Expenditures
For Period Ending January 31, 2025

Schedule N

	<u>Budget</u>	<u>Project To Date</u>	<u>Encumbrances</u>	<u>Total Project</u>	<u>Available Balance</u>	<u>Year To Date</u>	
Fund Balance, July 1, 2024							\$ 13,575,000
<u>Revenues:</u>							
Transfer From General Fund	<u>\$ 13,575,000</u>	<u>\$ 13,575,000</u>	<u>\$ -</u>	<u>\$ 13,575,000</u>	<u>\$ -</u>	<u>\$ -</u>	
Total Revenues	13,575,000	13,575,000	-	13,575,000	-		-
<u>Expenditures:</u>							
North Salem Water Improvements	6,200,000	-	-	-	6,200,000	-	
Roanoke River Upper Sewer Rehab	7,000,000	-	-	-	7,000,000	-	
Wiley Ct Sewer Improvements	<u>375,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>375,000</u>	<u>-</u>	
Total Expenditures	<u>\$ 13,575,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 13,575,000</u>		<u>-</u>
Fund Balance, January 31, 2025							<u><u>\$ 13,575,000</u></u>

**City of Salem, Virginia
Health Insurance Fund
Statement of Revenues and Expenses
For Six Months Ending December 31, 2024**

	Budget	Current Year Year to Date	Percent to Date	Prior Year Year to Date	Variance
Beginning Net Position	\$ -	\$ 9,399,213		\$ 7,846,412	\$ 1,552,801
Revenue					
Premiums Paid - City	6,016,000	2,965,878	49%	2,948,709	17,169
Premiums Paid - School	5,150,000	2,527,246	49%	2,573,356	(46,110)
Premiums Paid - Retirees	697,500	463,347	66%	424,170	39,177
Dental Premiums Paid	590,600	302,657	51%	298,509	4,148
Interest Earnings	475,000	218,860	46%	209,383	9,477
Miscellaneous	5,000	27,091	542%	16,249	10,842
Total Year to Date Revenues	12,934,100	6,505,079	50%	6,470,376	34,703
Expenses					
Health Claims	11,700,266	6,714,424	57%	5,268,595	1,445,829
Dental Claims	590,600	245,333	42%	246,332	(999)
Employee Health Clinic	532,884	214,577	40%	216,497	(1,920)
Consulting Services	105,250	42,537	40%	39,994	2,543
Miscellaneous	5,100	4,408	86%	4,170	238
Total Year to Date Expenses	12,934,100	7,221,279	56%	5,775,588	1,445,691
Ending Net Position	\$ -	\$ 8,683,013		\$ 8,541,200	\$ 141,813

City of Salem, Virginia
Schedule of Deposits and Investments
For Period Ending January 31, 2025

Schedule P

	Cash Value 1/31/2025	Net Change in Fair Value	Fair Value 1/31/2025	FV as a % of Portfolio
Demand & Time Deposits				
Concentration Account	\$ 49,765,646	\$ -	\$ 49,765,646	29.3%
Payroll Account	10,269	-	10,269	0.0%
Revenue Recovery Account	12,877	-	12,877	0.0%
Utility Billing Account	49,291	-	49,291	0.0%
Box Office Account	1,769,560	-	1,769,560	1.0%
Held as Fiscal Agent of:				
Cardinal Academy	1,147,741	-	1,147,741	0.7%
Court Community Corrections	1,377,471	-	1,377,471	0.8%
Held on Behalf of:				
Economic Development Authority	150,762	-	150,762	0.1%
Total Demand & Time Deposits	<u>54,283,617</u>	<u>-</u>	<u>54,283,617</u>	<u>31.9%</u>
Investments				
Local Government Investment Pool (LGIP)	111,115,841	-	111,115,841	65.6%
VA State Non-Arbitrage Program (SNAP)	3,218,162	-	3,218,162	1.9%
Held on Behalf of:				
Economic Development Authority LGIP	1,045,212	-	1,045,212	0.6%
Total Investments	<u>115,379,215</u>	<u>-</u>	<u>115,379,215</u>	<u>68.1%</u>
Total Deposits and Investments	<u><u>\$ 169,662,832</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 169,662,832</u></u>	<u><u>100.0%</u></u>



Item #: 5.A.

