Agenda
Monday, November 10, 2025, 6:30 PM

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

WORK SESSION

WORK SESSION IS CANCELLED FOR NOVEMBER 10, 2025

REGULAR SESSION

1. Call to Order

2. Pledge of Allegiance

3. Bid Opening, Awards, Recognitions

4. Consent Agenda

A. **Citizen Comments**

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

B. **Minutes**

Consider acceptance of the October 14, 2025, Work Session and Regular Meeting minutes; the October 22, 2025, Special Meeting minutes, and the October 29, 2025, Special Meeting minutes.

C. **Financial Reports**

Consider acceptance of the Statement of Revenues and Expenses for the three months ending September 2025.

5. Old Business

A. **Vacation of Right-of-Way**

Consider ordinance on second reading permanently vacating and disposing of an approximate 1/10-acre unimproved dead-end section of Penguin Lane (Public hearing was held at the September 8, 2025, meeting). (Council approved on first

reading at the October 14, 2925, meeting.)

6. New Business

A. **Recieve Findings from the Planning Commission on the Energy Storage Project Conformance with the Comprehensive Plan**

Receive findings of the Planning Commission approving Comprehensive Plan conformance for the Energy Storage Project between the City of Salem and Salem, VA BESS 1 LLC within the existing electric substation located at 407 Electric Road, Tax Map#150-2-4.

B. **Energy Storage Project Siting Agreement**

Hold public hearing and consider authorizing the City Manager to finalize and execute documents related to an Energy Storage Project Siting Agreement between the City of Salem and Salem VA BESS 1 LLC proposing a 4-megawatt battery energy storage facility within the existing electric substation located at 407 Electric Road, Tax Map # 150 – 2 – 4. (Advertised in the October 23 and 30, 2025, issues of *Cardinal News*.)

C. **Amendment to City Code - Chapter 78**

Hold a public hearing and consider adoption of ordinance on first reading amending Chapter 78 – Subdivisions – Articles I – Generally, Section 78-103; Article II – Administration, Sections 78-200, 201, 204, and 206; Article III – Definitions, Section 78-300; Article IV – Review of plats, Sections 78-400, 401, 402, 403, 404, 405, 406, 407, 408, 416, 421; Article V – Security for the construction of public improvements, Sections, 78-501 and 503; Article VI – Requirements for design standards and public improvements, Sections 78-600, 602, 606, 607, 611, 615, 617, 625, 629, 634, and 642; and Article VII – Vacation of plats, Sections 78-701 and 706 of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to plan review by designated agent and timeframe of local approvals. (Advertised in the October 23 and 30, 2025, issues of *Cardinal News*.) (Planning Commission recommended approval by a unanimous vote.)

D. **Amendment to City Code - Chapter 106**

Hold a public hearing and consider adoption of ordinance on first reading amending Chapter 106 – Zoning, Article II – District Regulations, Section 106-232 pertaining to Industrial park overlay district; Article III – Use and design standards, Section 106-318 pertaining to Urban agriculture; Article IV – Development standards, Section 106-400 pertaining to site plans, 402 pertaining to nonconforming uses and sites, 406 pertaining to plot plans; Article V – Administration, Section 106-520 pertaining to amendments to ordinance, 524 pertaining to special exception permits and use not provided for permits; Article VI – Definitions and Use Types, and Section 106-600 pertaining to site plans, of the CODE OF THE CITY OF SALEM, VIRGINIA. (Advertised in the October 23 and 30, 2025, issues of *Cardinal News*.) (Planning

Commission recommended approval by a unanimous vote.)

E. **Amendment to City Code - Chapter 82**

Consider adoption of ordinance on first reading amending Sections 82-136 through 82-147 Article V, Chapter 82, of The CODE OF THE CITY OF SALEM, VIRGINIA, pertaining to Transient Occupancy Tax.

F. **Amendment to City Code - Chapter 94**

Consider adoption of ordinance on first reading amending Chapter 94, Nuisances, Section 94-3, Declaration of nuisances; abatement required, pertaining to trees of the CODE OF THE CITY OF SALEM, VIRGINIA.

G. **Amendment to the Zoning Ordinance**

Hold a public hearing and consider adoption of ordinance on first reading for the request of Pillis Enterprises Inc., property owner, to rezone the property located at 522 South Market Street (Tax Map #s 160 - 4 - 2) from RSF Residential Single Family District to HBD Highway Business District. (Advertised in the October 23 and 30, 2025, issues of *Cardinal News*.) (Planning Commission recommended approval by a unanimous vote.)

H. **Back to Salem's Future - Comprehensive Plan 2045**

Hold a public hearing and consider adopting Resolution 1512 approving "Back to Salem's Future - Comprehensive Plan 2045" for the City of Salem. The plan addresses housing, redevelopment, open space, City government, transportation & infrastructure, land use, and other information used to outline the City's long-term vision and goals for development and growth. (Advertised in the October 23 and 30, 2025, issues of *Cardinal News*.) (Resolution of recommendation adopted by the Planning Commission at the September 10, 2025, meeting by a unanimous vote.)

I. **Appropriation of Funds**

Request to transfer the fiscal year 2026 operating budget for the financed purchase of Taser 10s from the General Fund to the Debt Service Fund.

J. **Appropriation of Funds**

Request to amend the School Operating Fund, School Cafeteria Fund and School Grants Fund budgets as approved by the School Board on October 14, 2025. Audit - Finance Committee

K. **Transfer and Appropriation of Funds**

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

L. **Boards and Commissions**

Consider appointments to various boards and commissions.

7. Closed Session

Hold a closed session in accordance with the following sections of the 1950 Code of Virginia, as amended:
1) Section 2.2-3711 (A)(1) for discussion of a personnel matter pertaining to prospective candidates for School Board appointments.
2) Section 2.2-3711 (A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body.

8. Adjournment

SALEM VA

CITY COUNCIL

MINUTES

Tuesday, October 14, 2025 at 6:30 PM
Work Session, 5:00 PM
Council Chambers, City Hall, 114 North Broad Street, Salem, Virginia 24153
Regular Session, 6:30 PM, City Hall, 114 North Broad Street, Salem, Virginia 24153

WORK SESSION

1. Call to Order

A work session of the Council of the City of Salem, Virginia, was held in the Council Chambers Conference Room, City Hall, 114 N. Broad Street, Salem, Virginia, on October 14, 2025, at 5:00 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 (absent), H. Hunter Holliday, and John Saunders; with Renée Ferris Turk, Mayor, presiding; together with Chris Dorsey, City Manager; Rob Light, Assistant City Manager and Clerk of Council; Rosie Jordan, Director of Finance; Kristi Chittum, Commissioner of Revenue; Sidney Kuzmich, Deputy Commissioner of Revenue; Chuck Van Allman, Director of Community Development; Mary Ellen Wines, Planning and Zoning Administrator; Max Dillon, Planner; 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. Discussion Items

1) Review proposed Code changes
2) Discussion on proposed Comprehensive Plan

Kristie Chittum, Commissioner of Revenue, presented an overview of proposed Code changes to Chapter 82, Article V, of the Code of the City of Salem, pertaining to Transient Lodging Tax.

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Mary Ellen Wines, Zoning Administrator, presented an overview of proposed Code changes to Chapter 78, Subdivisions; Chapter 94, Nuisances; and Chapter 106, Zoning, of the Code of the City of Salem. Council was able to ask questions and receive clarification from Ms. Wines.

Max Dillon, Planner, presented an overview of the proposed Comprehensive Plan. He shared a timeline of major Comprehensive Plan-related events. He indicated that this document should be reviewed and updated regularly. Mr. Dillon noted common themes that were reflective of citizen input as well as strategies to achieve these priorities. He shared the plan going forward for achieving the goals of the Comprehensive Plan.

Denise P. King, Chair of the Planning Commission, noted the support of the Planning Commission for this Comprehensive Plan as presented. She also noted opportunities for citizen involvement in the process.

3. Adjournment

There being no further business, Mayor Turk adjourned the meeting at 5:59 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 (absent), Hunter Holliday, and John Saunders; with Renée Ferris Turk, Mayor, presiding together with Chris Dorsey, City Manager; Rob Light, Assistant City Manager and Clerk of Council; Rosie Jordan, Director of Finance; Chuck Van Allman, Director of Community Development; Mike Stevens, Director of Communications; and Jim Guynn, City Attorney.

2. Pledge of Allegiance

3. Bid Opening, Awards, Recognitions

4. Consent Agenda

A. **Citizen Comments**

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

John Breen, 142 Bogey Lane, expressed concerns regarding various issues within the City and presented a list of potential opportunities for improvement.

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B. **Minutes**

Consider acceptance of the September 8, 2025, Regular Meeting minutes and the September 29, 2025, Special Work Session/Retreat minutes.

The minutes were approved as written.

C. **Financial Reports**

Consider acceptance of the Statement of Revenues and Expenses for the two months ending August 2025.

The Financial Reports were received.

5. Old Business

There was no Old Business this evening.

6. New Business

A. **Salem City School Board**

Hold a public hearing to receive the views of citizens within the School Division regarding the School Board appointments for the expiring terms ending December 31, 2025, of two members of the City of Salem School Board. (As advertised in the September 4, 2025, issue of the *Salem-Times Register*).

Mayor Turk requested that Mr. Light review the process before opening the public hearing.

Mr. Light noted that State Code requires a public hearing to receive the views of the citizens. The names of all individuals who are to be considered by Council must be read at that public hearing. He indicated that once Mayor Turk had opened the public hearing, he would read the names for which applications had been submitted, and that if anyone else was interested, they would need to come forward and express their name before the public hearing was closed.

Mayor Turk asked to clarify that anyone that wished to speak on behalf of themselves or someone else was welcome to do so.

Mr. Light confirmed this and noted that they are not required to do so; however, anyone who wished to speak could give their views on the subject.

Mayor Turk opened the public hearing.

Mr. Light noted that applications had been received to date from Bryan Beemer, Stephen Biscotte, Kim Blair, Mike Crawley, Corley Farber, Andy Raines, Deborah Sams, and Zack Smith.

April Tobey, 1913 Old Mill Drive, spoke on behalf of Zack Smith.

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Zack Smith, 1921 Stone Mill Drive, detailed to Council his experience in public policy healthcare operations and strategic planning and noted that this experience and perspective would make him an asset to the Salem School Board. He referenced letters of recommendation that had been submitted on his behalf.

Corley Farber, 106 Lewis Avenue, noted that he had spoken with several of the Council members to share his interest in serving on the school board. He shared how his background and skill set in investment management and business operations would benefit the Salem School Board.

Stephen Biscotte, 814 Cherrywood Road, spoke of his background in education, insight, perspectives and experiences that he would bring to the Salem City School Board.

Bryan Beemer, 701 Joan Circle, shared how his experience in public education and as Lead Systems Engineer at Steel Dynamics would benefit the Salem City School Board and that his goal as a member of the school board would be to listen, collaborate, and ensure that Salem City Schools continue to provide an exceptional learning environment for all the students.

Deborah Sams, 922 Pyrtle Drive, requested Council's consideration for appointment as a school board member and noted her regular attendance as a citizen at Salem City School Board meetings. She noted her background experience in nursing and public health and the perspective that this would bring to the school board.

Keith Corey, 1904 Mill Stream Drive, spoke on behalf of Bryan Beemer.

Mayor Turk closed the public hearing.

Mayor Turk acknowledged the receipt of application materials for two open positions and noted that the review process will take several weeks. Council may choose to conduct interviews, with decisions to be made collectively. Council expressed appreciation to all applicants for their willingness to serve, particularly in roles focused on supporting the City's youth.

B. **Vacation of Right-of-Way**

Consider ordinance on first reading permanently vacating and disposing of an approximate 1/10-acre unimproved dead-end section of Penguin Lane (Public hearing was held at the September 8, 2025, meeting).

John Saunders motioned to adopt ordinance on first reading, permanently vacating and disposing of an approximate 1/10-acre unimproved dead-end section of Penguin Lane. Hunter Holliday seconded the motion.

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Mr. Light clarified that this request included a couple of recommended conditions and asked that the motion be amended to include these.

John Saunders motioned to amend the previous motion to include the recommended conditions Hunter Holliday seconded the motion.

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

Mayor Turk requested that Mr. Light read the conditions aloud.

Mr. Light noted for background that, as discussed at the public hearing, there is a right-of-way that extends beyond the paved section on Penguin Lane that was clearly intended years ago for future development of the parcel that the Loyds have purchased, which is approximately 9.8 acres. One item is that there is an eight-inch large water line that extends very far up that right-of-way. One condition would be that the City will cap off and abandon that section of water line and will have no further obligation or responsibility for that water line. The second is that the grantee shall submit a subdivision plat to the City for preliminary approval. Such plat shall combine all properties which would otherwise dispose of the land within the right-of-way to be vacated in a manner consistent with law. Upon preliminary approval, a certified copy of the ordinance of vacation shall be recorded by the City as deeds are recorded and indexed in the name of the City. Subsequent to recording the ordinance of vacation, final approval of the grantee(s) subdivision plat will be granted. The grantee(s) shall have thirty (30) days from the date of final plat approval to record such plat with the Clerk of Circuit Court for the City of Salem.

Mayor Turk that noted that all of the previous information was provided for Council to review and that they had the opportunity to examine the details.

C. **Administrative Calendar for 2026**

Consider adoption of the Administrative Calendar for 2026

Mayor Turk asked that City Manager Dorsey share background information on this item for the benefit of the public.

Mr. Dorsey noted that the holidays that are being proposed are the same ones that the City has this year. He shared that during the current year, the floating holiday was assigned to a specific date to make it more convenient for employees to utilize. This also gives more control for planning purposes of when employees will be off. The holidays being proposed for 2026 are January 1 (New Year's Day), January 19 (Martin Luther King Day), May 25 (Memorial Day), and June 19 (Juneteenth). July 4th falls on a Saturday; therefore, staff is proposing Friday July 3rd as the observed holiday and July 6th as the assigned floating holiday for 2026. In addition, September 7 (Labor Day), November 11 (Veteran's Day), November 26 and 27 (Thanksgiving),

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and December 24 and 25 (Christmas) are being proposed for Council's consideration as part of the Administrative Calendar.

In addition, the calendar also shows the dates of the City Council meetings, which are on the second and fourth Mondays of every month, with the exception of those State holidays that fall on one of those dates, in which case the meeting will be held on Tuesday. Planning Commission meetings, once a month, are listed as well. Mr. Dorsey noted that Work Sessions, when needed, would be included as part of the agenda or scheduled separately. He also noted that City Council's Audit Finance Committee meets upon posting only if there are items on the agenda that need to be reviewed by that committee.

Mr. Dorsey explained that meetings of the Economic Development Authority (EDA) are held on the second Tuesday of each month in Council Chambers at 3:00 p.m. and Work Sessions for that may be part of the regular agenda or scheduled separately upon posting.

Mr. Dorsey noted that any changes to public meeting dates, times, and locations would be posted in accordance with the Code of Virginia.

Mayor Turk indicated that the agenda packet included the proposed administrative calendar for the public's access.

Anne Marie Green motioned the staff recommendation to approve the 2026 Administrative Calendar as proposed by the City. Hunter Holliday seconded the motion.

Councilman Holliday asked if the School Board meetings were included in this calendar as well.

Mr. Dorsey responded that they had their own separate calendar.

Mayor Turk asked to confirm if this was posted on the website as well.

Mr. Dorsey confirmed this.

Mayor Turk emphasized that there is a lot of information included on the City website and encouraged citizens to utilize this tool. She noted the "How Do I.." feature and encouraged the use of that by citizens to find information as well.

Mr. Dorsey noted that holiday schedules for trash collections are mailed out with utility bills as well.

Ayes: John Saunders, Hunter Holliday, Anne Marie Green, Renée Turk
Nays: None

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Absent: Randy Foley
Abstaining: None

D. **Salem Band Boosters**

Consider request from the Salem Band Boosters for a donation ($6,193.39) equal to the amount of admissions tax paid in connection with the annual Drum Corps International Summer Music Games competition held on July 30, 2025, at the Salem Stadium.

Mayor Turk noted that this is something the City has done for years. This event serves as a fundraiser for the band.

Hunter Holliday motioned to approve the request from the Salem Band Boosters for a donation ($6,193.39) equal to the amount of admissions tax paid in connection with the annual Drum Corps International Summer Music Games competition held on July 30, 2025, at the Salem Stadium. Anne Marie Green seconded the motion.

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

E. **Appropriation of Funds**

Request to re-appropriate funding for various capital items. Audit- Finance Committee

In previous fiscal years, funds were budgeted for capital items that were not purchased for various reasons. Attached to the agenda packet was a list of projects that need to have funding reappropriated in fiscal year 2026. Re-appropriated funds will be used to cover the cost of equipment and projects.

John Saunders motioned re-appropriating fund balance of $455,000 to the General Fund, re-appropriating net position of $56,325 to the Civic Center Fund, and reappropriating net position of $15,211 to the Health Insurance Fund. Hunter Holliday seconded the motion.

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

7. Closed Session

Hold a closed session in accordance with the following section of the 1950 Code of Virginia, as amended:
Section 2.2-3711 (A)(1) for discussion of a personnel matter pertaining to

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prospective candidates for School Board and Economic Development Authority appointments.

Anne Marie Green motioned that, in accordance with Section 2.2-3711 A (1) of the 1950 Code of Virginia, as amended, Council hereby convenes to closed session at 7:07 p.m. for the purpose of discussing the following specific matter: To discuss a personnel matter pertaining to prospective candidates for School Board and Economic Development Authority appointments. Hunter Holliday seconded the motion.

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

Mayor Turk noted that no action will be taken this evening.

Anne Marie Green motioned to reconvene at 7:53 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. Hunter Holliday seconded the motion.

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

8. Adjournment

The meeting was adjourned at 7:53 p.m.

Submitted by: Approved by:

H. Robert Light
Clerk of Council

Renée Ferris Turk
Mayor

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SALEM VA

CITY COUNCIL

MINUTES

Wednesday, October 22, 2025 at 1:45 PM
Council Chambers Conference Room, City Hall, 114 North Broad Street, Salem, Virginia 24153

1. Call to Order

A special meeting of the Council of the City of Salem, Virginia, was called to order at 1:58 p.m., there being present the following members to wit: Renée Ferris Turk, Mayor; Anne Marie Green, Vice-Mayor; Council members: Byron Randolph Foley, H. Hunter Holliday, and John Saunders; with Renée Ferris Turk, Mayor, presiding; and the following business was transacted:

Mayor Turk reported that this date, place, and time was set as a special meeting of City Council, in accordance with Section 4.6 (b) of The Charter of the City of Salem, Virginia, in order to interview the candidates for the two Salem School Board positions expiring December 31, 2025.

2. Closed Session

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

Anne Marie Green motioned that in accordance with Section 2.2-3711 A(1) of the 1950 Code of Virginia, as amended, Council hereby convenes to closed session at 1:59 p.m. for the purpose of discussing a personnel matter pertaining to School Board appointments, specifically for the purpose of interviewing the School Board Candidates. Randy Foley seconded the motion.

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

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Anne Marie Green motioned to reconvene at 2:45 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, Renée Turk
Nays: None
Abstaining: None

3. Adjournment

The meeting was adjourned at 2:45 p.m.

Submitted by:

H. Robert Light
Clerk of Council

Approved by:

Renée Ferris Turk
Mayor

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SALEM VA

CITY COUNCIL

MINUTES

Wednesday, October 29, 2025 at 12:45 PM
Council Chambers Conference Room, City Hall, 114 North Broad Street, Salem, Virginia 24153

1. Call to Order

A special meeting of the Council of the City of Salem, Virginia, was called to order at 12:59 p.m., there being present the following members to wit: Renée Ferris Turk, Mayor; Anne Marie Green, Vice-Mayor; Council members: Byron Randolph Foley (absent), H. Hunter Holliday, and John Saunders (absent); with Renée Ferris Turk, Mayor, presiding; and the following business was transacted:

Mayor Turk reported that this date, place, and time was set as a special meeting of City Council, in accordance with Section 4.6 (b) of The Charter of the City of Salem, Virginia, in order to interview the candidates for the two Salem School Board positions expiring December 31, 2025.

2. Closed Session

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

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

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

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Anne Marie Green motioned to reconvene at 4:20 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. Renée Turk seconded the motion.

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

3. Adjournment

The meeting was adjourned at 4:21 p.m.

Submitted by:

H. Robert Light
Clerk of Council

Approved by:

Renée Ferris Turk
Mayor

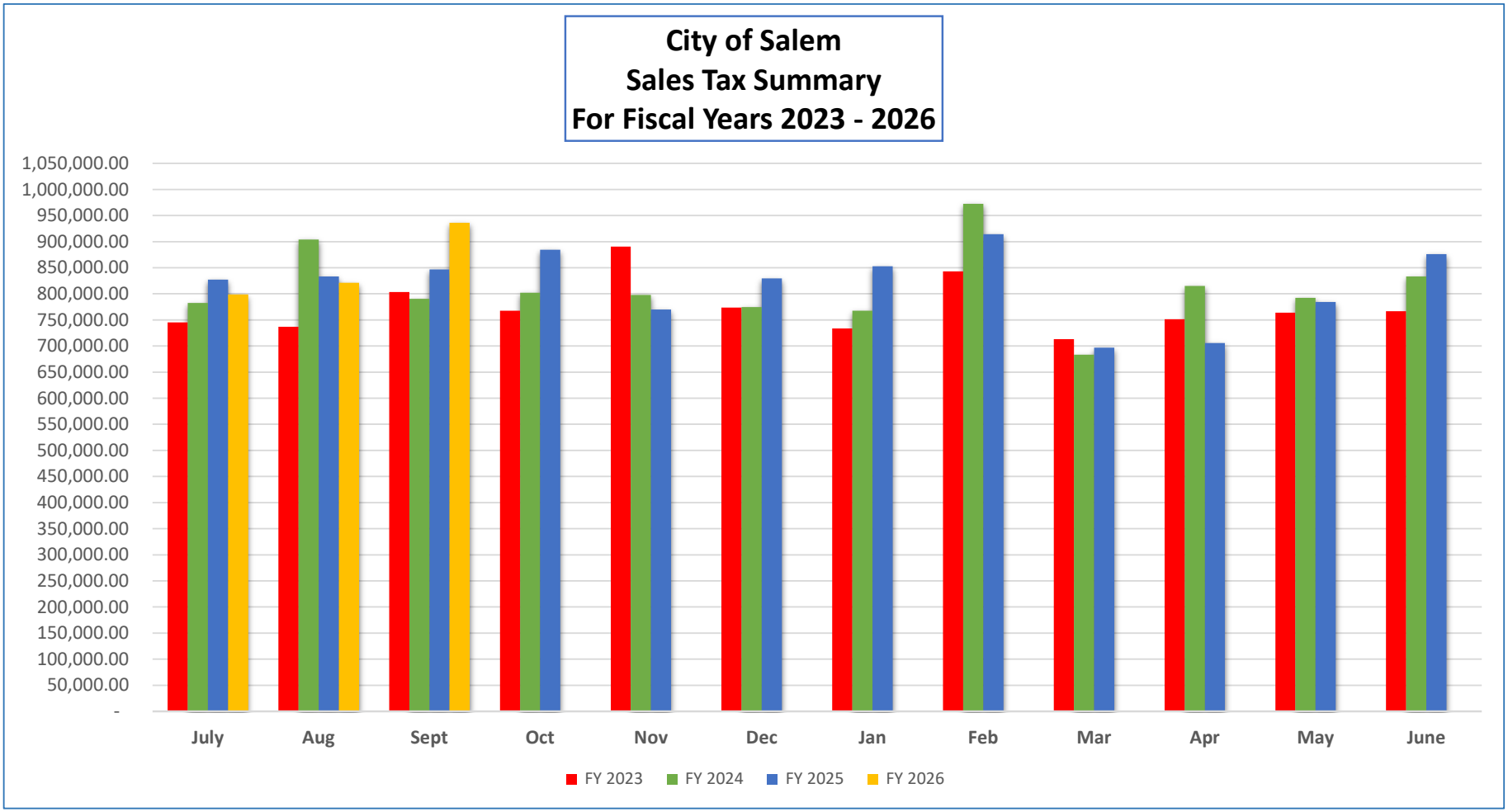
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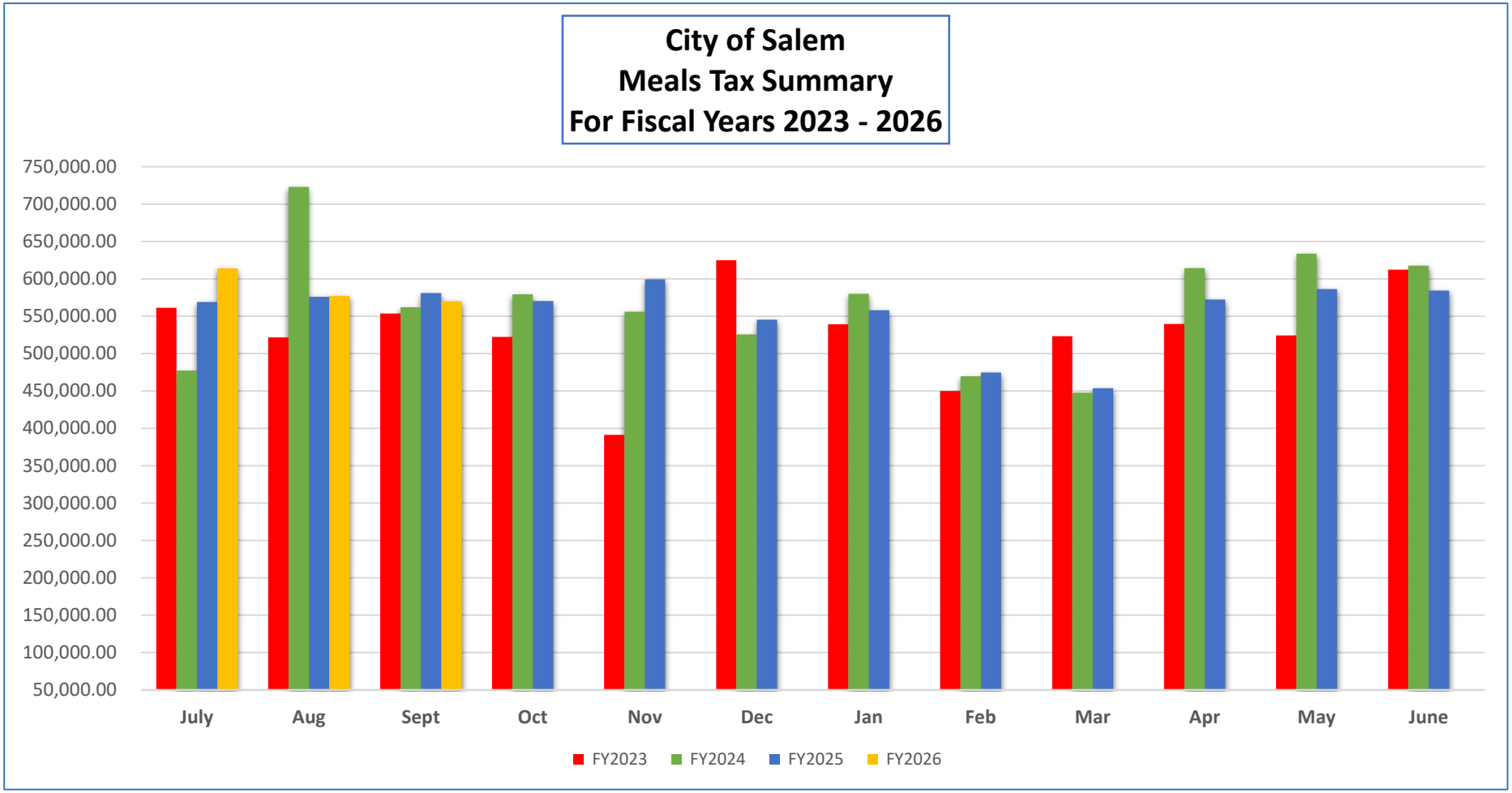
Schedule A

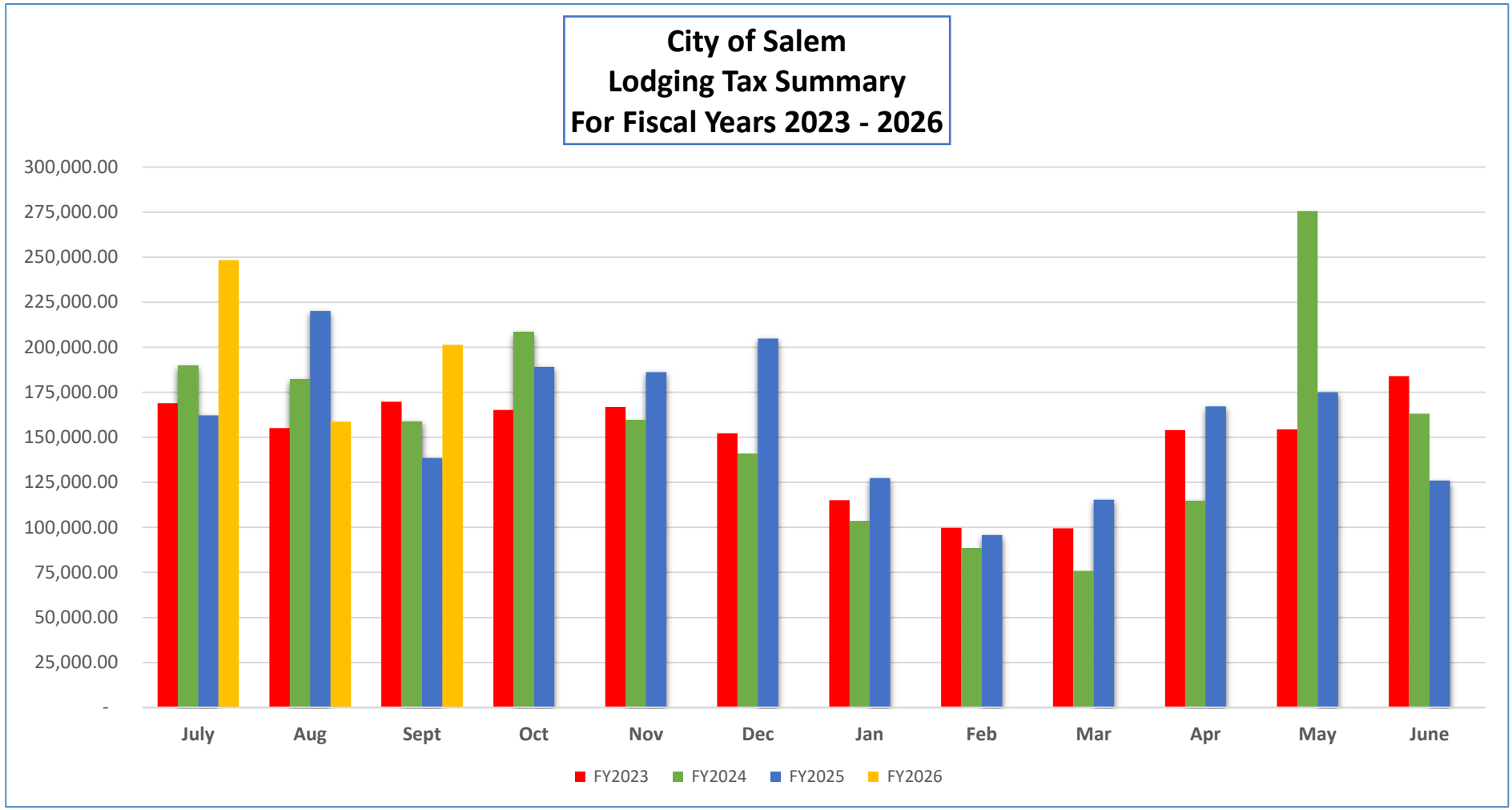
City of Salem, Virginia
General Fund
Statement of Revenue and Expenditures
For Three Months Ending September 30, 2025

	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Revenues:					
Beginning Balance 7-1-25	$ 6,772,763	$ -	0%	$ -	$ -
General Property Taxes	55,392,153	1,330,655	2%	1,070,771	259,884
Other Local Taxes	29,773,315	3,154,113	11%	3,014,707	139,406
Permits and Licenses	368,940	149,988	41%	79,998	69,990
Fines and Forfeitures	120,000	17,345	14%	21,227	(3,882)
Revenues from Use of Money and Property	6,397,291	1,610,359	25%	1,899,650	(289,291)
Charges for Services	3,973,647	813,680	20%	738,757	74,923
Payment in Lieu of Taxes from Electric Fund	3,160,000	790,000	25%	790,000	-
Payment in Lieu of Taxes from Water Fund	154,000	40,295	26%	39,238	1,057
Miscellaneous revenues	425,713	109,191	26%	83,932	25,259
Non-Categorical Aid	3,590,803	125,427	3%	106,432	18,995
Shared Expenses	2,005,871	308,068	15%	292,013	16,055
Categorical Aid	12,066,203	2,176,791	18%	2,275,642	(98,850)
Non-revenues Receipts	6,979	6,979	100%	11,845	(4,866)
Proceeds from Indebtedness	54,000	-	0%	-	-
Total Revenues	124,261,678	10,632,891	9%	10,424,212	208,679
Expenditures:					
General Government	15,575,283	3,608,772	23%	2,834,666	774,106
Judicial Administration	3,508,578	741,285	21%	693,938	47,347
Public Safety	26,699,118	5,959,083	22%	5,982,672	(23,589)
Public Works	19,002,201	3,099,172	16%	2,476,663	622,509
Health and Welfare	9,850,176	1,590,463	16%	1,537,582	52,881
Education	26,948,396	7,438,532	28%	7,330,521	108,011
Parks, Recreation and Cultural	9,270,392	2,247,854	24%	2,189,908	57,946
Community Development	4,665,498	953,988	20%	1,429,355	(475,367)
Interest on long-term debt	524,815	-	0%	-	-
Transfers Out	6,893,326	2,019,135	29%	599,774	1,419,361
Contingency	1,323,895	-	0%	-	-
Total Expenditures	124,261,678	27,658,284	22%	25,075,079	2,583,205
Revenues Over/(Under) Expenditures	$ -	$ (17,025,393)		$ (14,650,867)	$ (2,374,526)

Schedule B


City of Salem
Sales Tax Summary
For Fiscal Years 2023 - 2026
1,050,000.00
1,000,000.00
950,000.00
900,000.00
850,000.00
800,000.00
750,000.00
700,000.00
650,000.00
600,000.00
550,000.00
500,000.00
450,000.00
400,000.00
350,000.00
300,000.00
250,000.00
200,000.00
150,000.00
100,000.00
50,000.00
-
July
Aug
Sept
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
June
FY 2023
FY 2024
FY 2025
FY 2026


City of Salem
Meals Tax Summary
For Fiscal Years 2023 - 2026
750,000.00
700,000.00
650,000.00
600,000.00
550,000.00
500,000.00
450,000.00
400,000.00
350,000.00
300,000.00
250,000.00
200,000.00
150,000.00
100,000.00
50,000.00
July
Aug
Sept
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
June
FY2023
FY2024
FY2025
FY2026


City of Salem
Lodging Tax Summary
For Fiscal Years 2023 - 2026
300,000.00
275,000.00
250,000.00
225,000.00
200,000.00
175,000.00
150,000.00
125,000.00
100,000.00
75,000.00
50,000.00
25,000.00
-
July
Aug
Sept
Oct
Nov
Dec
Jan
Feb
Mar
Apr
May
June
FY2023
FY2024
FY2025
FY2026

City of Salem, Virginia
Debt Outstanding
For Period Ending September 30, 2025

Schedule E

	Balance 7/1/2025	Issuances	Principal Payments	Balance 9/30/2025
City Debt Outstanding				
2013 Public Improvement Bonds	$ 798,700	$ -	$ (89,425)	$ 709,275
2016B Public Improvement Bonds	150,694	-	-	150,694
2019 Public Improvement Bonds	3,850,000	-	-	3,850,000
2020 Public Improvement Bonds	1,450,000	-	-	1,450,000
2020 Public Improvement Refunding Bonds	3,797,874	-	-	3,797,874
2021 Public Improvement Refunding Bonds	799,000	-	-	799,000
2022B Public Improvement Bonds	13,323,000	-	-	13,323,000
Total City Debt Outstanding	24,169,268	-	(89,425)	24,079,843
School Debt Outstanding				
2012A Public Improvement Bonds	3,818,000	-	(477,250)	3,340,750
2013 Public Improvement Bonds	2,461,300	-	(275,575)	2,185,725
2020 Public Improvement Bonds	22,340,000	-	-	22,340,000
Total School Debt Outstanding	28,619,300	-	(752,825)	27,866,475
Total Debt Outstanding	$ 52,788,568	$ -	$ (842,250)	$ 51,946,318

City of Salem, Virginia
Capital Projects Fund
Statement of Revenues and Expenditures
For Period Ending September 30, 2025

	Budget	Project To Date	Encumbrances	Total Project	Available Balance	Year To Date	
Fund Balance, July 1, 2025							$ 11,843,156
Revenues:							
Federal Grants	$ 21,254,536	$ 6,694,819	$ -	$ 6,694,819	$ 14,559,717	$ -	
State Grants	15,644,267	7,083,550	-	7,083,550	8,560,717	-	
Proceeds From Debt Issuance	-	-	-	-	-	-	
Interest Income	-	-	-	-	-	-	
Transfer From General Fund	16,058,504	16,058,502	-	16,058,502	2	1,403,700	
Total Revenues	52,957,307	29,836,871	-	29,836,871	23,120,436		1,403,700
Expenditures:							
Fire Station #2 Renovations & Storage Building	1,930,143	1,521,093	294,381	1,815,474	114,669	290,654	
Fire Station #1 Renovations	654,000	8,826	-	8,826	645,174	-	
Fire Station #3 Renovations	454,000	7,051	-	7,051	446,949	-	
Fire Station Study	150,000	-	-	-	150,000	-	
Old Animal Shelter Refurbishment	75,000	-	-	-	75,000	-	
Colorado St Bridge Replacement	11,778,826	7,239,336	285,493	7,524,829	4,253,997	524,806	
Apperson Drive Bridge Replacement	10,329,896	2,885,546	5,896,329	8,781,875	1,548,021	569,606	
Valleydale Streetscape Improvements	1,500,000	552,909	-	552,909	947,091	-	
Upland Drive Storm Drain and Curb & Gutter	250,000	-	-	-	250,000	-	
4th Street/Union Street Storm Sewer Upgrades	650,000	-	47,610	47,610	602,390	-	
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	-	
Truck Storage Building	750,000	33,275	1,025	34,300	715,700	225	
Pedestrian Crossings	469,464	23,706	37,094	60,800	408,664	23,706	
Streambank Stabilization	241,200	-	-	-	241,200	-	
Courthouse Foundation Repairs	25,000	-	-	-	25,000	-	
Western Roanoke River Greenway	50,000	1,500	-	1,500	48,500	-	
Elizabeth Campus Greenway	2,252,578	618,808	194,375	813,183	1,439,395	23,241	
Moyer Sports Complex Renovation	229,344	219,520	-	219,520	9,824	62,454	
Mason Creek Greenway Phase 3	3,119,430	388,165	121,428	509,593	2,609,837	11,093	
Library Flooring Replacement	190,000	-	-	-	190,000	-	
Library Co-working Space	155,000	-	-	-	155,000	-	
Library Lawn Special Events Space	500,000	-	-	-	500,000	-	
Library Renovation	250,000	-	-	-	250,000	-	
Roanoke River Greenway - Apperson to Cook	2,121,155	-	-	-	2,121,155	-	
Concourse Public Restrooms Renovation	175,000	-	-	-	175,000	-	
Elizabeth Campus Greenway Phase 2	71,500	71,500	-	71,500	-	-	
Downtown Impr - E Main St/Market St	5,440,677	4,438,082	34,667	4,472,749	967,928	1,478	
Downtown Impr - E Main St/White Oak	2,311,825	87,961	7,535	95,496	2,216,329	-	
Downtown Impr - College Ave	3,256,307	-	-	-	3,256,307	-	

City of Salem, Virginia
Capital Projects Fund
Statement of Revenues and Expenditures
For Period Ending September 30, 2025

	Budget	Project To Date	Encumbrances	Total Project	Available Balance	Year To Date	
Downtown Impr - Boulevard	250,000	-	-	-	250,000	-	
Capital Projects Local Reserve	1,132,513	-	-	-	1,132,513	-	
Downtown Improvements Reserve	443,090	-	-	-	443,090	-	
Excess Local Funding Reserve	1,326,359	-	-	-	1,326,359	-	
Total Expenditures	$ 52,957,307	$ 18,097,278	$ 6,919,937	$ 25,017,215	$ 27,940,092		1,507,263
Fund Balance, September 30, 2025							$ 11,739,593

City of Salem, Virginia
Capital Reserve Fund
Statement of Revenues and Expenditures
For Period Ending September 30, 2025

Schedule G

	Budget	Project To Date	Encumbrances	Total Project	Available Balance	Year To Date	
Fund Balance, July 1, 2025							$ 21,945,583
Revenues:							
Transfer From General Fund	$ 22,192,716	$ 22,192,716	$ -	$ 22,192,716	$ 0	$ -	
Total Revenues	22,192,716	22,192,716	-	22,192,716	0		-
Expenditures:							
Capital Reserve	18,276,216	-	-	-	18,276,216	-	
Fire Equipment	2,400,000	-	31,321	31,321	2,368,679	-	
Police Vehicle Replacement	548,100	45,381	430,245	475,626	72,474	45,381	
Salem Stadium Scoreboard Replacement	200,000	200,000	-	200,000	-	121,382	
Spartan Field - New LED Lights	518,400	-	-	-	518,400	-	
Civic Center Scoreboard Replacement	250,000	225,907	-	225,907	24,093	57,392	
Total Expenditures	$ 22,192,716	$ 471,288	$ 461,566	$ 932,854	$ 21,259,862		224,155
Fund Balance, September 30, 2025							$ 21,721,428

Schedule H

City of Salem, Virginia
Electric Fund
Statement of Operations
For Three Months Ending September 30, 2025

Operating Revenues	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Sale of Power	$ 52,914,865	$ 15,012,856	28%	$ 14,987,378	$ 25,478
Other Electric Revenue	640,905	102,972	16%	92,170	10,802
Gain on Sale of Assets	-	210	0%	-	210
Reserve for Encumbrances	1,160,962	-	0%	-	-
Appropriated from Net Position	200,000	-	0%	-	-
Total Operating Revenues	54,916,732	15,116,038	28%	15,079,548	36,490
Operating Expenses					
Other Power Generation - Operation	125,000	16,337	13%	25,790	(9,453)
Other Power Generation - Maintenance	112,024	32,369	29%	28,454	3,915
Purchased Power	29,730,000	7,659,134	26%	8,026,756	(367,622)
Transmission - Operation	9,705,233	2,305,047	24%	2,383,721	(78,674)
Transmission - Maintenance	47,902	1,261	3%	747	514
Distribution - Operations	1,248,983	298,601	24%	273,729	24,872
Distribution - Maintenance	1,732,617	407,483	24%	336,333	71,150
Customer Service	739,842	159,980	22%	177,735	(17,755)
Administration & General - Operation	2,592,211	45,730	2%	8,692	37,038
Administration & General - Maintenance	256,694	93,364	36%	100,777	(7,413)
Depreciation	-	438,586	0%	439,236	(650)
Capital	4,869,835	1,579,376	32%	93,471	1,485,905
Contingency	596,391	-	0%	-	-
Total Operating Expenses	51,756,732	13,037,268	25%	11,895,441	1,141,827
Income (loss) Before Transfers	3,160,000	2,078,770		3,184,107	(1,105,337)
Transfers (Payment in Lieu of Taxes)	(3,160,000)	(790,000)	25%	(790,000)	-
Income (loss)	$ -	$ 1,288,770		$ 2,394,107	$ (1,105,337)

City of Salem, Virginia
Water Fund
Statement of Operations
For Three Months Ending September 30, 2025

Operating Revenues	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Services	$ 8,761,544	$ 2,245,205	26%	$ 2,217,757	$ 27,448
Other Revenue	501,000	287,446	57%	105,847	181,599
Water Federal Grants Revenue	12,000	-	0%	11,780	(11,780)
Interest Income	-	17,481	0%	-	17,481
Gain On Sale Of Assets	-	2,385	0%	-	2,385
Reserve for Encumbrances	288,019	-	0%	-	-
Appropriated from Net Position	2,620,000	-	0%	-	-
Total Operating Revenues	12,182,563	2,552,517	21%	2,335,384	217,133
Operating Expenses					
Production					
Salaries of Personnel	1,174,952	251,094	21%	233,965	17,129
Fringe Benefits	517,726	113,561	22%	109,950	3,611
Contractual Services	704,706	127,668	18%	144,253	(16,585)
Printing and Binding	2,500	605	24%	-	605
Advertising	1,000	175	18%	-	175
Utilities	567,772	136,855	24%	134,349	2,506
Communications	5,900	825	14%	968	(143)
Insurance	36,500	1,786	5%	1,786	-
Travel and Training	9,800	3,155	32%	448	2,707
Miscellaneous	80,297	37,414	47%	36,958	456
Materials and Supplies	359,381	50,072	14%	92,063	(41,991)
Depreciation	-	218,414	0%	216,435	1,979
Capital	272,243	7,424	3%	69,245	(61,821)
Interest Obligations	-	(20,657)	0%	-	(20,657)
Contingency	264,676	-	0%	-	-
Total Production Expenses	3,997,453	928,391	23%	1,040,420	(112,029)
Distribution					
Salaries of Personnel	883,400	187,067	21%	193,865	(6,798)
Fringe Benefits	407,397	86,837	21%	94,047	(7,210)
Contractual Services	1,215,033	265,251	22%	259,161	6,090
Printing and Binding	500	-	0%	-	-
Advertising	-	175	0%	-	175
Communications	4,850	786	16%	1,612	(826)
Insurance	37,500	-	0%	-	-
Lease/Rent of Equipment	2,000	250	13%	250	-
Travel and Training	7,600	474	6%	292	182
Miscellaneous	34,597	9,157	26%	9,160	(3)
Miscellaneous Credits	(290,000)	(97,021)	33%	(94,394)	(2,627)
Materials and Supplies	260,528	47,292	18%	5,415	41,877
Depreciation	-	65,312	0%	57,731	7,581
Capital	176,857	96,311	54%	564,702	(468,391)
Interest Obligations	1,742,848	(26,853)	-2%	(31,973)	5,120
Total Distribution Expenses	4,483,110	635,038	14%	1,059,868	(424,830)
Income (loss) Before Transfers	3,702,000	989,088		235,096	753,992
Transfer to Water Capital Fund	(3,548,000)	-	0%	-	-
Transfer (Payment in Lieu of Taxes)	(154,000)	(40,295)	26%	(39,238)	(1,057)
Income (loss)	$ -	$ 948,793		$ 195,858	$ 752,935

City of Salem, Virginia
Sewer Fund
Statement of Operations
For Three Months Ending September 30, 2025

Operating Revenues	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Services	$ 7,706,888	$ 1,915,405	25%	$ 1,906,562	$ 8,843
Other Revenue	210,000	51,281	24%	44,615	6,666
Reserve for Encumbrances	136,525	-	0%	-	-
Total Operating Revenues	8,053,413	1,966,686	24%	1,951,177	15,509
Operating Expenses					
Salaries of Personnel	1,027,292	176,928	17%	183,616	(6,688)
Fringe Benefits	480,351	87,979	18%	91,230	(3,251)
Contractual Services	3,565,295	689,799	19%	643,338	46,461
Printing and Binding	1,500	-	0%	-	-
Advertising	1,500	350	23%	-	350
Utilities	5,472	1,067	19%	936	131
Communications	14,850	4,052	27%	3,456	596
Insurance	16,500	-	0%	-	-
Lease/Rent of Equipment	1,800	250	14%	250	-
Travel and Training	12,000	3,491	29%	2,237	1,254
Miscellaneous	44,516	11,782	26%	11,606	176
Miscellaneous Credits	(270,000)	(58,524)	22%	(58,514)	(10)
Materials and Supplies	88,220	17,208	20%	18,476	(1,268)
Depreciation	-	366,635	0%	360,294	6,341
Capital	166,161	17,346	10%	82,590	(65,244)
Interest Obligations	1,932,079	2,383	0%	1,777	606
Contingency	485,877	-	0%	-	-
Total Operating Expenses	7,573,413	1,320,746	17%	1,341,292	(20,546)
Income (loss) before Transfers	480,000	645,940		609,885	36,055
Transfer to Sewer Capital Fund	(480,000)	-	0%	-	-
Income (loss)	$ -	$ 645,940		$ 609,885	$ 36,055

Schedule K

City of Salem, Virginia
Salem Civic Center
Statement of Operations
For Three Months Ending September 30, 2025

Operating Revenues	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Shows/rentals	$ 405,023	$ 88,736	22%	$ 74,762	$ 13,974
Box office shows	1,887,681	1,409,193	75%	175,489	1,233,704
Merchandise and commissions	310,800	101,034	33%	30,572	70,462
Static advertising	60,000	16,750	28%	9,375	7,375
Miscellaneous income	20,000	9,325	47%	2,112	7,213
Interest Income	1,500	1,523	102%	198	1,325
Salem Fair	690,000	596,869	87%	672,481	(75,612)
Reserve For Encumbrances	167,256	-	0%	-	-
Appropriated from Net Position	150,000	-	0%	-	-
Total Operating Revenues	3,692,260	2,223,430	60%	964,989	1,258,441
Operating Expenses					
Salaries of personnel	1,472,247	411,206	28%	371,918	39,288
Fringe benefits	554,190	131,185	24%	118,116	13,069
Maintenance and contractual services	406,834	95,416	23%	47,850	47,566
Printing and binding	500	694	139%	-	694
Advertising	25,000	8,510	34%	18,248	(9,738)
Utilities	427,363	130,320	30%	134,364	(4,044)
Communications	11,400	2,636	23%	2,493	143
Insurance	32,000	-	0%	-	-
Leases and Rentals	3,200	2,639	82%	2,639	-
Travel and training	53,700	23,243	43%	42	23,201
Miscellaneous	108,260	33,117	31%	32,160	957
Show expense	1,800,000	1,671,733	93%	187,859	1,483,874
Fair expense	646,681	552,986	86%	554,640	(1,654)
Materials and supplies	50,000	11,050	22%	12,535	(1,485)
Capital	754,241	119,712	16%	-	119,712
Depreciation	-	81,646	0%	75,691	5,955
Total Operating Expenses	6,345,616	3,276,093	52%	1,558,555	1,717,538
Income (loss) Before Transfers	(2,653,356)	(1,052,663)		(593,566)	(459,097)
Transfers	2,653,356	508,964	19%	491,911	17,053
Income (loss)	$ -	$ (543,699)		$ (101,655)	$ (442,044)

City of Salem, Virginia
Salem Catering and Concessions
Statement of Operations
For Three Months Ending September 30, 2025

Operating Revenues:	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Catering	$ 764,000	$ 325,179	43%	$ 121,161	$ 204,018
Concessions	177,500	48,177	27%	12,559	35,618
Moyer Concessions	100,000	57,169	57%	30,842	26,327
Salem High Concessions	14,000	7,361	53%	4,916	2,445
Reserve For Encumbrances	74,210	-	0%	-	-
Total Operating Revenues	1,129,710	437,886	39%	169,478	268,408
Operating Expenses:					
Catering					
Salaries of personnel	354,775	83,298	23%	68,440	14,858
Fringe benefits	108,831	21,802	20%	21,590	212
Contractual services	33,465	3,301	10%	6,361	(3,060)
Printing and binding	300	-	0%	-	-
Advertising	2,000	-	0%	-	-
Laundry and Cleaning	1,500	-	0%	-	-
Communications	200	48	24%	48	-
Insurance	2,000	-	0%	-	-
Miscellaneous	40,612	16,731	41%	7,224	9,507
Materials and supplies	247,500	93,664	38%	45,151	48,513
Capital	74,210	53	0%	-	53
Depreciation	-	892	0%	872	20
Contingency	36,261	-	0%	-	-
Total Catering Expenses	901,654	219,789	24%	149,686	70,103
Concessions					
Salaries of Personnel	65,183	17,464	27%	10,790	6,674
Fringe Benefits	13,001	2,991	23%	1,800	1,191
Contractual services	25,000	12,344	49%	-	12,344
Miscellaneous	150	(38)	-25%	(1)	(37)
Materials and Supplies	54,500	17,331	32%	4,577	12,754
Total Concessions Expenses	157,834	50,092	32%	17,166	32,926
Moyer Concessions					
Salaries of Personnel	37,740	14,033	37%	9,593	4,440
Fringe Benefits	11,713	2,938	25%	2,552	386
Contractual services	22,500	4,023	18%	7,859	(3,836)
Miscellaneous	-	(25)	0%	(41)	16
Materials and Supplies	33,000	18,187	55%	10,594	7,593
Total Moyer Expenses	104,953	39,156	37%	30,557	8,599
Salem High Concessions					
Salaries of Personnel	10,818	1,240	11%	1,749	(509)
Fringe Benefits	2,679	331	12%	434	(103)
Contractual	1,500	-	0%	-	-
Miscellaneous	-	(16)	0%	-	(16)
Materials and Supplies	3,400	1,493	44%	1,083	410
Total Salem High Expenses	18,397	3,048	17%	3,266	(218)
Income (loss) Before Transfers	(53,128)	125,801		(31,197)	156,998
Transfers	53,128	-	0%	-	-
Income (loss)	$ -	$ 125,801		$ (31,197)	$ 156,998

City of Salem, Virginia
Water and Sewer Capital Funds
Statement of Revenues and Expenditures
For Period Ending September 30, 2025

	Budget	Project To Date	Encumbrances	Total Project	Available Balance	Year To Date
Water Capital Fund						
Expenditures:						
North Salem Water Improvements	$ 7,650,000	$ 16,045	$ 39,908	$ 55,953	$ 7,594,047	$ -
Well Construction	2,792,843	1,503,666	1,284,464	2,788,130	4,713	(36,637)
Franklin St Water Tank Replacement	677,432	605,236	-	605,236	72,196	25,659
Blackwood Tank Rehab and Replacement	820,000	-	-	-	820,000	-
Litchell/Wildwood Pump Station Replace	350,000	-	23,570	23,570	326,430	-
Waterline Design and Replacement	1,396,446	961	169,919	170,880	1,225,566	961
Contingency	50,000	-	-	-	50,000	-
Total Expenditures	$ 13,736,721	$ 2,125,908	$ 1,517,861	$ 3,643,769	$ 10,092,952	$ (10,017)
Sewer Capital Fund						
Expenditures:						
Roanoke River Upper Sewer Rehab	$ 7,154,710	$ -	$ -	$ -	$ 7,154,710	$ -
Wiley Ct Sewer Improvements	375,000	-	-	-	375,000	-
Pomeroy Sewer System Upgrade	1,860,000	8,100	54,900	63,000	1,797,000	8,100
Mason Creek Interceptor Upgrade	740,000	26,771	683,771	710,542	29,458	-
Contingency	50,000	-	-	-	50,000	-
Total Expenditures	$ 10,179,710	$ 34,871	$ 738,671	$ 773,542	$ 9,406,168	$ 8,100

Schedule N

City of Salem, Virginia
Health Insurance Fund
Statement of Revenues and Expenses
For Two Months Ending August 31, 2025

	Budget	Current Year Year to Date	Percent to Date	Prior Year Year to Date	Variance
Beginning Net Position	$ -	$ 8,144,763		$ 9,399,213	$ (1,254,450)
Revenue					
Premiums Paid - City	6,153,355	993,082	16%	986,983	6,099
Premiums Paid - School	5,175,000	778,708	15%	838,953	(60,245)
Premiums Paid - Retirees	830,000	247,016	30%	195,272	51,744
Dental Premiums Paid	597,000	99,854	17%	102,419	(2,565)
Interest Earnings	470,000	35,836	8%	48,314	(12,478)
Miscellaneous	24,789	-	0%	1,574	(1,574)
Total Year to Date Revenues	13,250,144	2,154,496	16%	2,173,515	(19,019)
Expenses					
Health Claims	12,025,936	2,288,801	19%	1,936,459	352,342
Dental Claims	597,000	104,090	17%	94,678	9,412
Employee Health Clinic	531,258	81,573	15%	72,610	8,963
Consulting Services	91,050	13,321	15%	17,300	(3,979)
Miscellaneous	4,900	4,764	97%	4,408	356
Total Year to Date Expenses	13,250,144	2,492,549	19%	2,125,455	367,094
Ending Net Position	$ -	$ 7,806,710		$ 9,447,273	$ (1,640,563)

City of Salem, Virginia
Schedule of Deposits and Investments
For Period Ending September 30, 2025

	Cash Value 9/30/2025	Net Change in Fair Value	Fair Value 9/30/2025	FV as a % of Portfolio
Demand & Time Deposits				
Concentration Account	$ 46,052,821	$ -	$ 46,052,821	27.5%
Payroll Account	10,398	-	10,398	0.0%
Revenue Recovery Account	7,367	-	7,367	0.0%
Utility Billing Account	67,071	-	67,071	0.0%
Box Office Account	2,196,123	-	2,196,123	1.3%
Held as Fiscal Agent of:				
Cardinal Academy	1,138,696	-	1,138,696	0.7%
Court Community Corrections	1,364,427	-	1,364,427	0.8%
Held on Behalf of:				
Economic Development Authority	89,728	-	89,728	0.1%
Total Demand & Time Deposits	50,926,631	-	50,926,631	30.4%
Investments				
Local Government Investment Pool (LGIP)	114,409,403	-	114,409,403	68.4%
VA State Non-Arbitrage Program (SNAP)	1,371,308	-	1,371,308	0.8%
Held on Behalf of:				
Economic Development Authority LGIP	703,680	-	703,680	0.4%
Total Investments	116,484,391	-	116,484,391	69.6%
Total Deposits and Investments	$ 167,411,022	$ -	$ 167,411,022	100.0%

Item #: 5.A.

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

MEETING DATE: November 10, 2025

AGENDA ITEM: **Vacation of Right-of-Way**
Consider ordinance on second reading permanently vacating and disposing of an approximate 1/10-acre unimproved dead-end section of Penguin Lane (Public hearing was held at the September 8, 2025, meeting). (Council approved on first reading at the October 14, 2925, meeting.)

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

SUMMARY OF INFORMATION:
The City of Salem received a request from Marvin and Kristen Loyd to vacate an approximate 1/10 acre unimproved dead-end section of Penguin Lane. The right of way is bounded by tax parcel 10-1-3 to the north and east, tax parcel 11-2-1 to the south and the west by the intercept of tax parcel 10-1-3.7 eastern property line to the southern right of way of Penguin Lane.

City staff has reviewed the request. Staff has determined that this section of right of way exists for the potential future expansion of this subdivision on the @9.77 acre parcel now owned by the Loyd's based on the following factors:

1. The proposed right of way vacation area extends @175 feet beyond the paved section of Penguin Lane.
2. The existence of a previous right of way section that connected to the area requested for vacation (vacated by Council ordinance in 2017).
3. The location of an 8-inch water line extending well into the proposed vacation area.

The Loyd's recently purchased their parcel to build their home and require access for their driveway to the improved portion of Penguin Lane. Upon consultation with Community Development and the City Attorney, due to the amount of site work necessary as a result of the length and topography of the unimproved right of way section, it is in the best legal interest of the City that the Loyd's pursue formal vacation.

Based on the Loyd's intended use for the property, this section of right of way is no

longer necessary. Additionally, access to Penguin Lane is needed in order to improve this vacant parcel.

Staff recommends that two conditions be included should Council grant approval of this vacation:

1. The City will cap off and abandon the section of water line extending into the vacated right of way. The City shall have no further obligation or responsibility for this abandoned line.
2. The grantee(s) shall submit a subdivision plat to the City for preliminary approval. Such plat shall combine all properties which would otherwise dispose of the land within the right of way to be vacated in a manner consistent with law. Upon preliminary approval, a certified copy of the ordinance of vacation shall be recorded by the City as deeds are recorded and indexed in the name of the City. Subsequent to recording the ordinance of vacation, final approval of the grantee(s) subdivision plat will be granted. The grantee(s) shall have thirty (30) days from the date of final plat approval to record such plat with the Clerk of Circuit Court for the City of Salem.

FISCAL IMPACT:
The area vacated will become taxable real estate and is no longer needed by the City for the original intended purpose. Additionally, vacation will enable improvements to a now vacant parcel.

STAFF RECOMMENDATION:
Staff recommends Council approve the request and adopt the ordinance on second reading with the following conditions:

1. The City will cap off and abandon the section of water line extending into the vacated right of way. The City shall have no further obligation or responsibility for this abandoned line.
2. The grantee(s) shall submit a subdivision plat to the City for preliminary approval. Such plat shall combine all properties which would otherwise dispose of the land within the right of way to be vacated in a manner consistent with law. Upon preliminary approval, a certified copy of the ordinance of vacation shall be recorded by the City as deeds are recorded and indexed in the name of the City. Subsequent to recording the ordinance of vacation, final approval of the grantee(s) subdivision plat will be granted. The grantee(s) shall have thirty (30) days from the date of final plat approval to record such plat with the Clerk of

Circuit Court for the City of Salem.

ATTACHMENTS:

1. Letter of Request
2. Legal Ad
3. Ordinance abandoning Dead-end section of Penguin Lane - 10.2025
4. PENGUIN_LN_ROW_VACATION_rev8-21-2025

August 4, 2025

Marvin and Kristen Loyd
208 Northern Trail
Salem, VA 24153

City of Salem, Virginia
City Manager and City Council
114 North Broad Street
Salem, VA 24153

Dear Mr. Dorsey and City Council,

We are hereby petitioning the City of Salem to vacate an approximate 1/10 acres of a right away access situated off Penguin Lane. The right of way is off Penguin Lane bordered by Tax Parcel # 10-1-3 / 393 Penguin Lane and Tax Parcel # 11-2-1 / 1204 Mountainview Drive.

I would like to use this area to square up our property and gain personal access to the property of 393 Penguin Lane.

Thank you for your consideration of our request.

Sincerely,

Marvin and Kristen Loyd

Legal Notice

Published in Cardinal News on August 28, 2025

Location

Virginia County, Virginia

Notice Text

City of Salem Legal Notice
Take notice the undersigned will apply to the Council of the City of Salem at a public hearing on September 8, 2025 at 6:30 p.m. or as soon thereafter as may be heard in the Council Chambers of the City of Salem, at 114 North Broad Street, Salem, Virginia, based on an application to vacate an unimproved dead-end section of Penguin Lane, bounded by tax parcel 10-1-3 to the north and east, tax parcel 11-2-1 to the south and the west by the intercept of tax parcel 10-1-3.7 eastern property line to the southern right of way of Penguin Lane.
All parties of interest and citizens may appear on the above date and be heard on the question.
Marvin and Kristen Loyd
208 Northern Trail
Salem, VA 24153

Legal Notice

Published in Cardinal News on August 29, 2025

Location

Virginia County, Virginia

Notice Text

City of Salem Legal Notice
Take notice the undersigned will apply to the Council of the City of Salem at a public hearing on September 8, 2025 at 6:30 p.m. or as soon thereafter as may be heard in the Council Chambers of the City of Salem, at 114 North Broad Street, Salem, Virginia, based on an application to vacate an unimproved dead-end section of Penguin Lane, bounded by tax parcel 10-1-3 to the north and east, tax parcel 11-2-1 to the south and the west by the intercept of tax parcel 10-1-3.7 eastern property line to the southern right of way of Penguin Lane.
All parties of interest and citizens may appear on the above date and be heard on the question.
Marvin and Kristen Loyd
208 Northern Trail
Salem, VA 24153

AN ORDINANCE enacted pursuant to the provisions of Section 15.2-2272 of the 1950 Code of Virginia, as amended, providing for vacating an unimproved dead-end right of way section in the City of Salem, Virginia.

WHEREAS, Marvin and Krista Loyd submitted an application to the City of Salem pursuant to Virginia Code Section 15.2-2272 to vacate and dispose of an unimproved approximately 1/10 acre dead-end right of way section of Penguin Lane; and

WHEREAS, the unimproved dead-end section right of way is bounded by tax parcel 10-1-3 to the north and east, tax parcel 11-2-1 to the south and the west by the intercept of tax parcel 10-1-3.7 eastern property line to the southern right of way of Penguin Lane as shown on that certain drawing prepared by the City of Salem Community Development Department dated August 21, 2025, attached hereto ;and

WHEREAS, the applicant gave proper notice pursuant to Virginia Code Sections 15.2-2272 and Section 15.2-2204 to the land proprietors affected by the closing of the right of way by causing a public notice to be published in Cardinal News, an online newspaper published and having general circulation in the City of Salem, Virginia, such publication having been made twice, with the first notice appearing no more than 28 days before and the second notice appearing no less than five days before the date of the meeting referenced in the notice, to-wit; on August 28 and 29, 2025, and such notice specified the time and place of public hearing to-wit: September 8, 2025, at 6:30 p.m. in Council Chambers, City Hall, 114 North Broad Street, Salem, Virginia, at which time the public was allowed to present their views regarding the abandonment, all of which is shown by a Certificate of Publication executed by Cardinal News and filed with the papers in this proceeding; and

WHEREAS, the Council, after considering the evidence submitted, is of the opinion that vacating and closing the portion of the right of way described above will not abridge or destroy any of the rights and privileges of any person, and that no inconvenience would result to anyone therefrom, and it is further of the opinion that the request of the applicant should be granted, conditioned upon, and subject to:

1. The City will cap off and abandon the section of water line extending into the vacated right of way. The City shall have no further obligation or responsibility for this abandoned line.
2. The grantee(s) shall submit a subdivision plat to the City for preliminary approval. Such plat shall combine all properties which would otherwise dispose of the land within the right of way to be vacated in a manner consistent with law. Upon preliminary approval, a certified copy of the ordinance of vacation shall be recorded by the City as deeds are recorded and indexed in the name of the City. Subsequent to recording the ordinance of vacation, final approval of the grantee(s) subdivision plat will be granted. The grantee(s) shall have thirty (30) days from the date of final plat approval to record such plat with the Clerk of Circuit Court for the City of Salem.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, that subject to the conditions herein, the right of way section is permanently vacated, discontinued, and closed as provided in Section 15.2-2272 of the 1950 Code of Virginia, as amended to date; and

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

This ordinance shall be in full force and effect ten (10) days after recordation of the deed of public utility easement referenced above.

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

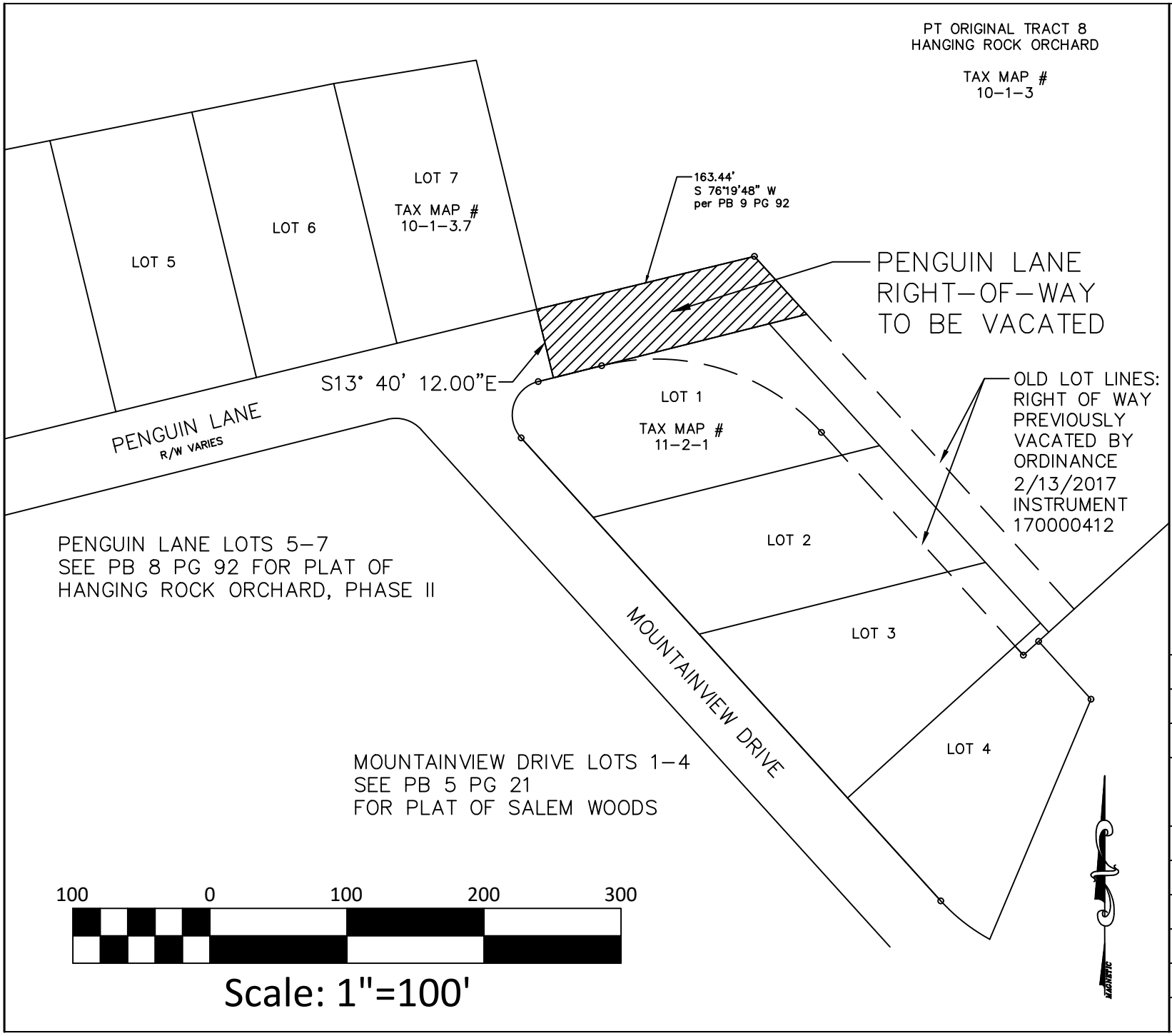
John E. Saunders –
H. Hunter Holliday
Byron Randolph Foley –
Anne Marie Green -
Renee F. Turk –

Passed:
Effective:

/s/
Mayor

ATTEST:

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



City of Salem
Engineering and
Building Inspections
Department

21 South Bruffey St.
Salem, VA 24153
(540)375-3032

Drawn By: JLP
Checked By: CEV
Date: 08/21/2025
Drawing Name: PENGUIN LANE ROW VACATION
Scale: 1" = 100'
Revisions: -
Sheet No: 1/1

Item #: 6.A.

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

MEETING DATE: November 10, 2025

AGENDA ITEM: **Recieve Findings from the Planning Commission on the Energy Storage Project Conformance with the Comprehensive Plan**
Receive findings of the Planning Commission approving Comprehensive Plan conformance for the Energy Storage Project between the City of Salem and Salem, VA BESS 1 LLC within the existing electric substation located at 407 Electric Road, Tax Map#150-2-4.

SUBMITTED BY: Maxwell Dillon, Planner

SUMMARY OF INFORMATION:
Zoning: HM Heavy Manufacturing
Land Use Plan Designation: Industrial
Existing Use: Substation
Proposed Use: Addition of Battery Storage

The subject property (407 Electric Road) consists of a 2.2-acre tract of land which currently sits within the HM Heavy Manufacturing zoning designation. A portion of that property is currently utilized as a substation, assisting in the distribution of electricity throughout the City. On November 12, 2024, Council approved Resolution 1487 authorizing the City Manager to execute the lease agreement, access agreement, and electricity interconnection agreement for this project. Approval of a siting agreement for the development of this 4-megawatt alternating current (MWac) is the next step required for this project that will promote reduced power supply costs to the City, including reduced PJM locational reliability charges and AEP transmission charges during the term of the 20-year agreement.

Section 15.2-2232 of the Code of Virginia provides that Planning Commission may hold a public hearing as part of its evaluation of whether this public utility facility is substantially in accord with the adopted comprehensive plan or part thereof. Further, the commission is to communicate its findings to the governing body, indicating its approval or disapproval with reasons therefor.

The City of Salem Planning Commission at their October 15, 2025 meeting approved this battery storage project as being in substantial accord with Salem's Comprehensive Plan, adopted in 2012, includes an objective to *Improve the electric transmission and distribution system to allow safe and reliable operation under normal and contingency loading*. Additionally, the parcel already contains a public utility substation facility.

The Future Land Use Map (FLUM) identifies this parcel as industrial.

FISCAL IMPACT:

STAFF RECOMMENDATION:
Staff recommends receiving the Planning Commission's findings on this project.

ATTACHMENTS:
1. Planning Commission Findings

SALEM VA
PLANNING COMMISSION

TO:	Salem City Council
FROM:	Salem Planning Commission, Chair King
cc:	H. Robert Light, Clerk of Council
DATE:	November 10, 2025
RE:	Report of Planning Commission Findings Energy Storage Project Siting Agreement 407 Electric Road (Tax Map # 150-2-4)

Subsequent to a public hearing at the Planning Commission's regular meeting on October 15, 2025, per the Code of Virginia 15.2-2232, the Planning Commission considered and voted to make their final recommendation to Council on the following item:

The request to consider an Energy Storage Project Siting Agreement between the City of Salem and Salem VA BESS 1 LLC proposing a 4 – megawatt battery energy storage facility within the existing electric substation located at 407 Electric Road (Tax Map # 150-2-4).

Salem's current Comprehensive Plan, adopted in 2012, includes a goal related to providing safe, secure, reliable, and economical electric service to all of the electric customers of the City of Salem. One objective to achieve that goal is to *improve the electric transmission and distribution system to allow safe and reliable operation under normal and contingency loading*. A second objective is to *maintain and upgrade the electric systems' existing facilities*. The Commission feels that this siting agreement/project advances those objectives. Therefore, the Planning Commission recommended approval of this item by a unanimous vote and confirmed that the Siting Agreement is in substantial accordance with the City of Salem's Comprehensive Plan.

Kind Regards,

Denise P. King
Chairwoman
Salem Planning Commission

Item #: 6.B.

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

MEETING DATE: November 10, 2025

AGENDA ITEM: **Energy Storage Project Siting Agreement**
Hold public hearing and consider authorizing the City Manager to finalize and execute documents related to an Energy Storage Project Siting Agreement between the City of Salem and Salem VA BESS 1 LLC proposing a 4-megawatt battery energy storage facility within the existing electric substation located at 407 Electric Road, Tax Map # 150 – 2 – 4. (Advertised in the October 23 and 30, 2025, issues of *Cardinal News*.)

SUBMITTED BY: Maxwell Dillon, Planner

SUMMARY OF INFORMATION:
SITE CHARACTERISTICS:

Zoning: HM Heavy Manufacturing
Land Use Plan Designation: Industrial
Existing Use: Substation
Proposed Use: Addition of Battery Storage

The subject property (407 Electric Road) consists of a 2.2-acre tract of land which currently sits within the HM Heavy Manufacturing zoning designation. A portion of that property is currently utilized as a substation, assisting in the distribution of electricity throughout the City. On November 12, 2024, Council approved Resolution 1487 authorizing the City Manager to execute the lease agreement, access agreement, and electricity interconnection agreement for this project. Approval of a siting agreement for the development of this 4-megawatt alternating current (MWac) is the next step required for this project that will promote reduced power supply costs to the City, including reduced PJM locational reliability charges and AEP transmission charges during the term of the 20-year agreement.

The City Attorney has reviewed the siting agreement documents.

FISCAL IMPACT:
This project will promote reduced power supply costs to the City, including reduced PJM locational reliability charges and AEP transmission charges during the term of the 20-year agreement.

STAFF RECOMMENDATION:
Staff recommends holding a public hearing and authorizing the City Manager to finalize and execute documents related to this agreement in a form acceptable to the City Attorney.

ATTACHMENTS:
1. October 15 2025 PC Minutes draft
2. Legal Ad 10.23 and 10.30 Cardinal News
3. Energy Storage Project Siting Agreement_Salem VA BESS 1 07232025

PLANNING COMMISSION
MINUTES

Wednesday, October 15, 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 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 5:30 p.m., on Wednesday, October 15, 2025, there being present the following members of said Commission, to wit: Denise P. King, Reid Garst, Jackson Beamer, Mark Henrickson, and Nathan Routt, constituting a legal quorum, with Chair King, presiding; together with Christopher Dorsey, City Manager and Executive Secretary ex officio member of said Commission, Charles E. Van Allman Jr., Director of Community Development; Mary Ellen Wines, Planning & Zoning Administrator, Maxwell S. Dillon, Planner, and Jim Guynn, City Attorney; and the following business was transacted:

Chair Denise King reported that this date, place, and time had been set in order for the Commission to hold a work session. The work session meeting was called to order at 5:36 p.m.

2. New Business

A discussion was held regarding the following items on this agenda:

A. 522 South Market Street rezoning from RSF to HBD

B. Energy Storage Project Siting Agreement

A discussion was held regarding the items on the November agenda.

1. Mrs. Dorsey's Clothes Closet
2. Dalewood Avenue Cluster Housing Overlay addition
3. Roanoke Valley – Alleghany Regional Hazard Mitigation Plan

3. Adjournment

Chair King adjourned at 6:20 p.m.

REGULAR SESSION

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1. Call to Order

A regular 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 6:30 p.m., on Wednesday, October 15, 2025, there being present the following members of said Commission, to wit: Denise P. King, Reid Garst, Jackson Beamer, Mark Henrickson, and Nathan Routt, constituting a legal quorum, with Chair King, presiding; together with Christopher Dorsey, City Manager and Executive Secretary ex officio member of said Commission, Charles E. Van Allman Jr., Director of Community Development; Mary Ellen Wines, Planning & Zoning Administrator, Maxwell S. Dillon, Planner, and Jim Guynn, City Attorney; and the following business was transacted:

Chair Denise King called the October meeting of the City of Salem Planning Commission to order at 6:30 p.m. Chair King reported that this date, place, and time had been set in order for the Commission to hold a public meeting.

A. **Pledge of Allegiance**

B. **Roll call**

Mr. Routt - Here
Mr. Henrickson - Here
Mr. Beamer - Here
Mr. Garst - Here
Chair King – Here

2. Consent Agenda

A. **Minutes**

Consider acceptance of the minutes of the September 10, 2025, regular meeting.

Chair King stated that under the consent agenda, they have the minutes of the September 10, 2025, Commission work session and regular meeting. Chair King asked the Commission if anyone had any questions, additions, or comments. Hearing none the minutes will be considered accepted.

3. New Business

A. **Amendment to the Zoning Ordinance**

Hold a public hearing to consider the request of Pillis Enterprises Inc., property owner, to rezone the property located at 522 South Market Street (Tax Map # 160-4-2) from RSF Residential Single Family to HBD Highway Business District. Proper legal notice has been given and all adjoining property owners have been notified of said hearing.

Chair King invited the applicant on this petition to come forward to provide information regarding their petition. She instructed all speakers to state their name and address for the record.

Patrick Pillis, 1726 Amy Lane, Salem, Virginia, addressed the Commission. He explained that his father had purchased the property in the 1990s. The house on the property was in sever disrepair, and approximately 15 years ago it was demolished due to safety concerns and reports of unauthorized individuals occupying it. Following the demolition, a neighboring property owner, Mr. Everett, built a home and a fence adjacent to the lot. After being approached by a code enforcement officer Mr. Pillis contacted Ms. Wines at that time to ask if any action was required on his part. She indicated that as long as no one complained, no immediate action would be necessary, and the property remained unused for several years. During the previous summer, due to an overflow of business at Pillis Brothers Garage, Mr. Pillis parked several vehicles on the vacant lot behind the garage. He admitted that some of these vehicles were in poor condition and had to be towed. After receiving a notice of violation for parking multiple vehicles on a residential lot, Mr. Pillis consulted again with Ms. Wines, who outlined potential options for bringing the property into compliance. Based on that conversation and at the suggestion of his wife, Mr. Pillis decided to pursue rezoning the parcel.

Mr. Henrickson asked Mr. Pillis whether he needed additional space and intended to continue parking vehicles on the lot.

Mr. Pillis responded affirmatively.

Mr. Henrickson noted that another option would be to maintain the lot as green space, and asked Ms. Wines whether this was permissible.

Ms. Wines confirmed that the lot could remain undeveloped as green space.

Mr. Pillis stated that since receiving the violation notice, he had begun cleaning the lot and removing debris. He asked whether he could park there under current conditions. Ms. Wines responded that parking was not allowed for employees unless the area was paved or concreted, in accordance with code requirements

Mr. Pillis then inquired about parking as the owner of the lot. Ms. Wines clarified that the distinction becomes less clear in that scenario. If Mr. Pillis is working and parking there, he is still considered an employee under the zoning regulations. She emphasized that

the lot is zoned residential single-family, and if he wished, he could build a house on it or sell it in the future.

Robin Pillis, also of 1726 Amy Lane, stated that the request for rezoning was due to the lot's location adjacent to the garage. She clarified that the lot had only been used for parking vehicles, not for vehicle repairs. The Pillis family is considering selling the property as they get older and believe it would be more attractive if zoned for business use. Even if the lot remains green space, future buyers may appreciate the flexibility that business zoning offers.

Mr. Henrickson summarized that the property could be rezoned to highway business district (HBD) and remain unused. A future buyer could then further develop or alter its use. He reiterated that parking is not allowed under current conditions

Mr. Beamer asked Mr. Pillis if he still intended to park on the lot and expressed empathy, noting that garages often face delays due to part availability.

Mr. Pillis added that he had also considered placing a storage building on the lot.

Ms. Wines explained that depending on the type of structure and intended use, a storage building could change the zoning classification and would require a separate discussion. She also noted that paid parking differs from simply parking a vehicle owned by the business.

Chair King asked if there were any further questions or comments.

Mr. Beamer remarked for clarification that although the business can currently line the street with vehicles, it cannot park them on the empty lot. Chair King confirmed that this is due to the property's residential single-family zoning. To legally park on the lot, it must be rezoned and paved or concreted.

Mr. Pillis mentioned that there are three newly constructed houses adjacent to the garage and that he regularly parks vehicles in front of them.

Chair King asked for further questions or input from the Community Development Department. Hearing none, she opened the public hearing at 6:39 p.m. No additional speakers came forward, and the public hearing was closed at 6:39 p.m.

Chair King asked for Commission discussion. Hearing none she entertained a motion on the matter.

On motion by Mr. Henrickson, seconded by Mr. Routt, and duly carried, the Planning Commission of the City of Salem hereby recommends to City Council that the request to rezone 522 South Market Street from residential single family to highway business district be adopted as presented.

Chair King asked for a roll call vote.

Mr. Routt - Aye
Mr. Henrickson - Aye
Mr. Beamer - Aye
Mr. Garst - Aye
Chair King – Aye

B. Hold a public hearing to consider an Energy Storage Project Siting Agreement between the City of Salem and Salem VA BESS 1 LLC proposing a 4 – megawatt battery energy storage facility within the existing electric substation located at 407 Electric Road (Tax Map # 150-2-4). The purpose of the hearing will be to receive public comments in the Planning Commission's review, per Code of Virginia 15.2-2232, of the proposed facility to confirm it is substantially in accord with the City of Salem Comprehensive Plan. Proper legal notice has been given.

Chair King reminded the Commission of its duty to confirm compliance with the Comprehensive Plan. She noted that the city is the applicant and asked if anyone wished to speak on its behalf. Hearing none, she summarized that the Commission had already received and reviewed the Siting Agreement and the Comprehensive Plan prior to the meeting.

Chair King opened the public comment period at 6:42 p.m. No additional speakers came forward and the public hearing was closed at 6:42 p.m.

Chair King asked for Commission discussion. Hearing none she entertained a motion on the matter.

On motion made by Mr. Garst and seconded by Mr. Beamer and duly carried, the Planning Commission of the City of Salem confirms the Siting Agreement is in accordance with the City of Salem Comprehensive Plan.

Chair King asked for a roll call vote.

Mr. Routt – Aye
Mr. Henrickson – Aye
Mr. Beamer – Aye
Mr. Garst – Aye
Chair King – Aye

4. Adjournment

Chair King noted that there was no additional business for the Planning Commission and the meeting was adjourned at 6:43 p.m.

Notice of Hearing

Published in Cardinal News on October 23, 2025

Location

Virginia County, Virginia

Notice Text

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, November 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 to consider the following request:

Consider an Energy Storage Project Siting Agreement between the City of Salem and Salem VA BESS 1 LLC proposing a 4-megawatt battery energy storage facility within the existing electric substation located at 407 Electric Road, Tax Map # 150 2 4.

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

Notice of Hearing

Published in Cardinal News on October 30, 2025

Location

Virginia County, Virginia

Notice Text

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, November 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 to consider the following request:

Consider an Energy Storage Project Siting Agreement between the City of Salem and Salem VA BESS 1 LLC proposing a 4-megawatt battery energy storage facility within the existing electric substation located at 407 Electric Road, Tax Map # 150 2 4.

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

ENERGY STORAGE PROJECT SITING AGREEMENT

This Energy Storage Project Siting Agreement ("Agreement"), dated as of _____, 2025 ("Effective Date"), is by and between City of Salem, Virginia, a municipal corporation of the Commonwealth of Virginia ("City") and Salem VA BESS 1 LLC, a Delaware limited liability company ("Applicant"). The City and Applicant are herein each a "Party" and collectively, the "Parties".

RECITALS

A. The Applicant has a right to lease certain parcels of land in the City consisting of 2.2 acres, identified as GPIN(s) 15-2-4, and more fully described on the Concept Plan attached hereto as **Exhibit A** (collectively, "Property").

B. The Applicant intends to develop, install, build, and operate an energy storage project, as defined by Virginia Code Section 15.2-2316.6, with an aggregate energy capacity of 4 MW on the Property ("Project").

C. The Parties have entered into (i) that certain Energy Storage Services Agreement dated on or about the date hereof ("ESSA") for the performance by Applicant of certain energy storage services for the benefit of the City, (ii) that certain Lease Agreement ("Lease Agreement") granting Applicant the right to use the Property for the development, construction and operation of the Project and the performance of services pursuant to the ESSA, and (iii) that certain Interconnection Agreement for Battery Energy Storage Facility (the "Interconnection Agreement") for the interconnection of the Project to the City's distribution grid; and

D. Pursuant to Title 15.2, Chapter 22, Article 7.3 of the Code of Virginia, titled "Siting of Solar Projects and Energy Storage Projects," the Applicant and the City may enter into a siting agreement ("Siting Agreement") for an energy storage project as such term is defined by Virginia Code § 15.2-2316.6.

E. Pursuant to Virginia Code § 15.2-2316.7, the Project is eligible for a Siting Agreement as it will contain energy storage facilities as described therein.

F. On 3/28/2025, the Applicant gave written notice to the City pursuant to Virginia Code § 15.2-2316.7(A) of Applicant's intent to locate the Project in the City and requested a meeting to discuss and negotiate a Siting Agreement.

G. After negotiation between the City and the Applicant, the Parties desire to enter into this Agreement so the Applicant can make a voluntary payment to the City above and beyond its tax obligations ("Capital Payment"), as a meaningful way to be a community partner, and to mitigate certain potential impacts of the Project, and to provide financial compensation to the City to address capital needs set out in (a) the City's capital improvement plan, (b) the City's current fiscal budget, or (c) the City's fiscal fund balance policy; and to help the City achieve its goals toward deployment of broadband, all as permitted by Virginia

Code § 15.2-2316.7(B).

H. Pursuant to Virginia Code § 58.1-3660, the energy storage facilities associated with the Project, which are considered "certified pollution control equipment," are subject to local taxation as provided by state law but are partially exempt from local taxation pursuant to Article X, Section 6(d) of the Constitution of Virginia ("Tax Exemption"). The Tax Exemption relates to personal property (or machinery and tools) taxes on the energy storage facilities only and does not affect the City's right to collect real estate taxes for the Property. In addition to its real estate tax obligations, which are not affected by this Agreement, the Applicant has agreed to make the Capital Payment set out in **Exhibit C** in order to mitigate the impacts of the Project and for the other reasons stated in Virginia Code § 15.2-2316.7.

NOW, THEREFORE, pursuant to Title 15.2, Chapter 22, Article 7.3 of the Code of Virginia, intending to be legally bound hereby and in consideration of the mutual covenants contained herein, the receipt and sufficiency of which are hereby acknowledged, the City and Applicant hereby agree as follows:

Article I
Project Features, Conditions, Valuation, Enforcement, and Mitigation

1. **Project Features.** The Project will be composed of an energy storage project with an aggregate energy capacity of 4 MW. The energy storage facilities are expected to consist of 4 units approximately twenty (20) ft in length, eight (8) ft in width and nine and a half (9.5) ft in height and require a foundation. The energy storage facilities will consist of Lithium-ion batteries (or their functional equivalent) with off-site monitoring capabilities. Specific details regarding the Project are contained within the Minor Site Plan package, as shown on **Exhibit A**, submitted to the City on April 18th 2025, as such materials were supplemented and amended prior to the City Council of Salem taking final action on the Application.

2. **Conformance with the Comprehensive Plan.** Upon approval of this Agreement by the City and in accordance with Virginia Code § 15.2-2316.9(C), the Project shall be deemed to be "substantially in accord" with the Salem Comprehensive Plan.

3. **Federal and State Approvals.** City shall cooperate with Applicant in obtaining any state or federal approvals required by law; provided, that such cooperation shall not include City being an applicant or co-applicant for any such approval in the absence of specific authorization by the City Council.

4. **Annual Valuation of Real Property.** Applicant agrees to provide City and the _____ ("Assessor") with current copies of any real property lease agreements for the Property associated with the Project. Applicant may identify any information deemed confidential tax information or proprietary/trade secrets and may request that it be maintained by the City in a confidential basis for that reason, and that the Salem Commissioner of the Revenue ("Commissioner") accord it protection in accordance with Virginia Code §58.1-3. However, for any such leases, Applicant shall at the minimum provide the annual lease payment amounts for each parcel being leased for the Project. Thereafter, should the payment

terms be amended in any such lease agreements, the Applicant shall forthwith provide such information to the City and the Assessor. Applicant further agrees to include as a condition in any agreements transferring ownership of the Project entered into by Applicant a requirement that any successor in interest shall provide such information to the City and the Assessor.

5. **Annual Valuation of Taxable Equipment; Updates.** "Commercial Operation" and "Commercial Operation Date" means "Commercial Operation" and "Commercial Operation Date" as defined under the ESSA. Prior to Commercial Operation Date, Applicant agrees to provide City and the Commissioner with a detailed list of capital equipment, including but not limited to (1) all equipment related to any proposed energy storage facilities, and (2) all other taxable tangible property. Thereafter, on an annual basis no later than January 1 or such other date as the City may prescribe, Applicant shall provide City and the Commissioner with any updates to this information, including but not limited to all new or replacement equipment. The Applicant agrees to provide the City and the Commissioner all information it may in the future provide to the Virginia State Corporation Commission for the Commission's use in valuing such property for taxation purposes. In addition, prior to the Commercial Operation Date, the Applicant shall provide to the City and the Commissioner proof of payment for all components of the Project installed prior to the Commercial Operation Date. Applicant shall provide to the City and the Commissioner proof of payment for any additional or replacement component installed during the life of the Project, which proof shall be updated annually on or before the anniversary of the Commercial Operation Date. If no such component is installed in any given year, notice of such shall be provided to the City and the Commissioner on or before the anniversary of the Commercial Operation Date. Applicant shall fully cooperate with the Commissioner's requests for inspection or other site visits to confirm or otherwise assess information the Applicant provides to the City and Commissioner.

6. **Decommissioning**. Unless the Applicant has elected to abandon the Project in place following a termination of the ESSA arising out of a default by the City as described in Section 11(B)(ii) of the ESSA, Applicant shall remove and decommission the Project in accordance with Section 3.4 of the Lease.

7. **Right of Entry for Enforcement.** Applicant and the City acknowledge and agree that the City, its personnel and duly authorized agents shall have the express right of entry upon the Project parcels for the purposes of inspecting energy storage facilities and all appurtenant facilities. For non-emergency access, which shall be limited to the hours of 8am to 5pm, Monday through Friday, the City shall provide the Applicant with reasonable advance written notice of no less than forty-eight (48) hours, in any event, prior to making such entry for any inspection or enforcement purposes. No prior notice shall be required to enter the Project in the event of an emergency that constitutes an immediate danger to life or property. Notwithstanding the foregoing, the City agrees to comply with Applicant's site safety and health requirements when accessing the Project.

Article II
Capital Payment

1. Capital Payment. Upon site plan approval, the Applicant shall make a Capital Payment to the City as set forth in **Exhibit B** attached hereto in the amount and manner stated therein.. The Parties acknowledge that, except as otherwise provided herein, the Applicant's obligation to make the Capital Payment shall be conditioned upon the Project receiving final site plan approval.

2. Statutory Structure of Capital Payment; Statement of Benefit. The Applicant agrees that by entering into this Agreement, pursuant to Virginia Code § 15.2-2316.6 et seq., the Capital Payment is authorized by statute, and it acknowledges that it is bound by law to make the Capital Payment in accordance with this Agreement. The Parties acknowledge that this Agreement is fair and mutually beneficial to them both. The Applicant acknowledges that this Agreement is beneficial to Applicant in allowing it to proceed with the installation of the Project with clear project design terms, which provide for mitigation of effects on the surrounding properties and the Salem community. Additionally, the Applicant acknowledges that this Agreement provides for a clear and predictable payment to the City in an amount fair to both Parties.

3. Real Estate and Machinery and Tools Taxes. The Capital Payment is separate and distinct from any amounts that are or will be owed by the Applicant to the City for real estate tax, machinery and tools tax, or for any other tax or financial obligations. The Capital Payment shall be in addition to any other tax or financial obligations that may be applicable to the Project or the Applicant. Without limiting the foregoing, nothing in this Agreement shall limit the application of the Code to the Project.

4. Use of Capital Payment by the City. The City shall use the Capital Payment as permitted under Virginia Code § 15.2-2316.7(B) or as otherwise permitted by law.

5. Effect of Agreement. This Agreement shall be binding upon the City pursuant to Virginia Code § 15.2-2316.8(A)(3). This Agreement is expressly conditioned upon the City's approval of a site plan for the Project in accordance with the Code. If such approvals are not granted, this Agreement shall be void.

Article III
Emergency Response Training

1. Emergency Resources. The Applicant will pay directly for any specialized training the City and the Applicant mutually determine is necessary to prepare for responding to a fire or similar event at the Project. Such training is to be provided by a fire safety expert and include at a minimum Emergency Response Training and an Emergency Response Plan.

Article IV
Compliance, Permits and Approvals

1. Compliance. The Applicant will develop, install, build, operate, and decommission

the Project in compliance with all applicable federal, state, and local laws, regulations, ordinances, licenses, approvals, and permits. In the event that the Applicant is notified of any violation at the Project of any applicable federal, state or local laws, regulations, ordinances, licenses, approvals, and permits, the Applicant shall (a) notify the City of said violation within ten (10) business days, (b) diligently cooperate with the applicable regulatory agency, and (c) take all reasonable and necessary actions to attempt to cure the violation.

2. Approvals. If the Applicant elects to develop, install, build, and operate the Project, the Applicant will apply to all applicable federal, state, and local regulating authorities and will seek to obtain all required licenses, approvals, and permits for the Project. The Applicant agrees that all activities associated with the Project shall be in accordance with the terms of this Agreement, the Code, all other applicable building and zoning regulations, and all other applicable federal, state, and local laws, ordinances, and regulations.

3. Cooperation. As part of the consideration for this Agreement, the City will cooperate fully with the Applicant's efforts to obtain licenses, approvals, and permits as required by federal, state, and local laws, regulations, and ordinances authorizing the Project construction and/or operation, including, but not limited to, the performance of infrastructure studies, traffic studies, environmental studies, and the collection and analysis of other information necessary for those licenses, approvals, and permits. The City will make available to the Applicant, upon request, access to all records and data in its possession or control pertaining to the Project that are not otherwise required to be confidential by law, or subject to attorney-client privilege or other applicable legal privilege or confidentiality requirement. The City will use its best efforts to support and cooperate with the Applicant's efforts to obtain necessary licenses, approvals, and permits, including any necessary amendments thereto, for the Project construction, and for the Project's operation, and will process requests for permits and other approvals required by City ordinances. The City will take no action intended to frustrate or prevent the Applicant from receiving and maintaining any license, approval, or permit that is consistent with the applicable ordinances and zoning. Provided however, nothing herein shall be construed to require the City or the City Council to undertake any action not authorized by law or to exercise any legislative function in favor of the Applicant.

4. Construction. Site construction shall be in accordance with all licenses, approvals, and permits.

Article V
Miscellaneous Terms

1. Term; Termination. This Agreement shall commence on the Effective Date and shall expire upon the expiration of all of the ESSA, the Lease and the Interconnection Agreement. The occurrence of the Termination Date shall not limit the Applicant's legal obligation to pay local taxes in accordance with applicable law.

2. Mutual Covenants. The Applicant covenants to the City that it will pay the City the amounts due hereunder when due in accordance with the terms of this Agreement, and will

not seek to invalidate this Agreement, or otherwise take a position adverse to the purpose or validity of this Agreement. So long as Applicant is not in breach of this Agreement during its term, the City covenants to the Applicant that it will not seek to invalidate this Agreement or otherwise take a position adverse to the purpose or validity of this Agreement. If after twenty (20) years from the Commercial Operation Date a Termination Date has not occurred, then the Parties covenant to discuss in good faith any ongoing impacts of the Project that need additional mitigation and the acceptable forms of mitigation, including evaluation of additional compensation.

3. No Obligation to Develop. The Applicant has no obligation to develop the Project. It is understood that development of the Project by Applicant is contingent upon a number of factors including, but not limited to, regulatory approvals, availability and cost of equipment and financing, and demand for renewable energy and renewable energy credits. No election by the Applicant to terminate, defer, suspend or modify plans to develop the Project shall be deemed a default of Applicant under this Agreement. Any Capital Payment by the Applicant prior to a decision to suspend or abandon the Project is non-refundable.

4. Successors and Assigns. This Agreement will be binding upon the assigns and successors in interest of the Applicant, and the obligations created hereunder shall be covenants running with the Property upon which the Project is developed. No assignment of this Agreement or any right or obligation accruing under this Agreement shall be made by the Applicant without the express written consent of the City, which consent shall not be unreasonably withheld or delayed. Any assignment, other than as permitted by this Section, without the consent of the City, shall be void. In the event of any approved assignment, the assignee or successor in interest shall assume the liabilities of the Applicant. For the purpose of this Section, an assignment shall occur if the Applicant sells, transfers, leases or assigns all or substantially all of its interest in the Project or the ownership of the Applicant to another individual or entity. The Applicant and any permitted assignee or successor in interest shall execute such documentation as reasonably requested by the City to memorialize the assignment and assumption by the assignee or successor in interest.

5. Memorandum of Agreement. A memorandum of this Agreement, in a form acceptable to the City Attorney, shall be recorded in the land records of the City of Salem Circuit Court. Such recordation shall be at the Applicant's sole cost and expense and shall occur as soon as reasonably practicable after the full execution of this Agreement. If the Applicant chooses to not develop the Project, in its sole discretion, the City shall execute a release of the memorandum filed in the aforementioned Clerk's Office.

6. Notices. Except as otherwise provided herein, all notices required to be given or authorized to be given pursuant to this Agreement shall be in writing and shall be delivered or sent by (1) registered or certified mail, postage prepaid, (2) recognized commercial shipping company, or (3) commercial courier to:

CITY
City Manager
Salem, Virginia

114 N. Broad St
Salem, VA 24153

APPLICANT
Salem VA BESS 1 LLC
c/o Lightshift Energy
1201 Wilson Blvd, 25th Floor
Arlington, VA 22209
Attn: Rory Jones and Michael Herbert

Copy to:
Delorean Power LLC dba Lightshift Energy
1201 Wilson Boulevard, 25th Floor
Arlington, Virginia 22209
Attn: General Counsel

The City and the Applicant, by notice given hereunder, may designate in writing any further or different persons or addresses to which subsequent notices shall be sent without need of a formal amendment to this Agreement. All notices provided as contemplated hereunder shall be deemed received after five (5) calendar days have passed from their mailing/sending date.

7. Governing Law; Jurisdiction; Venue. This Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Virginia, without regard to any of its principles of conflicts of laws or other laws which would result in the application of the laws of another jurisdiction. The Parties (a) agree that any suit, action or other legal proceeding, as between the parties hereto, arising out of or relating to this agreement shall be brought and tried only in the Circuit Court or General District Court of Roanoke County located in Salem, VA, as jurisdiction may lie, (b) consent to the jurisdiction of such court in any such suit, action or proceeding, and (c) waive (1) any objection which any of them may have to the laying of venue or any such suit, action, or proceeding in such court and (2) any claim that any such suit, action, or proceeding has been brought in an inconvenient forum. The Parties agree that a final judgment in any such suit, action, or proceeding shall be conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law.