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

MEETING DATE: February 24, 2025

AGENDA ITEM: **Amendment to the City Code - Chapter 106, Zoning**
Consider ordinance on second 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. (Approved on first reading at the February 10, 2025, Council meeting.)

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 amendment on second reading.

ATTACHMENTS:

1. Item 5A.B. 2-24-25 Legal Ad 1-23-25
2. Item 5A.B. 2-24-25 Legal Ad 1-30-25
3. Item 5A.B. 2-24-25 PC January 15, 2024, minutes
4. Item 6B 2-10-25 Sec. _106_304.17. ____Townhouse. proposed ordinance change 2.2025



Marketplace

ourvalley.org

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, 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 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 28th 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

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 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 28th 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

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 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

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

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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

WORK SESSION

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.

REGULAR SESSION

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.

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:

Mayor

ATTEST:

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



Item #: 5.B.

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

MEETING DATE: February 24, 2025

AGENDA ITEM: **Amendment to the City Code - Chapter 66, Signs**
Consider ordinance on second 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. (Approved on first reading at the February 10, 2025, Council meeting.)

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 consider approval of this proposed code amendment on second 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: 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.						
AG	RSF, COL	RMF, RB, PUD	MHP	TBD, DBD*	CUD, CBD, HBD , BCD, LM, HM	HBD
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	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

				sign not to exceed the maximum allowable size. <i>*See § 106-105 (C) Additional Standards</i>	not exceed 100 square feet. 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	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 the size of the sign associated with the primary building side.
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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:

Mayor

ATTEST:

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

Item #6.A
Date: 2/24/2025

February 24, 2025

Council of the City of Salem
Salem, Virginia 24153

Dear Council Members:

For your information, I am listing appointments and vacancies on various boards and commissions:

<u>Board or Commission</u>	<u>Recommendation</u>
Economic Development Authority	Recommend that Council reappoint Jason Fountain for a four-year term ending March 9, 2029.
<u>Vacancies</u>	
Board of Zoning Appeals	Need one regular member for the remainder of a five-year term ending March 30, 2028 and one alternate member for the remainder of five-year term ending November 13, 2028.
Roanoke River Blueway Advisory Committee	Need one member, two-year term

Sincerely,

Laura Lea Harris

Laura Lea Harris
Deputy Clerk of Council

**CITY OF SALEM, VIRGINIA
BOARDS AND COMMISSIONS
February 24, 2025**

MEMBER EXPIRATION OF TERM

BLUE RIDGE BEHAVIORAL HEALTHCARE

Term of Office: 3 years (3 terms only)

Denise P. King	12-31-27
Rev. C. Todd Hester	12-31-25
Dr. Forest Jones	12-31-26

AT LARGE MEMBERS:

Patrick Kenney	12-31-25
Helen Ferguson	12-31-26
Bobby Russell	12-31-27

BOARD OF APPEALS (USBC BUILDING CODE)

Term of Office: 5 years

Steve Poff	1-01-26
Robert S. Fry, III	1-01-28
Patrick Snead	1-01-30
Ray Varney	5-11-25
Joseph Driscoll	1-01-28

ALTERNATES:

David Hodges	12-12-26
Chelsea Dyer	8-09-25
David Botts	1-01-29

BOARD OF EQUALIZATION OF REAL ESTATE
ASSESSMENTS

Term of Office: 3 years (**appointed by Circuit Court**)

Wendel Ingram	11-30-27
Corey Fobare	11-30-27
David A. Prosser	11-30-25
Janie Whitlow	11-30-26
Kathy Fitzgerald	11-30-27