8. Confidentiality. This Agreement is a public document, subject to production under the Virginia Freedom of Information Act ("FOIA"). The City understands and acknowledges the Applicant, and as applicable, their associates, contractors, partners and affiliates utilize confidential and proprietary "state-of-the-art" information and data in their operations ("Confidential Information"), and that disclosure of any information, including, but not limited to, disclosures of technical, financial or other information concerning the Applicant or any affiliated entity could result in substantial harm to them and could thereby have a significant detrimental impact on their employees and also upon the City. The City acknowledges that during the development of this Agreement, certain Confidential Information may be shared

with the City by the Applicant. **Applicant agrees to clearly identify any information it deems to be confidential and not subject to mandatory disclosure under the Virginia Freedom of Information Act or other applicable law as Confidential Information at the time it provides such information to the City.** The City agrees that, except as required by law and pursuant to the City's police powers, neither the City nor any employee, agent or contractor of the City will knowingly or intentionally disclose or otherwise divulge any such Confidential Information to any person, firm, governmental body or agency, or any other entity unless the request for Confidential Information is made under a provision of local, state or federal law. Upon receipt of such request but before transmitting any documents or information which may contain Confidential Information, the City will contact Applicant to review the request for information and associated documents to determine if any Confidential Information is at risk of disclosure. If Confidential Information exists, Applicant may intervene on behalf of the City and defend against disclosure of the Confidential Information. The City agrees to cooperate in this defense and to the extent allowed by law, work to protect the Confidential Information of the Applicant.

9. Severability; Invalidity Clause. Any provision of this Agreement that conflicts with applicable law or is held to be void or unenforceable shall be ineffective to the extent of such conflict, voidness or unenforceability without invalidating the remaining provisions hereof, which remaining provisions shall be enforceable to the fullest extent permitted under applicable law. If, for any reason, including a change in applicable law, it is ever determined by any court or governmental authority of competent jurisdiction that this Agreement is invalid then the parties shall, subject to any necessary City Council meeting vote or procedures, undertake reasonable efforts to amend and or reauthorize this Agreement so as to render the invalid provisions herein lawful, valid and enforceable. If the Parties are unable to do so, this Agreement shall terminate as of the date of such determination of invalidity. The Parties will cooperate with each other and use reasonable efforts to defend against and contest any challenge to this Agreement by a third party.

10. Entire Agreement. This Agreement and its exhibits constitute the entire agreement and supersedes all other prior agreements and understandings, both written and oral, between the Parties with respect to the subject matter hereof. No provision of this Agreement can be modified, altered or amended except in a writing executed by the Parties. All exhibits to this Agreement are expressly incorporated into this Agreement by reference.

11. Construction. This Agreement was drafted with input by the City and the Applicant, and no presumption shall exist against any Party.

12. Insurance. The Applicant will obtain and maintain all insurance coverage required by applicable law. Pursuant to Section 14.1 of the ESSA, Applicant shall obtain and maintain the insurance coverages attached hereto as **Exhibit C**.

13. Default.

a. In the event of a default under this Agreement, if a Party has not cured, as described by this Agreement, its default after thirty (30) days of receiving written notice of the default from the non-defaulting Party, the non-defaulting Party shall have the right, but not the

obligation, to cure such default and to charge the defaulting Party for the cost of curing such default, including the right to offset said costs of curing the default against any sums due or which become due to the defaulting Party under this Agreement. Such non-defaulting Party shall, in its reasonable judgment, attempt to use the most economically reasonable method of curing any such default.

b. This Agreement may be terminated by the City in the event of a material breach of this Agreement by the Applicant that has not been cured within sixty (60) days of written notice thereof being received by the Applicant. If the Applicant initiates a cure within such period and continues to diligently pursue such cure to completion, the Agreement shall not terminate. A material breach shall mean a failure to comply with (1) any of the provisions of this Agreement, (2) the permits and approvals under which the Project will be operated or built, or (3) applicable federal, state laws or local laws, regulations, ordinances, licenses, approvals, and permits. A material breach shall also include the insolvency of the Applicant or its assignee or successor in interest, such insolvency to be established by the filing of either a voluntary petition in bankruptcy showing the Applicant as the debtor or an involuntary petition that is not dismissed within one hundred eighty (180) days of its filing, a written admission of inability to pay its bills as they come due, entry of receivership, trusteeship, composition, or similar arrangement, or a general assignment for the benefit of creditors. Provided, however, the Applicant's complying or taking action consistent with any governmental or regulatory warning letter, notice of violation, or plan of action shall be deemed a cure if the compliance or the action is initiated by the Applicant within sixty (60) days of the Applicant receiving the warning letter, notice of violation, or action plan. The Applicant's failure after receiving written notice to resolve as soon as practically possible, a material breach that state or federal authorities determine threatens the safety of the public or threatens to cause material environmental damage, shall entitle the City to terminate this Agreement effective immediately upon the Applicant's failure to act as soon as practically possible. Further, the City may terminate this Agreement effective immediately if the Applicant fails to pay an amount due under this Agreement within thirty (30) days of receiving the City's written notice of the failure to pay.

c. In the event of a breach and the appropriate notice thereof to the Applicant by the City, the cure periods noted above may be extended at the sole discretion of the City without the City waiving its right to terminate the Agreement at any time prior to the cure being made by the Applicant.

d. If the City terminates this Agreement as provided herein, the Applicant shall cease operations at the Project and commence decommissioning the Project in accordance with Section 3.4 of the Lease.

e. If the City or the Applicant files a lawsuit, counterclaim, or cross-claim to enforce any provision of this Agreement, the prevailing Party is entitled to all reasonable attorneys' fees, litigation expenses, and court costs.

14. Force Majeure.

A. “Force Majeure Event” means the occurrence of:

(i) an act of war (whether declared or not), hostilities, invasion, act of foreign enemies, terrorism or civil disorder;

(ii) a strike or strikes or other industrial action or blockade or embargo or any other form of civil disturbance (whether lawful or not), in each case affecting on a general basis the industry related to the construction, operation, or maintenance of energy storage facilities and which is not attributable to any unreasonable action or inaction on the part of Applicant or any of its subcontractors or suppliers and the settlement of which is beyond the reasonable control of all such persons;

(iii) specific incidents of typhoons, tornadoes, named storms, flood, drought, lightning, windstorm, unusually adverse weather conditions or other natural catastrophe;

(iv) tempest, earthquake, or any other natural disaster of overwhelming proportions; disruption of operations resulting from any plane crashing into the energy storage facilities to the extent that all or a substantial portion thereof is unable to operate sufficient to meet Applicant’s payment obligations hereunder;

(v) discontinuation of electricity supply, or unanticipated termination of a power purchase agreement;

(vi) other unforeseeable circumstances beyond the control of the Parties against which it would have been unreasonable for the affected party to take precautions and which the affected party cannot avoid even by using its best efforts, including quarantines ordered by competent governmental authority in the event of a public health emergency, which in each case directly causes either party to be unable to comply with all or a material part of its obligations under this Agreement.

B. Neither Party will be in breach of its obligations under this Agreement or incur any liability to the other Party for any losses or damages of any nature whatsoever incurred or suffered by that other (otherwise than under any express indemnity in this Agreement) if and to the extent it is prevented from carrying out those obligations by, or such losses or damages are caused by, a Force Majeure Event except to the extent that the relevant breach of its obligations would have occurred, or the relevant losses or damages would have arisen, even if the Force Majeure Event had not occurred.

C. As soon as reasonably practicable following the date of commencement of a Force Majeure Event, and within a reasonable time following the date of termination of a Force Majeure Event, any Party invoking it will submit to the other Party reasonable proof of the nature of the Force Majeure Event and of its effect upon the performance of the Party's obligations under this Agreement.

D. Applicant will, and will ensure that its Subcontractors will, at all times take all reasonable steps within their respective powers and consistent with Good Operating Practices

(but without incurring unreasonable additional costs) to:

(i) prevent Force Majeure Events affecting the performance of Applicant's obligations under this Agreement;

(ii) mitigate the effect of any Force Majeure Event; and

(iii) comply with its obligations under this Agreement.

E. The Parties will consult together in relation to the above matters following the occurrence of a Force Majeure Event.

F. Should paragraph 14.A. apply as a result of a single Force Majeure Event for a continuous period of more than three hundred sixty-five (365) days then the parties must endeavor to agree to any modifications to this Agreement that are equitable having regard to the nature of the ability of Applicant to continue to meet its financial obligations to the City.

G. For the avoidance of doubt, Force Majeure shall not include (a) financial distress nor the inability of either party to make a profit or avoid a financial loss, (b) changes in market prices or conditions, or (c) a party's financial inability to perform its obligations hereunder.

15. Third Party Beneficiaries. This Agreement is solely for the benefit of the Parties hereto and their respective successors and permitted assigns, and no other person shall have any right, benefit, priority or interest in, under or because of the existence of, this Agreement.

16. Counterparts; Electronic Signatures. This Agreement may be executed simultaneously in any number of counterparts, each of which shall be deemed to be an original, and all of which shall constitute but one and the same instrument. A signed copy of this Agreement delivered by facsimile, e-mail/PDF or other means of electronic transmission shall be deemed to have the same legal effect as delivery of an original signed copy of this Agreement.

17. Recitals and Exhibits. The above stated recitals and previously described exhibits are expressly incorporated herein by reference.

[signature page follows]

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by the officers whose names appear below as of the Effective Date.

SALEM VA BESS 1 LLC

By: _____

Name: _____

Title: Authorized Signatory

CITY OF SALEM, VIRGINIA

By: _____

Name: _____

Title: City Manager

Approved as to form:

By: _____
City Attorney or designee

Exhibit A
Concept Plan

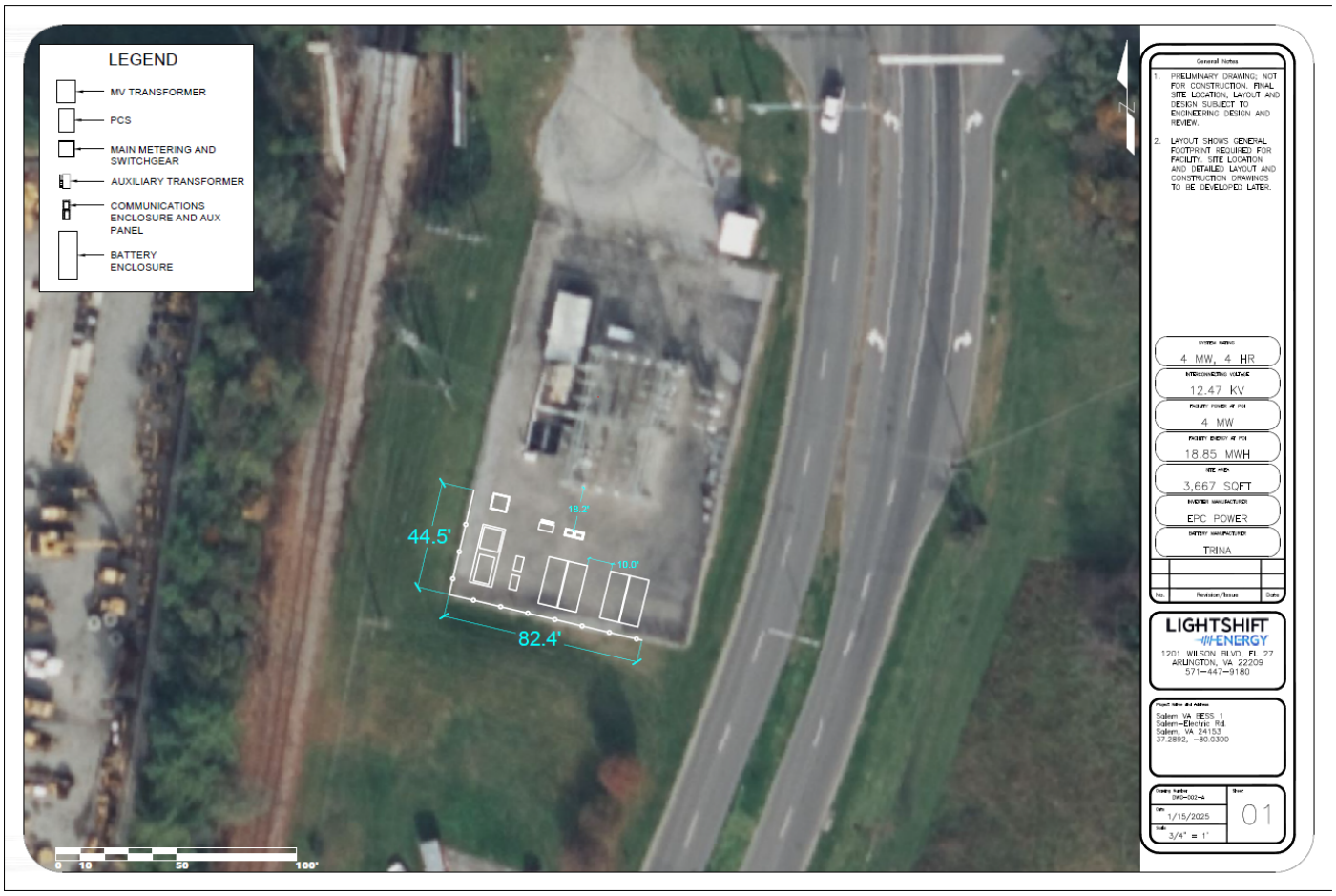


Exhibit B
Capital Payment

Capital Payment to City: A one-time payment of eight thousand and 00/100 Dollars ($8,000) to be paid to the City by Applicant within thirty (30) days of the Commercial Operations Date.

Exhibit C
Insurance Coverage

During the Term, Applicant shall (or shall require its contractors to) maintain the following coverages with limits not less than the following amounts with a company or companies licensed or qualified to do business in the State where the Project is located:

1) Commercial General Liability Insurance covering the insured against claims of bodily injury, personal injury, property damage (including loss of use thereof), and sudden and accidental pollution arising out of Applicant's operations of the Project with limits of liability not less than the following (provided that such limits may be reached through any combination of primary and excess and/or umbrella coverages): $1,000,000 each occurrence, and $1,000,000 general aggregate;

2) Property Insurance covering loss or damage to the Project, which shall be written on an "all risks" of direct physical loss or damage basis for the full replacement cost value (except for coverages sub-limited under this policy). Coverage shall include fire and other peril including, but not limited to, vandalism and malicious mischief, theft, and explosion;

3) To the extent Applicant has any employees, (a) Employer's Liability Insurance with limits of liability no less than the following (provided that such limits may be reached through any combination of primary and excess and/or umbrella coverages): $1,000,000 each accident, $1,000,000 disease for each employee, and $1,000,000 disease-policy limit, and (b) Worker's Compensation Insurance to the extent required by Applicable Law; and

4) Applicant shall provide the City with additional insured status on all policies required herein except Worker's Compensation/ Employer's Liability. Applicant hereby waives all rights and claims against the City for losses covered by any insurance policies required to be carried by Applicant under this Exhibit C, and waives all rights of subrogation of Applicant and its insurers, and include a waiver of subrogation in favor of the City on all policies shown above. The insurance required to be maintained by Applicant pursuant to this Exhibit C may be carried under master insurance policies so long as such policies comply with this Exhibit C. The Commercial General Liability Insurance policy shall be primary and non-contributory and include appropriate separation of insured language.

[FORM OF MEMORANDUM]

PREPARED BY AND RETURN TO:

GPIN: _____

EXEMPT FROM RECORDATION TAX PURSUANT TO VA. CODE SEC. 58.1-811.A.3.

MEMORANDUM OF ENERGY STORAGE PROJECT SITING AGREEMENT

This Memorandum of Energy Storage Project Siting Agreement (this "Memorandum"), dated and effective as of _____, 20___, is made by and between the City of Salem, Virginia, a municipal corporation of the Commonwealth of Virginia (the "City") and Salem VA BESS 1 LLC, a Delaware limited liability company ("Applicant"), with regard to the following:

Siting Agreement. The City and Applicant are parties to that Energy Storage Project Siting Agreement, dated _____ (the "Siting Agreement"), which describes the intent of Applicant to develop, install, build, and operate an energy storage project facility ("Project") on those certain parcels of land identified as GPIN(s) 150-2-4 (the "Property").

Authorization. The City's execution of the Siting Agreement was authorized during that certain regular meeting of the City Council of Salem ("City Council") on _____.

Substantially in Accord. The Siting Agreement states, inter alia, that, pursuant to Virginia Code Section 15.2-2316.9(C), by entering into the Siting Agreement, the City Council acknowledged that the Project is deemed to be substantially in accord with the City of Salem Comprehensive Plan under Virginia Code § 15.2-2232.

Obligations. The Siting Agreement sets forth, inter alia, certain obligations of the Applicant to make certain payments to the City.

Siting Agreement Controls. This Memorandum does not supersede, modify, amend or otherwise change the terms, conditions or covenants of the Siting Agreement, and the City and Applicant executed and are recording this Memorandum solely for the purpose of providing constructive notice of the Siting Agreement and the City's and Applicant's rights thereunder. The terms, conditions and covenants of the Siting Agreement are incorporated into this Memorandum by reference as though fully set forth herein.

Counterparts. This Memorandum may be executed in counterparts, each of which shall be

deemed an original and all of which when taken together shall constitute one and the same document.

WITNESS the following signatures and seals:

CITY OF SALEM, VIRGINIA

By: _____

Name: _____

Title: City Manager

COMMONWEALTH OF VIRGINIA,
COUNTY OF _____, to-wit:

The foregoing Memorandum was acknowledged before me this ___ day of _____, 20_____, by _____, City Manager of the City of Salem, Virginia.

_____
Notary Public

My Commission expires: _____
Notary Registration Number: _____

SALEM VA BESS 1 LLC,
a Delaware limited liability company

By: _____

Name: _____

Title: Authorized Signatory

COMMONWEALTH OF VIRGINIA

COUNTY OF _____

The foregoing Memorandum was acknowledged before me this ___ day of _____, 20_____, by _____, _____ [title], on behalf of Salem VA BESS 1 LLC.

_____
Notary Public

My Commission expires: _____

Notary Registration Number: _____

Item #: 6.C.

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

MEETING DATE: November 10, 2025

AGENDA ITEM: **Amendment to City Code - Chapter 78**
Hold a public hearing and consider adoption of ordinance on first reading amending Chapter 78 – Subdivisions – Articles I – Generally, Section 78-103; Article II – Administration, Sections 78-200, 201, 204, and 206; Article III – Definitions, Section 78-300; Article IV – Review of plats, Sections 78-400, 401, 402, 403, 404, 405, 406, 407, 408, 416, 421; Article V – Security for the construction of public improvements, Sections, 78-501 and 503; Article VI – Requirements for design standards and public improvements, Sections 78-600, 602, 606, 607, 611, 615, 617, 625, 629, 634, and 642; and Article VII – Vacation of plats, Sections 78-701 and 706 of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to plan review by designated agent and timeframe of local approvals. (Advertised in the October 23 and 30, 2025, issues of *Cardinal News*.) (Planning Commission recommended approval by a unanimous vote.)

SUBMITTED BY: Mary Ellen Wines, Planning & Zoning Administrator

SUMMARY OF INFORMATION:
Largely in response to the current housing crisis, the Virginia General Assembly passed two bills affecting the subdivision ordinance and its regulated procedures during its 2025 Regular Session.

SB974: Subdivision ordinance; plan review by designated agent. Removes planning commission and governing body approval authority for the administrative review process for plats and plans and assigns such authority solely to a designated agent, defined in the bill for localities with a population of 5,000 or more. The bill also expedites the review process by shortening the timeframe for forwarding plats and plans to state agencies for review.

HB2660: Subdivision ordinance; local approvals; report. Shortens the timeframes

for various local government approvals of subdivision plats and site plans. Additionally, the bill calls on the Virginia Code Commission to convene a work group consisting of various stakeholders to review existing provisions related to the submission, review, and approval of subdivision plats and site plans to hopefully create and organize procedural steps to streamline the Virginia Code and improve its usability. That group is to report to the General Assembly by November 1, 2025.

As a result of these two bills, an amendment to the subdivision ordinance is necessary. The proposed Code changes have been reviewed by the City Attorney and reflect the amendments as directed by the state.

REQUIREMENTS:

The request meets the requirements of Title 15.2, Chapter 22, Article 6 of the Code of Virginia pertaining to Land Subdivision and Development.

FISCAL IMPACT:

STAFF RECOMMENDATION:
Staff recommends holding a public hearing and adoption of the ordinance on first reading.

ATTACHMENTS:
1. September 10 2025 PC mins
2. Legal Ad 10.23 and 10.30 Cardinal News
3. Ordinance Chapter 78 Subdivision

PLANNING COMMISSION
MINUTES

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 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 5:30 p.m., on Wednesday, September 10, 2025, there being present the following members of said Commission, to wit: Denise P. King, Reid Garst, Jackson Beamer, Mark Henrickson, and Nathan Routt, constituting a legal quorum, with Chair King, presiding; together with Christopher Dorsey, City Manager and Executive Secretary and, Robert Light, Assistant City Manager and Deputy Executive Secretary, both ex officio members of said Commission, William Simpson, Assistant Director Community Development and City Engineer, Mary Ellen Wines, Planning & Zoning Administrator, Maxwell S. Dillon, Planner, and Jim Guynn, City Attorney; and the following business was transacted:

Chair Denise King reported that this date, place, and time had been set in order for the Commission to hold a work session. The work session meeting was called to order at 5:30 p.m.

2. New Business

A discussion was held regarding the items on the current agenda as well as the October agenda as follows:

A. "Comprehensive Plan 2045" for the City of Salem
B. Chapter 78 Subdivisions' code changes
C. Chapter 106 Zoning Ordinance Code changes
D. Items on the October agenda
    1. 522 South Market Street RSF to HBD

3. Adjournment

Chair King adjourned at 6:19 p.m.

REGULAR SESSION

1. Call to Order

A regular 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 6:30 p.m., on Wednesday, September 10, 2025, there being present the following members of said Commission, to wit: Denise P. King, Reid Garst, Jackson Beamer, Mark Henrickson, and Nathan Routt, constituting a legal quorum, with Chair King, presiding; together with Christopher Dorsey, City Manager and Executive Secretary and, Robert Light, Assistant City Manager and Deputy Executive Secretary, both ex officio members of said Commission, William Simpson, Assistant Director of Community Development and City Engineer, Mary Ellen Wines, Planning & Zoning Administrator, Maxwell S. Dillon, Planner, and Jim Guynn, City Attorney; and the following business was transacted:

Chair Denise King called the September meeting of the City of Salem Planning Commission to order at 7:00 p.m. Chair King reported that this date, place, and time had been set in order for the Commission to hold a public meeting.

A. Pledge of Allegiance

B. Roll call

Mr. Routt - Here
Mr. Henrickson - Here
Mr. Beamer - Here
Vice-Chair Garst - Here
Chair King – Here

2. Consent Agenda

A. Minutes

Consider acceptance of the minutes from August 13th, 2025, regular meeting.

Chair King stated that under the consent agenda, they have the minutes of the August 13th, 2025, Commission work session and regular meeting. Chair King asked the Commission if anyone had any questions, additions, or comments. Hearing none the minutes will be considered accepted.

3. New Business

A. Adopting a Resolution of Recommendation

Consider adopting a resolution of recommendation regarding Salem's Comprehensive Plan "Back to Salem's Future, Plan 2045". The plan addresses housing, redevelopment, open space, city government, transportation, & infrastructure, land use, and other information used to outline the City's long-term vision and goals for development and growth.

Max Dillon, Planner, greeted the Commission and began by providing a high-level recap of the comprehensive plan, explaining that it had been in development for some time. He explained that the Planning and Zoning staff had initiated the process for a new comprehensive plan in October 2023. The goal from the beginning had been to develop a plan that capitalized on the various elements that make Salem unique while recognizing that cities must evolve over time to meet market demands, citizen preferences, and best planning practices. To support this vision, the "Back to Salem's Future" brand was created, encompassing a set of strategies and actions intended to position Salem for a promising future while honoring its historic identity. He elaborated that the plan addressed numerous interconnected topics such as transportation, housing, parks, and commercial redevelopment. It was organized into themes and strategies designed to reflect the natural overlap among these issues. He emphasized that throughout the planning process, staff had conducted extensive community engagement efforts. These included online public polls, regular updates on the city website, social media posts, email subscriptions, and a total of 10 public meetings and open houses. Subcommittees made up of City Council members, Planning Commissioners, and staff also participated in shaping the plan. Mr. Dillon acknowledged that many of the Commission members had been deeply engaged in the process. He remarked that the planning occurred during a particularly challenging period for local governments, where public engagement had become increasingly contentious. Nonetheless, the plan prioritized inclusivity and the diverse needs of the community. Mr. Dillon clarified that the plan encouraged a housing portfolio supportive of various preferences and income levels while rejecting the idea of growth for growth's sake. Instead, it recognized that local realities and political factors shape the future more than broad population projections. He pointed out that the plan would serve as a foundation for future initiatives such as small area planning, a potential housing study, and eventual zoning and subdivision ordinance rewrites. He mentioned that although Salem participates in regional transportation planning through the Roanoke Valley-Alleghany Regional Commission, the city had also requested a review from VDOT to ensure alignment with broader state plans. VDOT confirmed the plan's compatibility in a formal memo. He highlighted that one of the defining strengths of the document was its structure. Many comprehensive plans, he noted, are adopted only to be forgotten because of poor usability. This plan, however, had been deliberately designed to be user-friendly, readable, marketable to businesses, accessible to citizens of various education levels, and actionable by city staff. Mr. Dillon explained that instead of duplicating existing strategic plans, the document referenced them and their sources. It also included an "Action Plan" to help prioritize implementation strategies. He concluded by stating that the plan satisfied Virginia State Code requirements, aligned with VDOT, and most importantly, was based on community input and several rounds of revision. He emphasized that while the current plan was a milestone, it marked the beginning of further planning efforts.

Chair King asked if there were any questions or comments from the Commission.
She thanked Mr. Dillon and Ms. Wines, adding that when she first reviewed the comprehensive plan, she had felt it included too many pictures. However, upon comparing it with plans from other localities, she came to realize that visuals were important for conveying Salem's features to those unfamiliar with them. For instance, while locals understand references like "the duck pond," outsiders wouldn't grasp the significance without a photo. She concluded by thanking Max and Mary Ellen for enlightening her throughout the process.

Mr. Dillon responded, "Certainly, and thank you."

Chair King then opened the floor for further comments.

Vice-Chair Garst, Mr. Beamer, Mr. Henrickson, and Mr. Routt all commended Mr. Dillon and Ms. Wines for their work.

Vice-Chair Garst noted that he hoped the "community engagement" summary would include a clear list of the public outreach efforts for the record.

Mr. Dillon agreed, stating that they would ensure those materials were included.

Chair King added that, if citizens questioned the level of public engagement, they could point to the comprehensive summary of outreach efforts as proof.

Mr. Henrickson emphasized the importance of recognizing the citizens and stakeholders who contributed to the process. He said that he and his fellow commissioners had spoken to many people throughout Salem, gathering diverse opinions. While the plan was general in nature, he believed that was by design to allow flexibility in the future. He noted that he had studied the document extensively and could practically recite page 132. He thanked everyone involved again.

Mr. Dillon responded by thanking the citizens, Commission members, board members, and Council members who participated. He gave a special shoutout to Glenn Walters, of Town Studio, who had played a major role early on, even though his involvement lessened toward the end of the process. Mr. Dillon acknowledged the challenges but appreciated Glenn's responsiveness.

Chair King opened the public hearing. She directed the citizens who had signed up to speak to come forward as their names were called and reminded them of the 3-minute speaking limit.

Vice-Chair Garst announced the speakers: Ms. Reinhart, Ms. Crotts, and Mr. Breen.

Ms. Reinhart, 213 N. Broad Street appeared before the Commission raising concerns about the lack of clear zoning information in the plan. She recalled older plans that included specific descriptions of multifamily residential areas and corresponding zoning maps, which she felt were missing from this version. While the presentation was visually

appealing, she wanted assurance that residents would have opportunities to comment during future zoning code revisions. She worried about the possibility of neighboring properties being redeveloped into apartments or short-term rentals without proper community input. She also questioned whether a 60-day review period could be granted to allow further feedback, especially since the latest version was only uploaded to the website on September 5th. She emphasized the importance of translating the plan's language and visuals into policies that benefit and reflect the community.

Ms. Donna Crotts, 307 N. Broad Street, appeared before the Commission stating that her perspective had shifted somewhat after listening to the meeting. She appreciated the diligent work put into the plan but noted a lack of recent citizen meetings since April, particularly after the plan had been revised. She raised concerns about Salem's slow population growth and questioned why young people weren't returning. While Salem was once known for its schools, she believed the quality had declined. She emphasized the need to investigate what younger generations think and want from the city.

Vice-Chair Garst thanked her and added that staff had previously visited the high school to gather student feedback early in the process.

Mr. John Breen, 142 Bogey Lane, appeared before the Commission criticizing the foundation of the comprehensive plan, claiming that the survey used to support it was biased and flawed. He expressed concern that developers were already referencing it and that the plan might lead to additional consulting fees. He believed the city should revisit the original contract to verify whether all deliverables had been met and was alarmed to learn that the documents were owned by Town Studio rather than the City of Salem. Breen suggested that the process be paused, giving citizens who contributed a final opportunity to review the plan.

Chair King asked if anyone else wished to speak. Seeing none, she closed the public hearing. She asked the staff if they had any final comments. Hearing none, Chair King made a point to state that the Commission took citizen input very seriously and regretted that Chris McCart, a citizen and researcher, was not present. McCart had brought VDOT's 2022 guidelines to the Commission's attention, which led Chair King to follow up directly with VDOT. After reviewing the documents, she noted that the language was confusing—at one point requiring VDOT approval and elsewhere making it optional. Following up on McCart's concerns, the city sent the plan to VDOT, which reviewed and approved it. Chair King thanked Ms. McCart and emphasized that citizen concerns were acted upon. She also detailed the extent of public outreach: open houses, events like Pumpkin Fest, outreach at Salem Red Sox games, church visits, business meetings, and engagement with school staff, realtors, and home builders. The city had also distributed a citywide mailer, although not everyone received it due to address records. She emphasized that few other actions could have been taken to ensure public input.

Vice-Chair Garst added that the current draft of the plan was essentially unchanged from six months ago. The September updates were mostly related to VDOT documentation.

Mr. Dillon clarified that the first comprehensive draft was posted in May and earlier sections had been released for review. The September version involved design and

organization tweaks but no significant content changes.

Chair King then asked Mr. Dillon and Ms. Wines to explain the process for future small area plans and potential housing forums involving public participation.

Ms. Wines confirmed that small area plans would include public input through open houses, hearings, and comment opportunities.

Vice-Chair Garst asked if the model would follow the "East Bottom" plan approach.

Ms. Wines confirmed, explaining that meetings would be held in the neighborhoods in question, with broader community access encouraged.

Chair King said that this approach would likely be standard for future planning efforts, and emphasized the goal of engaging residents directly in their neighborhoods.

Vice-Chair Garst noted that the East Bottom plan was referenced in the comprehensive plan as a model for future efforts.

Ms. Wines affirmed this, adding that the zoning rewrite process would include a committee, citizen participation, open houses, and public hearings. The city intended to gather broad input on housing as well.

Chair King asked for any final comments. Hearing none, she called for a motion.

On motion by Commissioner Routt, seconded by Commissioner Beamer, and duly carried, the resolution of recommendation regarding Salem’s Comprehensive Plan “Back to Salem’s Future, Plan 2045” be hereby adopted and forwarded to City Council

Roll call vote.

Mr. Routt - aye
Mr. Henrickson - aye
Mr. Beamer - aye
Vice-Chair Garst - aye
Chair King - aye

Chair King stated that the Commission is a research and recommending body to City Council, however in this instance it is the responsibility of the Planning Commission to oversee the creation of the comprehensive plan, and this will go on to City Council with the Commission’s recommendation to approve it.

B. Chapter 78 – Subdivisions

Consider amending Chapter 78 – Subdivisions – Articles I – Generally, Section 78-103, Article II – Administration, Sections 78-200, 201, 204, and 206, Article III – Definitions, Section 78-300, Article IV – Review of plats, Sections 78-400, 401, 402, 403, 405, 406, 407, 408, 416, 421, and Article V – Security for the

construction of public improvements, Sections, 78-501 and 503, Article VI – Requirements for design standards and public improvements, Sections 78-600, 602, 606, 607, 611, 615, 617, 625, 629, 634, and 642, Article VII – Vacation of plats, Sections 78-701 and 706 of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to plan review by designated agent and timeframe of local approvals.

Mary Ellen Wines, Planning and Zoning Administrator, appeared before the Commission explaining that, as the Commission was aware, the state legislature, in response to the housing crisis, had made a decision this past year to streamline the development approval process. This change applied specifically to Chapter 78, the subdivision ordinance, and removed the Planning Commission from the development approval process. All the changes referenced by Mr. Light, she continued, essentially indicated that the Planning Commission was now removed from that role. Approval responsibility now rested with the designated agent, who, per Commission bylaws, was determined to be the assistant City Manager and, the Director of Community Development. Staff, as a whole, would continue to review major site subdivision plans and major subdivision plats. These plans would still go through a multi-departmental approval process. By state code, if these plans or plats met code requirements, the City was obligated to approve them. This was not a flexible or variable approval process — it was administrative. The state's intent was to remove barriers for localities, especially those where development approvals took years, in an effort to help address the housing crisis.

Vice-Chair Garst asked, for the benefit of the public, what authority the Planning Commission retained.

Ms. Wines answered that, in regard to major subdivisions and site plans, the Commission retained none.

Chair King added that the removal of the Commission's authority was in response to the housing crisis and acknowledged that several citizens had expressed dissatisfaction with the change. However, she emphasized that the City had no control over the matter — nor did City Council. Concerned citizens were encouraged to contact their state delegate and senator.

Mr. Henrickson reiterated that the change was due to state code and not the City of Salem's own decisions. The changes were aimed at larger municipalities with more complex bureaucracies. In contrast, Salem had historically processed development much more efficiently. Still, he acknowledged that the City was bound to follow the state code.

Ms. Wines noted that Salem had been fortunate and was not experiencing the housing crisis as acutely as other localities.

Mr. Henrickson commented that the tides were beginning to shift.

Ms. Wines responded with agreement.

Chair King opened the public hearing on the matter.

Mrs. Stella Reinhart, 227 North Broad Street, appeared before the Commission stating that she had a few questions. She noted that sometimes the state code required a minimum number of public hearings, such as one by the Planning Commission. Given that this change was recent, she admitted she had not yet researched it fully but wondered whether the City's charter might protect the current development process, similar to other localities like Falls Church, Virginia. In that case, their charter granted them the authority to continue operating under their previous system. She suggested checking Salem's charter. Her second concern involved minimum standards. She questioned whether, even if the state only required a single public hearing, the City could voluntarily add more. She expressed concern that recent development proposals lacked clear information for residents, particularly in regard to site plans. The process had lost transparency when those plans no longer required public hearings. She asked whether public engagement could be incorporated back into the process. She thanked the Commission.

Mr. John Breen, 142 Boogie Lane, appeared before the Commission stating that his concern about the state's imposition on local authority, particularly in Salem. He warned that the new policy concentrated unchecked power in the hands of a designated agent. As a result, an individual — or a very small group — could approve a plat or site plan without public or Commission knowledge. He viewed this as a threat to transparent governance. To address this, Mr. Breen proposed two specific actions: one, modify Section 78-201.1 to require (rather than allow) the designated agent to seek assistance when making decisions and two, amend Section 78 to require the designated agent to notify the City Manager, Planning Commission, City Council, and the public via the city's website within seven days of receiving any new plat or site plan. He added that associated staff reports should also be shared publicly. This, he argued, would ensure that residents and local officials remain informed. He also raised a question about who had the authority to appoint the designated agent, suggesting that the Virginia Code appeared to assign this role to the governing body, not the Planning Commission. He urged the Commission to revisit this point and consider stronger oversight language. He concluded by respectfully asking the Commission to consider these changes to ensure transparency and accountability.

Chair King asked if anyone else wished to speak.

Mr. Alexander Boone,3934 Electric Road, appeared before the Commission stating he hadn't planned to speak but wanted to offer a different perspective. He appreciated Mr. Breen's comments but spoke from the point of view of a developer and former lawyer. In his view, the plat review process was — and should remain — administrative. He described a frustrating experience in another locality where Planning Commission and City Council approval were required for plats, which delayed development needlessly.
In his opinion, if a plan met all zoning and code requirements, it should be approved without delay. Requiring unnecessary review steps only served to delay housing production, which he found counterproductive. While the public could still access plats at the courthouse, the decision to approve them was, in practice, a matter of compliance — not policy. He praised the updated state law for streamlining this process and stated that, from a practical perspective, it was a beneficial change. He thanked the Planning Commission for its consideration.

Mrs. Reinhart reappeared stating that during both the work session and the hearing, it had been stated that the approval process was simply administrative and based on whether requirements were met. However, she had reviewed the applicable legislation and found that there were, in fact, some circumstances under which a plat or site plan could be denied — even if zoning requirements were met. She urged the Commission to explore those exceptions and consider whether they allowed for additional scrutiny or discretion. While she acknowledged the expertise of the Commission, she offered this information as a helpful contribution to the discussion.

Chair King thanked Ms. Reinhart and asked if anyone else wished to speak. Hearing none, she closed the public hearing.

Chair King then asked Mr. Guynn to confirm whether state law superseded the City's charter.

Mr. Guynn confirmed that it did.

Chair King clarified that even if the City's zoning ordinance or charter contained specific requirements, state law took precedence. She reiterated that unless the state code specifically allowed for additional items to be considered in plan denial, the City could not arbitrarily introduce other conditions. She asked if there were any additional comments.

Vice-Chair Garst asked for clarification, noting that while the Planning Commission would no longer review site plans, it would still review significant development proposals such as Steelton Mills.

Mr. Guynn responded that the Commission would not review the site plan but confirmed the overall development would require Commission involvement in certain cases.

Chair King asked Ms. Wines to elaborate.

Ms. Wines explained that projects requesting a Cluster Housing Overlay, rezoning, or Planned Unit Development (PUD) would still come before both the Planning Commission and City Council. Only administrative plan approvals were removed from the Commission's role.

Vice-Chair Garst asked if prior cases like Newman Drive, Simms Farm, and Hope Tree had come before the Commission because they were rezonings or PUDs.

Ms. Wines confirmed that they had.

Vice-Chair Garst concluded that, under the changes, nothing significant that the Commission had reviewed in the past two years would change, apart from the final procedural approval of plats.

Ms. Wines confirmed his understanding.

Chair King asked if there were any more questions or comments. Hearing none, she entertained a motion.

On motion made by Commissioner Routt, seconded by Commissioner Henrickson, and duly carried, the Planning Commission of the City of Salem hereby recommends to City Council that the amendments to the City Code, Chapter 78, Subdivisions, be adopted as presented.

Roll call vote.

Mr. Routt – Aye
Mr. Henrickson – Aye
Mr. Beamer – Aye
Vice-Chair Garst – Aye
Chair King – Aye

Chair King announced that city code change will go on to City Council for adoption.

C. Chapter 106 – Zoning

Consider amending Chapter 106 – Zoning Article II – District Regulations, Section 106 – 232 pertaining to Industrial park overlay district, Article III – Use and design standards, Section 106 – 318 pertaining to Urban agriculture, Article IV – Development standards, Section 106 – 400 pertaining to site plans, 402 pertaining to nonconforming uses and sites, 406 pertaining to plot plans, Article V – Administration, Section 106-520 pertaining to amendments to ordinance, 524 pertaining to special exception permits and use not provided for permits, Article VI – Definitions and Use Types, Section 106 – 600 pertaining to site plans, of the CODE OF THE CITY OF SALEM, VIRGINIA.

Chair King began by asking if any staff member would like to present the next item.

Ms. Wines, addressed the Commission to discuss updates to the city's zoning ordinance. She began by explaining that the ordinance was originally adopted in 2005, and it requires regular updates to remain effective. A comprehensive rewrite is planned for the future, but in the meantime, she introduced a few targeted changes intended to ensure continued functionality and alignment with sound planning practices and zoning law. She explained that Section 106-232, the Industrial Park Overlay District, currently only applies to Salem Industrial Drive south of the railroad tracks. It provides flexibility for industrial development—particularly in areas like parking and landscaping—though it does not alter stormwater management requirements. She stated that the proposal is to expand this overlay to additional industrial areas, including Salem Industrial Drive, Cook Drive, Midland, and Intervale.

Commissioner Beamer asked if Southside would be included in the expansion.

Ms. Wines confirmed that it would. She also mentioned that several of these industrial areas front major roads like Apperson, Riverside, and Electric Road. To maintain the

visual character of these corridors, lots along those streets would be required to include a substantial evergreen buffer. She continued that the next section of amendments would be Section 106-318, the chicken-keeping regulations, noting that there were no changes to the rules themselves. However, responsibility for inspections would shift from the Police Department to the Community Development team in order to reduce the burden on law enforcement. Next, she discussed proposed revisions to Section 106-400, which addresses site plan requirements. She clarified that the actual process and requirements were not changing—instead, the language would be revised for clarity, making it easier to determine when a site plan is required and what type is applicable. She outlined three types of site plans: a plot plan, typically a certified plat for minor additions or parking space changes; a minor site plan, used for improvements like parking or landscaping that do not involve utilities or stormwater; and a major site plan, which encompasses all aspects including stormwater and utility work. Ms. Wines continued with Section 106-402 pertaining to nonconforming uses. She stated the current rule for legal non-conforming sites is that if interior renovations exceed 25% of a building's fair market value, the property owner must also upgrade parking and landscaping—even if the exterior remains untouched. She stated that this requirement has placed a strain on small businesses. To address this, the proposed change would increase the threshold to 50% of the fair market value before such upgrades would be triggered. Continuing, Ms. Wines explained that also in Section 106-400 was the matter of zoning violations and the timeline for addressing them. Currently, there is no deadline for completing required improvements when a site plan is triggered by a violation. The proposal would establish a 90-day construction deadline, with flexibility to grant extensions when weather or other factors—such as the inability to plant trees in winter—interfere with compliance. She continued that in Section 106-520 and 524 the code states that under current rules, if a lot does not meet minimum frontage or width requirements, even if it is legally buildable, the owner must first obtain a variance from the Board of Zoning Appeals before applying for a rezoning or special exception. Ms. Wines described this as an unnecessary extra step and proposed eliminating that requirement, especially since rezoning and special exception applications are already subject to public hearings. Lastly, Ms. Wines noted that clear definitions for the three site plan types plot, minor, and major—would be added to Section 106-600 to ensure better understanding.

Chair King thanked Ms. Wines for her presentation and asked if there were any questions. Hearing none, she opened the public hearing.

Stella Reinhart of 213 N. Broad Street was the first to speak. She began by questioning a previous assertion regarding state law superseding local charters. After briefly researching the matter on her phone, she indicated that the Virginia Code does not generally override a city charter unless specifically stated, suggesting it might be worth further review. She then shifted her attention to the industrial overlay proposal and asked whether it would apply to both light and heavy manufacturing. Wines responded that it would. Reinhart sought further clarification, pointing out that the city previously had only one industrial park overlay and was now expanding it to areas that were not originally designated as such but already had some industrial use. Chair King confirmed that interpretation, and Vice-Chair Garst added that the areas in question shared the same character, despite not being previously designated. Reinhart shared her observations from biking along the Greenway near Cook Drive, noting the industrial buildings present

in the area. She encouraged the Commission to consider more intentional planning for the future of these spaces. Referencing examples from Roanoke and elsewhere, she highlighted successful conversions of industrial buildings into public spaces like breweries, climbing gyms, and art centers. She suggested that creative reuse, including elements like murals, lighting, seating, and sculptures, could help better integrate these areas into the community and enhance their public appeal. She emphasized that shaping the character of development was as important as permitting it and noted that even small enhancements, such as trees and public art, could make a meaningful difference. Before stepping down, she expressed her trust in the Commission's judgment.

Chair King thanked her and acknowledged the merit of her suggestions, while clarifying that the proposal at hand was limited to applying existing overlay standards to more locations and did not directly address elements like murals or public art.

Ms. Wines added that murals are in fact permitted in industrial areas, along with trees and sculptures.

Chair King asked if there was anyone else here tonight to speak about this matter, seeing none, she closed the meeting to the public.

On motion made by Commissioner Henrickson, seconded by Vice-Chair Garst, and duly carried, the Planning Commission of the City of Salem hereby recommends to City Council that the amendments to the City Code, Chapter 106, Zoning, be adopted as presented.

Roll call vote.

Mr. Routt – Aye
Mr. Henrickson – Aye
Mr. Beamer – Aye
Vice-Chair Garst – Aye
Chair King – Aye

4. Adjournment

Chair King stated there was no additional business for the Planning Commission and the meeting was adjourned at 7:31p.m.

Notice of Hearing

Published in Cardinal News on October 23, 2025

Location

Virginia County, Virginia

Notice Text

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, November 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 Section 15.2-2204 of the Code of Virginia, as amended, to consider the following requests relative to the CODE OF THE CITY OF SALEM, VIRGINIA:

Consider approval and adoption of Salem s Comprehensive Plan "Back to Salem s Future, Plan 2045". The plan addresses housing, redevelopment, open space, city government, transportation & infrastructure, land use, and other information used to outline the City's long-term vision and goals for development and growth.

2. Consider amending Chapter 78 Subdivisions Articles I Generally, Section 78-103, Article II Administration, Sections 78-200, 201, 204, and 206, Article III Definitions, Section 78-300, Article IV Review of plats, Sections 78-400, 401, 402, 403, 404, 405, 406, 407, 408, 416, 421, and Article V Security for the construction of public improvements, Sections, 78-501 and 503, Article VI Requirements for design standards and public improvements, Sections 78-600, 602, 606, 607, 611, 615, 617, 625, 629, 634, and 642, Article VII Vacation of plats, Sections 78-701 and 706 of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to plan review by designated agent and timeframe of local approvals.

3. Consider amending Chapter 106 Zoning, Article II District Regulations, Section 106-232 pertaining to Industrial park overlay district, Article III Use and design standards, Section 106-318 pertaining to Urban agriculture, Article IV Development standards, Section 106-400 pertaining to site plans, 402 pertaining to nonconforming uses and sites, 406 pertaining to plot plans, Article V Administration, Section 106-520 pertaining to amendments to ordinance, 524 pertaining to special exception permits and use not provided for permits, Article VI Definitions and Use Types, Section 106-600 pertaining to site plans, of the CODE OF THE CITY OF SALEM, VIRGINIA.

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

Notice of Hearing

Published in Cardinal News on October 30, 2025

Location

Virginia County, Virginia

Notice Text

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Notice is hereby given to all interested persons that the Council of the City of Salem, at its regular meeting on Monday, November 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 Section 15.2-2204 of the Code of Virginia, as amended, to consider the following requests relative to the CODE OF THE CITY OF SALEM, VIRGINIA:

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3. Consider amending Chapter 106 Zoning, Article II District Regulations, Section 106-232 pertaining to Industrial park overlay district, Article III Use and design standards, Section 106-318 pertaining to Urban agriculture, Article IV Development standards, Section 106-400 pertaining to site plans, 402 pertaining to nonconforming uses and sites, 406 pertaining to plot plans, Article V Administration, Section 106-520 pertaining to amendments to ordinance, 524 pertaining to special exception permits and use not provided for permits, Article VI Definitions and Use Types, Section 106-600 pertaining to site plans, of the CODE OF THE CITY OF SALEM, VIRGINIA.

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

AN ORDINANCE TO AMEND, REVISE, AND REORDAIN CHAPTER 78, SUBDIVISIONS, ARTICLES I – GENERALLY, SECTION 78-103, ARTICLE II – ADMINISTRATION, SECTIONS 78-200, 201, 204, AND 206, ARTICLE III – DEFINITIONS, SECTION 78-300, ARTICLE IV – REVIEW OF PLATS, SECTIONS 78-400, 401, 402, 403, 404, 405, 406, 407, 408, 416, 421, AND ARTICLE V – SECURITY FOR THE CONSTRUCTION OF PUBLIC IMPROVEMENTS, SECTIONS, 78-501 AND 503, ARTICLE VI – REQUIREMENTS FOR DESIGN STANDARDS AND PUBLIC IMPROVEMENTS, SECTIONS 78-600, 602, 606, 607, 611, 615, 617, 625, 629, 634, AND 642, ARTICLE VII – VACATION OF PLATS, SECTIONS 78-701 AND 706 OF THE CODE OF THE CITY OF SALEM, VIRGINIA PERTAINING TO PLAN REVIEW BY DESIGNATED AGENT AND TIMEFRAME OF LOCAL APPROVALS.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, THAT SECTION 78-103, ARTICLE I; SECTIONS 78-200, 201, 204, AND 206, ARTICLE II; SECTION 78-300, ARTICLE III; SECTIONS 78-400, 401, 402, 403, 404, 405, 406, 407, 408, 416, 421, ARTICLE IV; SECTIONS78-501 AND 503, ARTICLE V; SECTIONS 78-6002, 602, 060, 607, 611, 615, 617, 625, 629, 634, QNE 642, ARTICLE VI; AND SECTIONS 78-701 AND 706, ARTICLE VII OF CHAPTER 78, SUBDIVISIONS, OF THE CODE OF THE CITY OF SALEM, VIRGINIA BE AMENDED, REVISED, AND REORDAINED TO READ AS FOLLOWS:

Chapter 78 SUBDIVISIONS[1]

ARTICLE I. GENERALLY

Sec. 78-103. Jurisdiction and applicability of chapter.

(a) These regulations shall govern the subdivision of all land located within the corporate limits of the city occurring on or after the effective date of this chapter. No land may be subdivided through the use of any legal description other than a plat approved by the ~~**planning commission or**~~ agent in accordance with this chapter.

(b) No existing subdivision shall be modified except by approval in accordance with this and other applicable ordinances of the city.

(c) This chapter shall govern residential and nonresidential subdivisions.

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[1]Editor's note(s)—Printed herein is the Salem Subdivision Ordinance adopted by City Council on March 14, 2005, effective July 1, 2005.

Cross reference(s)—Health and sanitation, ch. 38; manufactured homes and trailers, ch. 54; planning, ch. 62; signs, ch. 66; streets, sidewalks and other public places, ch. 74; utilities, ch. 90; zoning, ch. 106.

State law reference(s)—Land subdivision and development, Code of Virginia, § 15.2-465 et seq.; Subdivided Land Sales Act of 1978, Code of Virginia, § 55-336 et seq.

ARTICLE II. ADMINISTRATION

~~**Sec. 78-200. Planning commission.**~~

~~**(a) The planning commission, or its designated agent, shall have the authority to review, approve and disapprove the preliminary and final plats for all subdivisions of land within the corporate limits of the City of Salem. The planning commission shall perform its duties in regard to subdivisions in accordance with this chapter, and the Land Subdivision and Development Act, Title 15.2, Chapter 22, Article 6 of the Code of Virginia.**~~

Sec. 78-201. **Designated** Agent.

(a) ~~**The planning commission is appointed by city council to administer and enforce this chapter.**~~

~~**(b) The planning commission's agent shall be appointed by planning commission to administer and enforce this chapter.**~~

~~**(c) The planning commission or its agent shall exercise authority to review, approve and disapprove plans for the construction of public facilities within all new subdivisions within the corporate limits of the city.**~~

(a) The City Manager and his or her designee are appointed as the Designated Agent to administer and enforce this chapter.

(b) The Designated Agent shall exercise authority to review, approve and disapprove preliminary and final plats for all subdivisions of land, and plans for the construction of public facilities within all new subdivisions within the corporate limits of the city in accordance with this chapter, and the Land Subdivision and Development Act, Title 15.2, Chapter 22, Article 6 of the Code of Virginia.

(c) ~~**(d**~~) All departments, officials and public employees of the city who are vested with the duty or authority to issue permits or approvals under this chapter shall adhere and conform to the provisions of this chapter. Any such approvals or permits issued in conflict with the provisions of this chapter shall be null and void.

Sec. 78-201.1. **Designated** Agent authority to consult.

(a) The ~~**planning commission or its agent**~~ **Designated Agent** may call for opinions or decisions, either oral or written, from **the city attorney,** other departments or **other** agencies in considering details of any submitted plat.

Sec. 78-201.2. **Designated** Agent additional authority.

(a) The **Designated Aa**gent may establish any reasonable administrative procedures deemed necessary for the proper administration of this chapter.

Sec. 78-204. Enforcement.

(a) No person shall subdivide any tract of land that is located within the jurisdiction of the city except in conformity with the provisions of this chapter and any other applicable city ordinance.

(b) No person shall subdivide land without making and recording a plat of such subdivision and without fully complying with the provisions of this subdivision chapter and of general law.

(c) No such plat of any subdivision shall be recorded unless or until it shall have been submitted to and approved by the ~~**planning commission**~~ **Designated Agent**~~**, or its designee, as appropriate**~~.

(d) No person shall sell or transfer any land of a subdivision before the plat has been approved and recorded as provided herein unless such subdivision was lawfully created prior to the adoption of this chapter or any predecessor subdivision ordinance; provided, however, that nothing herein shall be construed as preventing the passage of title of property.

(e) Any person violating the foregoing provisions of this section shall be subject to a fine of not more than $500.00 for each lot or parcel of land so subdivided or transferred or sold; and the description of such lot or parcel by metes and bounds in the instrument of transfer or other document used in the process of selling or transferring shall not exempt the transaction from such penalties or from the remedies herein provided.

(f) The **Designated Aa**gent and city attorney may take such other legal action as may be necessary to enforce the provisions of this chapter, including suit for injunction, for abatement or restraining order or other appropriate proceeding.

(g) The zoning administrator shall not approve a site development plan nor issue a zoning permit for any lot that was created in violation of this chapter.

Sec. 78-206. Waivers authorized.

(a) In cases of unusual situations or where strict adherence to the general regulations in this chapter would result in substantial injustice or hardship, the ~~**planning commission**~~ **Designated Agent** may waive standards contained in Article VI of this chapter, under the terms, procedures, and conditions established in this chapter. No waiver shall be granted which is illegal or which would prejudice the health and safety of citizens of the city.

Sec. 78-206.1. Waiver process.

(a) Each request for a waiver from the terms of this chapter shall be made in writing by the subdivider, stating specifically the provision from which the waiver is requested, and the grounds therefore. Where possible, the subdivider should submit a request for a waiver with the preliminary plat submission. All waiver requests shall be accompanied by such plats, drawings, and engineering documents required by the **Designated Aa**gent to allow the ~~**planning commission**~~ **Designated Agent** to understand and act on the waiver.

Sec. 78-206.2. Authority to grant waiver.

(a) The ~~planning commission~~ **Designated Agent** shall review, approve or disapprove any request for a waiver.

Sec. 78-206.3. Time period for consideration of waiver request; notice.

(a) The ~~planning commission~~ **Designated Agent** shall take action on a request for a waiver within 60 days after the application is filed**. Aa**~~t~~least ten days prior to final action, the ~~planning commission~~ **Designated Agent** shall give written notice by regular mail or by delivery to landowners adjoining the plat involved in the request.

Sec. 78-206.4. Action on waiver request.

(a) The ~~planning commission~~ **Designated Agent** shall grant or deny each request in writing, stating the reasons therefore. The action of the **Designated Agent**~~planning commission~~ shall be final. As to each waiver, the ~~planning commission~~ **Designated Agent** shall preserve and record the application and the basis for the waiver or denial of the waiver.

ARTICLE III. DEFINITIONS

Sec. 78-300. Definitions.

(a) For the purposes of this chapter, the words and terms set out in this section shall have the meanings described below. Any word or phrase used in this chapter shall have the same meaning as that set forth in the City of Salem Zoning Ordinance.

(b) Definitions:

Acceptance: The point when the public improvement is either:

(1) Accepted by resolution of the city council; or

(2) Taken over for operation and maintenance by the city or other public authority which is responsible for maintaining and for operating such facility upon acceptance.

***Designated** Agent:* ~~**Representatives of the planning commission who have been appointed to**~~ **The City Manager or his or her designee shall** serve as its **Designated Aa**~~a~~gent in administering this chapter, as hereinafter is specifically provided.

Aggrieved person: A person or group of people with an immediate, pecuniary and substantial interest in a subdivision as opposed to a remote or indirect interest. The subdivider may be an aggrieved person. A person is also aggrieved if the person suffers a denial of some personal or property right or imposition of a burden or obligation different from that suffered by the public in general.

Alley: A service roadway providing a secondary means of access to abutting property and not intended for general traffic circulation.

Boundary line adjustment: The adjustment of a common lot line between two or more lots within a subdivision, or the vacation of a lot line for the purpose of combining two or more lots. A boundary line adjustment shall not include any action which results in the creation of one or more additional building lots, nor the vacation of any street, alley, access easement, or other public feature.

CBR: California Bearing Ratio.

Chapter: The "Subdivision Ordinance of Salem Virginia.

Circuit Court: The Salem Virginia Circuit Court.

Commission: The planning commission of Salem, Virginia.

Dedication: The transfer of private property to public ownership and use as a requirement of plat and/or plan approval.

Final subdivision plat: The map of a subdivision submitted to the **Designated Aa**gent for final approval and subsequently to be recorded with the Clerk of the Salem Circuit Court.

Governing body: The City Council of Salem, Virginia.

Major subdivision: A subdivision creating six or more lots, or any subdivision involving the creation of a public or private rights-of-way.

Minor subdivision: A subdivision creating five or fewer lots.

Performance security: Cash in the form of a certified check payable to the city, cash escrow agreement, or letter of credit.

Preliminary plat: The preliminary drawing or drawings, including the elements required by this chapter, indicating the proposed manner or layout of the subdivision to be submitted for approval.

Public improvement: Any drainage ditch, roadway, parkway, sidewalk, bicycle or pedestrian way, or other facility for which the City may ultimately assume the responsibility for maintenance and operation, or which may **affect** an improvement for which local government responsibility is established.

Resubdivision: A change in a map or an approved or existing subdivision plat if such change affects any street layout on such map or area reserved thereon for public use or any lot line.

Sidewalk: A paved walk located in a rights-of-way adjacent to the public street.

Street, arterial: A heavily traveled thoroughfare or highway that carries a large volume of through traffic.

Street, collector: A street that conducts traffic between arterial and local streets and provides for the collection of traffic within, or for an entrance to, or a principal means of circulation within one or more subdivisions.

Street, cul-de-sac: A street with only one outlet and an appropriate turnaround for a safe and convenient reversal of traffic movement.

Street, local: A street that provides direct public access to the abutting properties.

Street width: The total width of the improved vehicle travel way as measured from face of curb to face of curb, or edge of pavement to edge of pavement for roads without a curb.

Subdivide: To divide any tract, parcel or lot of land into two or more parts for the purpose, whether immediate or future, of transfer of ownership or building development, and including all changes in street or lot lines.

Subdivider: An individual, corporation, partnership, or other entity owning any property to be subdivided.

Subdivision site plan: The maps or drawings accompanying a subdivision plat and showing the specific location and design of public improvements to be installed in the subdivision in accordance with the requirements of the subdivision ordinance as a condition of approval of the plat.

VDOT: Virginia Department of Transportation.

ARTICLE IV. REVIEW OF PLATS

Sec. 78-400. Submission of plat and plans to **Designated Aa**gent.

(a) Whenever the owner of any tract of land located at least in part within the city desires to subdivide the tract, and before the sale of any lot located in said subdivision, the subdivider shall submit a plat and subdivision site plan of the proposed subdivision to the **Designated Aagent**. The **Designated Aagent** shall process the plat and plan in accordance with the provisions of this article.

(b) Any change in a recorded subdivision plat that modifies, or creates lot lines shall be approved in the manner and under the requirements provided herein. This section applies to any subdivision plat of record, whether or not recorded prior to the adoption of a subdivision ordinance. Where a street, alley, easement for public passage, or other public area or easement laid out or described in such plat is affected, the plat, or pertinent part thereof, shall be vacated prior to resubdivision.

Sec. 78-401. Boundary line adjustments.

(a) Notwithstanding, subsection 78-400(b) above, the **Designated Aagent** may waive the procedural requirements of this chapter and approve the minor adjustment of boundary lines of any two legal lots or record, provided no additional lots are created. No such boundary line adjustment shall involve the relocation of any street, alley, easement for public passage, or other public area. No easement or utility rights-of-way shall be adjusted or relocated without the express consent of all persons holding any interest therein.

(b) All boundary line adjustments shall be depicted on a valid plat which shall be executed, acknowledged, and recorded by the owner or owners of such land as provided in § 15.2-2264 of the Code of Virginia.

(c) No boundary line adjustment shall result in the creation of any new violation of the zoning ordinance, however, any existing nonconformity of lot size, frontage or setback may continue so long as such nonconformity is not enlarged, extended, or expanded.

Sec. 78-402. Approval process, major subdivision.

(a) Any applicant for a major subdivision involving more than 50 lots shall submit a preliminary plat to the **Designated Aagent** for review. Any applicant for a major subdivision involving 50 or fewer lots may submit a preliminary plat. After the approval of the preliminary plat by the **Designated Aagent**, the applicant shall submit a final plat to the ~~**planning commission**~~ **Designated Agent** and a subdivision site plan to the **Designated Aagent** for review and approval.

Sec. 78-403. Approval process, minor subdivision.

(a) Any applicant for a minor subdivision shall submit a preliminary plat and final plat and subdivision site plan, if required, to the city director of community development, who shall be authorized to coordinate the review and approval of said plats and plans. The director of community development shall have the right to refer any minor subdivision to the ~~**planning commission**~~ **Designated Agent** for its review and approval.

Sec. 78-404. Series of minor subdivision plats.

(a) The **Designated Aagent** may determine that a series of minor subdivision plats in fact constitutes a major subdivision if the series of plats relates to the same parcels or related groups of parcels. If the **Designated Aagent** determines that the series of plats in fact constitutes a major subdivision then the **Designated Aagent** shall require the subdivider to follow the process for the review of major subdivision plats.

Sec. 78-405. Changing plats after approval.

(a) No change, erasure or revision shall be made on any preliminary or final plat of a subdivision, nor on accompanying plans, after approval by the ~~**planning commission or**~~ **Designated Aagent**, unless authorization for such change has been granted in writing by the ~~**planning commission or**~~ **Designated Aagent**. In no case shall the ~~**planning commission or**~~ **Designated Aagent** approve a revision of a previously approved plat unless the date of the revision and the fact that it is a revised plat is clearly stated thereon.

Sec. 78-406. Pre-application conference.

(a) The applicant may schedule a conference with the **Designated Aagent** to review a concept sketch for any proposed minor or major subdivision, in order to determine whether the sketch generally meets the requirements of the zoning and subdivision ordinances, and to identify any concerns or issues raised by the proposed subdivision. The **Designated**

Aagent's comments on the sketch shall be informal, and shall not constitute a formal approval or disapproval of the subdivision plat.

Sec. 78-407. Concept sketch standards.

(a) The concept sketch should conform to the following guidelines:

(1) Be drawn on white paper or on a print of a topographic map of the property.

(2) Be at a scale of not less than 200 feet to the inch.

(3) Include the name, location, dimensions of all streets entering the property, adjacent to the property or terminating at the boundary of the property to be subdivided.

(4) Show the approximate location of natural features, such as watercourses and slopes with approximate gradients.

(5) Show the approximate location and dimensions of all proposed streets, lots, parks, playgrounds and other proposed uses of the land to be subdivided.

(6) Include the approximate dimensions of the property to be subdivided.

Sec. 78-408. Preliminary plats.

Sec. 78-408.1. Size and information required on a preliminary plat.

(a) All preliminary plats shall be 18 by 24 inches in size, and submitted in digital format.

(b) Prior to final approval by the ~~**planning commission or**~~ **Designated Aagent**, the preliminary plat shall be signed by the owner of the land proposed for subdivision. The signature shall certify that the owner is aware of the requirements imposed by the plat and applicable city codes, and shall further certify that the owner agrees to comply with these requirements, unless modified in accordance with the City Code.

(c) The preliminary plat shall demonstrate compliance with the requirements of the Salem Zoning Ordinance and this chapter. The **Designated Aagent** may require the following elements:

(1) Name of the subdivision, with the notation, "Preliminary Plat".

(2) Name(s) of owner(s) of subdivision.

(3) Name of surveyor or engineer.

(4) Location of proposed subdivision by vicinity map showing adjoining roads, and names of roads.

(5) Adjoining subdivisions.

(6) Parcel tax numbers.

(7) Deed references.

(8) True, record or grid north.

(9) Identification of any graves, objects, or structures marking a place of human burial.

(10) Scale of drawing.

(11) Boundary survey.

(12) Total acreage in overall parcel or parcels involved.

(13) Total acreage of subdivided area.

(14) Number of lots.

(15) Area of each lot.

(16) Frontage of each lot.

(17) Purpose of dedication of land to public use, if any.

(18) Area, if any, in common open space, park or public lands.

(19) Names of all existing, platted and proposed streets.

(20) Width of existing, platted and proposed streets.

(21) Location of existing buildings within the boundaries of the tract.

(22) Existing and proposed utility and other easements.

(23) Any sidewalks or bikeways proposed.

(24) Existing and proposed storm drainage facilities and provisions for stormwater management.

(25) Location and names of water courses.

(26) Topography at contour intervals satisfactory to the **Designated Aagent** for full engineering review.

(27) Road profiles showing existing and proposed street grades.

(28) Proposed connections with existing sanitary sewers.

(29) Proposed connections with existing water supply.

(30) Contiguous land owned or controlled by the subdivider.

Sec. 78-408.3. Acceptance of preliminary plat and plan.

(a) The **Designated Aagent** is authorized to reject a preliminary plat or subdivision site plan on account of significant deficiencies.

(b) Preliminary plats or subdivision site plans which are found deficient shall not be accepted until the deficiencies have been properly addressed and remedied. Resubmittals shall reactivate the review period.

(c) A preliminary plat or subdivision site plan accepted for review and accompanied by the correct fee shall be deemed officially submitted to the city.

(d) For all subdivisions, the **Designated ~~A~~agent** shall review the accepted preliminary plat and subdivision site plan.

Sec. 78-408.4. Review of preliminary plats.

(a) The preliminary plat for each phase of a multi-phased development shall demonstrate compliance with this chapter, the zoning ordinance, and other applicable city standards and ordinances.

(b) The **Designated ~~A~~agent** shall act to approve or disapprove the preliminary plat within **~~60~~ 45** days of its acceptance; provided, however, that if referral to a state agency for review is necessary, the **Designated ~~A~~agent** shall act within **~~45~~ 20** days after receiving approval from all state agencies. If a plat is disapproved, the **Designated ~~A~~agent** shall state the reasons therefore and shall state what corrections or modifications will permit approval of the preliminary plat by the **~~planning commission or~~ Designated ~~A~~agent**.

Sec. 78-408.5. Term of validity of preliminary plat.

(a) A preliminary subdivision plat remains valid for five years from the date of approval provided the subdivider submits a final subdivision plat for all or a portion of the property within one year of such approval and thereafter diligently pursues approval of the final subdivision plat. "Diligent pursuit of approval" means that the subdivider has incurred extensive obligations or substantial expenses relating to the submitted final subdivision plat or modifications thereto. However, no sooner than three years following such preliminary subdivision plat approval, and upon 90 days' written notice by certified mail to the subdivider, **Designated ~~A~~agent** may revoke such approval upon a specific finding of facts that the subdivider has not diligently pursued approval of the final subdivision plat.

(b) The final plat and final plan shall meet all of the submittal requirements established by this chapter for the subdivision or section thereof. Failure to do so shall make the preliminary plat approvals null and void.

Sec. 78-408.6. Multi-phase subdivisions.

(a) After approval of the preliminary plat by the **Designated ~~A~~agent**, the subdivider may request an extension for the recordation of the final plats of the subdivision from the **~~planning commission~~ Designated Agent**. The final plats for all phases must be recorded within five years of the first recordation of a final plat for any phase, unless this period is extended by the **~~planning commission~~ Designated Agent** within 45 days of the approval of the preliminary plat. The **~~planning commission~~ Designated Agent** may grant the extension for such time as it may deem to be reasonable, taking into consideration the size and phasing of the proposed subdivision. The final plats for unrecorded phases shall be subject to the terms and conditions of the engineering and construction standards and zoning requirements in effect at the time that each remaining phase is recorded, except if they conflict directly with the approved preliminary plat.

(Ord. of 3-14-05(1); Ord. of 3-28-2022(1))

Sec. 78-408.7. Appeal of failure to act on preliminary plat.

(a) If the **Designated Aagent** fails to approve or disapprove the preliminary plat within 90 days after it has been officially submitted for approval, the subdivider, after ten days' written notice to the ~~**planning commission or**~~ **Designated Aagent**, may petition the circuit court for an order with respect thereto as it deems proper, which may include directing approval of the plat.

Sec. 78-408.8. Appeal of disapproval of preliminary plat.

(a) If the **Designated Aagent** disapproves a preliminary plat and the subdivider contends that the disapproval was not properly based on the ordinance applicable thereto, or was arbitrary or capricious, the subdivider may appeal to the circuit court which shall hear and determine the case as soon as may be. The appeal must be filed with the circuit court within 60 days of the written disapproval by the ~~**planning commission or**~~ **Designated Aagent**.

Sec. 78-416. Subdivision site plans.

Sec. 78-416.1. Subdivision site plan specifications.

(a) Every subdivision site plan shall be 24 by 36 inches in size and at a scale of not smaller than 50 feet to the inch (1" = 50'), except in cases where the **Designated Aagent** has approved an alternate scale.

(b) Prior to final approval by the city, subdivision site plans shall be signed by the owner of the land proposed for subdivision. The signature shall certify that the owner is aware of the design requirements imposed by the plan and other applicable city codes, and shall further certify that the owner agrees to comply with these requirements, unless modified in accordance with the City Code.

(c) The subdivision site plan shall include the following:

(1) *General information:*

a. Name of subdivision.

b. True, record, or grid north (identified as such).

c. Scale of drawing.

d. Number of sheets.

e. Name and address of person and firm preparing the plan.

f. Approval block providing for signature and date.

g. Vicinity map indicating adjoining roads and road names, and at a scale not smaller than 1" = 2,000'.

h. Date drawing prepared, and revision dates.

(2) *General notes:*

a. Name and address of owner and developer.

b. Address and tax parcel number of property to be subdivided.

c. Zoning district.

d. Number of lots.

e. Total area of subdivision.

f. Means of providing public water and sewer service to each lot.

(3) *Street information:*

a. Plan and profile of all streets.

b. Vertical and horizontal curve data for all streets.

c. Sight distances.

d. Typical section of all streets including pavement structure proposed and typical grading.

e. Traffic projections and analysis where necessary to estimate warrants for signalization, turn lanes, and other related features.

(4) *Stormwater management information:*

a. Engineering calculations establishing pre- and post-development runoff for the subdivision.

b. Detention facility calculations establishing the adequacy of proposed measures and downstream channels.

c. Erosion and sediment control plan and narrative.

d. Plan and profile and grading of a typical section of proposed detention facilities.

(5) *Drainage information:*

a. Plan and profile of all proposed street drain pipes and channels identifying all inlets, specifying material type and size, with design of invert and top elevation.

b. All existing and proposed drainage easements.

c. Watercourses, springs and other natural drainage features.

(6) *Water supply information:*

a. Plan and profile, including material, size, cover and utility crossings, of existing and proposed water mains.

b. Existing and proposed hydrants, valves and other associated features.

c. Existing and proposed service laterals and meter locations.

d. Existing and proposed easements.

e. Fire flow and water pressure calculations.

(7) *Sanitary sewer information:*

a. Plan and profile, including material, size, cover, grade, structures, invert, top elevation and utility crossings.

b. Existing and proposed service laterals and clean out locations.

c. Existing and proposed easements.

d. Downstream sewer capacity analysis.

e. Lowest floor elevation sewerable by gravity on each lot.

(8) *Other information:*

a. Information, details or design as necessary to demonstrate or achieve compliance with the standards of this chapter.

b. Existing and proposed topographic lines at two-inch intervals.

Sec. 78-416.2. Waiver of subdivision site plan elements.

(a) The **Designated Aagent** may waive the requirement to show on the subdivision site plan specific items if, in his or her opinion, and based on recognized engineering principles and in an effort to achieve the goals of this chapter, they are unnecessary to determine compliance with appropriate codes and standards and ordinances. Such waiver shall not be construed to authorize the reduction or waiver of any standard or required improvement.

Sec. 78-416.4. Process for approval of subdivision site plans.

(a) Subdivision site plans for the design and construction of required public facilities shall be submitted with the final plat. The **Designated Aagent** shall approve or disapprove plans within ~~60~~**40** days of their submission. In the event of the failure of the **Designated Aagent** to act within such period, the plans may be submitted, after ten days' notice to the city, to the circuit court for its approval or disapproval.

Sec. 78-416.5. Effect of approval.

(a) Approval by the **Designated Aagent** of the subdivision site plan shall, upon issuance of all necessary permits including, but not limited to, land disturbing permits constitute authority to commence development and construction activities which are in accordance with the approved plan but only within such section or sections which have received approval. Nothing in this provision however, shall be interpreted to authorize the construction of any structure on any proposed lot other than such structures which are appurtenant to utility installations.

Sec. 78-421. Final plats.

Sec. 78-421.1. Elements of final plats.

(a) All final subdivision plats shall be clearly and legibly drawn in ink, at a scale of not smaller than 50 feet to the inch (1' = 50'), except in cases where the **Designated Aagent** has approved an alternate scale, on sheets being 18 by 24 inches in size.

(b) The final plat shall show the following information:

(1) *General information:*

a. Name of subdivision.

b. True, record, or grid north.

c. Scale of drawing, which shall be not smaller than 1" = 50', without approval of the **Designated Aagent**.

d. Number of sheets.

e. Name and address of person and firm preparing plat.

f. Vicinity map indicating adjoining roads and road names, and at a scale not smaller than 1" = 2,00'.

g. Date drawing prepared, and revision dates.

(2) *General notes:*

a. Name and address of owner and developer.

b. Address and tax parcel number of property to be subdivided.

c. Zoning district.

d. Number of lots.

e. Total area of subdivision.

f. Means of providing water and sewer service to each lot.

(3) *Plat information:*

a. Metes and bounds of the perimeter of the subdivision.

b. Interior tract lines.

c. Departing lot lines for adjacent parcels.

d. Property owner names for adjacent parcels.

e. Area of each proposed lot.

f. Proposed lot numbers.

g. Boundaries of proposed and existing rights-of-way with metes and bounds description, stated in one consistent direction.

h. Rights-of-way width of each existing and proposed, interior and adjacent, rights-of-way.

i. Names (and state route numbers where applicable) of all existing and proposed streets and alleys.

j. Boundaries of any proposed common area or open space or public dedicated area, with metes and bounds.

k. Intended use of any common area, open space, or public dedicated area.

l. Boundaries of proposed and existing easements, with bearings and distances where necessary to establish location.

m. Curve data table including curve number, arc length, tangent length and bearing, and radius.

n. Major watercourses.

o. Floodplain boundaries.

p. Identification of graves, objects or structures marking a place of burial.

q. All conditional zoning proffers, special exception conditions, or Board of Zoning Appeals actions applicable to the site.

(4) *Statements and certifications:*

a. Owner's consent and dedication statement (notarized).

b. Surveyors source of title statement (signed and dated by a Virginia Licensed Surveyor).

c. Owner's conforming statement (notarized).

d. Approval block providing for signature and date.

Sec. 78-421.4. Deadline for filing final plat and plans for major subdivisions.

(a) The subdivider shall file with the **Designated Aagent** the final plat and final subdivision site plans meeting the standards of this chapter for all or one or more sections of the subdivision within one year of the **Designated Aagent**'s approval of the preliminary plat.

Sec. 78-421.5. Review of final plat.

(a) The **Designated Aagent~~, or the planning commission, as appropriate,~~** shall approve the final plat, if found to be in conformity with the requirements of law and this chapter, within **~~60~~40**days after it has been officially submitted or resubmitted for approval.

(b) The final subdivision plat, including the final plat for each phase of a multi-phase development, shall demonstrate compliance with this chapter, the zoning ordinance, and other applicable city standards and ordinances.

(c) The **Designated Aagent** shall not approve a final plat until any necessary deed of dedication has been submitted and approved by the city attorney. A deed of dedication is required to convey parkland, pump station sites, and other property to the city. One is not necessary to convey streets, alleys, any easement for public passage, or an easement for the conveyance of stormwater, domestic water or sewage.

(d) The **Designated Aagent** shall not approve a final plat until any necessary subdivision agreement, with surety has been submitted and approved by the city attorney.

(e) Where appropriate, the **Designated Aagent** shall not approve a final plat until any required deeds of easement to a homeowner's association are submitted and approved by the city attorney.

(f) After final plat approval by the **Designated Aagent**, no change, erasure or revision shall be made on the plat or accompanying data sheets unless authorization for such change has been granted in writing by the **Designated Aagent**.

Sec. 78-421.6. Disapproval of final plat.

(a) In the case of disapproval, the **Designated Aagent** shall give the subdivider specific reasons for denial, and these may be contained in a separate document or may be written on the plat. They shall relate in general terms such modifications or corrections as will permit approval of the plat.

Sec. 78-421.7. Effect of approval of final plat.

(a) Only a final plat approved by the city may be recorded with the clerk of the circuit court.

(b) An approved final plat must be recorded with the clerk of the circuit court within six months of the date of approval. However, this time period shall be extended to one year if:

(1) The subdivider has commenced the construction of facilities to be dedicated to public use, pursuant to an approved plan, or permit with security approved by the **Designated Aagent**; or, if

(2) The subdivider has furnished surety to the **Designated Aagent** by certified check, cash escrow, bond, or letter of credit in the amount of the estimated cost of construction for such facilities.

These exceptions apply only if construction has commenced or security has been approved and accepted before the expiration of the six-month time period. The deadline for filing the plat may be extended for the period specified in the security agreement.

(c) In any case where a deed of dedication accompanies the final plat, the **Designated Aagent** shall record both the final plat and the deed of dedication.

(d) The subdivider shall record any required deeds of easement to a homeowner's association contemporaneously with the final plat.

(e) If the subdivider fails to timely record the final plat, then the approval shall become null and void and the subdivider shall return the plat to the **Designated Aagent** so that it may be so marked.

Sec. 78-421.8. Final plat—Recordation in phases.

(a) If the subdivider records a final plat which is a section or phase of a subdivision as shown on the approved preliminary plat within the period established in section 78-421.7 above, then the subdivider may record the remaining sections or phases for a period of five years from the recordation date of the first section, in accordance with this section. The subdivider shall furnish the city with a certified check, cash escrow, bond, or letter of credit in the amount of the estimated cost of construction of the facilities to be dedicated within said section for public use and maintained by the city, the Commonwealth, or other public agency. The five-year time period provided herein may be extended by the **~~planning commission~~ Designated Aagent** at the time of approval of the preliminary plat, as provided in section 78-408.6 above.

Sec. 78-421.9. Effect of recordation of approved plat.

(a) The recordation of an approved plat shall operate to transfer, in fee simple, to the city, the portion of the premises set apart for streets, alleys, bikeways, sidewalks or other public use, and to convey facilities and easements for the conveyance of stormwater, public water and sewage.

(b) When the **Designated Aagent** approves in accordance with this chapter a plat or replat of land, then upon the recording of the plat or replat in the circuit court clerk's office, all rights-of-way, easements or other interest of the city in the land included on the plat or replat, except as shown thereon, shall be terminated and extinguished.

Sec. 78-421.10. Appeal of failure to act on final plat.

(a) If the **Designated Aagent ~~or planning commission~~** fails to approve or disapprove a final plat within **~~60~~40** days after it has been officially submitted for approval, **or 30 days if the plat had previously been disapproved,** the subdivider, after ten days' **written** notice to the **Designated Aagent**, may petition the circuit court to decide whether the plat should or should not be approved. The court shall hear the matter and make and enter an order with respect thereto as it deems proper, which may include directing approval of the plat.

Sec. 78-421.11. Appeal of disapproval of final plat.

(a) If the **Designated Aagent ~~or planning commission~~** disapproves a final plat and the subdivider contends that the disapproval was not properly based on the ordinance applicable thereto, or was arbitrary or capricious, the subdivider may appeal to the circuit court within 60 days of the written disapproval.

ARTICLE V. SECURITY FOR THE CONSTRUCTION OF PUBLIC IMPROVEMENTS

Sec. 78-501. Subdivision agreement.

(a) When a subdivider chooses to post surety in lieu of completion of those physical improvements shown on an approved plan and/or final plat in order to allow recordation prior to completion and acceptance of all required improvements, the subdivider shall enter into a subdivision agreement, approved as to content and form by the city attorney, with the city prior to approval of the final plat. The **Designated Aagent** shall provide the subdivider with a sample subdivision agreement during review of the final plat.

Sec. 78-501.1. Time of agreement.

(a) The period within which improvements or installations shall be completed and inspected for acceptance shall be specified in the subdivision agreement. In approving the time of performance of the subdivision agreement, the **Designated Aagent** shall require a report containing the following information from the subdivider:

    (1) Percent of public improvements already completed; and

    (2) Rate of construction activity including the estimated completion date for each major feature (roads, sewer, water, lights, etc.) remaining to be completed.

(b) The **Designated Aagent** shall not permit a subdivision agreement to be executed where, on the basis of the report submitted by the subdivider, it is apparent that the improvements or installations covered by said agreement cannot reasonably be expected to be completed by the deadline established therein.

(Ord. of 3-14-05(1))

Sec. 78-502. Reserved.

Sec. 78-503. Security required.

(a) The subdivider shall furnish to the city a certified check or cash escrow in the amount of the estimated costs of construction or a personal, corporate or property bond, with surety satisfactory to the **Designated Aagent**, in an amount sufficient for and conditioned upon the construction of such facilities.

(b) The subdivider may furnish a bank or savings institution's letter of credit on certain designated funds, satisfactory to the **Designated Aagent** as to the bank or savings institution, the amount and the form. The letter of credit may be used in lieu of the certified check, cash escrow, or bond in subsection (a).

(c) The amount of the certified check, cash escrow, bond, or letter of credit shall not exceed the total of the estimated cost of construction based on unit prices for new public or private sector construction in the city and a reasonable allowance for estimated administrative costs, inflation, and potential damage to existing roads or utilities, which shall not exceed 25 percent of the estimated construction costs.

Sec. 78-503.1. Periodic partial release of security.

(a) Upon completion of at least 30 percent of the facilities covered by any bond, escrow, letter of credit, or other performance guarantee, the **Designated Aagent** is authorized to make periodic partial releases of the security.

(b) A maximum of three periodic partial releases per any 12-month period shall be authorized. The **Designated Aagent** shall make periodic partial releases of such bond, escrow, letter of credit, or other performance guarantee in a cumulative amount equal to no less than 90 percent of the original amount for which the performance guarantee was taken.

(c) The **Designated Aagent** shall provide for the periodic partial release of any bond, escrow, letter of credit, or other performance guarantee required by this chapter within 30 days after receipt of written notice by the subdivider or developer of completion of part or all of any facilities required to be constructed.

(d) No such release need be made if the **Designated Aagent** notifies the subdivider or developer in writing of non-receipt of approval by the applicable state agency or of any specified defects or deficiencies in construction and suggested corrective measures prior to the end of the 30-day period.

(e) If no such action is taken by the **Designated Aagent** within the 30-day time period, the request shall be deemed approved and a partial release granted to the subdivider or developer.

Sec. 78-503.2. Final and complete release of security.

(a) In addition to the written request for release of security and 30-day time period as established, above, the subdivider or developer shall submit a second written request for the final and complete release of security. The **Designated Aagent** shall approve or deny the request within ten working days of receipt of the request for final release. If no action is taken the request shall be deemed approved and final release granted to the subdivider or developer.

(b) Upon final completion and acceptance of the facilities, the **Designated Aagent** shall release any remaining bond, escrow, letter of credit, or other performance guarantee to the subdivider or developer. For the purpose of final release, the term "acceptance" means: when the public facility is accepted by and taken over for operation and maintenance by the city or other public agency which is responsible for maintaining and operating such facility.

Sec. 78-503.3. Grounds for refusal to release security.

(a) The **Designated Aagent** shall not refuse to make a periodic partial or final release of a bond, escrow, letter of credit, or other performance guarantee for any reason not directly related to the specified defects or deficiencies in construction of facilities covered by said bond, escrow, letter of credit, or other performance guarantee.

Sec. 78-503.4. Use of security.

(a) In those cases where performance surety has been posted and the required improvements or installations have not been completed within the terms of the subdivision agreement, the **Designated Aagent** shall declare the subdivider to be in default and shall draw on the posted surety. After the funds or proceeds from the property have been received, the **Designated Aagent** shall cause such improvements to be completed. The subdivider shall be fully and completely responsible and liable for the entire cost of completing the improvements, even when such cost exceeds the amount of surety.

(b) If the funds or proceeds from the surety are insufficient to complete the improvements, the **Designated Aagent** and the city attorney shall proceed to obtain such funds from the subdivider, its successor or assigns including such reasonable costs as may be expended in the process.

(c) If any funds remain after all improvements or installations are completed and accepted with all necessary fees paid and no defects are found therein which must be repaired, such remaining funds, less any such reasonable administrative or overhead costs which may have accrued, shall be returned to the subdivider within 180 days of final acceptance of the final improvement or installation.

ARTICLE VI. REQUIREMENTS FOR DESIGN STANDARDS AND PUBLIC IMPROVEMENTS

Sec. 78-600. Land must be suitable.

(a) In addition to the requirements established by this chapter, all subdivision plats shall comply with the Salem Zoning Ordinance; all applicable chapters of the Salem City Code, as amended; the rules and regulations of the Virginia Department of Transportation; and any other applicable federal, state, or local requirement.

(b) Each lot shall be suitable for a building site. Land not suitable for a building site shall be combined with other lots. The ~~**planning commission**~~**Designated Aagent** shall have the authority to deny any preliminary or final subdivision plat if the ~~**planning commission**~~**Designated Aagent** finds the land to be unsuitable for the purposes for which it was intended.

(c) All lots subdivided under the authority of this chapter shall lie wholly within the municipal boundary of the City of Salem.

Sec. 78-602. Off-site improvements.

(a) Where the construction or improvement of a subdivision of land makes necessary, at least in part, the installation of new or improved sewerage, water, or drainage facilities located outside the property limits of the subdivision, the subdivider or developer of the

subdivision shall pay a proportionate share of the cost of the facilities, in accordance with this section.

(b) No such payment shall be required until the city council has established (or has committed itself by ordinance to the establishment of) a general sanitary sewer, water or drainage improvement program for an area having related and common sanitary sewer, water and drainage conditions, or any of them, and within which the land to be subdivided is located. The city may develop and administer all three programs together or any one, or other number, separately or jointly.

(c) The program shall include regulations that establish reasonable standards to determine the proportionate share of the total estimated cost of ultimate sanitary sewerage, water and drainage facilities required adequately to serve a related and common area, when and if fully developed in accord with the comprehensive plan, that shall be borne by each subdivider or developer within the area.

(d) The share to be borne by each subdivider shall be limited to the proportion of such total estimated cost which the increased sanitary sewerage flow, water use or increased volume and velocity of stormwater runoff to be caused by the proposed subdivision bears to the total estimated volume and velocity of such sanitary sewerage, water or runoff from such area in its fully developed state. In calculating the volume and velocity of stormwater runoff, the city shall take into account the effect of all on-site stormwater facilities or best management practices constructed or required to be constructed by the subdivider or developer and give appropriate credit therefore.

(e) Each such payment received shall be expended only for the necessary engineering and related studies and the construction of those facilities for which the payment was required and, until so expended, shall be held in an interest-bearing account for the benefit of the subdivider. In lieu of such payment, the **Designated Aagent** may accept a letter of credit satisfactory to the **Designated Aagent** conditioned upon the payment at the commencement of construction. The payments received shall be kept in a separate account for each of the individual improvement programs until such time as they are expended for the improvement program. All payments shall be released and used, with any interest earned, as a tax credit on the real estate taxes on the property if construction of the facilities identified in the established water, sewer and drainage programs is not commenced within 12 years from the date of the posting of the payment.

(f) Nothing in this section shall imply or constitute an obligation on the part of the city to upgrade or construct any sanitary sewerage, water or storm drainage facilities or prevent the subdivider from constructing on his own account and to satisfy his own schedule such off-site facilities necessary or desirable for the safe and proper provision of utility service to the subdivision in accordance with this subdivision chapter and other ordinances and standards of the city.

Sec. 78-606. Lot dimensions.

(a) Lot dimensions shall comply with the minimum standards of the Salem Zoning Ordinance. Where lots are more than double the minimum required area for the zoning district, the

~~planning commission~~**Designated Aagent** or agent may require that those lots be arranged so as to allow further subdivision and the opening of future streets where they would be necessary to serve potential lots, all in compliance with the zoning ordinance and this chapter.

(b) In general, side lot lines shall be at right angles to street lines (or radial to curving street lines) unless a variation from this rule will give a better street or lot plan. Depth and width of properties reserved or laid out for business, commercial, or industrial purposes shall be adequate to provide for the off-street parking and loading facilities required for the type of use and development contemplated, as established in the zoning ordinance. Townhouse lots may be subdivided along the party walls into lots smaller than those normally allowed for single-unit dwellings.

Sec. 78-607. Lot orientation.

(a) Except as may be allowed by the zoning ordinance, each lot shall be served by and abut on a public street dedicated by the subdivision plat or on an existing public street. Lots shall be arranged so that each lot may access a local street, unless the parent parcel fronts only on an arterial or collector street and the parcel depth is insufficient to accommodate the construction of a new local street.

(b) No lot shall have reverse frontage on any public street. ~~**Planning commission**~~**The Designated Aagent** may waive this requirement.

Sec. 78-611. Street names.

(a) Street names shall be indicated on the preliminary and final plats and shall be approved by the **Designated Aagent** ~~or planning commission, as appropriate~~. Proposed streets which are in alignment with others already existing and named shall bear the name of the existing street. In no case shall the name of the proposed streets duplicate or be similar, literally or phonetically, to existing street names, regardless of the use of the terms street, avenue, boulevard, driveway, place, lane, court, etc. Names of existing streets shall not be changed except by the approval of the city council.

Sec. 78-615. Approach angle.

(a) All streets shall approach arterial or collector streets at an angle of not less than 80 degrees unless the ~~**planning commission**~~**Designated Aagent**, by waiver, shall approve a lesser angle of approach for reasons of contour, terrain, or matching existing patterns.

Sec. 78-617. Minimum rights-of-way widths.

(a) The minimum rights-of-way width of proposed streets shall be 50 feet.

(b) If the existing streets within the subdivision are not 50 feet in width the subdivider shall dedicate by subdivision plat so that such streets will meet the standards of this chapter.

(c) If the existing streets abutting the subdivision are not 50 feet in width, and if the need for additional rights-of-way width is generated, in whole or in part, by the proposed

subdivision, the subdivider shall dedicate by subdivision plat additional rights-of-way so that such streets will have a width of 25 feet from the center line where the street abuts the subdivided parcel.

(d) The **Designated Aagent** may require additional rights-of-way width where Virginia Department of Transportation standards for the traffic generated by the subdivision require additional width.

(Ord. of 3-14-05(1))

Sec. 78-625. Blocks.

(a) Design standards for blocks are as follows:

(1) *Length:* The length of blocks shall be determined by public safety, traffic flow, and natural topography considerations. Where streets are approximately parallel, connecting streets shall be provided between the parallel streets at reasonable intervals as established by application of the criteria in the preceding sentence. In general, residential blocks should be between 500 feet and 1,200 feet in length.

(2) *Width:* Blocks shall be designed in two tiers of lots, except where prevented by the natural topography, size of the property, or adjoining railroads or waterways, in which case the **Designated Aagent** may approve a single tier of lots. Where the property to be subdivided adjoins an arterial road, the **Designated Aagent** may require a single tier of lots and a restricted access easement along the arterial road.

(3) *Orientation:* Where a proposed subdivision adjoins an arterial or collector road, the **Designated Aagent** may require that blocks be oriented and designed to limit or reduce the number of points of access to that road.

Sec. 78-629. Monuments visible for inspection.

(a) Upon completion of subdivision streets, sewers and other improvements, the subdivider shall install at his expense all monuments required by the **Designated Aagent** ~~or planning commission~~. Such monuments shall be clearly visible and shall be inspected and approved by the **Designated Aagent** before any improvements are accepted by the governing body.

Sec. 78-634. Sanitary sewer required.

(a) Sanitary sewerage facilities shall connect with existing public sanitary sewerage systems where available and adequate capacity exists.

(b) If public sanitary sewerage facilities are reasonably available to serve the proposed subdivision, but inadequate capacity, as determined by the city engineer, in such facilities exists, the subdivider shall at his or her expense upgrade the sanitary sewerage lines or facilities to provide the additional capacity.

(c) In considering the availability of a public sewer, the **Designated Aagent** shall consider the following criteria: the proximity of public sewer lines; engineering feasibility and cost of extension of such lines to serve the subdivision; appropriateness of the area and soils for

septic sewer service; public health and safety of the proposed subdivision; and the city's plans for sewer line extension or service in the area.

(d) Unless public sewer is determined not to be available, the subdivider shall install the sanitary sewer system within the subdivision, in accordance with city standards and upon its completion, shall dedicate and convey title to the sanitary sewer system to the city.

Sec. 78-642. Public utility easements.

(a) The subdivider shall convey a 15-foot wide common or shared public utility easement centered on all interior lot lines and interior to all perimeter lot lines, to franchised cable television operators furnishing cable television and public service corporations furnishing cable television, gas, telephone, and electric service to the subdivision. Such easements may be conveyed by reference on the final recorded plat.

(b) The **Designated Aagent** may require a wider easement where necessary to provide adequate separation between water, sewer, and/or stormwater management facilities

ARTICLE VII. VACATION OF PLATS

Sec. 78-701. Vacation of plat before sale of lot therein; by the owners.

(a) The owners, proprietors and trustees, if any, who signed the statement of consent to subdivide on the final recorded subdivision plat of any subdivision, may apply in writing for the vacation of the recorded plat or part thereof. The **Designated Aagent** ~~**shall refer the application to the planning commission, which**~~ shall review the application for its consistency with the comprehensive plan. The ~~**planning commission**~~**Designated Aagent** shall forward the application, with its recommendation, to the city council for action.

(b) With the consent of the city council, the owners, proprietors and trustees shall duly execute, acknowledge and record in the Salem Circuit Court Clerk's Office a written instrument declaring the plat or part thereof to be vacated. The city council's consent shall appear on the face of the instrument, by the signature of the mayor or agent. The effect of recording this instrument shall be to divest all public rights in, and to reinvest the owners, proprietors and trustees, if any, with the title to the streets, alleys, easements for public passage and other public areas laid out or described in the plat.

Sec. 78-706. Notation on vacated plat.

(a) Immediately upon the vacation of a recorded subdivision plat, or part thereof, the clerk of the circuit court shall write in plain legible letters across such plat or part thereof, the word, "VACATED" and also make a reference on the same to the volume and page in which the instrument of vacation is recorded. The **Designated Aagent** shall cause similar notations to be made on any official copy of the plat retained by the city.

(Ord. of 3-14-05(1))

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 –
Renée F. Turk –

Passed:
Effective:

_____

Mayor

ATTEST:

_____

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

Item #: 6.D.

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

MEETING DATE: November 10, 2025

AGENDA ITEM: **Amendment to City Code - Chapter 106**
Hold a public hearing and consider adoption of ordinance on first reading amending Chapter 106 – Zoning, Article II – District Regulations, Section 106-232 pertaining to Industrial park overlay district; Article III – Use and design standards, Section 106-318 pertaining to Urban agriculture; Article IV – Development standards, Section 106-400 pertaining to site plans, 402 pertaining to nonconforming uses and sites, 406 pertaining to plot plans; Article V – Administration, Section 106-520 pertaining to amendments to ordinance, 524 pertaining to special exception permits and use not provided for permits; Article VI – Definitions and Use Types, and Section 106-600 pertaining to site plans, of the CODE OF THE CITY OF SALEM, VIRGINIA. (Advertised in the October 23 and 30, 2025, issues of *Cardinal News*.) (Planning Commission recommended approval by a unanimous vote.)

SUBMITTED BY: Mary Ellen Wines, Planning & Zoning Administrator

SUMMARY OF INFORMATION:
As the current zoning ordinance was adopted on March 14, 2005, routine updates and amendments are required to support the City's needs and align with state code requirements. Modernizing standards and practices helps to ensure regulations stay compliant, while also enabling existing and prospective businesses to expand and thrive in harmony with the community at large. Logistical challenges/confusion and/or inconsistencies in the ordinance prove challenging for our citizenry as a whole.

To that extent, the following code changes have been proposed.

Section 106-232, Industrial park overlay district would include not only south Salem Industrial Drive, but also Southside Drive, Cook Drive, Midland Road, and Intervale Drive. As industrial businesses are the major backbone of the city, it is important to allow flexible regulations in appropriate locations when they pertain to

expansion and growth. The flexibility included in this overlay district is safeguarded by corresponding screening requirements along major corridors.

Section 106-318.1, Keeping of chickens was originally adopted in 2012 and charges the Animal Control Office of the Police Department with inspecting each pen. Those departments have experienced a downturn in staffing, and as a result, it has become apparent that their focus should lie elsewhere. The inspection of pens would instead fall to the Community Development Department. Community Development has installed a new software program that allows automatic renewals of the permits, and this change would also prompt the renewal on a calendar year basis instead of a fiscal year basis.

Section 106-400, Development Standards has been a bit unclear regarding when a site plan is required and what type of site plan needs to be submitted for review. In order to ensure consistency and improve the development review process, staff proposes changes that define a plot plan, minor site plan, major site plan, and if/when each is required. In the spirit of promoting a business-friendly development environment, staff proposes a reduction in the threshold (based on a percentage of fair market value of improvements) that require a site plan and corresponding site improvements. Currently, the threshold of improvements is 25% or more of the fair market value of the structure. Staff proposes to increase that threshold to 50%, thereby enabling small businesses to renovate/expand without significant additional hurdles.

Additionally, when a site plan is required due to a violation of the zoning ordinance, the ordinance currently lacks a mechanism to ensure construction of corresponding site plan components in a timely manner. Staff proposes that the work included in an approved site plan due to a zoning violation be fulfilled/installed within 90 days of approval.

Sections 106-520 & 524 Amendments to ordinance and special exception permits. Currently, if a lot or parcel does not meet the minimum lot area, width, or frontage requirements, an applicant must apply to the Board of Zoning Appeals for a variance prior to acceptance of a land use application. Because an amendment and/or a permit request must go through the public hearing process, staff feels that if additional conditions are warranted, it can be handled through that existing process instead of an additional variance request. There are many substandard legal nonconforming lots located within the city. As these are “grandfathered” lots and can be developed in their current state, the extra step for a variance seems unwarranted.

Section 106-600 Definitions. The definitions for plot plan, minor site plan, and major site plan have been added.

REQUIREMENTS:

The proposed Code changes have been reviewed by the City Attorney and meet the

requirements of Section 15.2-2285 of the Code of Virginia related to the preparation and adoption of a zoning ordinance.

FISCAL IMPACT:

STAFF RECOMMENDATION:
Staff recommends holding a public hearing and adoption of the ordinance on first reading.

ATTACHMENTS:
1. Ordinance Chapter 106 Zoning - proposed code changes

AN ORDINANCE TO AMEND, REVISE, AND REORDAIN CHAPTER 106, ZONING, ARTICLE II – DISTRICT REGULATIONS, SECTION 106-232 PERTAINING TO INDUSTRIAL PARK OVERLAY DISTRICT; ARTICLE III – USE AND DESIGN STANDARDS, SECTION 318 PERTAINING TO URBAN AGRICULTURE; ARTICLE IV – DEVELOPMENT STANDARDS, SECTIONS 106-400 PERTAINING TO SITE PLANS, 106-402 PERTAINING TO NONCONFORMING USES AND SITES, AND 106-406 PERTAINING TO PLOT PLANS; ARTICLE V, ADMINISTRATION, SECTION 106-520 PERTAINING TO AMENDMENTS TO ORDINANCE AND 106-524 PERTAINING TO SPECIAL EXCEPTION PERMITS AND USE NOT PROVIDED FOR PERMITS; AND ARTICLE VI– DEFINITIONS AND USE TYPES, SECTION 106-600 PERTAINING TO SITE PLANS OF THE CODE OF THE CITY OF SALEM, VIRGINIA

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, THAT SECTION 106-232, ARTICLE II; SECTION 106-318, ARTICLE III; SECTIONS 106-400, 402, AND 406, ARTICLE IV; SECTIONS 106-520 AND 524, ARTICLE V; AND SECTION 106-600, ARTICLE VI, ZONING, OF THE CODE OF THE CITY OF SALEM, VIRGINIA BE AMENDED, REVISED, AND REORDAINED TO READ AS FOLLOWS:

Chapter 106

ZONING

ARTICLE II. DISTRICT REGULATIONS

Sec. 106-232. Industrial park overlay district.

Sec. 106-232.1. Statement of intent.

(A) It is the intent of the industrial park overlay district to recognize that industrial land is a scarce and valuable resource within the City of Salem. The standards contained in this district allow for land to be used with maximum intensity, while also recognizing the need to buffer surrounding areas and street frontage.

Sec. 106-232.3. Establishment of industrial park overlay districts.

(A) Industrial park overlay districts shall include all parcels with frontage on one or more of the following streets:

1. The portion of Salem Industrial Drive south of the railroad right-of-way.

2. Southside Drive

3. Cook Drive

4. Midland Road and Intervale Drive

Sec. 106-232.5. Site development regulations.