BOARD OF ZONING APPEALS

Term of Office: 5 years (**appointed by Circuit Court**)

F. Van Gresham	3-20-27
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Vacant	3-30-28
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Steve Belanger	6-05-29
Gary Lynn Eanes	3-20-25
Tom Copenhaver	3-20-27

ALTERNATES:

Tony Rippee	10-12-28
Jeff Zoller	3-1-28

Vacant	11-13-28
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CHIEF LOCAL ELECTED OFFICIALS (CLEO)
CONSORTIUM

No Term Limit

H, Hunter Holliday

Alternate: John Saunders

MEMBER

EXPIRATION OF TERM

COMMUNITY POLICY AND MANAGEMENT TEAM

No term limit except for Private Provider

(Names)	(Alternates)
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Rosie Jordan	Tammy Todd
Laura Lea Harris	Crystal Williams
Kevin Meeks	Joshua Vaught Amy Cole
	Jasmin Lawson
Cathy Brown	Leigh Frazier Howard Shumate
	Heather Gunn Courtenay Alleyne
	Deborah Breedlove
	Mark Chadwick

Parent Rep-Vacant

Sue Goad	Vacant
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Randy Jennings	Chrissy Brake
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Vacant	Bridget Nelson
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Sean Slusser	Mandy Hall
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Health Dept. - Vacant	Seth Chamberland
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Wendel Cook	Vacant
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	Jessica Cook Casey Mabery
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*Note: Rosie Jordan will serve as Fiscal Agent

For the City of Salem

ECONOMIC DEVELOPMENT AUTHORITY

Term of Office: 4 years (**Requires Oath of Office**)

William Q. Mongan	3-09-27
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Paul C. Kuhnelt	3-09-28
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J. David Robbins	3-09-28
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Cindy Shelor	4-10-25
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Jason Fountain	3-09-25
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Sean B. Kosmann	12-14-28
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Joe Curran	12-14-28
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FAIR HOUSING BOARD

Term of Office: 3 years

Betty Waldron	7-01-25
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Melton Johnson	7-01-26
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Cole Keister	8-09-27
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Pat Dew	3-01-27
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Janie Whitlow	4-09-27
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<u>MEMBER</u>	<u>EXPIRATION OF TERM</u>
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FINE ARTS COMMISSION (INACTIVE)

Term of Office: 4 years

Cameron Vest	5-01-15
Julie E. Bailey Hamilton	5-01-15
Brenda B. Bower	7-26-12
Vicki Daulton	10-26-12
Hamp Maxwell	10-26-12
Fred Campbell	5-01-13
Rosemary A. Saul	10-26-13
Rhonda M. Hale	10-12-14
Brandi B. Bailey	10-12-14

STUDENT REPRESENTATIVESLOCAL OFFICE ON AGING

Term of Office: 3 years

John P. Shaner	3-01-27
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Partnership for a Livable Roanoke Valley (INACTIVE)

Term of Office: Unlimited

PERSONNEL BOARD

Term of Office: 2 years

William R. Shepherd	6-09-25
J. Chris Conner	8-12-25
Margaret Humphrey	8-12-25
Garry Lautenschlager	11-23-26
Teresa Sizemore-Hernandez	4-26-25

PLANNING COMMISSION AND
NPDES CITIZENS' COMMITTEE

Term of Office: 4 years

Mark Henrickson	7-31-26
Denise "Dee" King	7-31-26
Nathan Routt	7-26-27
Reid Garst	7-31-26
N. Jackson Beamer	8-28-27

REAL ESTATE TAX RELIEF REVIEW BOARD

Term of Office: 3 years

David G. Brittain	2-14-28
Wendel Ingram	6-11-27
Daniel L. Hart	2-14-27

ROANOKE REGIONAL AIRPORT COMMISSION

Term of Office: 4 years

Dale T. Guidry	7-1-28
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ROANOKE RIVER BLUEWAY ADVISORY COMMITTEE