(A) Notwithstanding the requirements of article IV, herein, the development regulations within the industrial park overlay district shall be as specified in the underlying zoning districts, with the following exceptions:

1. The front yard setback shall be a minimum of eight feet from the street right-of-way. For parcels adjacent to the Roanoke River, the rear yard setback shall be a minimum of eight feet from normal high water elevation.

2. For parcels adjacent to the Roanoke River, an eight-foot landscape buffer yard from normal high water elevation shall be established and reserved for natural vegetation.

3. When parcels abut a different zoning classification, a 15-foot buffer yard with two rows of large evergreen trees shall be planted within the buffer.

4. No perimeter landscaping as required under section 106-402.7 between parking areas and adjacent properties is required for parking lots with fewer than 100 parking spaces.

5. Planting islands at the ends of parking rows are not required for parking lots with fewer than 100 parking spaces.

6. Regardless of the number of parking spaces, rows of more than 20 parking spaces shall be broken up with an island containing at least one tree.

7. Front yard setbacks shall be professionally designed and landscaped with a combination of evergreen shrubs and deciduous trees. The required number of shrubs shall be a minimum of one shrub per 25 linear feet of frontage. The required number of deciduous trees shall be a minimum of one tree per 100 linear feet of frontage. These plantings may be grouped with the approval of the administrator.

8. Each parcel shall have a minimum of one canopy tree, as defined in section 106-230.9, per 100 parking spaces. For parcels containing fewer than 100 parking spaces, a minimum of one such tree shall be provided. These trees shall be located within large planting areas so as to shade parking areas or buildings.

9. Stormwater areas may be landscaped with bog plants, or as rain gardens, in conjunction with city stormwater regulations. Stormwater areas may include appropriately adapted trees or plants, which may count towards the overall landscaping requirements.

10. Structures that encroach into the front setback at the time of the adoption of this ordinance are exempt from the provisions of section 106-402.23(4). However all other requirements of section 106-402.23 are in full force and effect, as well as the requirements in section 106-526.

11. Parcels with frontage on West Riverside and/or Mill Lane shall provide a buffer yard of a minimum of eight feet containing one row of large evergreen trees or two rows of small evergreen trees.

12. Parcels with frontage on Apperson Drive shall provide a buffer yard of a minimum of eight feet containing one row of large evergreen trees or two rows of small evergreen trees.

13. Parcels with frontage on Electric Road and/or Easton Road shall provide a buffer yard of a minimum of eight feet containing one row of large evergreen trees or two rows of small evergreen trees.

Sec. 106-232.7. Administration.

(A) The owner shall be responsible for the perpetual maintenance and protection of all landscaped areas required by this ordinance.

(B) Replacement of trees is permitted and shall be in accordance with the applicable provisions of this ordinance. Dead, unhealthy, or misshapen trees shall be replaced immediately by the owner.

(C) Maintenance includes actions necessary to keep trees neat and orderly in appearance and free of litter and debris. Pruning of trees shall be done in a manner that preserves the character of the tree and is not detrimental to the health of the tree.

(D) The administrator shall have the authority to enforce the requirements of this ordinance.

ARTICLE III. USE AND DESIGN STANDARDS

Sec. 106-318.1. Keeping of chickens.

(A) *Intent.* The keeping of chickens supports a local, sustainable food system by providing an affordable, nutritious food source of fresh eggs. These regulations are to provide appropriate standards for the keeping of chickens within an urban residential environment, while protecting the residential integrity of the surrounding neighborhood and the health and safety of the chickens.

(B) *General standards.* Keeping of chickens, as defined herein, shall be permitted as an accessory use to single family dwellings if (i) the use is conducted at the applicant's place of residence, (ii) the use is conducted for personal household consumption only, and (iii) subject to the following conditions:

1. Each parcel shall contain one single family dwelling and must have a minimum lot size of one-quarter acre (10,890 square feet).
2. Chickens are defined herein as domestic female chicken hens. Roosters are prohibited.
3. Chickens shall be kept for the household's personal consumption only. Commercial use such as selling eggs or selling chickens for meat shall be prohibited.
4. There shall be no slaughtering or processing of chickens.
5. No more than six chickens shall be allowed **per parcel**.
6. Adequate shelter, care**,** and control of the chickens are required. Any person allowed to keep chickens under this section shall comply with all of the provisions and requirements of the city and state code regarding care, shelter, sanitation, health, rodent control, cruelty, neglect, noise, reasonable control and any other requirements pertaining to, but not limited to, the adequate care and control of animals in the city.

7. The owner of the chickens shall take necessary action to reduce the attraction of predators and rodents and the potential infestation of insects and parasites. Chickens found to be infested with insects and parasites that may result in unhealthy conditions may be removed by an animal control officer.
8. Chickens shall not be allowed to roam free. They shall be kept in an enclosed secure area not to exceed a total of 128 square feet, hereinafter known as a pen. Pens shall include a coop (enclosed structure) containing a minimum of one and one-half square foot per hen and an open run area containing a minimum of eight square feet per hen. Pens may be portable.
9. The materials used for pens shall be uniform and kept in good condition in order to protect the safety of the chickens.
10. All pens shall be deemed accessory structures and shall comply with the setback requirements as provided in section 106-202.3(B)(2) herein, and shall be no closer than 50 feet from any **adjacent** ~~t~~ principal structure~~,~~ situate on an adjacent parcel, other than that of the owner of the chickens. Portable pens shall be moved on a regular basis.
11. All pens shall be located in the rear yard only.
12. All pens shall be located out of any drainage areas that could allow fecal matter to enter a storm drainage system or stream.
13. All pens shall be constructed and maintained so as to be ~~**impermeable**~~**fully resistant** to rodents, wild birds, and predators, including dogs and cats, and to prevent such animals or other pests from being harbored underneath, inside, or within the walls of the enclosure. All pens must be kept dry, well-ventilated, and in sanitary condition at all times, and must be cleaned on a regular basis to prevent offensive odors. All manure not used for composting or fertilizing shall be removed promptly. Odors from chickens, manure, or other chicken-related substances shall not be detectable at the property boundaries.
14. All feed or other material intended for consumption by the chicken shall be kept in containers impenetrable by rats or other rodents, and such container shall be equipped with tightly fitting caps or lids. All feeding shall be conducted in a manner so as to prevent unconsumed food from being accessible to other animals or rodents. The presence of rodents in an area used for the keeping of chickens shall be prima facie evidence that such area is maintained in violation of this section.
15. Composting of chicken litter and waste on site is highly encouraged. If any litter and/or waste is to be disposed of, it must be double bagged and securely closed and deposited in either a city approved receptacle or taken to the city transfer station. Also, any dead chickens shall also be double bagged and securely closed and deposited in either a city approved receptacle or taken to the city transfer station.
16. Disposal of litter, waste, and dead chickens on public land or in the sewage or stormwater collection system is strictly prohibited.

(C) *Administration.*

1. Persons wishing to keep chickens pursuant to this subsection must file an application with the **Community Development** ~~**city zoning**~~ department. The application shall include a sketch showing the area where the chickens will be housed and all types and size of enclosures in which the chickens will dwell along with a $25.00 fee. The sketch must show all property dimensions and setbacks. Once the site and enclosures have been inspected and approved by **the Community Development department** ~~**the city's animal control officer**~~, **the city will issue** a permit ~~**will be issued**~~. The permit shall be valid **until the end of the calendar year in which it is issued**~~**for one year**~~. Each existing permit must be renewed **at the end of the calendar year** ~~**annually in July**~~ by filing an application with the **Community Development** ~~**city zoning**~~ department, along with payment of a $25.00 renewal **fee**. ~~The animal control officer~~ **Community Development** shall make another inspection of the site, prior to the approval of the renewal application.
2. Any violations found may subject the owner to revocation of their permit and to criminal charges as provided herein.
3. The provisions of this section shall be enforced by the zoning administrator and such enforcement authority may be delegated by the administrator to the animal control office or other departments of the city.
4. Any person violating any of the provisions of this section shall be deemed guilty of a class 4 misdemeanor. Each day a violation continues shall constitute a separate offense.
5. The keeping of chickens in AG—Agriculture district shall conform with the requirements of section 106-302 herein, and shall not be subject to the provisions of section 106-316.3 and section 106-318.

(D) *Existing use at time of enactment.* Notwithstanding the foregoing provisions of this section, places of residences where chickens (roosters not being permitted under any circumstances) are currently being kept at the time of enactment of this ordinance shall have a period of two years from such date of enactment to comply with the requirements herein. However, those eligible hereunder shall, on or before August 1, 2012, declare and certify such existing use to the satisfaction of the city and make application as required by section 106-318.1(C).

ARTICLE IV.
DEVELOPMENT STANDARDS

Sec. 106-400. Site plan review.

(A) **The administrator shall determine which class of site plan (plot, minor, or major) shall be submitted to the city for each of the following:** ~~**A site plan shall be required and shall be submitted to the city for each of the following:**~~

1. All new development**, including additions or modifications to buildings or sites,** in every zoning district ~~**except for single family and two family dwellings**~~.
2. The conversion of any single family or two family dwelling to any other use or to a higher intensity residential use.

~~**3. Additions or modifications to buildings or sites, except single family and two-family dwellings, if said addition or modification results in a 5,000 square foot or greater increase in impervious surface area of the site. An agreement in lieu of plan may be approved by the city engineer for sites resulting in a 5,000—9,999 square foot increase.**~~

~~4.~~3. The conversion of any property from fee simple ownership to a condominium form of ownership.

~~5.~~4. The conversion of any building or property to a different use category, e.g., commercial to industrial.

~~6.~~5. Additions or modifications that may increase the requirements of any development standard including but not limited to parking, landscaping, and stormwater management.

6. The associated building or structure containing a lawful nonconforming use (or is situated on a lawful nonconforming site) is enlarged, extended, reconstructed, renovated, or structurally altered to the extent that costs exceed 50 percent of the building's or structure's fair market value prior to any improvement. For purpose of this section, all costs incurred from enlargement, extension, reconstruction, renovation, or structural alteration of such during a three-year period shall be included in determining whether the costs of such improvements exceed 50 percent of the fair market value.

7. The use or development of any parcel conditionally rezoned, where any of the conditions accepted and attached to the parcel(s) apply to the physical arrangement or design of the site.

(B) All required site plans shall be prepared by a professional engineer, or land surveyor B, who is registered by the Commonwealth of Virginia. The city may waive this requirement if the type, scale or location of the proposed development does not necessitate such plans.

C) A plot plan, that meets the standards contained in section 106-406.3 shall be required for all uses or development not requiring a site plan.

D) The following additional plans may be required in conjunction with the site plan:

1. For sites resulting in less than 5,000 square feet of land disturbance, an erosion and sediment control plan may be required.

2. For sites resulting in 5,000 to less than 10,000 square feet of land disturbance, an erosion and sediment control plan, at minimum, shall be required.

3. For sites resulting in 10,000 square feet or greater of land disturbance, an erosion and sediment control plan and a stormwater management plan shall be required.

Sec. 106-400.1. Plot Plans.

Plot plans shall be legibly drawn and shall clearly indicate the area, shape, and dimensions of the property proposed for development. All existing easements, natural water courses, and existing and proposed improvements shall also be shown on the plan. The plan shall clearly indicate the minimum distances between existing and proposed uses and all property lines. Proposed access to the property shall also be shown.

Sec. 106-400.~~1~~**2**. Minor site plans.

(A) Site plans as required by this section where the proposed use or development may not be of such scale and impact that the more detailed major site plan review requirements are necessary, the zoning administrator may allow the submission of a minor site plan. The requirements of the minor site plan will be determined based on the proposed development.

(B) Every minor site plan submitted in accordance with the requirements of this chapter shall show the following information unless the administrator determines that such information is not necessary to insure conformance with city ordinances or standards:

1. Location of the lot or parcel by vicinity map. Site plans shall also contain a north arrow, original date, revision dates and graphical scale.

2. Property lines of the parcel(s) proposed for development, including the distances and bearings of these lines. If only a portion of a parcel is proposed for development, a limits of development line shall also be shown.

3. The name and address of the property owner and or developer of the site, if different than the owner. The name and address of the person or firm preparing the plan.

4. The tax parcel number(s) of parcels proposed for development and depicted on the site plan.

5. The name of adjacent property owners and the owners of any property on which any utility or drainage easement may be required in conjunction with the development. Tax parcel numbers for each of these properties shall also be provided.

6. The nature of the land use(s) proposed for the site.
7. The zoning district designation of the parcel(s) proposed for development, and the zoning designation and current land use of adjacent parcels.
8. The names, and locations of existing and proposed public or private streets, alleys and easements on or adjacent to the site. The center lines or boundary of adjacent rights-of-way shall also be shown.
9. The location, type, and size of site access points such as driveways, curb openings, and crossovers. Sight distances at these access points shall be provided. If existing median cuts will serve the site, they shall be shown. If new median cuts are proposed, their location shall also be shown.
10. All proffers accepted pursuant to section 106-522 shall be shown on the plan.
11. Off-street parking areas and parking spaces including handicapped spaces, loading spaces, and walkways indicating type of surfacing, size, angle of stalls, width of aisles, and a specific schedule showing the number of spaces provided and the number required by this chapter.
12. The exact location of buildings or structures existing on or proposed for the site, including their setbacks from property lines, and the distance between buildings or structures.
13. The number of stories, floor area, and building height of each building proposed. If more than one land use is proposed, the floor area of each land use shall be provided. Floor area shall be calculated on the basis of parking required for the use(s).
14. For residential developments, the type of dwelling unit shall be stated along with the number of units proposed. Where necessary for determining the number of required parking spaces, the number of bedrooms in each unit shall also be provided.
15. The location of proposed or required fire lanes and signs.
16. Detailed utility plans and calculations shall be submitted for sites for which public water or sewer will be provided or for sites on which existing utilities will be modified. The city engineer shall have the authority to set the standards for such plans.
17. The location of existing and proposed freestanding signs on the parcel.
18. The location and type of proposed exterior site lighting, including height of poles and type of fixtures.
19. The location of any 100-year flood plain and floodway on the site, and the relationship of buildings and structures to this floodplain and floodway.
20. The location of required proposed buffer yards, screening, fencing, and site landscaping and irrigation. The type and size of the plant materials and screening to be used shall be provided. In addition, the relationship of these materials to physical site improvement and easements shall be provided.
21. Elevation drawings of, at minimum, the view from the public rights-of-way. Additional views may be required.

~~**Sec. 106-400.2. Preliminary site plans.**~~

~~**(A) Applicants for major site plan approval may submit a preliminary site plan to the city for review and approval prior to preparing a final site plan. The preliminary site plan shall show the general location of all existing and proposed land uses and site features. Specifically, it shall include the following information:**~~

~~**1. The name and location of the proposed development.**~~

~~**2. The boundary of the entire tract showing distances and bearings.**~~

~~**3. The name and address of the property owner and or developer of the site, if different than the owner. The name and address of the person or firm preparing the plan.**~~

~~**4. Area and present zoning of the site proposed for development.**~~

~~**5. Adjacent and abutting properties with information on ownership, zoning and current use.**~~

~~**6. Location of the lot or parcel by vicinity map. Site plans shall also contain a north arrow, original date, revision dates and graphical scale.**~~

~~**7. The names, and locations of existing and proposed public or private streets, alleys and easements on or adjacent to the site. The center lines or boundary of adjacent rights-of-way shall also be shown.**~~

~~**8. The exact location of buildings or structures existing on or proposed for the site, including their setbacks from property lines, and the distance between buildings or structures.**~~

~~**9. The existing topography of the parcel prior to grading, and the proposed finished contours of the site with a maximum of two foot contour intervals.**~~

~~**(B) The city shall review the preliminary site plan and shall advise the applicant whether or not the features and uses shown on the preliminary plan generally conform to the provisions of this chapter and any other applicable city ordinance and requirement. If the features and uses shown on the preliminary plan generally conform to the provisions of this chapter, the city shall advise the applicant of the approval of the preliminary plan and shall authorize the applicant to prepare and submit a final site plan. If the features and uses shown on the preliminary plan do not conform to the provisions of this chapter, the city shall advise the applicant in writing, and shall advise the applicant on what changes to the preliminary plan are necessary prior to approval.**~~

Sec. 106-400.3. ~~**Final**~~ **Major** site plans.

(A) Every ~~**final**~~ **major** site plan submitted in accordance with the requirements of this chapter shall show the following information unless the administrator determines that such information is not necessary to insure conformance with city ordinances or standards:

1. Location of the lot or parcel by vicinity map. Site plans shall also contain a north arrow, original date, revision dates and graphical scale.

2. Property lines of the parcel(s) proposed for development, including the distances and bearings of these lines. If only a portion of a parcel is proposed for development, a limits of development line shall also be shown.
3. The name and address of the property owner and or developer of the site, if different than the owner. The name and address of the person or firm preparing the plan.
4. The tax parcel number(s) of parcels proposed for development and depicted on the site plan.
5. The name of adjacent property owners and the owners of any property on which any utility or drainage easement may be required in conjunction with the development. Tax parcel numbers for each of these properties shall also be provided.
6. The nature of the land use(s) proposed for the site.
7. The zoning district designation of the parcel(s) proposed for development, and the zoning designation and current land use of adjacent parcels.
8. The names, and locations of existing and proposed public or private streets, alleys and easements on or adjacent to the site. The center lines or boundary of adjacent rights-of-way shall also be shown.
9. The location, type, and size of site access points such as driveways, curb openings, and crossovers. Sight distances at these access points shall be provided. If existing median cuts will serve the site they shall be shown. If new median cuts are proposed, their location shall also be shown.
10. All proffers accepted pursuant to section 106-522 shall be shown on the plan.
11. Off-street parking areas and parking spaces including handicapped spaces, loading spaces, and walkways indicating type of surfacing, size, angle of stalls, width of aisles, and a specific schedule showing the number of spaces provided and the number required by this chapter.
12. The exact location of buildings or structures existing on or proposed for the site, including their setbacks from property lines, and the distance between buildings or structures.
13. The number of stories, floor area, and building height of each building proposed. If more than one land use is proposed, the floor area of each land use shall be provided. Floor area shall be calculated on the basis of parking required for the use(s).
14. For residential developments, the type of dwelling unit shall be stated along with the number of units proposed. Where necessary for determining the number of required parking spaces, the number of bedrooms in each unit shall also be provided.
15. The location of proposed or required fire lanes and signs.
16. The existing topography of the parcel prior to grading, and the proposed finished contours of the site with a maximum of two foot contour intervals.

17. Detailed utility plans and calculations shall be submitted for sites for which public water or sewer will be provided or for sites on which existing utilities will be modified. The City Engineer shall have the authority to set the standards for such plans.
18. An erosion and sedimentation control plan and detail sheet shall be submitted for site developments involving the grading disturbance of greater than 5,000 square feet of area, or 1,000 cubic yards of material.
19. A detailed storm water management plan and calculations shall be submitted. The City Engineer shall determine the requirements for such plans.
20. The location of existing and proposed freestanding signs on the parcel.
21. The location and type of proposed exterior site lighting, including height of poles and type of fixtures.
22. The location of any 100 year flood plain and floodway on the site, and the relationship of buildings and structures to this floodplain and floodway.
23. The location of required or proposed buffer yards, screening, fencing, and site landscaping and irrigation. The type and size of the plant materials and screening to be used shall be provided. In addition, the relationship of these materials to physical site improvements and easements shall be provided.
24. Elevation drawings of, at minimum, the view from the public rights-of-way. Additional views may be required.

Sec. 106-400.5. Format of plans.

(A) Site plans shall be submitted in digital format in accordance with the following:

1. The file format shall be PDF.
2. Black and White or Grayscale unless color is a necessity.
3. 50mb file size limit.
4. Sheet size ARCH D, 24 by 36 inches.
5. Plans shall be designed using an engineering scale. Scale of the plans shall not be greater than one-inch equals ten feet (1" = 10'), or less than one-inch equals 50 feet (1" = 50'). The Zoning Administrator may approve a lesser scale such as 1" = 100' provided sufficient detail is provided to ensure compliance with all applicable requirements.
6. All sheets shall be properly numbered, and match lines provided when appropriate.
7. **Prior to review by the city, an application or letter shall be signed by the owner and developer of the proposed development certifying that they are aware of proposed plan.**
8. Prior to final approval by the city, site plans shall be signed by the owner **and** ~~**or**~~ developer of the parcel(s) proposed for development. The signature**(s)** shall certify that the owner **and**~~**/**~~developer is aware of the site design requirements imposed by the site plan and other applicable city codes and shall further certify that the owner

and/ ~~/~~ developer agree~~s~~ to comply with these requirements, unless modified in accordance with local law.

Sec. 106-400.7. Administrative procedures and requirements.

(A) The Zoning Administrator shall have the administrative authority to establish city procedures for site plan review and approval. No procedure so established shall set a lesser standard than is legislated in this chapter.

(B) The Zoning Administrator shall coordinate the city review of any site plan submitted in accordance with city administrative procedures and shall have the authority to request opinions or decisions from other city departments, agencies or authorities of the Commonwealth of Virginia, or from other persons as may from time to time be consulted.

(C) ~~**A minimum of ten complete sets of site plans shall be submitted for review.**~~ A review fee shall be required for any site plan submitted. The city shall establish procedures for the collection of these fees.

(D) The city shall review, and approve or disapprove any site plan submitted for its review within 45 days of the filing of the plan with the city. If an unapproved site plan is returned to the applicant or other agent of the property owner, due to lack of required information on the plan, or because the design or standards proposed on the site plan do not meet the provisions of this chapter or other applicable city standards, the 45-day time period shall begin again with the resubmittal of the plan to the city.

(E) Approval of a ~~**final**~~ site plan pursuant to the provisions of this chapter shall expire five years from the date of approval in accordance with § 15.2-2261 of the Code of Virginia, as amended, unless building and/or zoning permits have been obtained for the development.

(F) No building or zoning permit shall be issued by any city official for any building, structure or use depicted on a required site plan, until such time as the plan is approved by the city.

(G) No change, revision, or erasure shall be made on any pending or approved site plan, nor on any accompanying data sheet where approval has been endorsed on the plan or sheets, unless authorization for such changes is granted in writing by the Zoning Administrator who shall consult with all applicable departments or agencies prior to approving the change.

(H) Improvements included on a site plan submitted as a result of a notice of violation shall be installed within ninety (90) days of approval.

Sec. 106-400.9. Minimum standards and improvements required.

(A) Any improvement required by this chapter, or any other ordinance of the City of Salem shall be installed at the cost of the developer unless other agreements have been reached between the developer, the city, the Virginia Department of Transportation, and/or any other governmental agency.

(B) Prior to the approval of a site plan the applicant shall execute an agreement to construct required or proposed improvements located within public rights-of-way or easements or any such improvement connected to any public facility. The applicant shall also file a performance guarantee with surety acceptable to the city in the amount of the estimated

cost of the improvements plus ten percent contingency, as determined by the city e-**n**gineer. The owner's performance guarantee shall not be released until the construction has been inspected and accepted by the city

(C) Proposed lot sizes, buildings or uses shown on site plans shall conform to the provisions of this chapter. Nonconforming lots of record, buildings or uses may be developed in accordance with section 106-526 of this chapter.

(D) Proposed parking areas, travel lanes and access drives shown on site plans shall be designed, located and constructed in accordance with section 106-404 of this chapter.

(E) Utilities shown on site plans shall conform to applicable city standards, as determined by the city engineer.

(F) Stormwater management facilities shown on site plans shall engineer be designed and implemented in accordance with the provisions of chapter 30, article IV, of the City Code.

(G) Erosion and sedimentation control plans shall be designed and implemented in accordance with the provisions of chapter 30, article III, of the City Code.

(H) Proposed exterior site lighting shall be in accordance with section 106-406.1 of this ordinance.

(I) Required buffer yards, screening and/or landscaping shown on site plans shall be designed and located in accordance with section 106-402 of this ordinance.

Sec. 106-402.23. Nonconforming uses and sites.

(A) Any lot or parcel of land having a lawful use that does not conform with the buffering, screening and landscaping provisions for this section shall be required to comply with these provisions if:

1. The lawful use is discontinued for more than two years; or
2. The lawful use is replaced in whole or in part by a higher intensity use type, i.e., commercial to industrial;
3. The associated building or structure containing the lawful use is removed; or
4. The associated building or structure containing the lawful use is **modified. A site plan may be required in accordance with Section 106-400. ~~enlarged, extended, reconstructed or structurally altered to the extent that costs exceed 25 percent of the building's or structure's fair market value prior to any improvement. For purpose of this section, all costs incurred from enlargement, extension, reconstruction or structural alteration of such structure during a three-year period shall be included in determining whether the costs of such improvements exceed 25 percent of the fair market value.~~**

~~**Sec. 106-406.3. - Plot plans.**~~

~~**(A) A plot plan shall be submitted, prior to the approval of a zoning permit, for any new or expanded use or development not requiring a site plan or a concept plan. Plot plans shall be legibly drawn and shall clearly indicate the area, shape and dimensions of the property proposed for development. All existing easements, natural water courses, and existing and proposed improvements shall also be shown on the plan. The plan shall clearly indicate the minimum distances between existing and proposed uses and all property lines. Proposed access to the property shall also be shown.**~~

ARTICLE V. ADMINISTRATION

Sec. 106-520. Amendments to ordinance.

(A) Whenever the public necessity, convenience, general welfare, or good zoning practice require, the City Council may, by ordinance, amend, supplement, or change these regulations, district boundaries, or classifications of property. Any such amendments may be initiated by:

1. Resolution of the council;
2. Motion of the commission; or
3. Petition of the owner, contract purchaser with the owner's written consent, or the owner's agent, of the property which is the subject of the proposed zoning map amendment. Any petition submitted shall be in writing and shall be addressed to council.
4. Any person may submit suggestions for zoning ordinance text amendments to the administrator. The administrator shall forward these requests to the Commission for their review. The commission shall be under no obligation to schedule a public hearing on any such amendment request, except that the council may direct the commission to hold a public hearing on any text amendment request.

(B) The administrator shall establish a schedule for the receipt of amendment applications. The administrator shall also establish and maintain the amendment application materials. These application materials shall, at a minimum, include any information the administrator deems necessary for the city staff, Commission and council to adequately evaluate the amendment request. A concept plan shall accompany all map amendment requests. The administrator shall establish minimum standards for concept plans.

(C) ~~**The administrator shall not accept any amendment application for a lot or parcel that does not comply with the minimum lot area, width, or frontage requirements of the requested zoning district. In such situations, the applicant shall first seek a variance from**~~

~~the Board of Zoning Appeals. If a variance is granted, the administrator shall thereafter accept the amendment application for the consideration of the Commission and Council.~~

(~~D~~**C**) If the Council denies any amendment application submitted for its review, or the application is withdrawn after Council consideration, the city shall not consider substantially the same application for the same property within one year of the Council action. The administrator shall have the authority to determine whether new applications submitted within this one year period are substantially the same. In making any such determination the administrator shall have the authority to consider any items pertaining to the proposed use or development of the site such as, but not limited to, the uses proposed, densities, access, building locations, and overall site design.

Sec. 106-520.5. Posting of property.

(A) The city may require that properties proposed for public hearing before the Commission or Board of Zoning Appeals, under the requirements of this chapter, shall be posted with a notice announcing **that a public hearing has been scheduled. The sign may contain directions on how to obtain the specific information regarding** the nature, and the date, time and place of the public hearing**.** This posting requirement shall be in addition to the public hearing and notice requirements imposed by § 15.2-2204 of the Code of Virginia.

(B) The city shall prepare the notice of hearing and shall post said notice on the property or properties that are the subject of the hearing. The posting shall be accomplished at least ten days before the date of the proposed public hearing. The ~~**administer [**~~administrator~~**]**~~ shall determine the number of notices required to meet the intent of this section. All notices posted shall be clearly visible from abutting rights of way.

(C) **The city will be deemed to have complied with its notice requirements upon compliance with paragraph (B) above, and, t**~~**T**~~he unauthorized removal **of** or damage **to,** ~~**of**~~ the notices prior to the advertised public hearing, **shall not be considered as a failure to comply with paragraph (B).** ~~**due to weather or legitimate vandalism, shall not violate the public notice intent of this section.**~~

Sec. 106-524. Special exception permits and use not provided for permits.

(A) The procedures and standards contained in this section shall apply to all uses specifically permitted as special exceptions in the district regulations found elsewhere in this chapter. These procedures and standards shall also apply for all requests for Use Not Provided For Permits, authorized under the provisions of this chapter.

(B) Special Exceptions are hereby established in recognition that in addition to uses permitted by right, certain uses may, depending on their scale, design, location and conditions imposed by Council, be compatible with existing and future land uses in the district.

(C) Use not provided for permits are hereby established in recognition that this chapter may not be sufficiently detailed to list all possible land uses. When a land use is proposed that is not listed in Article II of this chapter, and/or is not a permitted use by right or by special exception in any zoning district contained in this chapter, the Council shall have the

authority under the following provisions to consider the scale, design, and location of the non-listed land use and determine its compatibility with existing and future land uses in the district.

(D) The review and subsequent approval or disapproval of a special exception or a use not provided for permit, shall be considered a legislative act, and shall be governed by the procedures **applicable theretothereof**.

(Ord. of 3-14-05(2))

Sec. 106-524.1. General standards.

(A) ~~**The administrator shall not accept any special exception application nor any use not provided for permit application for any lot or acreage that does not meet the minimum size, width and/or frontage requirements of the district where the use is proposed. In addition**~~, **tThe** administrator shall not accept any special exception application for a lot or acreage that does not meet the minimum size, width and/or frontage requirements of any applicable use and design standards for the use as listed in Article III of this chapter. In such situations, the applicant shall first seek a variance from the Board of Zoning Appeals. If a variance is granted, the administrator shall thereafter accept the special exception or use not provided for permit application for consideration by the Commission and Council.

(B) No special exception permit, or use not provided for permit shall be issued by the Council unless the Council shall find that in addition to conformity with any standards contained in Article III Use and Design Standards, the proposed special exception or use not provided for, shall conform with the following general standards. These standards shall be met either by the proposal as submitted and thereafter revised by the applicant, or by the proposal as modified or amended as part of the review of the application by the Commission or Council.

1. The proposal as submitted or modified shall generally conform to the latest comprehensive plan of the City of Salem.

2. The proposal as submitted or modified shall have a minimum adverse impact on the surrounding neighborhood or community. Adverse impacts shall be evaluated with consideration to items such as, but not limited to, **long term or permanent** traffic congestion, noise, lights, dust, drainage, water quality, air quality, odor, fumes and vibrations. In considering impacts, consideration shall be given to the timing of the operation, site design, access, screening, and or other matters that might be regulated to mitigate adverse impacts.

ARTICLE VI. DEFINITIONS AND USE TYPES

Sec. 106-600. Definitions.

(A) For the purposes of this chapter, the following rules of language shall apply:

The specific shall control the general.

The word person includes a firm, association, organization, partnership, trust, and company, as well as an individual.

The word he shall mean she, and she shall mean he.

The words used or occupied include the words intended, designed, or arranged to be used or occupied.

The word lot shall include plot or parcel.

The present tense includes the future tense; the singular number includes the plural; the plural includes the singular.

The word shall is mandatory; the words may and should are permissive.

All public officials, bodies, and agencies referred to in this chapter are those of the City of Salem Virginia, unless otherwise specifically indicated.

(B) Where terms in this chapter are undefined, the meaning of the term shall be as ascribed in the most recent edition of Webster's Unabridged Dictionary, unless it is the opinion of the Administrator that based upon normal zoning practice, a different meaning shall apply.

(C) The words and terms listed below shall have the following meanings:

Abutting. Contiguous or adjoining; having property or zoning district lines in common, or separated by a right-of-way.

Access. A means of approach, including ingress and egress.

Accessory building or structure. A building or structure detached from a principal building on the same lot and customarily incidental and subordinate to the principal building or use. Where an accessory building or structure is attached to the principal building in a substantial manner, as by a wall or roof, such accessory building shall be considered a part of the principal building.

Accessory use. A use of land, or a building or structure or portion thereof, customarily incidental and subordinate to the principal use of the land or building or structure and located on the same lot with such principal use.

Acreage. A parcel of land, regardless of area, described by metes and bounds and not a lot shown on any recorded subdivision plat.

Addition. Any construction that increases the gross floor area of a building or structure, or results in an expanded footprint of a building or structure on the ground.

Alley. A right-of-way that provides secondary vehicle and service access to abutting properties that have frontage on one or more streets.

Alteration. Any change or rearrangement in the supporting members of an existing building, such as bearing walls, columns, beams, girders or interior partitions, or any enlargement or reduction of a building or structure, whether horizontally or vertically, or the moving of a building or a structure from one location to another.

Amendment. A modification to this chapter, including the text or associated maps that has been approved by the Salem City Council.

Antenna. A communication device which transmits or receives electromagnetic signals. Antennas may be directional, including panels, and microwave dishes, and omni-directional including satellite dishes, whips, dipoles, and parabolic types. An antenna does not include the tower or other supporting structure to which it is attached.

Awning. A shelter constructed of rigid or non-rigid materials on a supporting framework, either freestanding, or projecting from and supported by an exterior wall of a building.

Base flood. A flood that, on the average, is likely to occur once every 100 years (i.e., that has a one percent chance of being equaled or exceeded in any given year). Areas including the base flood are depicted as zones AE on the City of Salem's flood insurance rate map (FIRM).

Base flood elevation (BFE). The Federal Emergency Management Agency designated 100 year water surface elevation.

Basement. A story partly underground and having at least one-half of its height above the average adjoining grade on all sides of the building or structure.

Berm. A landscaped earthen mound, incorporated as part of a site design, and intended to enhance the compatibility of abutting or nearby properties through the mitigation of sound, the screening of views, and/or the visual enhancement of a property's landscaped character.

Board of zoning appeals. The term Board of Zoning Appeals shall refer to the City of Salem Board of Zoning Appeals, also referred to in this chapter as BZA.

Buffer yard. A yard improved with screening and landscaping materials required between abutting zoning districts of differing intensities or between adjoining land uses for the purpose of decreasing the adverse impact of differing uses and districts.

Building. Any structure having a roof supported by columns or walls and intended for the shelter, housing or enclosure of any individual, animal, activity, process, equipment, goods or materials of any kind.

Building coverage. That portion of a lot, which when viewed from directly above, would be covered by any building or structure. For the purposes of this definition, lot shall include contiguous lots of the same ownership within a single zoning district which are to be used, developed or built upon as a unit.

Building, front. That portion of a building facing the street of address. The front door shall be provided with orientation to the street on which the lot faces.

Building, height of. The vertical distance above the average existing grade measured to the highest point of the building. The height of a stepped or terraced building shall be the maximum height of any segment of the building.

Building line. When viewed from above, the line, parallel to the street right-of-way, that passes through the point of the principal building nearest the street right-of-way, or in the case of the rear building line, furthest from the street right-of-way.

Business ~~***entity or***~~ *unit.* A room, a portion of a room, or suite of rooms occupied or capable of being occupied by a proprietorship, partnership, corporation, limited liability company, or other lawful enterprise where any commercial activities are conducted.

Cellar. A story having more than one-half of its height below average adjoining grade on all sides of the building or structure.

Certificate of zoning compliance. For the purposes of this chapter, official certification that premises conform to all applicable provisions of the City of Salem Zoning Ordinance and may be lawfully used or occupied.

Channel. A perceptible natural or artificial waterway which periodically or continuously contains moving water confined to a definite bed and banks.

Cluster subdivision. An alternative means of subdividing land that concentrates building density in specific areas to allow the remaining land to be reserved for the preservation of environmentally-sensitive features and open space.

Commission. The term Commission shall mean the Planning Commission of the City of Salem, Virginia.

Condominium. A building or group of buildings, created pursuant to the Virginia Horizontal Property Act, § 55-79 et seq., Code of Virginia, in which units are owned individually, and the structure, common areas and facilities are owned by all the owners on a proportional, undivided basis.

Construction, new. Structures for which construction commenced on or after the effective date of this chapter and including any subsequent improvements to such structures.

Construction, start. The date a building permit was issued, provided the actual start of construction, repair, reconstruction, placement or other improvement was within 180 days of the permit date. The "actual start" means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns or any work beyond the stage of excavation or the placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and /or walkways; nor does it include excavation for a basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwellings units or not part of the main structure.

Council. The City Council of the City of Salem, Virginia.

Deck. A structure, without a roof, directly adjacent to a principal building which has an average elevation of 30 inches or greater from finished grade. A deck may be constructed of any materials.

Dedication. The transfer of private property to public ownership upon written acceptance.

Density. The number of dwelling units permitted per unit of land, commonly expressed as dwelling units per acre.

Development. Any man-made change to improved or unimproved real estate including but not limited to buildings or other structures, the placement of manufactured homes, streets and other paving, utilities, filling, grading, excavation, mining, dredging, or drilling operations. Within the Floodplain Overlay District this definition shall also include the storage of equipment or materials.

District. A zoning district as described and permitted by § 15.2-2280 et seq. of the Code of Virginia.

Driveway. A private roadway providing access for vehicles to a parking space, garage, dwelling, or other structure.

Dwelling unit. A room or group of rooms connected together containing cooking, bathroom and sleeping facilities constituting a separate, independent housekeeping unit, physically separated from any other dwelling unit in the same structure.

Easement. A portion of a lot or acreage reserved for present or future use by a person or entity other than the fee simple owner of the lot or acreage. Easements may exist on the ground, or under or above the lot or acreage.

Establishment. Any business, enterprise or other land use permitted by this ordinance.

Family. One or more persons related by blood, marriage, or adoption, or under approved foster care, or a group of not more than four persons (including servants) living together as a single housekeeping unit.

Flood. A general and temporary inundation of normally dry land areas from:

a. The overflow of inland waters;

b. The unusual and rapid accumulation or runoff of surface waters from any source; or

c. Mudslides (i.e., mudflows), which are approximately caused or precipitated by accumulations of water on or under the ground.

d. The collapse or subsidence of land along a body of water as a result of erosion or undermining caused by water or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a sever storm or by an unanticipated form of nature, such as a flash flood, or by some similarly unusual and unforeseeable even which results in flooding as defined in this section.

Flood, one hundred year. A flood that, on the average, is likely to occur once every 100 years (i.e., that has a one percent chance of occurring each year, although the flood may occur in any year).

Floodway fringe. That area characterized during floods by shallow, slow-moving water and represents a low hazard potential; more specifically, the floodway fringe is that area of the 100-year flood elevations contained in the flood profiles of the flood insurance study adopted by the City of Salem and as shown on the Flood Insurance Rate Map (FIRM) accompanying that study.

Floodplain. (1) A relatively flat or low land area adjoining a river, stream, or watercourse which is subject to partial or complete inundation; or, (2) an area subject to the unusual and rapid accumulation of run-off or surface waters from any source.

Flood proofing. Any combination of structural and nonstructural additions, changes or adjustments to structure which reduce or eliminate flood damage to real estate or improved real property and water and sanitary facilities, structures and their contents.

Floodway. The stream channel and adjacent land area required to carry off the often fast-moving floodwaters of the base flood and is considered to be an area of high hazard potential; more specifically, the floodway is that certain area of the 100-year floodplain that must be reserved in order to discharge such floodwaters without increasing the water surface elevation of that flood more than one foot at any point. Floodways are defined in Table 2 of the flood insurance study adopted by the city and as shown on the Flood Insurance Rate Map (FIRM) accompanying that study.

Floor area, finished. The sum of the horizontal areas of a building which is intended for human habitation and use and which has a floor to ceiling height of six and one-half feet or greater. Areas excluded from the finished floor area would include unfinished basements and attics, storage and utility rooms, and garages.

Floor area, gross. The sum of the horizontal areas of the several stories of a building, measured from the exterior faces of exterior walls, or in the case of a common wall separating two buildings, from the centerline of such common wall. Gross floor area shall exclude interior parking and loading spaces, and airspace above atriums.

Garage, private. A building for the private use of the owner or occupant of a principal residential building situated on the same lot as the principal building for the storage of motor vehicles.

Glare. The effect produced by lighting, with a brightness sufficient to cause annoyance, discomfort, or loss in visual performance and visibility.

Land disturbing activity. Any land change which may result in soil erosion from water or wind and the movement of sediments into State waters or onto lands in the Commonwealth, including, but not limited to, clearing, grading, excavating, transporting and filling of land.

Landscaping. The improvement of the appearance of an area by the planting of trees, grass, shrubs, or other plant materials.

Loading space, off-street. Space for bulk pick-ups and deliveries, scaled to delivery vehicles expected to be used, and accessible to such vehicles when required off-street parking spaces are filled.

Lot. A parcel of land intended to be separately owned, developed, or otherwise used as a unit, established by plat, subdivisions or as otherwise permitted by law.

Lot, corner. A lot located at the intersection of two or more streets or where lot lines or right-of-way lines, or the extension thereof, intersect at less than 135 degrees.

Lot coverage. That portion of a lot, which when viewed from directly above, would be covered by any building or structure, parking and loading areas and other surface which is impermeable or substantially impervious to storm water. Gravel parking areas shall be considered impervious. For the purposes of this definition, lot shall include contiguous lots of the same ownership within a single zoning district which are to be used, developed or built upon as a unit.

Lot, depth of. The average horizontal distance between front and rear lot lines. The average shall consist of the horizontal distances of the side lot lines and the distance of a line connecting the midpoints of the front and rear lot lines.

Lot, double frontage. A lot, other than a corner lot, which has frontage on more than one street other than an alley. Double frontage lots may be referred to as through lots.

Lot, frontage. The horizontal distance between the side lot lines measured at the point where the side lot lines intersect the street right-of-way. On curvilinear streets the arc between the side lot lines shall be considered the lot frontage.

Lot, interior. A lot, other than a corner lot, which has only one frontage on a street other than an alley.

Lot, irregular. A lot of such a shape or configuration that technically meets the area, frontage and width to depth requirements of this chapter but meets these requirements by incorporating unusual elongation, angles, curvilinear lines unrelated to topography or other natural land features.

Lot, pipestem. A panhandle or flag shaped lot with its widest point set back from the road at the rear of another lot (called the pipe), and having a thin strip of land connecting to the road to provide legal access and frontage (called the stem). Pipestem lots are also referred to as panhandle lots or flag lots.

Lot, width of. The average horizontal distance between all side lot lines measured at a right angle, and at the midpoint of each side lot line.

Lot of record. A lot whose existence, location, and dimensions have been legally recorded or registered in a deed or on a plat in the Clerk's office of the Circuit Court of the City of Salem.

Lowest floor. The lowest enclosed area, including basement, of any structure. An unfurnished or flood-resistant enclosure usable solely for the parking of vehicles, building access or storage, in an area other than a basement area, is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable non-elevation design requirements of this division.

Modular home. A dwelling unit manufactured off-site and transported to the building site for final assembly on a permanent foundation. Such units shall be comprised of a combination of one or more sections or modules, as more fully defined in the Code of Virginia, Title 36, as amended, and incorporated herein by reference, including the necessary electrical, plumbing, heating, ventilating and other service systems. Such units may also be known as industrialized buildings.

Monopole. A single pole structure, usually self supporting, used to support antennas.

Natural watercourse. Any natural stream river, creek, waterway, gully, or wash in which water flows in a definite direction or course, either continuously or intermittently, and has a definite channel, bed and banks.

Nonconforming building. Any building the size, dimensions or location of which was lawful when erected or altered, but which fails to conform to the current standards and regulations due to the adoption, revision or amendment of this ordinance.

Nonconforming lot. A lot, the area, dimensions or location of which was lawful at the time the lot was created, but which fails to conform to the current standards and regulations due to the adoption, revision or amendment of this chapter.

Nonconforming use. A use or activity which was lawful when originally established, but which fails to conform to the current standards and regulations due to the adoption, revision or amendment of this chapter.

Not-for-profit. An organization or activity which has obtained nontaxable status from the U. S. Internal Revenue Service.

Off-street parking area. Space provided for vehicular parking outside the dedicated street right-of-way.

Open space. Any parcel or area of land or water essentially unimproved and set aside, dedicated or reserved for public or private use or enjoyment, or for the use and enjoyment of owners and occupants of land adjoining or neighboring such open space. Open Space may include, recreation centers, playgrounds, swimming pools, tennis and basketball courts, and similar facilities.

Open space, common. Land within or related to a development, not individually owned or dedicated for public use, which is intended for the common use or enjoyment of the residents of the development and may include such complementary structures as are necessary and appropriate.

~~Open space may include, recreation centers, playgrounds, swimming pools, tennis and basketball courts, and similar facilities.~~

Outdoor storage. The keeping, in other than a building, of any goods, materials, or merchandise on the same parcel for more than 24 consecutive hours.

Overlay district. A district established by this Chapter to prescribe special regulations to be applied to a site in combination with the underlying or base district.

Patio. A level surfaced area directly adjacent to a principal building which has an average elevation of not more than 30 inches from finished grade, and without walls or a roof. A patio may be constructed of any materials.

Permanent foundation. For the purposes of a modular home, a permanent foundation shall consist of a continuous solid or fully grouted masonry or concrete footing that shall fully support the exterior walls. A crawlspace, slab on grade, and basement foundations shall be considered

permanent foundations. Pier and ground anchor support systems shall not be considered a permanent foundation.

Plot plan. A drawing that clearly indicates the area, shape, and dimensions of the property proposed for development. All existing easements, natural water courses, and existing and proposed improvements shall also be shown on the plan. The plan shall clearly indicate the minimum distances between existing and proposed uses and all property lines. Proposed access to the property shall also be shown.

Porch. A roofed open area, which may be glazed or screened, usually attached to or part of and with direct access to or from, a building.

Principal building or structure. A building or structure in which the primary use of the lot on which the building is located is conducted.

Principal use. The main use of land or structures as distinguished from a secondary or accessory use.

Private. Unless otherwise specifically indicated, private shall mean anything not owned, operated, provided and/or maintained by a local, state, or federal government.

Public. Unless otherwise specifically indicated, public shall mean anything owned, operated, provided and/or maintained by a local, state, or federal government.

Public water and sewer systems. A water or sewer system owned and operated by:

(1) A municipality or county; or

(2) A private individual or a corporation approved and properly licensed by the State Corporation Commission prior to the adoption date of this chapter; and meeting the requirements of the State Health Department and/or Virginia Department of Environmental Quality.

Recreational vehicle. Recreational vehicle means a vehicle which is (1) built on a single chassis; (2) 400 square feet or less when measured at the largest horizontal projections; (3) designed to be self-propelled or permanently towable by a light-duty truck; and (4) designed primarily not for use as a permanent dwelling but as temporary living quarters for recreation camping, travel or seasonal use.

Replacement cost. The cost of restoring a damaged building or structure to its original condition. Replacement cost shall include reasonable estimates of the cost of materials and labor and shall be compared with the assessed value as determined by the city assessor to determine the percentage of the cost of improvements.

Right-of-way. A legally established area or strip of land, either public or private, on which an irrevocable right of passage has been recorded.

Screening. A method of visually shielding or obscuring one abutting or nearby structure or use from another by fencing, walls, berms or densely planted vegetation. Screening is intended to substantially, but not necessarily totally obscure visual impacts between adjoining uses.

Setback. The minimum distance by which any building or structure must be separated from a street right-of-way or lot line.

Shopping center. A group of commercial establishments planned, constructed and managed as a total entity with shared access, customer and employee parking provided onsite, provision of goods delivery separated from customer access, aesthetic considerations and protection from the elements.

Site plan. A document prepared by an engineer or architect, licensed by the Commonwealth of Virginia, which is drawn to scale showing the proposed development of land. The document may include all covenants, grants or easements and other conditions relating to use, location and bulk of buildings, density of development, common open space, public facilities and such other information.

> ***Major site plan.*** **A site plan that typically includes stormwater management and/or utility work.**
>
> ***Minor site plan.*** **A site plan that typically does not include stormwater management and/or utility work.**

Special exception. A use with operating and/or physical characteristics different from those uses permitted by right in a given zoning district which may, nonetheless, be compatible with those by-right uses under special conditions and with adequate public review. Special Exceptions are allowed only at the discretion and approval of the Salem City Council following review and recommendation by the Salem Planning Commission.

Stoop. A platform, without a roof, located at the entrance of a building with sufficient area to facilitate the ingress and egress to the building.

Story. That portion of a building included between the surface of any floor and the floor next above it, or if there is not a floor above it, then the space between the floor and the ceiling above it.

Street. Any vehicular way which: (1) is an existing state or municipal roadway: or, (2) is shown on a plat approved pursuant to law; or, (3) is approved by other official action. The term street shall include road, and highway. Unless otherwise indicated, the term street shall refer to both public and private streets.

Structure. Anything that is constructed or erected with a fixed location on the ground, or attached to something having a fixed location on the ground, including but not limited to buildings, signs, manufactured homes and swimming pools. Walls and fences shall not be deemed structures except as otherwise specifically provided in this chapter.

Substantial damage. Damage of any origin sustained by a structure whereby the cost of restoring the structure to its condition before damage would equal or exceed 50 percent of the market value of the structure before such damage occurred.

Substantial improvement. Any repair, reconstruction or improvement of a structure, the cost of which equals or exceeds 50 percent of the market value of the structure either before the improvement or repair is started, or if the structure has been damaged and is being restored, before the damage occurred. This term includes structures which have incurred "substantial damage" regardless of the actual repair work performed. For the purpose of this definition

"substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure. The term does not however, include either any project for improvement for a structure to comply with existing state or city health, sanitary or safety code specifications which are solely necessary to assure safe living condition, or any alteration of a structure listed on a national, state, or local historic register.

Telecommunications. The transmitting and receiving of electromagnetic signals through the atmosphere.

Use not provided for permit. A permit authorizing a land use that is not listed as a permitted use by right or by special use in any zoning district provided for in this chapter. Use Not Provided for Permits are allowed only at the discretion and approval of the Salem City Council following review and recommendation by the Salem Planning Commission.

Variance. A reasonable deviation from the provisions regulating the size or area of a lot or parcel of land, or the size, area, bulk or location of a building or structure in accordance with § 15.2-2201 of the Code of Virginia, as amended.

Watercourse. A natural or artificial channel for passage or running water fed from natural sources in a definite channel and discharging into some stream or body of water.

Yard. A required open space on a lot, unoccupied and unobstructed from the ground upward, unless otherwise provided by this chapter.

Yard, front. A yard between the building line and the street right-of-way extending across the full width of the lot.

Yard, rear. A yard between the rear line of the building and the rear line of the lot extending the full width of the lot.

Yard, side. A yard between the side line of the building and the side line of the lot extending from the front lot line to the rear lot line.

Zoning administrator. The Zoning Administrator of the City of Salem Virginia, or an authorized agent thereof, also referred to in this chapter as the administrator.

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 –
Renée F. Turk –

Passed:
Effective:

_____

Mayor

ATTEST:

_____

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

Item #: 6.E.

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

MEETING DATE: November 10, 2025

AGENDA ITEM: **Amendment to City Code - Chapter 82**
Consider adoption of ordinance on first reading amending Sections 82-136 through 82-147 Article V, Chapter 82, of The CODE OF THE CITY OF SALEM, VIRGINIA, pertaining to Transient Occupancy Tax.

SUBMITTED BY:

SUMMARY OF INFORMATION:
These changes are proposed to ensure consistency with the state code definitions related to accommodations and to incorporate a recent state code change related to intermediaries. This change has been reviewed by the City Attorney.

The following definitions have been added:
- Accomodations
- Accomodations Fee
- Accomodations Intermediary
- Accomodations Provider
- Person
- Retail Sale
- Room Charge
- Travel Campground

The new state code section related to intermediaries ensures the proper levy, collection, and remittance by these third-party vendors that facilitate the sale of accommodations.

FISCAL IMPACT:
None

STAFF RECOMMENDATION:
Staff recommends adoption of the ordinance on first reading.

ATTACHMENTS:

1. ARTICLE_V.___TRANSIENT_LODGING_TAX 2023 (updated city code) (003) 2025

AN ORDINANCE TO AMEND, REVISE AND REORDAIN CHAPTER 82, ARTICLE V, SECTIONS 82-136, 82-137, 82-138, 82-139, 82-140, 82-141, 82-142, 82-143, 82-144, 82-146 AND 82-147 PERTAINING TO TRANSIENT LODGING TAX.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, THAT SECTIONS 82-136, 82-137, 82-138, 82-139, 82-140, 82-141, 82-142, 82-143, 82-144, 82-146 AND 82-147 Article V, Chapter 82, of The Code of the City of Salem, Virginia, be amended, revised, and reordained to read as follows:

CHAPTER 82
ARTICLE V. - TRANSIENT LODGING TAX

Sec. 82-136. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

"Accommodations" shall mean, any room or space for which tax is imposed on the retail sale pursuant to this Chapter and includes but is not limited to, any public or private hotel, inn, apartment, hostelry, tourist home or house, motel, rooming house, or other lodging place within the city of Salem offering lodging, and the owner and operator thereof, who for compensation, furnishes lodging to any transients as hereinafter defined.

"Accommodations fee" shall mean the room charge less the discount room charge, if any; provided that the accommodations fee shall not be less than $0.00.

"Accommodations intermediary" shall mean any person other than an accommodations provider that (i) facilitates the sale of an accommodation and (ii) either (a) charges a room charge to the customer, and charges an accommodations fee to the customer, which fee it retains as compensation for facilitating the sale; (b) collects a room charge from the customer; or (c) charges a fee, other than an accommodations fee, to the customer, which fee it retains as compensation for facilitating the sale. For purposes of this definition, "facilitates the sale" includes brokering, coordinating, or in any other way arranging for the purchase of the right to use accommodations via a transaction directly, including via one or more payment processors, between a customer and an accommodations provider.

"Accommodations intermediary" does not include a person:

1. If the accommodations are provided by an accommodations provider operating under a trademark, trade name, or service mark belonging to such person;

2. Who facilitates the sale of an accommodation if (i) the price paid by the customer to such person is equal to the price paid by such person to the accommodations provider for the use of the accommodations and (ii) the only compensation received by such person for facilitating the sale of the accommodation is a commission paid from the accommodations provider to such person; or

3. Who is licensed as a real estate licensee pursuant to Article 1 (§54.1-2100 et seq.) of Chapter 21 of Title 54.1, when acting within the scope of such license.

"Accommodations provider" shall mean any person that furnishes accommodations to the public for compensation. The term "furnishes" includes the sale of use or possession or the sale of the right to use or possess.

"*Commissioner of the* ~~*revenue*~~ ***Revenue"*** means the commissioner of the revenue of the city ***of Salem*** ~~and~~ or any ~~of his~~ duly authorized deputies, assistants, employees or agents.

"*Hotel****"*** ~~means~~ ***includes, but is not limited to,*** any public or private hotel, inn, ***apartment hotel,*** hostelry, tourist home or house, motel, rooming house or other lodging place ~~within~~ ***in*** the city***, which*** ~~offering~~ ***offers*** lodging, for compensation, to any transient. ***Shall also be in accordance with provisions of Chapter 106.***

"*Lodging****"*** ~~means~~ ***includes, but is not limited to, any*** space or room furnished ***to*** any transient.

"Person" shall mean, but is not limited to, individuals, firms, partnerships, associations, corporations, person acting in representative capacity, and combinations of individuals of whatever form and character.

"Retail Sale" shall mean the sale or charges for any room or rooms, lodgings, or accommodations furnished to transients for less than 90 continuous days by any hotel, motel, inn, tourist camp, tourist cabin, camping grounds, club, or any other place in which rooms, lodging, space or accommodations are regularly furnished to transients for a consideration.

"Room charge" shall mean the full retail price charged to the transient for the use of the accommodations, before taxes. "Room charge" includes any fee charged to the customer and retained as compensation for facilitating the sale, whether described as an accommodations fee, facilitation fee, or any other name. Any additional charges made in connection with the rental of accommodations are deemed to be a part of the charge for the room and are subject to the tax. For example, additional charges for movies, local telephone calls, pet fees, cleaning fees, smoking fees, extra occupant and similar services are subject to the tax. Toll charges for long-distance telephone calls are not subject to the tax.

"*Transient****"*** means any person who, for a period of not more than ~~30~~ ***twenty-nine*** consecutive days, either at his own expense or at the expense of another, obtains ***the*** ~~lodging at any hotel.~~ ***use or possession of a room or space occupied for lodging in any hotel or travel campground for which a price is charged.***

"Travel Campground" means any area, site, lot, field or tract of land offering spaces for recreational vehicles or campsites for transient dwelling purposes, or temporary dwelling during travel, or recreational or vacation uses. Shall also be in accordance with provisions of Chapter 106.

"*Treasurer****"*** means the treasurer of the city ***of Salem*** and any ~~of his~~ duly authorized deputies, assistants, employees or agents.

Sec. 82-137. Levy of tax; amount.

In addition to any other tax imposed by law, ~~There~~ ***there*** is hereby imposed and levied by the city on each transient a tax equivalent to eight percent of the total ~~amount paid for lodging, excluding any other taxes levied thereon, by or for any transient to any hotel.~~ ***room charge paid by the transient for the use or possession of a room or space occupied for lodging by or for any such transient to any accommodations.*** Such tax shall be collected from such transient by the person providing such lodging at the time and in the manner provided in this article. In computation of this tax, any fraction of one-half cent or more shall be treated as one cent.

Exceptions.

No tax shall be payable hereunder on room charge paid to any hospital, medical clinic, convalescent home or home for the aged. In addition, no tax shall be payable hereunder on space rental paid to any travel campground.

Sec. 82-138. Collection and payment of tax.

(1) For any retail sale of accommodations not facilitated by an accommodations intermediary, the accommodations provider shall collect the tax imposed pursuant to this chapter, computed on the total price paid for the use or possession of the accommodations, and shall remit the same to the city and shall be liable for the same.

(2) For any retail sale of accommodations facilitated by an accommodations intermediary, the accommodations intermediary shall be deemed under this chapter as a facility making a retail sale of an accommodation. The accommodations intermediary shall collect the tax imposed pursuant to this chapter, computed on the room charge and shall remit the same to the City and shall be liable for the same.

(3) For any transaction for the retail sale of accommodations involving two or more parties that meet the definition of accommodations intermediary, nothing in this section shall prohibit such parties from making an agreement regarding which party shall be responsible for collecting and remitting the tax, so long as the party so responsible is registered as a dealer with the locality. In such event, the party agreeing to collect and remit the tax shall be the sole party liable for the tax, and the other parties to such agreement shall not be liable for such tax.

(4) For any retail sale of accommodations facilitated by an accommodations intermediary, nothing herein shall relieve the accommodations provider from liability for retail sales and use taxes on any amounts charged directly to the customer by the accommodations provider that are not collected by the accommodations intermediary.

(5) In any retail sale of any accommodations in which an accommodations intermediary does not facilitate the sale of the accommodations, the accommodations provider shall separately state the amount of the tax in the bill, invoice, or similar documentation and shall add the tax to the total price paid for the use or possession of the accommodations. In any retail sale of any accommodations in

which an accommodations intermediary facilitates the sale of the accommodation, the accommodations intermediary shall separately state the amount of the tax on the bill, invoice, or similar documentation and shall add the tax to the room charge; thereafter, such tax shall be a debt from the customer to the accommodations intermediary, recoverable at law in the same manner as other debts.

All taxes collected pursuant to this chapter are deemed in be held in trust for the city.

~~Every provider of lodging with respect to which a tax is levied under this article shall collect the total price paid by the customer for the use or possession of a room or space occupied for lodging by or for a transient with respect to which a tax is levied under this chapter shall collect the amount of the tax hereby imposed, at the time payment for such room rental is made whether payment is to be made in cash or on credit, by means of a credit card or otherwise.. amount of tax imposed under this article from the purchaser on whom such tax is levied at the time payment for such lodging becomes due and payable, whether payment is to be made in cash or on credit, by means of a credit card or otherwise. The amount of tax owed by the purchaser shall be added to the cost of the lodging by the seller, who shall pay the taxes collected to the city as provided in this article. Taxes collected by the seller shall be held in trust by the seller until remitted to the city.~~

~~All reports and remittances required under this article shall be made on or before the last day of each month, covering the amount of tax collected during the preceding month.~~

Sec. 82-139. Reports and remittances generally.

(1) The person collecting any such tax shall make out a report upon such forms and setting forth such information as the commissioner of the revenue may prescribe and require, showing the total room charge paid by the customer for the use or possession of a room or space occupied for lodging by or for a transient and the tax required to be collected. The report shall be submitted to the commissioner of the revenue.

(2) The commissioner of the revenue shall determine whether the report is in proper form and upon such determination shall cause a copy to be delivered to the treasurer.

(3) The person collecting any such tax shall remit the tax to the treasurer.

(4) Subject to applicable laws, an accommodations intermediary shall submit to the Commissioner of the Revenue the property addresses and gross receipts for all accommodations facilitated by the accommodations intermediary in the City. Such information shall be submitted monthly.

(5) Said reports and remittances shall be made on or before the last day of the month following each month and covering the amount of tax collected during the preceding month.

(6) An accommodations provider shall not be required to submit a report to the Commissioner of the Revenue if (i) all retail sales of accommodations owned by the accommodations provider are facilitated by an accommodations intermediary and (ii) the accommodations provider attests to the City that all such sales are facilitated by an accommodations intermediary. Such attestation shall be effective for 12 months beginning with the month in which the attestation is made. Thereafter, such attestation shall be due annually on a date determined by the Commissioner of the Revenue, on such forms and in such manner as the Commissioner of the Revenue may prescribe and require. However, such accommodations provider shall make out and submit a report in accordance with this subsection for the retail sale of any accommodations not facilitated by an accommodations intermediary and shall remit such tax as otherwise required by this article.

~~Every provider of lodging with respect to which a tax is levied under this article shall make out a report upon such forms and setting forth such information as the commissioner of the revenue may prescribe and require, showing the amount of lodging charges collected and the tax required to be collected, and shall sign and deliver such report to the city treasurer with a remittance of such tax. Such reports and remittance shall be made each month, covering the amount of tax collected during the preceding month.~~

Sec. 82-140. Preservation of records.

It shall be the duty of any provider of lodging liable for collection and remittance of the taxes imposed by this article to keep and preserve, for a period of five years, records showing gross charges for lodging, the date thereof, the taxes collected thereon and the amount of tax required to be collected by this article. The commissioner of the revenue shall have the power to examine such records, at reasonable times and without unreasonable interference with the business of the ~~seller~~ ***person***, for the purpose of administering and enforcing the provisions of this article, and to make copies of all or any parts thereof.

Sec. 82-141. Duty of seller when going out of business.

Cessation of business – Report and tax due immediately.

Whenever any ~~provider~~ ***person*** required to collect and pay to the city a tax under ***82-137*** ~~this article~~ shall ~~cease to operate~~ ***quit*** or otherwise dispose of ~~his~~ ***their*** business, ***written notification of cessation shall be remitted to the commissioner of the revenue and*** any tax ~~payable~~ under ~~this article~~ ***the provisions of this chapter*** shall become immediately due ~~and payable~~, and such person shall immediately make a report and pay the tax due.

Sec. 82-142. Discount.

(1) For the purpose of compensating providers for the collection of the tax imposed by this article, every ~~seller~~ ***person*** shall be allowed three percent of the amount of the tax due and accounted for in the form of a deduction on his monthly return; provided the amount due:

(a) Is not delinquent at the time of payment, and

(b) Remitted by the ~~sellers~~ ***person*** and received by the commissioner of the revenue on or before the 20th day of the month following the month of collection.

Sec. 82-143. Enforcement of article; duty of commissioner of the revenue.

The commissioner of the revenue shall promulgate rules and regulations for the interpretation, administration and enforcement of this article. It shall also be the duty of the commissioner of the revenue to ascertain the name of every ~~seller~~ ***person*** liable for the collection of the tax imposed by this article who fails, refuses or neglects to collect such tax or to make the reports and remittances required by this article. The commissioner of the revenue may ~~have issued~~ ***issue*** a summons for such person and may serve a copy of such summons upon such person in the manner provided by law. One return of the original summons shall be made to the general district court for the city. Police powers are hereby conferred upon the commissioner of the revenue and ~~his~~ duly authorized deputies, assistants, employees and agents while engaged in their duties pursuant to this article, and they shall exercise all the powers and authorities of police officers in performing such duties. ***Failure or refusal to comply with any rules and regulations promulgated under this section shall be deemed a violation of this chapter.***

Sec. 82-144. Procedure upon failure to collect, report, etc.

If any provider of lodging, whose duty it is to do so, shall fail or refuse to collect the tax imposed under this article and to make, within the time provided in this article, the reports and remittances mentioned in this article, ***or if the commissioner of the revenue has reasonable cause to believe that an erroneous report has been filed,*** the commissioner of the revenue shall proceed in such manner as he may deem best to obtain facts and information on which to base his estimate of the tax due. As soon as the commissioner of the revenue shall procure such facts and information as he is able to obtain, upon which to base the assessment of any tax payable by any ~~seller~~ ***person*** who has failed or refused to collect such tax and to make such report and remittance, he shall proceed to determine and assess against such ~~seller~~ ***person*** the tax and penalties provided for by this article***.*** ~~and~~ ***The treasurer*** shall notify such ~~seller~~ ***person***, by ~~registered~~ mail sent to his last known place of address, of the total amount of such tax and penalties, and the total amount thereof shall be payable within ten days from the date such notice is sent.

Sec. 82-145. Duty of city treasurer.

The treasurer shall have the power and the duty of collecting the taxes imposed and levied under this article and shall cause the proceeds from such taxes to be paid into the general treasury of the city.

Sec. 82-146. Penalty for late remittance or false return.

(a) If any ~~provider~~ ***person*** ~~of lodging, whose duty it is to do so,~~ shall fail or refuse ~~to file any report required by this article or~~ to remit to the city treasurer the tax required to be

collected and paid under this ~~article~~ ***chapter***, within the time and in the amount specified in this ~~article~~ ***chapter***, there shall be added to such tax by the city treasurer a penalty ~~in the amount~~ ***at the*** rate of ten ***(10)*** percent for the first ~~month the taxes are past due~~ ***thirty (30) days*** and five ***(5)*** percent for each ~~month~~ ***thirty (30) days*** thereafter, ~~up to a~~ ***with the*** maximum of ***twenty-five (***25***)*** percent ~~of the taxes collected but not remitted~~ or $10.00, whichever is greater. Provided, however, that the penalty shall, in no case, exceed the amount of the tax assessable.

(b) ~~In the event that~~ ***If*** any ***person shall fail or refuse to remit to the treasurer the tax required to be collected and paid under this chapter within the time and in the amount specified in this chapter, there shall be added to such tax by the treasurer*** ~~tax under this section is not paid by the due date,~~ interest ~~may commence not earlier than the first day following the day such taxes are due by ordinance to be filed,~~ at the rate not to exceed ten ***(10)*** percent per ~~year~~ ***annum from the first day following the day such tax is due upon the amount of the tax for each year or portion thereof from the date upon which the tax is due as provided in this chapter. Interest shall begin accruing on the 30th day of said delinquency until the tax is paid in full.***

(c) In the case of a false or fraudulent return with intent to defraud the city of any tax due under this article, a penalty of ***fifty (***50***)*** percent of the tax shall be assessed against the person required to collect such tax.

Sec. 82-147. Penalty for violation of article.

Any person ~~violating,~~ ***intentionally*** failing~~, refusing or neglecting~~ to ~~comply with any provision of this article~~ ***to file a report required by this chapter*** shall be guilty of a ~~class 1~~ misdemeanor~~.~~ ~~Conviction of such violation shall not relieve any person from the payment, collection or remittance of the taxes provided for in this article.~~ ***, and upon conviction thereof, punishment shall not exceed that prescribed for a Class 1 misdemeanor as provided in Section 18.2-11 of the Code of Virginia (1950), as amended.*** ~~An agreement by any person to pay the taxes provided for in this article by a series of installment payments shall not relieve any person of criminal liability for violation of this article until the full amount of taxes agreed to be paid by such person is received by the treasurer.~~ Each ***such*** failure, ~~refusal, neglect or violation and each day's continuance thereof~~ shall constitute a separate offense. ***Such conviction shall not relieve any such person from the payment, collection or remittance of such tax, penalties and interest, as provided in this chapter. Failure to remit tax collected under the authority of this chapter shall constitute embezzlement per Section 18.2-111 Code of Virginia.***

Sec. 82-148. Exemptions from tax.

No tax shall be payable under this article in any of the following instances:

(1) On charges for lodging paid to any hospital, medical clinic, convalescent home or home for the aged.

(2) On charges made for providing space for a mobile home in a duly authorized mobile home park.

Secs. 82-149—82-175. Reserved.

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

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 –
Renée R. Turk –

Passed:
Effective:

_____

Mayor

ATTEST:

_____

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

Item #: 6.F.

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

MEETING DATE: November 10, 2025

AGENDA ITEM: **Amendment to City Code - Chapter 94**
Consider adoption of ordinance on first reading amending Chapter 94, Nuisances, Section 94-3, Declaration of nuisances; abatement required, pertaining to trees of the CODE OF THE CITY OF SALEM, VIRGINIA.

SUBMITTED BY: Mary Ellen Wines, Planning & Zoning Administrator

SUMMARY OF INFORMATION:
In 2021 Chapter 94, Nuisances, was expanded to more effectively address tall grass, weeds, trees, hedges, trash, stagnant water, vehicle tires, and infestation.

This Chapter was subsequently amended in 2023 related to trees. The regulation of trees in danger of falling was intended to be proactive to assist citizens that were in danger of trees from a neighboring property. However, even after amending the code to refer to trees in ***imminent*** danger, it has not truly been effective and has put additional strain on City staff. As private property laws are just as effective, staff proposes removing the statement addressing trees in imminent danger.

The proposed Code Change has been reviewed by the City Attorney.

FISCAL IMPACT:

STAFF RECOMMENDATION:
Staff recommends adoption of the ordinance on first reading.

ATTACHMENTS:
1. Ordinance Chapter 94 Nuisances

AN ORDINANCE TO AMEND, REVISE, AND REORDAIN CHAPTER 94, NUISANCES, SECTION 94-3 PERTAINING TO TREES, OF THE CODE OF THE CITY OF SALEM, VIRGINIA.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, THAT SECTION 94-3 OF CHAPTER 94, OF THE CODE OF THE CITY OF SALEM, VIRGINIA BE AMENDED, REVISED, AND REORDAINED TO READ AS FOLLOWS:

Chapter 94 Nuisances

Sec. 94-3. Declaration of nuisances; abatement required.

It shall be unlawful for any person who owns or occupies property to permit a nuisance as set forth in this chapter to exist on any parcel within the corporate limits of the city. The responsible party shall abate any nuisance as defined herein. The following conditions, when allowed to exist on property, are hereby declared to be nuisances:

1. Weeds growing on any parcel except weeds on property zoned AG Agricultural or in active farming operation, or in the case of a parcel greater than one acre in area natural vegetation growing more than 50 feet from every property line shall not constitute a public nuisance.
2. ~~**Trees or parts thereof in imminent danger of falling or have fallen onto neighboring property, buildings, structures, vehicles, or any public right-of-way.**~~ Trees growing into a structure resulting in damage to structural elements.
3. Hedges, shrubs, trees or other vegetation, any part of which extends or protrudes into any street, sidewalk, public right-of-way, grass strip or alley so as to obstruct or impede or threaten the safe and orderly movement of persons or vehicles.
4. Trash, as defined herein, which is not contained in an approved container that conforms to the requirements of sections 70-42 and 70-45.
5. Accumulation of stagnant water leading to the breeding of mosquitoes.
6. Vehicle tires that have been removed from the rim.
7. Infestation by bats, rodents, insects, arachnids, or vermin.
8. Any other condition that threatens the health, safety, order, and convenience of the public.

Sec. 94-9. Failure to abate nuisances.

1. After the expiration of such 15 days, the enforcement agent may cause the removal of the nuisance, where necessary, and the cost thereof, including an administrative fee, shall thereupon be chargeable to and be collected from the responsible parties, as taxes or levies are or may be collected.
2. Every charge which remains unpaid shall constitute a lien against such property ranking on a parity with liens for unpaid real estate taxes.

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 –
Renée F. Turk –

Passed:
Effective:

_____
Mayor

ATTEST:

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

Item #: 6.G.

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

MEETING DATE: November 10, 2025

AGENDA ITEM: **Amendment to the Zoning Ordinance**
Hold a public hearing and consider adoption of ordinance on first reading for the request of Pillis Enterprises Inc., property owner, to rezone the property located at 522 South Market Street (Tax Map #s 160 - 4 - 2) from RSF Residential Single Family District to HBD Highway Business District. (Advertised in the October 23 and 30, 2025, issues of *Cardinal News*.) (Planning Commission recommended approval by a unanimous vote.)

SUBMITTED BY: Maxwell Dillon, Planner

SUMMARY OF INFORMATION:
SITE CHARACTERISTICS:

Zoning: RSF Residential Single Family
Land Use Plan Designation: Residential
Existing Use: Vacant
Proposed Use: Overflow Parking Lot for 101 East Fourth Street business operations

The subject property (522 South Market Street) consists of a 0.108-acre tract of land which currently sits within the RSF Residential Single Family zoning designation. The property was previously occupied by a residential structure until its demolition in the late 2010s. The applicant is requesting to rezone the property to HBD Highway Business District in order to facilitate the development of a parking lot that will accommodate vehicle overflow for Pillis Brothers operations.

Section 106-404.11 Construction standards (A) mandates that *all off-street parking areas be constructed of a hard surface consisting of bituminous concrete or concrete*. As a result, any area that is utilized commercially for business operations/employee parking must meet that standard.

If the rezoning request is approved, the site will be subject to site plan requirements to ensure that relevant construction standards (including, but not limited to paving,

landscaping, and stormwater management - if applicable) are satisfied prior to development.

The Future Land Use Map (FLUM) identifies this parcel as residential.

FISCAL IMPACT:

STAFF RECOMMENDATION:
Staff recommends holding a public hearing and consideration of the ordinance on first reading for this rezoning request.

ATTACHMENTS:
1. 522 South Market Rezoning Application
2. AFFIDAVIT
3. NEIGHBOR MAP
4. Legal description
5. Legal Ad 10.23 and 10.30 Cardinal News
6. Council meeting owner notification letter - 522 South Market Street T.M. 160-4-2
7. RezoningOrdinance 522 South Market St Tax Map 160-4-2

SALEM VA
COMMUNITY DEVELOPMENT

Application Data for Application Number: Z25-30047

Application Type Zoning

Application Sub-Type Rezone

Applicant Pillis Enterprises Inc

Location 522 S MARKET ST SALEM VA 24153

Applicant Address 101 E 4th Street
Salem,VA,24153

Property Owner PILLIS ENTERPRISES INC

Owner Address 1726 AMY LN
SALEM, VA,24153

Tax Parcel 160-4-2

Application Information

Section	Question	Answer
Details and Scope of Work	Please provide a detailed description of the work associated with this application.	Additional fencing if necessary and landscaping.
Existing Structure Info	Year Built	
	Property Description	Vacant Land
	Number of Stories	
	Number of Rooms	
	Number of Bedrooms	
	Number of Bathrooms	
	Type of Roof	
	Type of Exterior	
	Type of Basement	
	Finished Square footage of Primary Building	0.00
Parcel Information	Lot Size Acres	0.11
	Lot Size SQFT	4687.00
	Zoning Classification	RSF
	Legal Description	LT 12 & 1/2 LT 11 SEC 3 SALEM IMPROVEMEN
	PID	2765
Rezoning Details	Please advise current Zoning type	RSF - Residential Single Family District
	Please advise desired future Zoning type	HBD - Highway Business District
	Please advise current use	empty lot
	Please describe in detail the proposed use of the property	The lot will be used as overflow parking for vehicles being serviced at Pillis Brothers.
	Please advise designation from the Future Land Use map	Commercial
	Are there proffers associated with this rezoning application?	No

SALEM VA
COMMUNITY DEVELOPMENT

Rezoning Details	Is the building or parcel in a district currently designated as historic	No
	If yes, describe the proposed measures for meeting the standards of the Department of Historic Resources	
	Is the subject property located within the Floodplain District?	No
	If yes, describe the proposed measures for meeting the standards of the Floodplain Ordinance	
	Have you provided a conceptual plan of the proposed development, including general lot configurations and road locations?	No
	Are the proposed lot sizes compatible with existing parcel sizes in the area?	Yes
	If this is for a commercial rezoning, please answer the following questions	No Data
		No Data
	What provisions will be made to ensure safe and adequate access to the subject property?	Access to this property already exists.
	How will the traffic impact of this development be addressed?	There will be no additional traffic in the use of this property.
	Describe why the proposed use is desirable and appropriate for the area. What measure will be taken to assure that the proposed use will not have a negative impact on the surrounding vicinity?	This property is adjacent to the existing business property of Pillis Brothers. This property will be used to park cars before and after repairs. There is a fence that separates this parcel from the next lot.
	What type of signage is proposed for the site?	There will be no signage needed.
	Have architectural/building elevations been submitted with this application?	No

AFFIDAVIT OF MAILING PURSUANT TO S15.2-2204
CODE OF VIRGINIA

PLANNING COMMISSION **ITEM #3A**
OCTOBER 15, 2025

1. This is to certify that I mailed letters in reference to the request Consider the request of Pillis Enterprises Inc., property owner, to rezone the property located at 522 South Market Street (Tax Map # 160 - 4 - 2) from RSF Residential Single Family District to HBD Highway Business District to the following property owners and adjacent property owners on September 29, 2025, in the 2:00 p.m. mail:

Parcel ID	Owner Name	Address 1	City	State	Zip
145-8-7	513 COLORADO LLC	320 POLAR LN	SALEM	VA	24153
145-8-8	BRIZENDINE, RUSSELL LEE III	517 S COLORADO ST	SALEM	VA	24153
160-3-7	THORNHILL LORRAINE W	PO BOX 711	SALEM	VA	24153
160-4-1	JASS PROPERTIES INC	1239 WILDWOOD RD	SALEM	VA	24153
160-4-2	PILLIS ENTERPRISES INC	1726 AMY LN	SALEM	VA	24153
160-4-3	PILLIS ENTERPRISES INC	1726 AMY LN	SALEM	VA	24153
160-4-4	SCHAAL KATHERINE K	207 EAGLE DR	SALEM	VA	24153
160-4-5	MCNEILL, WILLIAM R III	PO BOX 2575	SALEM	VA	24153
160-4-6	SHAWN SCOTT PROPERTIES LLC	105 E 4TH ST	SALEM	VA	24153
160-4-7	LAMBERT, LORI LEIGH	514 S MARKET ST	SALEM	VA	24153
160-4-8	FEURY, BRANDON FEURY, KAREN FEURY, ROBERT	516 S MARKET ST	SALEM	VA	24153

Signed _____ Date 9/29/2025

City of Salem
Commonwealth of Virginia
The foregoing instrument was acknowledged before me this 29th day of September, 2025, by

Tammy Dunn

Notary Public
My commission expires: 10/31/2028

TAMMY DUNN NOTARY PUBLIC REG # 00272427 COMMISSION EXPIRES 10/31/28 COMMONWEALTH OF VIRGINIA

City of Salem, VA



Date Created: 9/26/2025
Created By: anonymous

1 inch = 96 feet

This map should be used for reference purposes only and should not be considered a legal document. While every effort has been made to ensure the accuracy of this product, the publisher accepts no responsibility for any errors or omissions nor for any loss or damage alleged to be suffered by anyone as a result of the publication of this map and the notations on it, or as a result of the use or misuse of the information provided herein.

PILLIS ENTERPRISES, INC.
522 South Market Street
Salem, Virginia 24153

Commencing at an iron pin where the north line of East 4th Street intersects with the east line of South Market Street (formerly known as Alabama Street); thence with the east line of South Market Street N 11° 45' 00" W 90.00 feet to an iron pin, the ACTUAL POINT OF BEGINNING; thence continuing with the east line of South Market Street N 11° 45' 00" W 37.50 feet to an iron pin; thence leaving said South Market Street N 78° 15' 00" E 125.00 feet to an iron pin on the west side of a 16 foot alley (now or formerly Bishop Alley); thence with the west line of said 16 foot alley S 11° 45' 00" E 37.50 feet to an iron pin; thence leaving said alley S 78° 15' 00" W 125.00 feet to the ACTUAL POINT OF BEGINNING; and being one half of Lot 11 and all of Lot 12, Section 3, of the lands of the Salem Improvement Company, and containing 4,688 square feet or 0.1076 acres; and being recorded in the Circuit Court of Roanoke County, Virginia, in Plat Book 1, page 22½.

Notice of Hearing

Published in Cardinal News on October 23, 2025

Location

Virginia County, Virginia

Notice Text

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, November 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:

Consider the request of Pillis Enterprises Inc., property owner, to rezone the property located at 522 South Market Street (Tax Map # 160 - 4 - 2) from RSF Residential Single Family District to HBD Highway Business District.

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

Notice of Hearing

Published in Cardinal News on October 30, 2025

Location

Virginia County, Virginia

Notice Text

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, November 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:

Consider the request of Pillis Enterprises Inc., property owner, to rezone the property located at 522 South Market Street (Tax Map # 160 - 4 - 2) from RSF Residential Single Family District to HBD Highway Business District.

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

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

October 23, 2025

Patrick S. Pillis
101 East 4th Street
Salem, Virginia 24153

RE: Petition For Rezoning
522 South Market Street
Tax Map # 160-4-2

To Whom It May Concern:

You and/or your agent shall appear before City Council on **Monday, November 10, 2025, at 6:30 p.m.** in the **Council Chambers, First Floor, Salem City Hall, 114 North Broad Street, Salem, Virginia** for consideration of your rezoning request for the above referenced property. **The public hearing and first reading of the ordinance will be held at the November 10th meeting. A separate reading of the ordinance is required at a subsequent meeting, and the ordinance will be in full force and effective 10 days after the adoption of the ordinance on second reading.**

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

Sincerely,

H. Robert Light

H. Robert Light
Assistant City Manager/Clerk of Council

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

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

That the following described property in the City of Salem of Pillis Enterprises, Inc., property owner, located at 522 South Market Street (Tax Map # 160-4-2) be and the same is hereby changed from RSF Residential Single-Family District to HBD Highway Business District, and the map referred to shall be changed in this respect and no other, said property being described as follows:

Commencing at an iron pin where the north line of East 4th Street intersects with the east line of South Market Street (formerly known as Alabama Street}; thence with the east line of South Market Street N 11° 45' 00" W 90.00 feet to an iron pin, the ACTUAL POINT OF BEGINNING; thence continuing with the east line of South Market Street N 11° 45' 00" W 37.50 feet to an iron pin; thence leaving said South Market Street N 78° 15' 00" E 125.00 feet to an iron pin on the west side of a 16 foot alley (now or formerly Bishop Alley); thence with the west line of said 16 foot alley S 11° 45' 00" E 37.50 feet to an iron pin; thence leaving said alley S 78° 15' 00" W 125.00 feet to the ACTUAL POINT OF BEGINNING; and being one half of Lot 11 and all of Lot 12, Section 3, of the lands of the Salem Improvement Company, and containing 4,688 square feet or 0.1076 acres; and being recorded in the Circuit Court of Roanoke County, Virginia, in Plat Book 1, page 22½.

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

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 –
Renée F. Turk –

Passed:
Effective:

/s/
Mayor

ATTEST:

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

Item #: 6.H.

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

MEETING DATE: November 10, 2025

AGENDA ITEM: **Back to Salem's Future - Comprehensive Plan 2045**
Hold a public hearing and consider adopting Resolution 1512 approving "Back to Salem's Future - Comprehensive Plan 2045" for the City of Salem. The plan addresses housing, redevelopment, open space, City government, transportation & infrastructure, land use, and other information used to outline the City's long-term vision and goals for development and growth. (Advertised in the October 23 and 30, 2025, issues of *Cardinal News*.) (Resolution of recommendation adopted by the Planning Commission at the September 10, 2025, meeting by a unanimous vote.)

SUBMITTED BY: Maxwell Dillon, Planner

SUMMARY OF INFORMATION:
Under the auspices of the City of Salem Planning Commission, the Planning and Zoning Division, in conjunction with Glenn Walters of TownStudio, initiated the process to conduct a re-write of the City's previous Comprehensive Plan in accordance with Virginia State Code Section 15.2-2223 in October of 2023. The previous iteration of the Comprehensive Plan was adopted in June of 2012, with subsequent amendments in the following years.

Understanding that Salem boasts an incredibly rich history in the Commonwealth, the mission of this revamped Comprehensive Plan was not to sidestep the City's celebrated attributes, but rather to preserve the elements of its history that have proven successful, while seamlessly integrating forward-thinking strategies that situate Salem in position to embrace a dynamic and promising future. With that in mind, the brand *Back to Salem's Future* was born, with a guiding vision of "Honoring Our Past, Innovating the Future." Ultimately, the overarching goal of this newly created Comprehensive Plan is to serve as the City's playbook for success, providing recommendations and action items that are regularly monitored, reviewed, and updated, and can correspondingly inform decision-making over the course of the next several years.

The latter stages of 2023 represented the proverbial kickoff of the Comprehensive Planning effort. Salem Planning and Zoning staff attended the City's annual Pumpkin Fest to advertise the upcoming planning effort, Virginia Tech graduate MURP students were integrated into the process as part of their curriculum, an online poll was distributed to garner the general sentiment of the community, and the first public meeting was held at the Civic Center to begin conversations about community ideas and themes to be addressed.

2024 was an exciting time for the review of the Comprehensive Plan, as it encompassed the bulk of the planning effort. The process involved key stakeholders from various sectors and disciplines to ensure that the plan reflects both the needs of the community and professional best practices. Throughout the year, advisory committee meetings were held to routinely provide feedback on ideas and initiatives, numerous community workshops were conducted to solicit feedback on document material and develop new ideas, stakeholder engagement sessions were led to verify an equitable process, departmental reviews were organized to certify existing processes and evaluate new recommendations, and open houses were provided for iterative public input.

Advisory Committee Meetings: Regular advisory committee meetings were held throughout the year to provide ongoing counsel and feedback on key issues, ultimately ensuring that the plan both aligns with current best practices and meets long-term goals. The committee helped ensure that the planning process remained transparent and balanced the needs of the community and professional best practices.

Community Workshops and Stakeholder Engagement: A series of community workshops were held to directly engage residents, businesses, and local organizations. These workshops served as a platform for community members to share their perspectives, offer feedback, and ask questions. In addition, meetings with key stakeholders focused on obtaining insights from students, local businesses, and other relevant groups to ensure the comprehensive plan addresses a broad spectrum of concerns and priorities. Staff and TownStudio attended First Baptist Church and a Salem Red Sox game, engaged with students at Salem High School, and met with representatives of the Roanoke Valley Association of Realtors and the Roanoke Regional Home Builders Association. Input gathered from these sessions directly influenced the plan's direction and its final recommendations.

Departmental Reviews: Each relevant City Department involved in the comprehensive planning process conducted internal reviews to assess current practices, policies, and strategies, while brainstorming strategies to accomplish future initiatives and projects. These reviews allowed departments to evaluate their goals with the target of aligning operations with the overarching objectives of the comprehensive plan.

Open Houses: Open houses were held to present key findings, solicit public

feedback, and discuss the draft elements of the comprehensive plan. These events were accessible to all members of the community and featured displays, presentations, and opportunities for attendees to engage with committee members, Commissioners, staff, and the consultant. The open houses served as a critical touchpoint to ensure that the plan reflects the values and aspirations of the community and that residents played a significant role in shaping Salem's future.

Subcommittees: City Council, Planning Commission, Advisory Committee members, and interested citizens were invited to participate in the formation of subcommittees that were created to focus on major topics of the comprehensive plan. Housing, Open Space and Greenways, Multi-Modal Transportation, and Business Corridors were the directed four topics of discussion based on input from stakeholders, community conversations, and planning principles. Multiple meetings were held with each group, and the corresponding themes and strategies were finalized. The final version of the document is arranged into chapters with an introduction, themes and strategies, an Action Plan, future land uses, and a City Atlas. Derived from the countless meetings and conversations held with the public, stakeholders, and City staff, the central themes included are the following:

1. Connected Neighborhoods through Parks and Greenways
2. Safe, Multi-Modal Corridors that Support Mobility and Identity
3. Vibrant Redevelopment Districts for Growth and Innovation
4. Diverse Housing for All Stages of Life
5. A Resilient Economy for the Next Generation
6. Outstanding Community Services and Infrastructure
7. Regional Collaboration to Expand Opportunity

Rooted in both feedback from engaged participants and best planning practices, the document takes aim at high-level ambitions like elevating equitable access to greenways and neighborhood-scale parks, introducing complete streets concepts along identified corridors, encouraging mixed-use development patterns in targeted redevelopment districts, and expanding housing availability and affordability for all ages and lifestyles. Embedded in each of those objectives is a desire to emphasize Salem's strengths, while also capitalizing on opportunities to best position the City for future success.

A draft of the Comprehensive Plan was discussed during the August 13, 2025, work session of the Planning Commission, during which Commissioners provided feedback for slight adjustments to the document. Since that time, staff has worked diligently to incorporate those tweaks, primarily related to document clarity,which are now reflected in the current draft.

Once adopted, staff recommends that Planning Commission conduct annual review meetings with relevant "Teams" noted in the Action Plan to discuss progress, needs, and necessary adjustments to the plan so that the City can actively respond to the goals of the community.

REQUIREMENTS: The request meets the requirements of Section 15.2-2223 of the Code of Virginia related to the preparation and adoption of the Comprehensive Plan.

FISCAL IMPACT:

STAFF RECOMMENDATION:
Staff recommends holding a public hearing and adoption of Resolution 1512.

ATTACHMENTS:
1. Salem Comprehensive Plan FINAL DRAFT
2. Comprehensive Plan - Community Engagement at a Glance
3. Comprehensive Plan - VDOT Memo
4. Comprehensive Plan - PC Draft Changes
5. Planning Commission Resolution
6. Resolution 1512 CompPlan--November 2025

CITY OF SALEM



Comprehensive Plan 2045

SALEM VA

This plan could not have been written without the dedication and input of City Leadership, Staff, our Committees, and the community at large. The City of Salem Planning and Zoning Division would like to extend a special thank you to the following groups for their contributions of time, resources, and/or facilities:

- Salem Civic Center and staff
- Salem Parks and Recreation and staff
- Salem High School faculty, staff, and students
- Virginia Tech – Diane Zahm and MURP students
- Salem Red Sox
- First Baptist Church
- Calvary Baptist Church
- Chip and Jo's

The City of Salem boasts one of the richest histories in the Commonwealth, from our treasured downtown to our diverse neighborhoods. Through the formulation of this plan we envision a harmonious blend of cherished history and cutting-edge innovation, where the roots of our heritage remain firmly planted as we strive for continued progress and evolution. Our vision is to preserve the elements of our history that have proven successful, while seamlessly integrating forward-thinking strategies to embrace a dynamic and promising future.

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ACKNOWLEDGEMENTS

CITY COUNCIL

Mayor Renée Turk
Vice Mayor Anne Marie Green
Councilman Randy Foley
Councilman Hunter Holliday
Councilman John Saunders

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INTRO

A summary of a Comprehensive Plan including its purpose and goals, Salem's vision for the future, key opportunities, summary recommendations, and an overview of the public engagement process used to develop the plan.

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INTRODUCTION

WHAT IS A COMPREHENSIVE PLAN?

A Comprehensive Plan is a formal planning document adopted by resolution to provide aspirational and strategic continuity across time and to support successive public bodies with a shared community vision.

The Plan establishes the framework to focus future public and private investments and describes the actions needed to realize an agreed-upon community vision. Because a Comprehensive Plan is developed through a citizen-driven process, it creates political and societal accountability for its success.
In Virginia, comprehensive plans are required by state law for all counties, cities, and towns. The requirements are outlined in Section 15.2-2223 of the Code of Virginia, the key elements of which are as follows:

General Requirements

- **Preparation**: Each local planning commission is responsible for preparing a Comprehensive Plan for the locality's physical development.
- **Scope**: The plan must address present and future needs and resources to guide and accomplish coordinated, adjusted, and harmonious development.

Content Requirements

- **Land Use**: Designation of the general or approximate location, character, and extent of various land uses, such as residential, business, industrial, agricultural, and other categories.
- **Transportation**: Incorporation of a transportation plan showing the general location and extent of existing and proposed streets, roads, highways, parkways, railways, bridges, waterways, terminals, and other public transportation facilities.
- **Community Facilities**: Identification of public facilities, such as parks, schools,

libraries, public buildings, and other community services.
- **Housing**: Assessment of current housing conditions and future housing needs.
- **Natural Resources**: Planning for conserving, utilizing, and protecting natural resources and historical areas.
- **Public Utilities**: Plans for the development and improvement of utilities, such as water supply, wastewater treatment, stormwater management, and solid waste disposal.
- **Economic Development**: Consider the locality's economic development needs and potential strategies.
- **Environmental Protection**: Addressing measures to protect the environment, such as flood control and pollution prevention.

3. Planning Process

- **Public Participation**: There must be opportunities for public involvement and input during the development of the plan.
- **Review and Adoption**: The planning commission must hold at least one public hearing before recommending the plan to the local governing body. The local governing body must also hold a public hearing before adopting the plan.
- **Periodic Review**: The Comprehensive Plan must be reviewed at least once every five years to determine if amendments are necessary. The goal would be to have it be reviewed more regularly to ensure its use and efficacy.

4. Implementation

- **Zoning and Subdivision Ordinances**: The Comprehensive Plan serves as a guide for the development and implementation of zoning and subdivision ordinances.
- **Capital Improvement Program (CIP)**: The plan should align with the locality's CIP, which outlines the funding and timing of public infrastructure projects.

5. Coordination

- **Regional Planning**: Coordination with neighboring localities and regional planning agencies to address issues that cross jurisdictional boundaries.
- **State and Federal Requirements**: Compliance with relevant state and federal regulations and policies.

6. Documentation

- **Maps and Diagrams**: Inclusion of maps, diagrams, charts, and other visual aids to illustrate the plan's proposals.
- **Textual Description**: Comprehensive narrative explaining the goals, objectives, and strategies of the plan.

7. Special Considerations

- **Urban Development Areas (UDAs)**: Localities are encouraged to designate UDAs to focus development in areas where it can be more efficiently served by public services.

- **Affordable Housing**: Addressing the need for affordable housing and strategies to meet this need.
- **Environmental and Historic Preservation**: Identification and protection of environmentally sensitive and historic areas.

CRITICAL GOALS OF THE PLAN:

1. **Integrate existing plans and initiatives into a community-wide vision for the future.**
2. **Create a resource to inform policy decisions.**
3. **Set priorities and responsibilities.**
4. **Outline specific goals and strategies to achieve the vision.**
5. **Align Strategic Plans, Capital Improvement Plans (CIP), Budgets, and Department Action Plans.**
6. **Used by Staff and Leadership to initiate tasks and make decisions.**

WHAT DOES IT INCLUDE?:

The Salem Comprehensive Plan includes goals, strategies, area plans, and implementation measures that reflect the community-driven process. The Plan is a starting point – where the vision is articulated and implementation is identified. It lays the framework for future action but purposefully does not resolve all the goals, plans, and measures identified by the Community. The Plan itself identifies and describes the strategies that must be implemented by the community to realize the agreed-upon vision.

HOW TO USE IT:

As the City's playbook for success, this document consists of written recommendations supported by maps, definitions, and action items to guide City leaders in making decisions that will impact Salem over the next 20 years. It should be used when departments are making plans for the year when budgets are being created and to influence the City's long-term focus and work.

This Comprehensive Plan is a guiding document, and is to be used in that capacity. It sets the vision and strategic recommendations for future collaborative work so the City can achieve its vision. In that regard, it is not a regulatory or binding set of recommendations.

SALEM IN A SNAPSHOT

Throughout centuries of storied history, the City of Salem continues to be a place its residents are proud to call "home."

Industrial roots permeate the modern business environment, and both small enterprises and corporate commercial ventures contribute to a healthy regional and global market.

Supreme City services, schools, and recreational facilities attract and serve residents and visitors alike.

A healthy blend of tradition and innovation defines the City's ambitions, positioning Salem for continued prosperity.

POPULATION

Population = 25,477

Median Age = 40.3

- State of Virginia = 39.3
- Roanoke County= 43.7
- Roanoke City = 39.1

Recent Growth = .46%
(Last 10 years approximate)

- State of Virginia = 7.65%
- Roanoke County= 5.53%
- Roanoke City = 1.14%

Additional, more extensive information can be found in the City Atlas of the Comprehensive Plan.



INCOME

Median Household Income (2023) = $66,716

- State of Virginia =$90,974
- Roanoke County=$82,931
- Roanoke City = $52,671

Median Property Value = $265,000

State of Virginia = $410,032
Roanoke County= $309,000
Roanoke City = $260,000

Cost of Living Index* = 86.1

State of Virginia = 103.6
Roanoke County = 87.2
Roanoke City = 86.5

HOUSING

Number of Households = 10,100

Homeownership Rate = 63.5%

State of Virginia = 69.1%
Roanoke County = 78.7%
Roanoke City = 51.7%

Rental Rate = 36.5%

State of Virginia = 30.9%
Roanoke County= 20.43%
Roanoke City = 48.3%

*The **Cost of Living Index** is a measure that compares the average expenses of goods and services (like housing, food, and transportation) between different locations. For this comparison, the National Cost of Living is100.

VISION AND PRINCIPLES

The Salem Comprehensive Plan is the result of engaged citizens and stakeholders contributing to a shared and agreed-upon vision for their community.

SALEM'S VISION

"Salem is a beautiful and proud City in the mountains. Our people are our greatest assets, and our "small-town" feel defines our character.

Our commitment to economic opportunities, nature and the outdoors, diverse neighborhoods, history, community services, sports, and best-in-class schools foster a pride of place and a unique quality of life that is shared by all our citizens.

As we encounter change, we will respond wisely, learning from our history and embracing the future with a fresh mindset and a commitment to excellence."

SALEM'S PRINCIPLES:

The following principles guide our actions and policies. They represent fundamental truths that we strive for as we initiate policies, codes, plans, designs, and construction projects.

Culture and History

We value our history while positioning ourselves for a prosperous future: Our people and historic neighborhoods are defining elements of our sense of place. We acknowledge the need to protect the visual character of our City.

Our Downtown is the heart of our community: We will continue to nurture its vitality, safety, character, and ways to bring people together.

We are linked physically and culturally with our mountains and rivers: We enable sensitive ways to promote access and use of these important natural features and work regionally to promote and protect their health.

Mobility

We value walkable and bikeable connectivity: Our streets, greenways, and trails form an interconnected, scaled, rational network that provides several convenient routes that are bikeable and walkable to destinations such as parks, open spaces, shops, work, and school.

Our neighborhoods are linked with our community assets: By expanding upon our sidewalks, bikeways, and trail networks, all of our citizens can easily access routes that connect us to our natural and cultural assets.

Community Character

We have high-quality – complete neighborhoods that are open to a diverse population. Our neighborhoods retain their character as they add new and diverse residents in the future and open their arms to contextually appropriate infill development and redevelopment.

We live and work on safe, human-scaled streets: Our streets accommodate multiple forms of transportation and are designed appropriate to their context and to maximize mobility, safety, comfort, connectivity, and a place to shop, park, stroll, greet friends, and hold events.

We place high value on our public realm: Our sense of community, character, pride, and sense of place is defined by the design quality of our public realm, which includes our streets, parks, public spaces, open spaces, and our natural resources.

We value our best-in-class parks and recreation: In addition to having high-quality active sports fields and sports tourism, our neighborhoods have a variety of neighborhood-scaled parks that support all age groups, abilities, and ways access to them on foot, bike, or other.

We value reuse and infill development: We encourage new development to be located where there is vacant land or land best positioned for redevelopment that is already serviced by infrastructure. Doing so will reduce areas that are not performing as well as others and offer a place for housing and business diversity.

We strive for more diversity and unique ways of living: We are mindful of housing affordability, changes in the marketplace, desires of younger folks, as well as the needs of our seniors, and we shape our neighborhoods in ways that accommodate all our citizens.

Economic Opportunity

We balance growth with preserving our sense of place and character: We accept our slower rate of growth but recognize that we can't stand still. We focus on areas for growth that create the highest opportunities

for something that reflects newer markets and preferences, while protecting our historic neighborhoods.

We have a clear economic strategy: "One that's rooted in sustainable growth with industry diversification and real estate development, achievable goals for talent and business attraction and retention, and establishing stronger regional and statewide partnerships to help our City thrive." (from Economic Development's Strategic Plan)

We are fiscally responsible: Our government services are fiscally responsible and maximize return on investment, and we support entrepreneurial ventures, education, and development that will strengthen our local economy.

We promote equity for our citizens: Our citizens have access to a diverse range of dignified, affordable, and market-rate housing choices to rent or purchase and easy access to community amenities, parks, open spaces, education, assistance, and services.

We are regional partners: We promote working in partnership within our region to maximize economic development, marketing, education, infrastructure service, environmental stewardship, transportation, health and safety, and connectivity.

Environmental Stewardship

Our built environment is in harmony with the natural environment: We promote design and engineering practices that ensure the health of our rivers, streams, and creeks.

We recognize that new developments and multimodal streets can be supportive of environmental stewardship: We create plans and policies that promote walking and cycling, public transportation possibilities, providing shade with tree plantings, and promoting greener buildings.