Term of Office: 2 years

Jeff Ceasar	6-30-24
Vacant	6-30-25

<u>MEMBER</u>	<u>EXPIRATION OF TERM</u>
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ROANOKE VALLEY-ALLEGHANY REGIONAL
COMMISSION

Term of Office: 3 years

H. Hunter Holliday	6-30-27
Dee King	6-30-26
Anne Marie Green	6-30-27

ROANOKE VALLEY BROADBAND AUTHORITY

Term of Office: 4 years

H. Robert Light	12-14-27
Mike McEvoy (Citizen At-large)	12-13-25

ROANOKE VALLEY DETENTION COMMISSION

No Terms

Member	Alternate
Rosemarie Jordan	Chris Dorsey

ROANOKE VALLEY GREENWAY COMMISSION

Term of Office: 3 years

Dr. Steven L. Powers	11-08-27
Russ Craighead	7-25-25
Skip Lautenschlager	9-26-26

ROANOKE VALLEY RESOURCE AUTHORITY

Term of Office: 4 years

Rob Light	12-31-27
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ROANOKE VALLEY TRANSPORTATION PLANNING
ORGANIZATION (TPO) POLICY BOARD

Term of Office: 3 years

Renee F. Turk	6-30-26
H. Hunter Holliday	6-30-26
Alternate: Byron R. Foley	6-30-26

SCHOOL BOARD OF THE CITY OF SALEM

Term of Office: 3 years

Teresa Sizemore-Hernandez	12-31-27
Andy Raines	12-31-25
Stacey Danstrom	12-31-25
Macel Janoschka	12-31-26
Chris King	12-31-27

SOCIAL SERVICES ADVISORY BOARD

Term of Office: 4 years, 2 term limit

Heath Rickmond	12-01-26
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TOTAL ACTION FOR PROGRESS

Term of Office: 2 years

Byron Randolph Foley	11-13-25
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MEMBEREXPIRATION OF TERMTRANSPORTATION TECHNICAL COMMITTEE (TTC)

Term of office: 3 years

Crystal Williams 6-30-26

Josh Pratt 6-30-26

Alternate: Vacant 6-30-26

Alternate: Max Dillon 6-30-26

VIRGINIA ALCOHOL SAFETY ACTION PROGRAMBOARD (VASAP)

Term of office: 3 years

Chris Shelor 1-27-28

VIRGINIA WESTERN COMMUNITY COLLEGE LOCALADVISORY

Term of Office: 4 years (2 terms only)

Dr. Forest I. Jones, Jr. 6-30-26

VIRGINIA'S BLUE RIDGE BOARD

Term of Office: No term limit

Chris Dorsey

John Shaner

WESTERN VIRGINIA EMERGENCY MEDICALSERVICES COUNCIL

Term of office: 3 years

Deputy Chief Matt Rickman 12-31-25

WESTERN VIRGINIA REGIONAL INDUSTRIALFACILITY AUTHORITY

Term of Office: 4 years **(Requires Oath of Office)**

Tommy Miller 2-3-26

Chris Dorsey 2-3-28

Crystal Williams (Alternate) 2-3-26

H. Robert Light (Alternate) 2-3-28

WESTERN VIRGINIA REGIONAL JAIL AUTHORITY

Appointee Term of Office: 1 year – Expires 12-31-25

Alternates serve until another alternate is appointed

(Requires Oath of Office)

Governing Body Appointee (by Council): Byron R. Foley

Governing Body Alternate (by Council): H. Hunter Holliday

Local Official Appointee (by Council): Rosemarie Jordan

Local Official Alternate (by Council): Chris Dorsey

Sheriff (Automatic): Chris Shelor

Sheriff Alternate (Appointed by Sheriff): Chief Deputy-

Major Steve Garber