SALEM'S OPPORTUNITY

A CITY THAT MOVES FORWARD WHILE RESPECTING ITS PAST

Salem is a proud city that recognizes the importance of its people and its sense of community. The landscape of the Virginia Blue Ridge Mountains, the history, scale, and character of its neighborhoods, the growing vibrancy of its downtown, its best-in-class parks and recreation network, its high-quality school system, and its access to the Roanoke River provide it a character, sense of place and history that demands a careful approach to balance growth and preservation.

This Comprehensive Plan looks out 20 years. The Plan describes specific principles, strategies, and actions that together enable Salem to act on its vision and values. The plan considers that growth must be accomplished in ways that support the City's vision of strong neighborhoods, environmental harmony, and access and fairness for its citizens. These are to be accomplished by the application of well-tested urban planning principles that channel growth toward the land that is the most suitable for development based on economic, cultural, social, and environmental principles.

Salem is a small-town setting, and historically, it has not had the types of growth pressures that have caused it to lose its sense of place and character. Salem has grown slowly in the recent past and is only now feeling the potential impacts of accelerated development within its boundaries.

These new developments and current market preferences are reshaping select parts of the city, causing stress. **Salem can craft a vision of the future to shape new growth using a set of tools that establishes predictable and balanced outcomes.** Salem's future needs to be carefully planned so that the balance and harmony that make it special today are nurtured, updated, and best positioned for the next generation to benefit from.

With the creation of this Comprehensive Plan, Salem will continue to evolve based on its deep appreciation and connection with its history, the natural environment, resilient planning principles applied city-wide, and equitable access to housing, parks, open spaces, and services. It acknowledges that growth for growth's sake is not Salem's vision. It recommends ways that balance preservation and protection while also accommodating expanding diversity, uniqueness, and housing affordability in logical locations that could use investment and an economic boost.

The key to the future is to reposition underperforming parts of Salem with plans that encourage new and unique districts supportive of varied employment and housing opportunities.

This includes continued efforts to make the large arterial roadways that bisect the City, such as East Main Street, West Main Street, and Apperson Drive, more livable with safer crossings, slower speeds, multipurpose paths, streetscape, access management, and gateway elements. It includes "place-based" planning to help guide the redevelopment of the East Bottom area, South of Downtown, Apperson Drive, and portions of East Main Street into diverse, highly integrated mixed-use districts that have livable streets, parks and open spaces, connectivity, and walkable destinations.

The Plan promotes the development of "people places" such as parks, river access, natural areas, and urban places to gather, which will encourage walking and cycling

along with transit as options for mobility that impact residents more broadly than auto-centric policies and development can. Leveraging the Roanoke River Greenway with adjacent compatible land uses and higher levels of connectivity will take advantage of that important piece of public infrastructure.

Focusing on vacant infill lots and their feasibility for attractive and affordable housing and mixed-use development will enable sensible population growth on land already serviced with infrastructure.

The Plan acknowledges that Salem is highly woven into the Roanoke Valley and shares roadways and borders with the City of Roanoke and Roanoke County. Cooperation and collaboration will need to be maintained within the region so that cross-jurisdictional identities are allowed to be expressed within a common perspective about regional issues such as open space, roadways, waterways, housing, and stormwater management.

Lastly, the Plan considers that the hallmarks of great and lasting places include protecting the natural assets that define it, promoting cultural and economic diversity, ensuring inclusion, and establishing the physical and social infrastructure and frameworks that enable people to share, prosper, gather, work, recreate, walk, bike, and connect freely with one another.

KEY QUESTIONS FOR THIS PLAN:

"How can we diversify our housing, population, and business offerings while retaining the sense of place and character that we cherish?"

"How can we prepare areas of the city for new and exciting redevelopments while supporting the businesses and residents that are already there?"

"What tools do we need to create to fit new development into existing patterns, ensure high quality, and ensure we maintain our aesthetics?"



The Salem Farmers Market draws residents and visitors Downtown for fresh foods and community connections and is one of the many events hosted by the City.

SUMMARY OF RECOMMENDATIONS

1. Identify Areas to Capture Potential Growth – Define priority areas for new place-based development while strengthening and supporting existing neighborhoods.

2. Expand Mixed-Use Development – Expand and refine the definition of Mixed Use to foster walkable, vibrant communities.

3. Promote Revenue-Generating Development – Support business growth and job creation through strategic investments and policies.

4. Address Housing Needs – Explore strategies to improve housing affordability, diversity, and accessibility, with a focus on younger generations and seniors.

5. Create Walkable Neighborhoods – Develop and implement Complete Streets that prioritize pedestrian-and bike friendly neighborhoods

6. Provide Neighborhood Parks – Ensure access to equitably distributed parks within both existing and future neighborhoods.

7. Expand and Enhance the Roanoke River Greenway Experience – Extend the Greenway into Salem's neighborhoods and commercial districts to enhance access and connectivity. Position Salem as a premier "trail-oriented City," leveraging outdoor recreation.

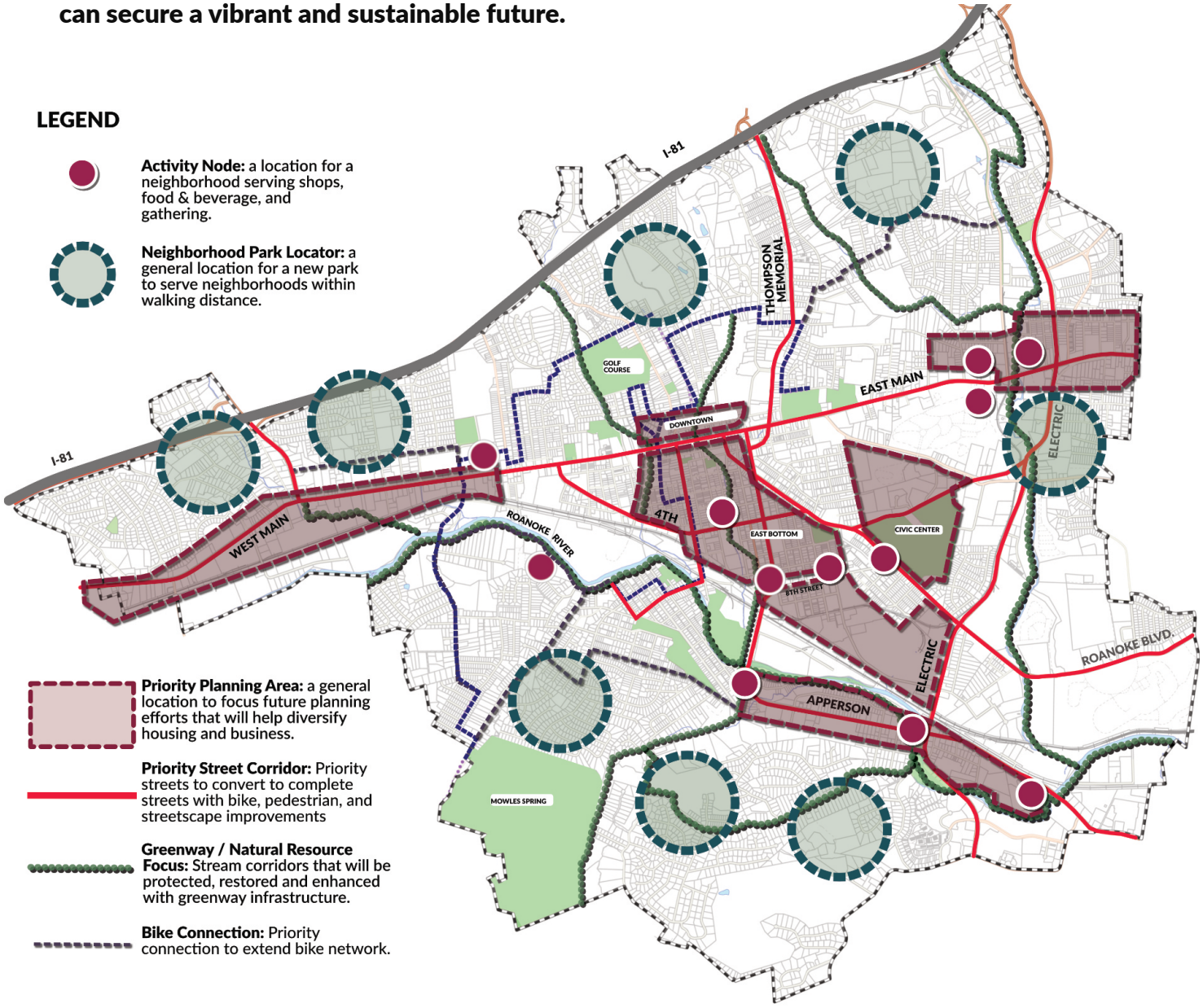
8. Continue to provide excellent Community Services – Provide the resources and and staffing needed to continue to offer these services into the future.

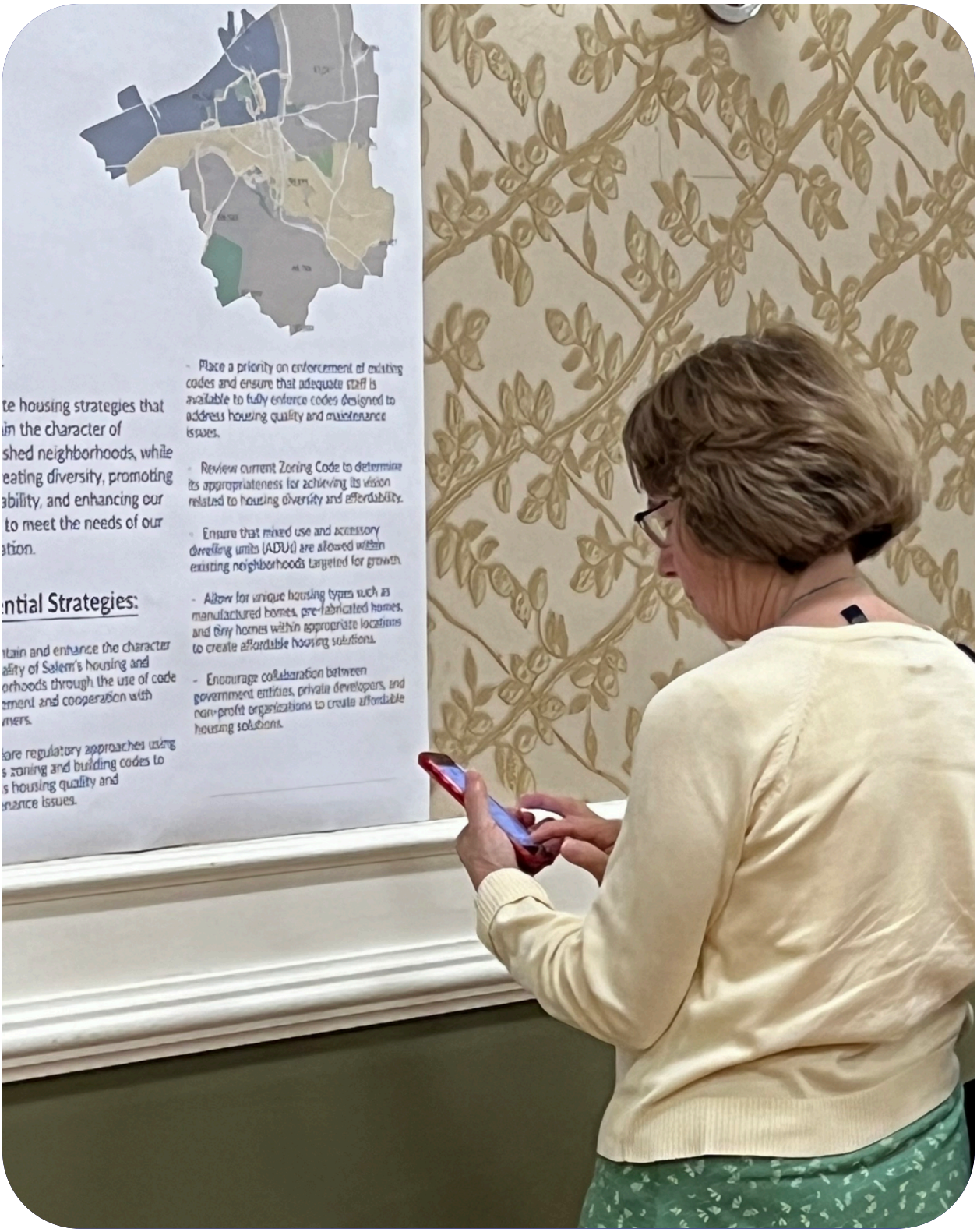
9. Strengthen Regional Collaboration – Promote collaboration around economic growth, connectivity, open space preservation, and housing solutions across the region.

10. Align Actions with Budget Priorities – Define and prioritize key initiatives within budget constraints and across departments.

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Simple, time-tested urban planning principles—when implemented thoughtfully and with high-quality execution—can enhance Salem's economy, strengthen neighborhood connections, and boost overall connectivity. By fostering walkability and embracing placemaking, Salem can secure a vibrant and sustainable future.




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- Place a priority on enforcement of existing codes and ensure that adequate staff is available to fully enforce codes designed to address housing quality and maintenance issues.
- Review current Zoning Code to determine its appropriateness for achieving its vision related to housing diversity and affordability.
- Ensure that mixed use and accessory dwelling units (ADUs) are allowed within existing neighborhoods targeted for growth.
- Allow for unique housing types such as manufactured homes, pre-fabricated homes, and tiny homes within appropriate locations to create affordable housing solutions.
- Encourage collaboration between government entities, private developers, and non-profit organizations to create affordable housing solutions.

COMMUNITY ENGAGEMENT

Community engagement was a priority within the process to create the plan. Over the course of the plan's development, there were multiple opportunities for the public to provide input, voice concerns, and comment on and shape in-progress plans.

Efforts were made along the way to adjust the approaches in order to reach as many segments of the community as possible. Workshops were scheduled throughout the process of creating the plan so that input directly influenced the development of the plan. Several techniques were used to engage the community, including presentations, pop-ups, polling, table exercises, and one-on-one or group meetings.

ADVERTISING ENGAGEMENT

The City used multiple methods to drive engagement, including direct mail, attending church services, press releases, flyers, attending community events such as The Pumpkin Fest and a Salem Red Sox baseball game, managing a project web site, social media, print media, and signage.

PLANNING COMMISSION, AND CITY COUNCIL

The consultants and planning staff met with the Planning Commission and City Council at key milestones to solicit feedback on the development of the draft plan. These meetings were both public meetings, and workshops.

WEB AND MEDIA PRESENCE

The Comprehensive Plan was developed alongside a 24/7 web presence via the City website that allowed free and open access to key plan documents as well as a platform for the public to interface with and react to the plan's development. The plan was advertised and reported on in a variety of local media, including press releases, email, and the City 's social media platforms.

PUBLIC ONLINE POLLING

The plan was influenced by online public polling that mirrored the topics within the process of creating the plan. The polling began a dialogue about Salem's strengths as a community, evaluated citizen satisfaction

with existing City services and qualities, discussed options for growth, housing, open space, and parks, and offered a glimpse into public preferences for prioritizing future investment. **Our initial polling attracted over 600 responses and provided the plan guidance on key issues.**

PUBLIC MEETINGS:

Five in person public workshops were conducted with the community. These were focused on specific topics as follows:

1. **Plan, Vision, and Themes**
2. **Transportation corridors**
3. **Parks, trails, and open space systems**
4. **Housing**
5. **Strategies and Vision for the East Bottom District**

The meetings offered the community the chance to share ideas and priorities through live polling and chat function. One meeting was held with the Students at Salem High School. A final public community meeting was held at the Salem Civic Center, where exhibit boards were set up to reveal the Themes and Strategies, a draft Future Land Use Map (FLUM), and the Focal Area Plan for East Bottom. All workshop exhibit materials were published online and translated into a user-friendly format for viewers to navigate and respond to survey questions or provide comments at their own pace.

KEY TAKEAWAYS:

Several important topics and concepts came to the forefront of our varied discussions while conducting the planning process:

- **Salem residents overwhelmingly expressed pride and satisfaction in calling this City home.** As the community looks toward the future, there was a strong desire to protect and build upon the qualities that make Salem special—its small-town charm, strong sense of place, and connected neighborhoods.

- **Growth is welcomed, but with care and intentionality.** The community supports development that enhances Salem's character, brings new life to the City, and broadens opportunity. By encouraging a mix of housing options—including affordable units, diverse densities, and homes that meet the needs of younger residents and aging seniors—Salem can attract a wider population while supporting its existing community.

- **Historic neighborhoods, beloved for their character and heritage, are deeply valued.** Preserving these areas remains a top priority, with future planning efforts aimed at reinforcing their unique identity.

- **Housing emerged as a key issue.** While there is recognition of the need for expanded offerings—including smaller infill homes, Accessory Dwelling Units (ADUs), and the possibility of manufactured homes in new areas—there is also caution. Community members emphasized the importance of quality, thoughtful integration, and clear guidance on where such changes would be appropriate.

- **There was broad agreement on the need to reimagine Salem's major transportation corridors.** These areas must evolve in response to shifting retail trends, growing traffic concerns, and the need for safer, multi-modal transportation options. Each corridor has its own character, and tailored strategies should reflect and elevate their individual roles within the broader City vision.

- **Recreation and green space access remain vital community values.** Many residents expressed a strong interest in expanding neighborhood-scale parks that are easily walkable from homes, as well as enhancing connectivity to the Roanoke Greenway. The Greenway, in particular, is seen as a standout asset with the potential to knit neighborhoods together and link residents to natural spaces and City amenities.

- **Concerns about property maintenance and the appearance of certain areas were also raised.** Addressing these issues will require a shared understanding of current regulations and a collaborative approach to policy enforcement and support.

Together, these priorities shape a shared vision for Salem—one rooted in respect for the past, responsiveness to present needs, and readiness for a resilient, inclusive future.

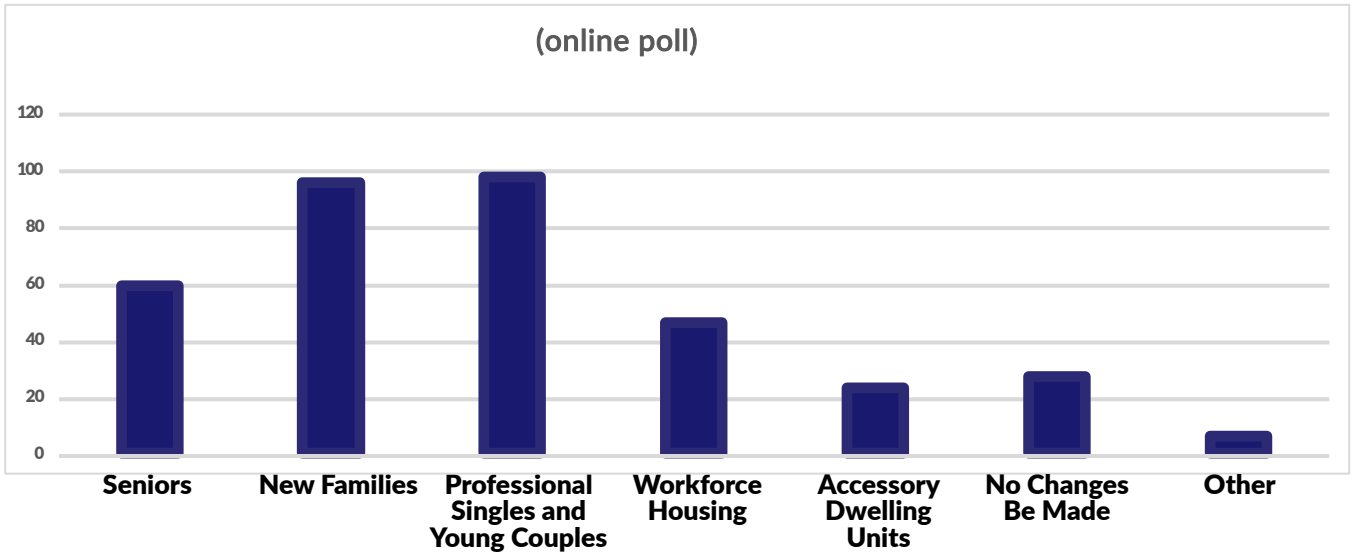
Investments in planning should be scoped to create the tools needed to provide the protection and preservation outcomes expressed by residents, incentivize new housing that is more diverse and affordable, attract new businesses in walkable patterns, and create small area plans that define how new developments will encourage a revitalized City over time, in support of the Comprehensive Plan's Vision.

CAPTURE FROM COMMUNITY

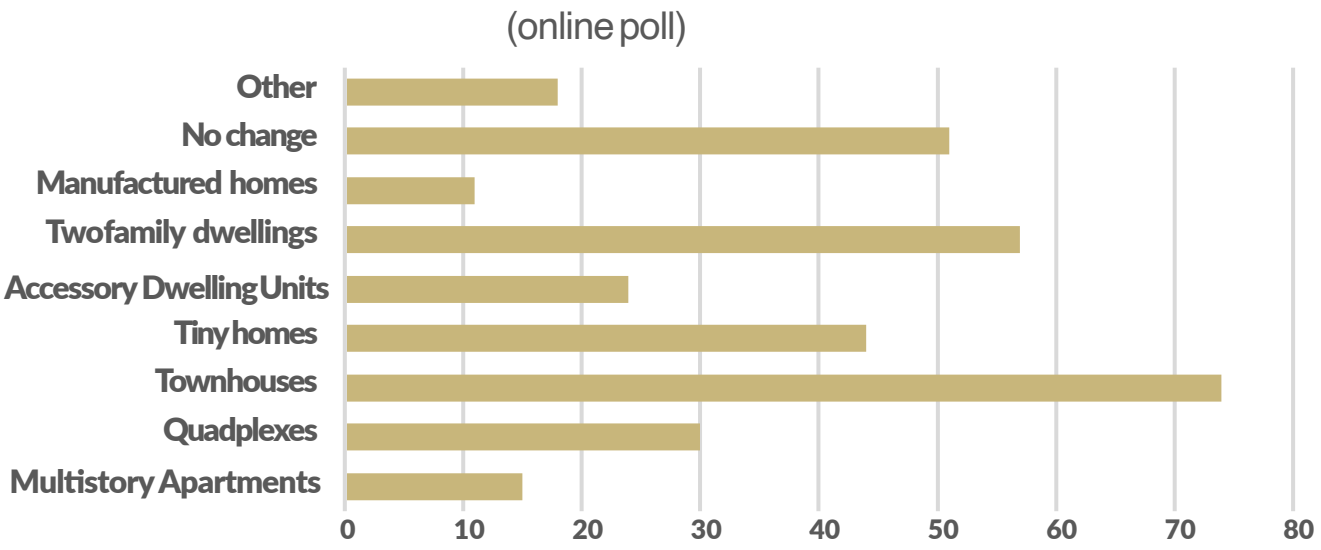
Various polling exercises conducted throughout the process focused on housing, growth, and development to get a feel for how Salem might best accommodate the production of housing that is affordable to more of its citizens.

The polling suggested that Salem is divided on growth and housing. Many residents didn't want the City to grow or grow slowly, while others were more accommodating of growth. Interestingly, the polling also showed that many residents would like more houses that were attractive to more market segments, would be appealing to a younger generation, and would be priced more modestly.

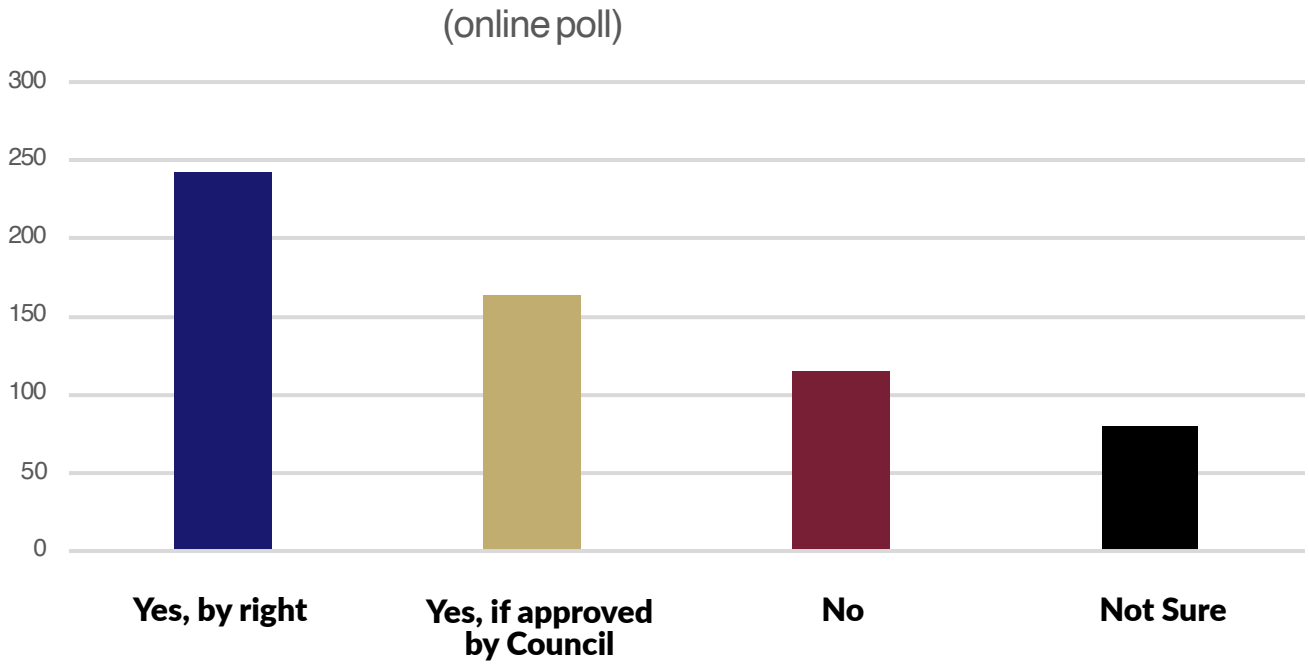
BROADENING SALEM'S HOUSING OFFERINGS SHOULD FOCUS ON:



TYPES OF HOUSING RESIDENTS WOULD LIKE TO BECOME MORE ACCESSIBLE / AVAILABLE

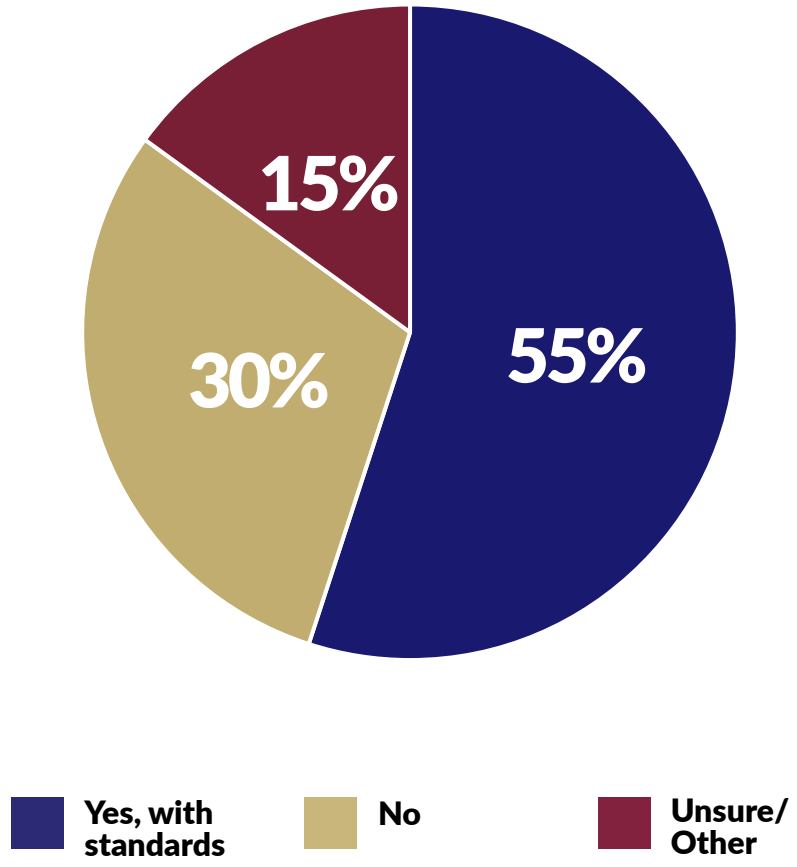


SHOULD ACCESSORY DWELLING UNITS BE ALLOWED?



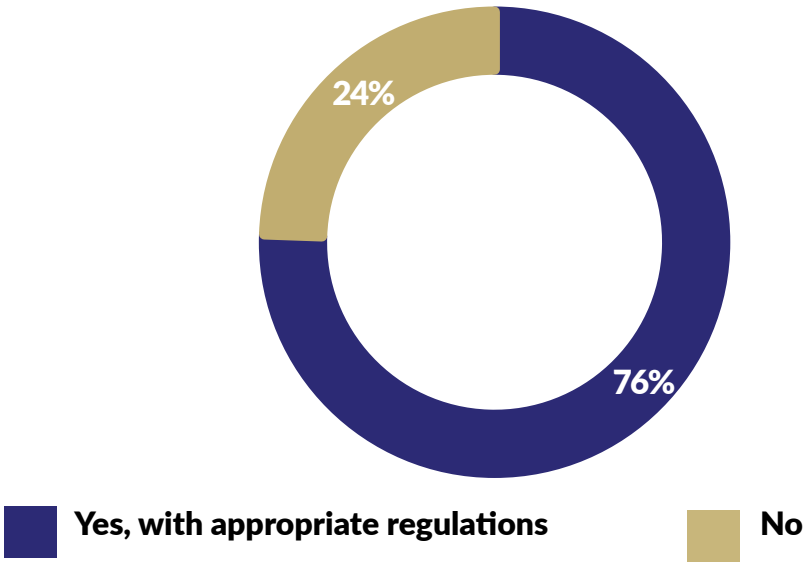
CONSIDERING MANUFACTURED HOUSING AS A MEANS TO IMPROVING HOUSING AVAILABILITY AND AFFORDABILITY

(Online Poll)



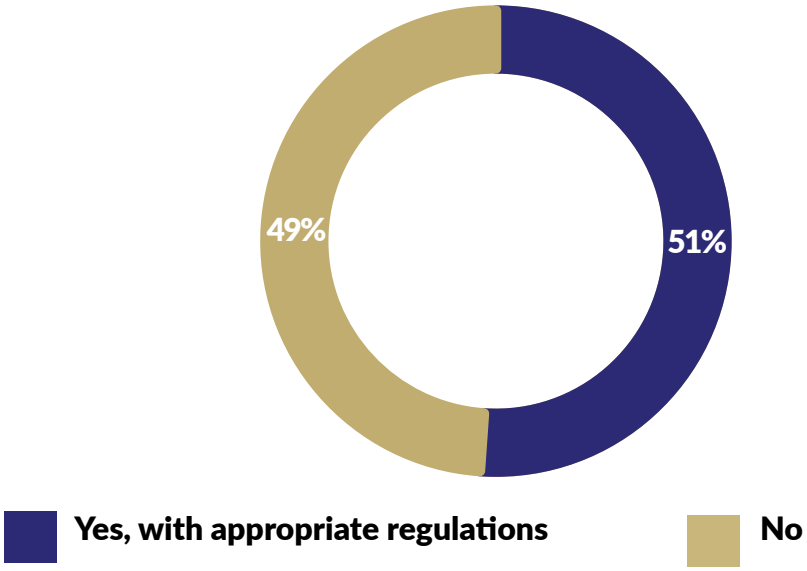
SHOULD ADU'S BE CONSIDERED / ALLOWED?

(August 2024 Open House)



SHOULD MANUFACTURED HOUSING BE EXPLORED OUTSIDE OF MANUFACTURED HOME PARKS?

(from August 2024 Open House)



KEY DEFINITIONS

Urban Planning Terms – Simple Definitions

Accessory Dwelling Unit (ADU)
A small, separate living space on the same property as a main home. Examples include garage apartments or backyard cottages.

Affordable Housing
Housing that costs no more than 30% of a household's income, making it accessible to low- or moderate-income people as defined by the department of Housing and Urban Development (HUD).

Average Daily Trips (ADT)
Average Daily Trips (ADT) is the average number of vehicle trips generated to and from a location or roadway segment per day, typically calculated over a 24-hour period.

Bikeability
How easy and safe it is to get around a place by bicycle.

Bikeable
Describes a place where riding a bike is safe, convenient, and comfortable.

Community Services
Public services that support daily life and well-being, such as schools, libraries, healthcare, parks, and emergency services.

Complete Streets
Roads designed for safe use by everyone—people walking, biking, driving, or using public transit—regardless of age or ability.

Connectivity
How well streets, paths, and transit routes link places, making travel more direct and convenient.

Corridor Study
A planning review of a major road or transit route to improve safety, traffic flow, development, and access.

Daylighting Streams
The process of uncovering buried or piped streams and restoring them to a more natural, open condition.

Economic Development
Efforts to grow jobs, businesses, and investments in a community to improve its economy and quality of life.

Floodplain
Land next to a river or stream that may flood during heavy rain or snowmelt.

Floodway
The central part of a floodplain where water flows fastest and deepest during a flood—development is usually restricted here.

Housing Affordability
A measure of whether people can afford to rent or buy homes based on their income and local housing costs.

Housing Density
The number of homes in a specific area, such as per acre or square mile.

Mixed-Use
A development or area that combines housing, businesses, and other uses in one place to encourage walking and reduce car use.

Place-Based Planning
A planning approach that focuses on the unique needs and strengths of a specific location or community.

Regional Cooperation
When neighboring cities, towns, or counties work together on shared challenges like transportation, housing, or environmental protection.

Sharrows
(shared lane markings) are road symbols used to indicate that a travel lane is shared by both bicycles and motor vehicles. They remind drivers to expect cyclists and guide cyclists on proper lane positioning.

Small Area Planning
Detailed planning for a specific part of a city or town, like a neighborhood or district, to guide growth and improvements.

Walkability
How friendly a place is for walking, based on things like sidewalks, safety, and access to destinations.

Walkable
Describes a place where walking is safe, convenient, and pleasant for people of all ages and abilities.

Zoning Terms:

Form-Based Zoning

A zoning approach that focuses on the physical form and appearance of buildings and public spaces, rather than their specific use.

Euclidean Zoning

A traditional zoning method that separates land uses into specific geographic zones (e.g., residential, commercial, industrial) with strict rules about what can be built in each.

Hybrid Zoning

A zoning system that combines elements of both form-based and Euclidean zoning to allow for more flexibility in land use and design.

COMPLIANCE WITH STATE OF VIRGINIA

The State of Virginia's Code of Virginia 15.2-2223 requires that comprehensive plans be developed according to the following Article 3 and include certain elements as shown on the table on the left hand page:

Article 3. The Comprehensive Plan.

§ 15.2-2223. Comprehensive plan to be prepared and adopted; scope and purpose.

A. The local planning commission shall prepare and recommend a Comprehensive Plan for the physical development of the territory within its jurisdiction and every governing body shall adopt a Comprehensive Plan for the territory under its jurisdiction.
In the preparation of a comprehensive plan, the commission shall make careful and comprehensive surveys and studies of the existing conditions and trends of growth, and of the probable future requirements of its territory and inhabitants. The Comprehensive Plan shall be made with the purpose of guiding and accomplishing a coordinated, adjusted and harmonious development of the territory which will, in accordance with present and probable future needs and resources, best promote the health, safety, morals, order, convenience, prosperity and general welfare of the inhabitants, including the elderly and persons with disabilities.

The Comprehensive Plan shall be general in nature, in that it shall designate the general or approximate location, character, and extent of each feature, including any road improvement and any transportation improvement, shown on the plan and shall indicate where existing lands or facilities are proposed to be extended, widened, removed, relocated, vacated, narrowed, abandoned, or changed in use as the case may be.

Notes:

- Transportation Plan formed regionally by the Long Range Transportation Plan created by RVARC in conjunction with local input and initiatives
- Historic areas designated by registration with State and National Historic Registries
- Water resources outlined in Resilience Plan and Municipal Water Service Plan
- Salem Capital Improvement Plan
- Resilience described within Salem's Resilience Plan

COMPREHENSIVE PLAN COMPLIANCE SUMMARY

A. PREPARATION OF A COMPREHENSIVE PLAN

- All Chapters

B. TRANSPORTATION PLAN

- Roanoke Valley Transportation Plan
- Safe, Multi-modal Corridors To Enhance Our Image and Character Chapter
- Neighborhoods Connected to Parks, Open Spaces, and Greenways Sub Chapter

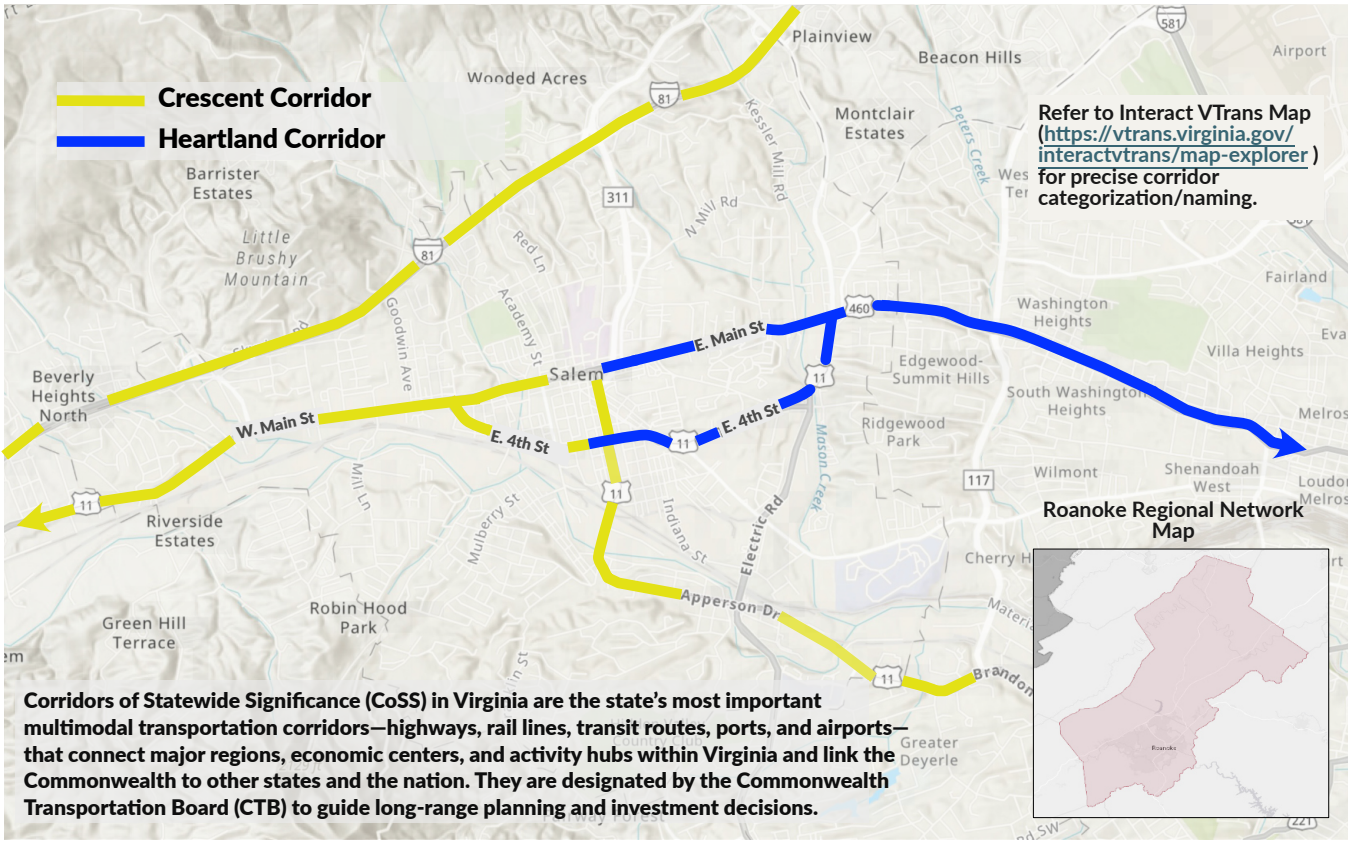
C. LONG RANGE PLAN RECOMMENDATIONS

1. Areas of Public and Private Development and Use
   - Strategic Redevelopment to Promote New Housing, Diversity, and Businesses Sub Chapter
   - Housing That Fits Our Needs and Supports Our Neighborhoods
2. Designated System of Community Service Facilities
   - City Data Chapter
   - Best in Class Community Services and Infrastructure That Meet the Needs of our Citizens Sub Chapter
3. Designation of Historic Areas and Areas for Urban Renewal
   - Strategic Redevelopment to Promote New Housing, Diversity, and Businesses Sub Chapter
   - An Economy and Workforce that will Carry Salem into the Future Sub Chapter
4. Water Resource Areas
   - City Data Chapter
   - Best in Class Community Services and Infrastructure That Meet the Needs of our Citizens Sub Chapter
   - Neighborhoods Connected to Parks, Open Spaces, and Greenways Sub Chapter
5. Capital Improvement Plans
   - Action Plan Chapter
6. Recycling Centers
   - City Data Chapter
7. Military Bases (N/A)
8. Corridors and Routes for Electric Transmission Lines of 150 kv or more (N/A)
9. Areas for Affordable Housing
   - Strategic Redevelopment to Promote New Housing, Diversity, and Businesses Sub Chapter
   - Housing That Fits Our Needs and Supports Our Neighborhoods Sub Chapter
10. Strategies to Provide Broadband Infrastructure N/A
    - City Data Chapter
11. Plan for Resilience
    - Salem, Virginia Resilience Plan
    - Strategic Redevelopment to Promote New Housing, Diversity, and Businesses Sub Chapter
    - An Economy and Workforce that will Carry Salem into the Future Sub Chapter
    - Regional Partnerships to Enhance Opportunities

COORDINATION WITH VIRGINIA DOT/VTRANS

Transportation projects will be developed in coordination with VTrans. The City of Salem is situated within the designated Roanoke Regional Network (see https://vtrans.virginia.gov/interactvtrans/map-explorer for boundary map, also shown below within a vignette.), and Regional Network VTrans needs are a priority for ongoing/future project development and design. See https://vtrans.virginia.gov/mid-term-planning/mid-term-needs-and-priorities for more information regarding project criteria/regional needs.

VDOT Corridors of Statewide Significance:



Significant Projects: Six Year Improvement Projects (Salem)

UPC	Description	Route	District	Road System	Jurisdiction
119562	#SMART22 - ROANOKE RIVER GREENWAY EXTENSION	9999	Salem	Enhancement	Salem
125090	ROANOKE RIVER GREENWAY - APPERSON TO COOK CONNECTOR	9999	Salem	Enhancement	Salem
127468	ELIZABETH GREENWAY PHASE 2	9999	Salem	Enhancement	Salem
119474	#SMART22 - APPERSON DR (RTE 11)/ORCHARD INTERSECTION IMPROV	11	Salem	Primary	Salem
119475	#SMART22 - DOWNTOWN SALEM - COLLEGE AVENUE IMPROVEMENTS	11	Salem	Primary	Salem
110574	#SGR18LB - APPERSON DRIVE BRIDGE REPLACEMENT	11	Salem	Urban	Salem
110689	#SGR18LB - COLORADO ST BRIDGE REHABILITATION	11	Salem	Urban	Salem
119473	#SMART22 - DOWNTOWN STREETSCAPE IMP WHITE OAK TO MARKET	11	Salem	Urban	Salem
111367	#SMART18 - MASON CREEK GREENWAY PH3 - 419 MULTIMODAL IMPRV	419	Salem	Urban	Salem
113142	DOWNTOWN SALEM - ROANOKE BOULEVARD	9999	Salem	Urban	Salem
113566	ELIZABETH GREENWAY	9999	Salem	Urban	Salem
121998	FRANKLIN STREET IMPROVEMENTS - SALEM	9999	Salem	Urban	Salem
122903	INTERSECTION SAFETY IMPROVEMENTS - CITY OF SALEM	9999	Salem	Urban	Salem
125070	CITY OF SALEM PEDESTRIAN CROSSINGS	9999	Salem	Urban	Salem

SUPPLEMENTAL PLANS

Including but not limited to:

Salem City Schools Comprehensive Plan (2016-2022):

https://www.boarddocs.com/vsba/slmsdva/Board.nsf/files/ABLRZS70760C/$file/2016-2022%20Division%20Comprehensive%20Plan.pdf

Roanoke Valley Transportation Plan (RVTP):

https://rvarc.org/wp-content/uploads/2023/12/RVTP-approved-1-26-23.pdf

Salem, Virginia Resilience Plan (2023):

https://salemva.gov/DocumentCenter/View/6031/Salem-Resilience-Plan

Bikeway Plan for the Roanoke Valley Area Metropolitan Planning Organization (2012 Update)

https://rvarc.org/wp-content/uploads/2023/12/RVAMPO-BikewayPlan-2012Update.pdf

Greenway Plan

https://greenways.org/about-the-greenways/greenway-plan/

Salem Tourism Report – to be completed in 2025

City of Salem Solid Waste Management Plan

Roanoke Valley Allegheny Regional Hazard Mitigation Plan

https://rvarc.org/wp-content/uploads/2023/12/RVAR_Hazard_Mitigation_Plan_2019.pdf

These documents, an assortment of both localized and regional missions, collectively guide Salem's efforts in urban planning, economic development, downtown revitalization, and educational excellence, ensuring a coordinated approach to the City's future growth and prosperity.

Economic Development Strategic Plan (2023-2028):

https://salemva.gov/DocumentCenter/View/5364/Salem-Economic-Development-Strategic-Plan-2023-2028

Downtown Plan:

https://salemva.gov/DocumentCenter/View/2489

The Roanoke Valley-Alleghany Regional Commission (RVARC) Regional Housing Market Analysis

https://rvarc.org/wp-content/uploads/2023/12/Region-Housing2020FINAL.pdf

https://rvarc.org/wp-content/uploads/2023/12/Regional-Housing-Market-Analysis-Study-05122021.pdf

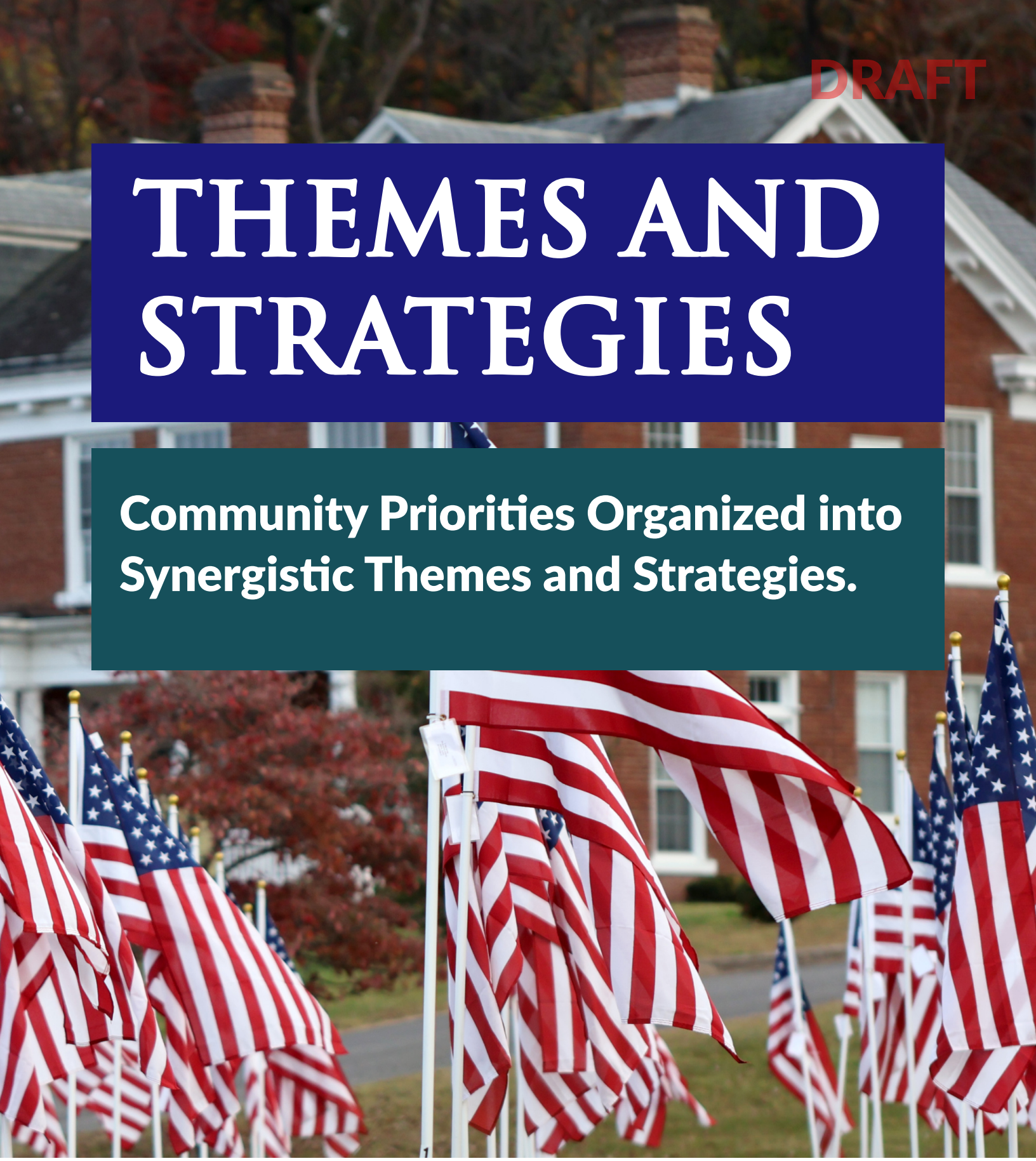
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THEMES AND STRATEGIES

Community Priorities Organized into Synergistic Themes and Strategies.





The Salem Library is a community hub at the City's center.

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COMMUNITY PRIORITIES

1. Connected Neighborhoods through Parks and Greenways
Every neighborhood will enjoy access to parks, open spaces, greenways, and trail networks.

2. Safe, Multi-Modal Corridors That Support Mobility and Identity
Key transportation corridors will be transformed with safe, multi-modal infrastructure—inviting pedestrians and cyclists, calming traffic, and projecting a forward-looking city image through high-quality design.

3. Vibrant Redevelopment Districts for Growth and Innovation
Embracing mixed-use redevelopment that supports a growing and diverse population, fuels economic innovation, and builds vibrant districts with distinct character.

4. Diverse Housing for All Stages of Life
Neighborhoods will be supported by housing that fits the evolving needs of Salem residents.

5. A Resilient Economy for the Next Generation
Focusing on diversifying industry, attracting and retaining talent, supporting local business, and leveraging strong partnerships to ensure long-term prosperity.

6. Outstanding Community Services and Infrastructure
Remain committed to delivering best-in-class public services that meet the expectations of today's citizens and prepare us for tomorrow's needs.

7. Regional Collaboration to Expand Opportunity
Actively building partnerships with regional and state entities, recognizing that collaboration is key to unlocking new opportunities, sharing resources, and amplifying our collective impact.



The Roanoke Greenway creates a great opportunity for Salem to expand upon its greenway and trails networks to create a City linked to its natural areas, its parks, and to the Blue Ridge region. Exploring methods to increase neighborhood accessibility to parks, open space, and greenways will enhance environmental equity and quality of life for all residents.

CONNECTED NEIGHBORHOODS THROUGH PARKS AND GREENWAYS

Goal:

Commit planning efforts to explore and develop parks, open spaces, greenways, bikeways, and trails that link with neighborhoods across the City.

Context:

Salem's setting within the Blue Ridge Mountains, the Roanoke River, investments in the Roanoke River Greenway, and its natural landforms/ waterways create an opportunity to maximize access to the outdoors. This corresponding city plan, over time, will elevate household connectivity to existing and future parks, open spaces, greenways, trails, and natural areas.

Salem has the foundation to maximize its natural setting and claim stake as a regional hub for all types of outdoor recreation and to attract people because of these assets.

North Carolina Department of Transportation conducted a study on the financial benefits of 4 of its greenways. Findings from the project revealed that greenways in North Carolina provide substantial economic benefits, including:

Business and Employee Benefits: $19.4 million in total estimated revenue for local businesses along the four studied greenways

Retail Sales Tax Benefits: $684,000 in total estimated sales tax revenue made from businesses along the greenways, which goes back to local governments

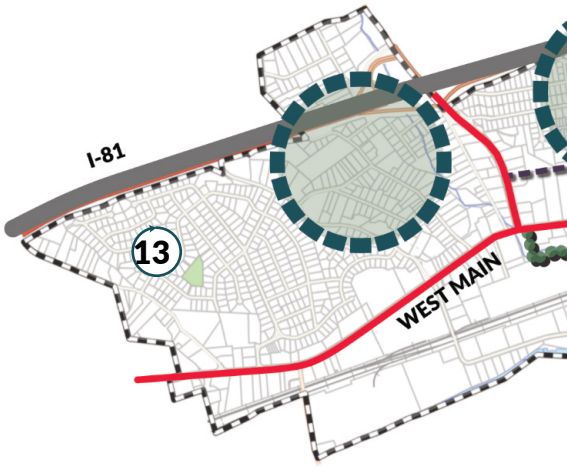
Trail Construction Benefits: $48.7 million in total estimated business revenue from construction of the studied greenways

Health, Congestion and Pollution Benefits: $25.7 million in total estimated savings due to more physical activity, less pollution and fewer traffic injuries from use of the four greenways

Illustrative Diagram

City Parks

1: Middleton Gardens
2: Lake Spring Park
3: Shanks Street Park
4: Salem Golf Course
5: Longwood Park
6: Oakey Park
7: Memorial Park / Civic Center
8: Kiwanis Field
9: Carver Park
10: James Moyer Complex
11: Ted Webber Park
12: Mowles Spring Park
13: Beverly Heights Park



Neighborhood Park Locator: a general location for a new park to serve neighborhoods within walking distance.

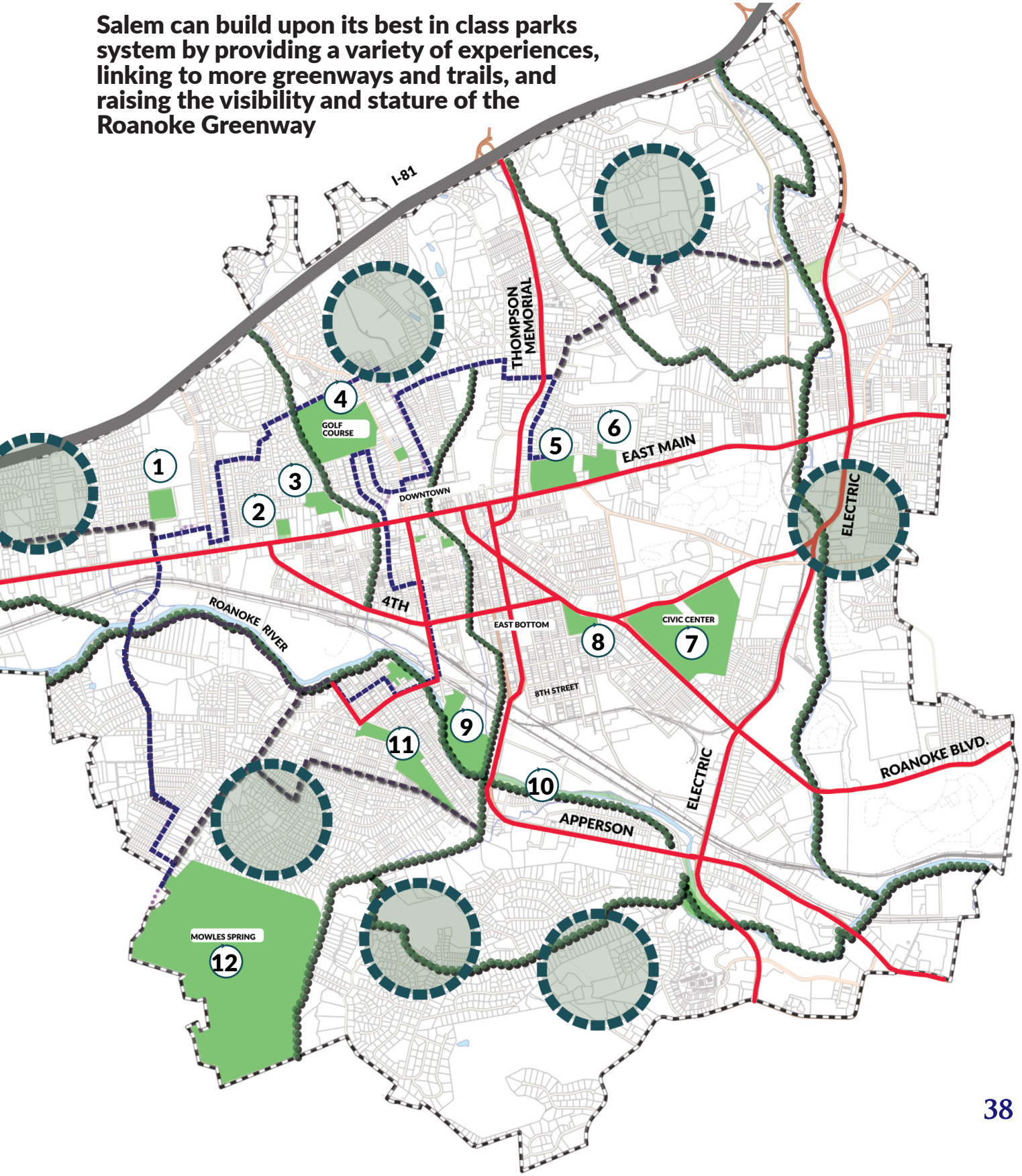
Existing Bike Connection

New Bike Lane: Priority connection to extend bike network.

Greenway / Natural Resource Focus: Stream corridors that will be protected, restored and enhanced with greenway infrastructure.

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Salem can build upon its best in class parks system by providing a variety of experiences, linking to more greenways and trails, and raising the visibility and stature of the Roanoke Greenway



Strategies & Actions:

1. Create a long term, holistic strategy to develop or refurbish City parks, especially in areas that are currently lacking facilities to increase equity and improve the balance between active parks and less programmed parks:

- Provide a variety of parks, including small pocket parks and playgrounds that are equitably located cross the City and easily within walking distances (1/4 mile) of homes. Prioritize South Salem locations.
- Explore initiatives to increase awareness of and accessibility to the regionally located skate park.
- Investigate opportunities to create localized, dedicated spaces where community members can safely engage in activities like skateboarding, rollerblading, and biking, providing a recreational outlet and fostering an active lifestyle.
- Develop accessible and affordable solutions to accommodate and capture the needs of younger folks (elementary/middle school-aged) through built-environment design and/or programming.
- Continue efforts to make a Downtown pocket park a reality.
- Explore possibilities for the location/installation of inclusive playgrounds to ensure that recreation spaces are available for folks of all abilities.
- Evaluate avenues to enhance the utilization of Longwood Park to maximize its value as a central community asset/amenity.
- Add active or passive green spaces along the Roanoke River Greenway, such as exercise equipment, play equipment, benches, bird blinds, art, etc.
- Encourage and/or incentivize the development of river activities to capitalize on the Roanoke River Greenway and other connecting creeks/streams.
- Evaluate the Salem Municipal Golf course to determine if other programs can coexist on this important piece of property to expand its use for the community, such as trails, disk golf, nature play, parcourse, etc. Consider the importance of a Conservation Easement to protect it.

2. Explore mechanisms to enhance the funding available to finance park, open space, and greenway creation, development, and maintenance including impact fees and grant programs.

3. **Continue with regional approaches that leverage Roanoke County, Roanoke City, City of Salem, Botetourt, and Vinton, to provide a regional "Blue Ridge" holistic park and trails (biking and walking) network for tourism and recreation (and importantly economic development).**

   - Through a regional approach, promote and market the region's parks and trails to attract more visitors, residents, business and revenue.

4. **Ensure that community and park system needs are supported and fulfilled by regularly monitoring and exploring:**

   - Best practices to capture the benefits of the City's sports tourism economy.
   - An appropriate balance between organized sports complexes, passive parks, neighborhood parks, and small pocket parks.
   - Staffing requirements as park system expands.
   - Appropriate revenue generation to support continued funding of high-quality parks experiences.
   - Accessibility to open space and within programmed parks for all age groups and demographics to promote environmental equity.

5. **Pursue the completion of the Roanoke Greenway, the Mason Creek Greenway, and other opportunities such as Dry Branch that extend the greenways into the city's neighborhoods and to Downtown.**

   - When planning greenways, consider including recreation equipment, benches, lighting, learning experiences, and other elements to elevate the experience.
   - Create a clear and attractive map for the Greenway(s) routing.

6. **Investigate opportunities related to uncovering previously damaged, piped and channeled streams/creeks. Where practical and feasible due to funding mechanisms, restore them into natural areas that include native plantings, trails, and sitting areas. Priority streams and creeks may include:**
   - Snyders / Williams Branch
   - Dry Branch

Strategies & Actions:

- Barnhardt Creek
- Gish Branch
- Williams Branch
- Horners Branch
- Paint Bank Branch
- Mill Race
- 12 O'Clock Knob Branch
- Bowman Hollow

7. Create a plan to expand bikeways (bike lanes, bike ways, or sharrows) and sidewalks that create additional connections between existing and proposed parks, open spaces and greenways. Priority streets may include the following, with an understanding that built environment constraints will shape the design of possible improvements:

- Union Street
- 12 O'Clock Knob
- Carrollton Avenue
- Red Lane
- Calhoun Street
- Colorado Street
- South College Avenue
- Florida Steet
- Indiana Street
- Electric Road
- East Main Street
- 8th Street or 7th Street
- Upland Drive
- Apperson Drive
- Kimball Avenue

8. Create a compelling signage and wayfinding system design that elevates the visibility of bikeways, greenways, and trails that connect to the City's greenway and park system.

9. **Continue to publicize and leverage the McAffee's Knob Shuttle Program as a connection to larger trail systems through advertisement and signage.**

10. **Create a more user-friendly website or app to display the availability, operating hours, amenities, location, etc. of each park within Salem.**

    - Create clear communication about the school playgrounds that are accessible to the public.

11. **Integrate environmental design principles into the design of parks, open spaces, parking lots, and developments to expand the impacts and benefits of having "nature in the city".**

    - Highlight/advertise existing City initiatives to celebrate and inform residents about ongoing sustainability projects.
    - Consider light paving and/or permeable paving in City-owned parking lots to reduce heat island impacts.
    - Continue to find places to provide additional native tree canopy (for example, the Civic Center).
    - Integrate best practice storm water management techniques.
    - Design and implement landscapes that do not require heavy maintenance and high-water usage.
    - Explore floodplain enhancement strategies that can either help reclaim property from existing floodplain boundaries and/or reduce flood insurance rates.

12. **Identify available grant funding opportunities that can facilitate recapturing lost public space within alleys, parking lots, and City-owned property and develop creative plans for their use.**

What the Community Said:

The top two most common desires expressed by the Comprehensive Plan Open House participants in August were:

1. **Installation of traffic calming street designs/multi-modal improvements**
2. **Addition of neighborhood parks, playgrounds, and street trees throughout communities to make public spaces more accessible, attractive, and usable.**

Citizen Quotes:

"We need more shade (trees) along the greenway, walking paths, sidewalks, and playgrounds."

"More trees should be installed along West Main Street – we need to focus [planning efforts] on producing more [neighborhood scale] pocket parks."

"Beautifying some of our neighborhood parks would be great..perhaps adding picnic tables or even shelters where neighbors could go to have birthday parties [or other events]."

"I would like to see a focus on connecting the greenway and providing safe walking and biking space to access schools, grocery stores, and public transit."

"We love living in Salem, but we are not sports fans. Would like to see more focus on outdoor activities such as hiking and biking"

Additional Resources For Review:

The Roanoke River Greenway in Salem is part of a larger multi-jurisdictional project to build a trail through the four localities within the Roanoke Valley. Currently, approximately four miles of the greenway have been completed within the city. Several other phases are in planning. Salem is also home to the Mason Creek Greenway and the Hanging Rock Battlefield Trail. The portion of the Roanoke River greenway around the Moyer Sports Complex has been designated the David Smith trail.

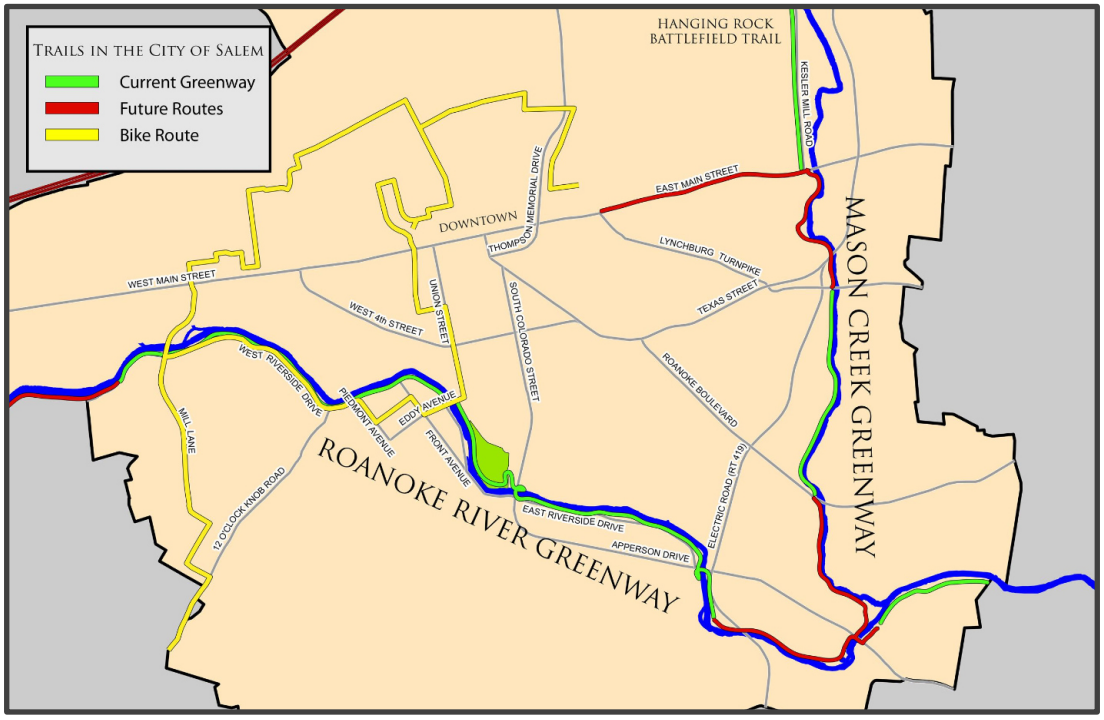
Links to Relevant Plans and Studies:

https://greenways.org

https://www.ncdot.gov/news/press-releases/Pages/2018/Greenways-Providing-Positive-Economic-Benefits-to-North-Carolina.aspx

https://salemva.gov/332/Salem-Bike-Route

https://salemva.gov/235/Parks-Recreation





Safe, multimodal streets are essential for creating inclusive, accessible communities by accommodating various forms of transportation, including walking, cycling, public transit, and driving. These streets promote safety for all users, reduce traffic congestion, and encourage healthier, more sustainable transportation choices, contributing to a higher quality of life.

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SAFE, MULTI-MODAL CORRIDORS THAT SUPPORT MOBILITY AND IDENTITY

Goal:

Reconstruct important transportation corridors to include multi-modal elements, streetscapes, urban design standards, and enhanced pedestrian and bicycle safety.

Context:

Salem is primarily built on a grid of streets, which is arguably the most efficient and flexible design a City could have to support choices, flexible growth, and connectivity. However, larger streets than necessary exist to support regional traffic and to accommodate emergency routing related to I-81 congestion.

Maximizing pedestrian and auto safety on the major, more heavily trafficked streets will enable them to be less of a barrier between North and South Salem, and safe for pedestrians. Finally, considering land use could require a change in the design of corridors like West Main Street, East Main Street, Apperson Drive, and even 4th Street.

Complete Streets is a plan to transform how transportation, whether by foot, bike, car, or mass transit, can be accessed safely to the benefit of everyone in a community.

Complete Streets advocates for the addition of infrastructure assets, like unobstructed sidewalks, well-marked bike lanes, and roundabout intersections, in an equitable, thoughtful way to increase safety and accessibility.

Complete Streets not only reduce crashes and injuries but boost employment levels, property values, investment from the private sector, and net new businesses.



https://www.terracastproducts.com/wp-content/uploads/2018/10/The-Best-Bike-Lane-Width-for-Protected-Bike-Lane-Design.jpg

Illustrative Diagram

Street Types

Street Improvement Type A:

Residential Park Streets: Connect greenways and parks and improved to include painted bike lanes, completed sidewalks, painted on-street parking, and signage and wayfinding.

Street Improvement Type B:

Greenway Connectors: Larger streets that directly connect to open spaces, and greenways that will be improved to include bike lanes, wide sidewalks, lighting, trees and landscaping, and signage and wayfinding.

Street Improvement Type C:

Residential Mixed Use Streets: Smaller pedestrian friendly streets that have a variety of housing types fronting sidewalks, street trees, bike lanes, and on street parking.

Street Improvement Type D:

Mixed Use Commercial Corridors: Corridors that will be transformed into complete streets with road diets, streetscape, painted bike lanes, painted parking, urban design guidelines, complete sidewalks, etc.

Street Improvement Type E:

Gateway Streets: Streets that connect Salem to the region that will be augmented with gateway signage and landscape elements, painted bike lanes, streetscape, lighting, signage and wayfinding.

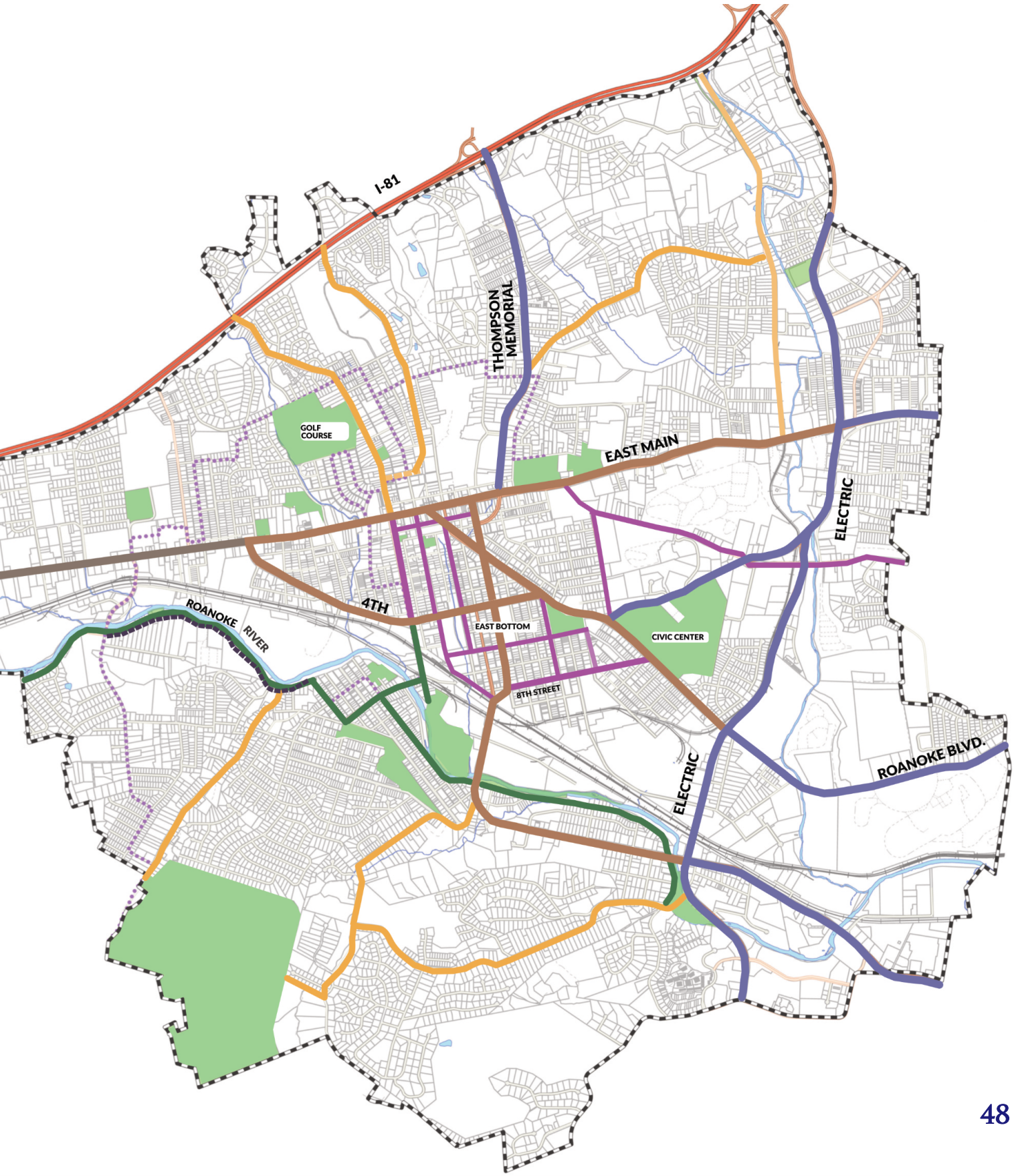
Street Improvement Type F:

High Volume Corridor: Corridors that retain its capacity to handle a high traffic volume. Supports transit with bus shelters, includes signage and streetscape elements, overhead and pedestrian lighting, highly visible crosswalks, and over time, access management techniques, increased signalization, and new urban design patterns and standards for redevelopments.



Key streets that connect neighborhoods to each other and the City's assets, and Salem to the region, can become more multi-modal and attractive with streetscape elements.

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I-81
THOMPSON MEMORIAL
GOLF COURSE
EAST MAIN
ELECTRIC
4TH
ROANOKE RIVER
EAST BOTTOM
CIVIC CENTER
8TH STREET
ELECTRIC
ROANOKE BLVD.

Strategies & Actions:

1. **Work with the Roanoke Valley Alleghany Regional Commission (RVARC) to secure funding priority for needed projects within Salem on the Long-Range Transportation Plan.**

2. **Coordinate priorities and design standards with RVARC and VDOT to discuss how Salem can work towards creating "Complete Streets" within the City.**

3. **Create and coordinate the development of a Bike and Pedestrian Plan to expand those elements within the City to connect community assets with neighborhoods (See Theme associated with this for priority streets).**

   - Consider the requirement of sidewalks in new subdivisions where lot size/spacing criteria is met.
   - Work to identify projects designed to retrofit existing neighborhoods with functional sidewalk networks and match them with available and appropriate funding programs.

4. **Continue to work with VDOT to fulfill the East Main Street project that extends existing streetscape, sidewalk, and bike lane enhancements eastward.**

5. **In conjunction with the Engineering Division, create design plans and design standards and guidelines for "Type A", and "Type B Streets" to better support bike and pedestrian friendliness and safety that may include:**

   - Reduced travel speeds (25 mph max).
   - Painted bike lanes dimensions to ASHTO standards, painted parking spaces, adequately dimensioned sidewalks (6 ft.), tree planting space and street trees.
   - Signage and wayfinding.
   - Additional traffic calming elements such as narrower travel lanes, on street parking, etc.

6. **In conjunction with the Engineering Division, create design plans and guidelines for "Type C" and "Type D" streets that may include:**

   - Adequately dimensioned sidewalks.
   - Safe and highly visible crosswalks, and pedestrian flashing beacons where appropriate.
   - Access management techniques.
   - Urban design criteria.
   - Streetscape elements.
   - Signage and wayfinding.
   - Redevelopment guidance.

7. **In conjunction with the Engineering Division, create a corridor design plan for key "front door" corridors (Type E Streets) that may include:**

   - Coordinated decorative signage, gateway elements, and landscape treatments.
   - Bike lanes, sidewalks, and/or off-street multi-purpose trails.
   - Street trees and planted median spaces where possible.
   - Road diets where possible.
   - Safe and highly visible crosswalks and pedestrian flashing beacons.

8. **Create a long-range plan to support pedestrian friendly redevelopment (over time) along West Main Street and 4th Street, to include:**

   - Access management techniques.
   - Explore alternative routes and connections along the northern side of West Main Street that may facilitate more efficient traffic (vehicular/alternative) flow.
   - Multimodal accommodations.
   - Safe and highly visible crosswalks.and pedestrian flashing beacons where appropriate.
   - Attractive furnishings.
   - Adequately sized sidewalks.
   - Grade separated bikeways (if possible).
   - Urban design strategies that bring buildings closer to the sidewalk and street – especially where pedestrian friendly development is beneficial.

9. **Create a City-wide signage and wayfinding plan that articulates and brands greenway elements, street names, districts, locations for key City elements.**

   - Create an identifiable, distinct connection between the Moyer Sports Complex and the Downtown area.
   - Consider elements such as wayfinding signage and/or asphalt striping/markings.
   - Consider Salem branding options at major intersections with Main Street (Wildwood, Thompson Memorial, Electric).

10. **Enhance the use of public transportation within the City to include:**

    - Attractive, comfortable, and regularly spaced bus shelters along major corridors where Valley Metro bus stops currently exist.
    - Consider the integration of an attractive "hop on hop off" shuttle or trolley to circulate around key connective streets that link with neighborhoods and city assets and destinations.
    - Extend transit routes to underserved areas to ensure equitable access and mobility.

- Create artful and highly visible signage for the system.
- Conduct public outreach campaigns to educate residents about the benefits and availability of public transit.
- Engage the community in planning processes to ensure that transit services meet their needs.

11. Work with Norfolk Southern Railway to design and construct safer crossings over railroad tracks to enhance connectivity.

What the Community Said:

"The City needs to rethink how West Main is designed so that it becomes a place where residents want to go. Could start by reducing it to 2 lanes plus bike lanes, reduce speed, add roundabouts, and develop along the road rather than having all businesses set back across a sea of asphalt."

"The congestion in Salem when there is an accident on 81. I'm concerned about emergency vehicles being delayed trying to get through traffic!"

"Stop restricting traffic flow on Main Street in Salem with planters, additional curbing and sidewalk extensions into the street."

"Please fix West Main Street, whether it be through reprogramming or updating the traffic lights or figuring out a way to avoid it being a major detour road for I-81."

"Sidewalks and bike lanes would benefit transportation and encourage younger families to the community."

"My priorities are more sidewalks in neighborhoods, especially to connect to downtown, green spaces, and the Greenway as well as more mixed-use development downtown."

Additional Resources For Review:



Links to Relevant Plans and Studies:

https://rvarc.org/wp-content/uploads/2023/12/RVTP-approved-1-26-23.pdf

https://nacto.org/publication/urban-street-design-guide/

https://nacto.org/docs/usdg/designing_walkable_urban_thoroughfares.pdf

https://valleymetro.com/docs/planning/E87748E5-B3F9-B4F8-FEB5-1DB4FFC5D5CD.pdf

WHAT IS A COMPLETE STREET?



https://santafenm.gov/uploads/images/misc/Screenshot_2022-10-25_092943.png

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Effective corridor planning can foster vibrant commerce districts by enhancing connectivity, optimizing land use, and creating pedestrian-friendly environments that attract businesses, residents, and visitors alike. Creating and implementing strategies that harmoniously blend these elements will maximize the success and vibrancy of Salem's activity nodes.

VIBRANT REDEVELOPMENT DISTRICTS FOR GROWTH AND INNOVATION

Goal:

Accommodate population and business growth within active mixed-use districts that possess unique identities, diverse housing, complete streets, parks, and community support elements.

Context:

With forward-looking planning and the correct codes/policies, Salem can anticipate its future and encourage the evolution of specific areas of the city into mixed-use districts that are less about siloed uses, and more about flexibility, living/working close together, marketable housing densities, complete streets, and access to recreation.
These districts can celebrate unique characters and support a broad, diverse image that celebrates the past, while also capitalizing on the future.

Mixed-use development is an alternative to single-use zoning. It places multiple uses within a site, for example street-level retail with residential units above (vertical mixed use), or co-locates uses within neighborhoods that offer a combination of different uses within walking distance (horizontal mixed use). Mixed-use projects can support non-vehicular access to destinations, increase economic opportunity,



https://i.pinimg.com/originals/24/7b/17/247b17fce177fb8c4aa7e46f40812b7d.jpg

Illustrative Diagram

1. West Main Commercial District:
A long term redevelopment district that takes advantage of long standing anchor businesses and promotes new viable commercial uses.

2. Downtown District
Continue promoting new businesses, residences, and public spaces to Downtown.

3. Snyder-Williams Branch District
Long term redevelopment into an urban neighborhood that organizes around the creek and supports downtown with denser housing stock.

4. East Bottom District:
Long term redevelopment into an urban neighborhood that builds off of Valleydale development and provides increased housing density and type.

5. Civic Center / Elizabeth Campus District
Create redevelopment plans for Civic Center site to include new Civic Center, mixed use, lodging, properly scaled parking.

6. Apperson District:
A plan for redevelopment that promotes a higher mix of uses, and creation of a complete street, that can take advantage of direct access to the Roanoke Greenway.

7. East Main Commercial District:
Long term redevelopment that includes rental residential, hotels(s) and storefront commercial uses.



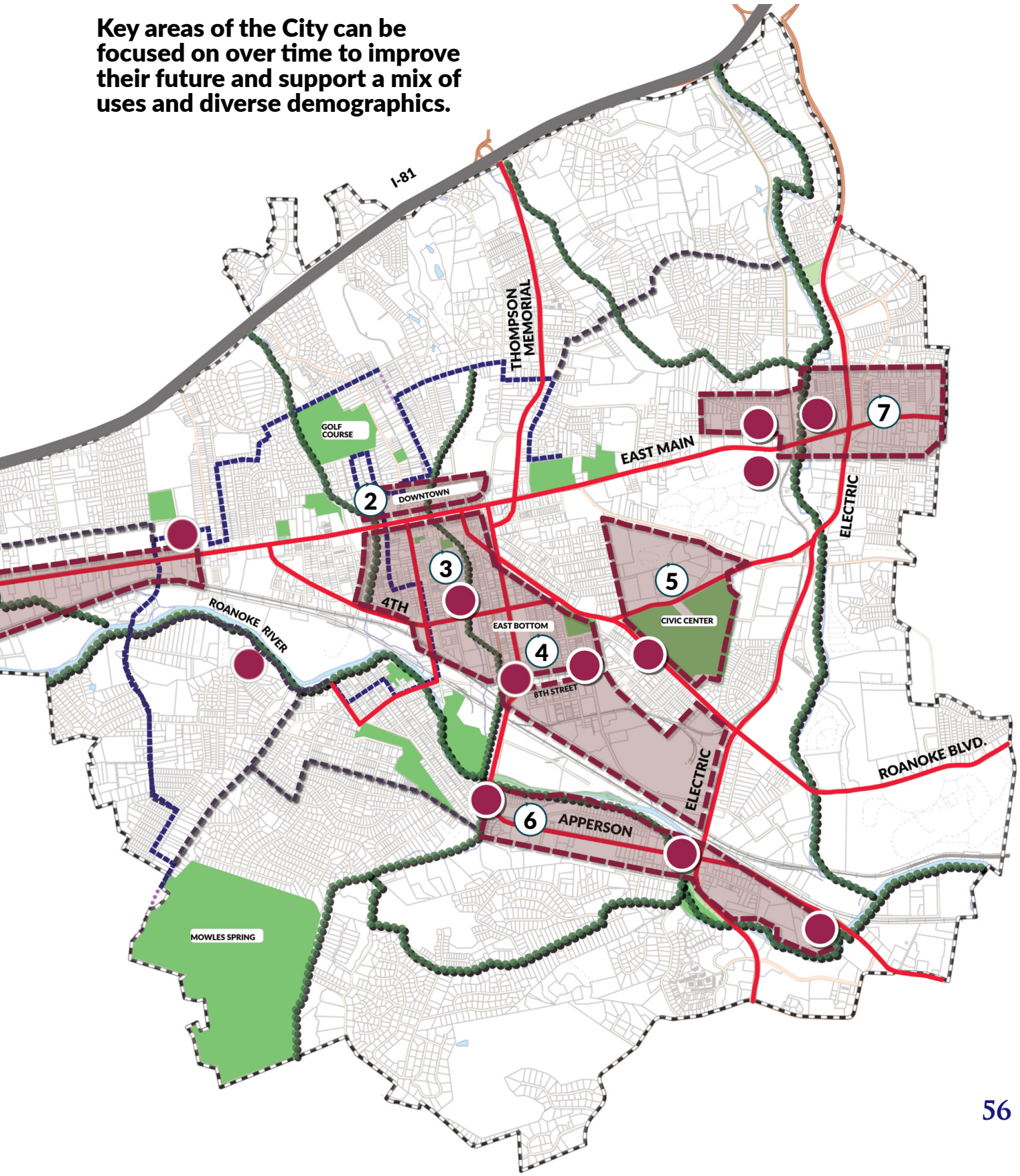
Activity Node: a location for a neighborhood serving shops, food & beverage, and gathering.

Priority Planning Area: a general location to focus future planning efforts that will help diversify housing and business.

Key Streets: Important streets that link the districts together and the City to the Region.

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Key areas of the City can be focused on over time to improve their future and support a mix of uses and diverse demographics.



Existing Incentive Overlays

UDA OVERLAY

- CITY CORE
- MIXED-USE CORRIDOR
- VILLAGE CORE

TOURISM OVERLAY

- DOWNTOWN
- EAST MAIN STREET
- KESLER MILL
- TEXAS STREET

OPPORTUNITY ZONE

- OPPORTUNITY ZONE

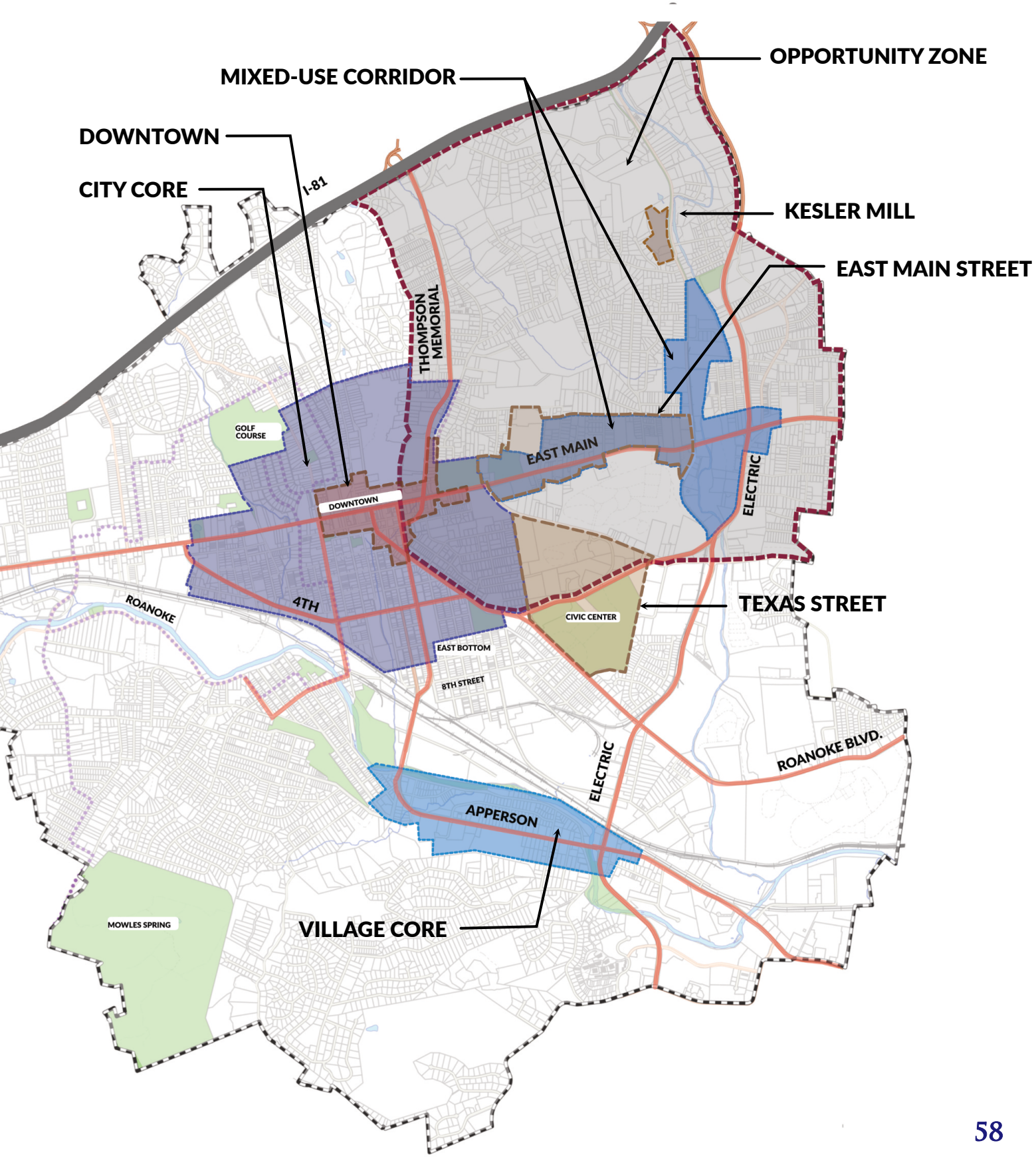


An Urban Development Area (UDA) is a designated area where a locality plans for more intense growth (reference: §15.2-2223.1 of the Code of Virginia)

A Tourism Zone in Virginia is a designated area where businesses can receive incentives and regulatory flexibility to promote tourism. The goal of tourism zones is to attract visitors, create jobs, and increase revenue for the area.

Opportunity Zones are low-income census tracts [IRC Section 45D(e)] that were nominated by the governor of Virginia and certified by the U.S. Treasury where new investments may be eligible for preferential tax treatment if they meet certain qualifications to spur economic development.

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MIXED-USE CORRIDOR
OPPORTUNITY ZONE
DOWNTOWN
CITY CORE
I-81
KESLER MILL
EAST MAIN STREET
THOMPSON MEMORIAL
GOLF COURSE
EAST MAIN
DOWNTOWN
ELECTRIC
ROANOKE
4TH
TEXAS STREET
CIVIC CENTER
EAST BOTTOM
8TH STREET
ROANOKE BLVD.
ELECTRIC
APPERSON
MOWLES SPRING
VILLAGE CORE

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Strategies & Actions:

1. Create a long-term Small Area Redevelopment Plan for the "West Main Street District" that re-positions it over time to maintain commercial success.

- Consider that West Main Street will always need to accommodate high levels of traffic at key times of the day, and "road dieting is probably not an option".
- Include provisions for public transportation to reduce traffic congestion.
- As redevelopment occurs, consider relocating power lines underground or behind new development to create space along the street corridor for streetscape elements and grade separated bike ways.
- As part of creating the plan, establish building and parking setbacks that allow for better dimensioned sidewalks, bikeways, and streetscape elements.
- As a way to reduce congestion, include the requirement to connect parking areas and travel lanes between developments so that circulation can occur off of West Main Street.
- Promote redevelopment that enhances pedestrian friendliness and a higher mixing of land uses over time.

2. Continue efforts to complete the recommendations of the Downtown Plan, which includes expanding housing opportunities.

- Consider a new plan for the Farmers Market site, the library grounds, the EMT facility and the City parking lot adjacent to East Burwell Street to increase housing, lodging and more flexible public spaces.
- Enhance awareness of Downtown parking availability through physical signage and/or marketing of online resources (GIS application).
- Expand the potential of Downtown by conducting a retail market analysis.

3. Create a Small Area Redevelopment Plan for the "Snyder-Williams Branch District" that reclaims the creek as a central open space.

- Establish incentives for the development of vacant lots into higher density housing.

- Restore the Snyder-Williams Branch Creek and make it a community open space amenity.
- Establish a retail node at 4th street to enable the district to have a walkable destination for food, beverage, small retail, and other services.
- Coordinate with the Multimodal Improvements theme and create complete streets on key streets.
- Explore grant funding opportunities for facade maintenance, block grants, redevelopment grants, etc. to assist existing and/or prospective property owners.
- Create limited design guidelines for how redevelopment should occur to enhance neighborhoods.
- Develop affordable housing initiatives to ensure a mix of housing options for all income levels in mixed-use districts.
- Rehabilitate and preserve existing housing stock to improve living conditions.

4. Create a Small Area Future Redevelopment Plan for the "East Bottom District" to promote a diverse mixed use community that supports new and existing businesses and residents.

- Include community gathering spaces such as a community center, parks and active recreation spaces, and places to eat and socialize.
- Explore grant funding opportunities for facade maintenance, block grants, redevelopment grants, etc. to assist existing property owners.
- Revisit codes and pursue reasonable code enforcement to help clean up the area.
- Promote diversity in housing types, business types, and demographics and that will attract younger families to the area.
- Pursue zoning or other that promotes an organic approach to growth - one that allows for a variety and flexibility of land uses, in general compatibility to each other.
- Create a unique signage and wayfinding design that expresses East Bottom's unique character and history.

Strategies & Actions:

5. **Create a Small Area Future Redevelopment Plan for the Civic Center and Elizabeth Campus to use space more efficiently, promote more flexible use, expand lodging and retail opportunities, events, and public space.**

   - Consider how the civic center site ties to East Bottom at 8th Street and consider the potential of a mixed use retail node.
   - Expand the program and usage of the Elizabeth Campus and integrate into plan for Civic Center nodes.

6. **Create a Small Area Future Redevelopment Plan for the "Apperson District" to integrate more mixing of uses to take advantage of the adjacency to the Roanoke River Greenway.**

   - Use ½ mile nodal pattern to create a Transit Ready pattern for the future and plan for mixed use activity nodes at key intersections such as Electric Road, Keagy Road, and East Riverside Drive that offers a diversity of housing, retail, jobs, community services, etc.
   - Explore the potential for road diets, medians, access management, transit stops, bikeways, etc. to make Apperson Drive more multi-modal, safe, and attractive
   - Consider enhancing street connectivity, when parcels are deep enough and the redevelopment plan supports it, with additional streets that run parallel to Apperson Drive and form a street grid to provide alternative routes.
   - Pursue zoning that promotes an organic approach to growth - one that allows for a variety and flexibility of land uses, in general compatibility to each other.

7. **Create a Small Area Future Redevelopment Plan for the East Main District to include extensions of streetscape improvements, and a mix of uses that include lodging, higher density residential, commercial, and retail nodes adjacent to the Greenway.**

   - Extend streetscape and multimodal designs to the City boundary.
   - Promote an activity node at Kesler Mill Road where the greenway and East Main Street come together.

8. **Elevate the business friendly attitude, and create incentives for developers to participate in district development and redevelopment.**

9. **As districts are created consider themes that would make them unique and attractive, such as entertainment, or arts, or culture.**

10. **Facilitate the development of a designated environment (public or private) for younger folks (middle school aged) to gather and enjoy themselves.**

11. **Capitalize on Roanoke College's proximity to and investment in Downtown.**

12. **Evaluate existing Urban Development Areas and Opportunity Zones to maximize their applicability.**

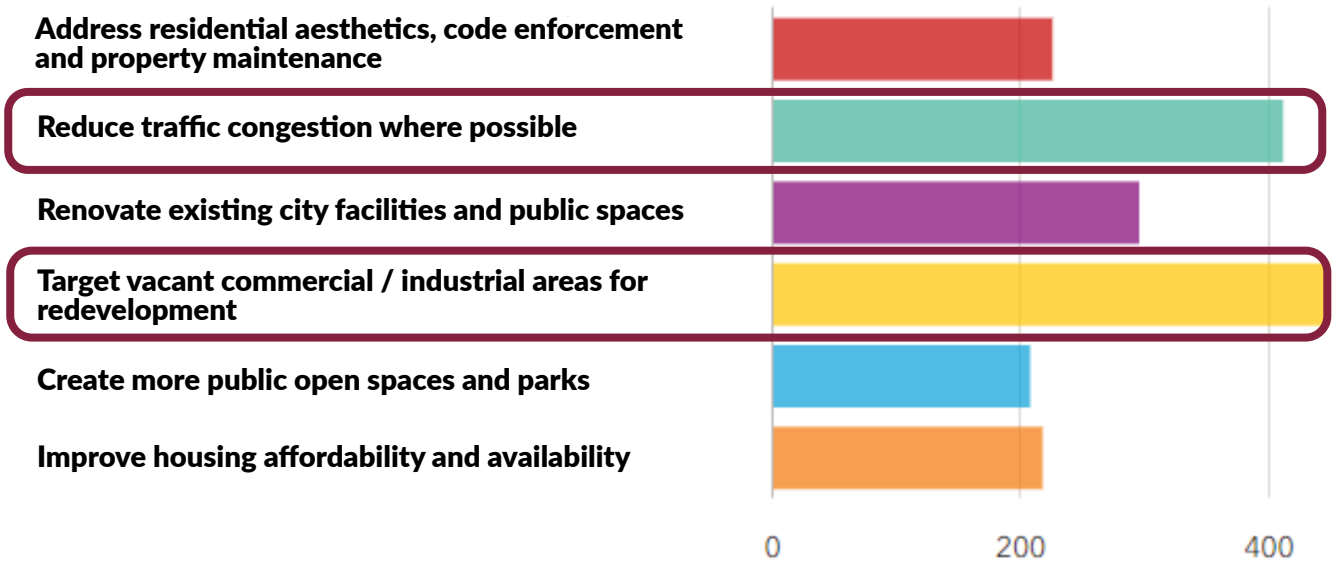
13. **Investigate methods to attract and expedite industrial development in targeted zones.**

14. **Designated Urban Development Areas (UDAs) shall incorporate principles of Traditional Neighborhood Design (TND), which may include but need not be limited to:**

- Pedestrian-friendly road design,
- Interconnection of new local streets with existing local streets and roads,
- Connectivity of road and pedestrian networks,
- Preservation of natural areas,
- Mixed-use neighborhoods, including mixed housing types, with affordable housing to meet the projected family income distributions of future residential growth,
- Reduction of front and side yard building setbacks, and reduction of subdivision street widths and turning radii at subdivision street intersections.
- Reduction of subdivision street widths and turning radii at subdivision street intersections.

What the Community Said:

How would you prioritize improvement in Salem?



Community Quotes:

0.

"West Main Street makes the City look and feel like a strip mall…All those parking lots sit 75% empty for 80% of the year."

"Too many vacant 'brown spaces' that need unique local businesses."

"Prioritize walkability, [it] adds to the close-knit feel of being able to go for a walk and end up somewhere interesting."

"Limit curb cuts along West Main Street."

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Additional Resources for Your Review:

The Urban Land Institute identified key characteristics that "make up a holistically healthy corridor and its surrounding area." Check them out below!

Additional Resources:

https://www.linkedin.com/advice/0/how-can-mixed-use-development-support-local-economic

https://www.digitalbluefoam.com/post/mixed-use-development-what-are-the-benefits

https://salemva.gov/212/Downtown-Plan

Improved infrastructure	» Frequent, safe, and well-marked pedestrian crossings » Safe and well-marked bike lanes » Traffic speeds that accommodate pedestrians, bicyclists, and other users » Reduced traffic congestion » Utility lines and traffic signs and signals that are underground or that blend in » Sidewalks that link adjacent neighborhoods to the corridor and that are unobstructed, wide enough for a variety of users, and buffered from the street » Streetscapes that include amenities for visual interest and safety, including seating, trees for shade, and green buffers » Lighting that improves visibility and safety for pedestrians and bicyclists » Features that improve accessibility for all types of users, in compliance with Americans with Disabilities Act standards
Design and land use patterns that support community needs	» Vibrant retail environment » Housing options for all income levels » Buildings adjacent or proximate to sidewalks » Improved parking strategies and shared parking » High-quality parks and public spaces » Healthy food options
Engaged and supported people who live, work, and travel along the corridor	» Engaged residents and local business owners » Organizations that facilitate long-term improvements and resident engagement » Regular programs in community gathering spaces » Accommodations for pets » Accommodations for vulnerable populations, including children, the elderly, and people with disabilities » A defined identity, drawing on the arts and culture of the community and supported by creative placemaking programming » Measures to address safety and perceptions of safety
Linkages to other parts of the city	» Well-connected, multimodal street networks » Safe and easily identifiable connections, including sidewalks and trails » Transit, including enhanced bus service or rail » Bike infrastructure on or adjacent to the corridor

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Housing affordability is crucial for a community's health and well-being, as it ensures that residents of varying income levels can live and work in the same area, promoting economic diversity and social cohesion. Affordable housing helps attract and retain a stable workforce, supports local businesses, and reduces financial stress on families, ultimately contributing to a more resilient and thriving community.

DIVERSE HOUSING FOR ALL STAGES OF LIFE

Goal:

Create the tools and policies that allow for and enhance housing diversity, promote affordability, enhance the character of our neighborhoods.

Context:

Salem's growth has been slow for decades. Many in the community like a steady population growth, while others wish for new housing that can replace aging/outdated homes, be attractive to broader market needs and wants, and provide a range of prices that accommodate a diverse citizenry.
The key for Salem is to install the tools, support, and zoning necessary to enable market supported housing and lot types, and to encourage, through incentives and other methods, developers/builders to pursue a variety of attractive housing types that sustain a healthy community.

Affordable housing refers to housing that is reasonably priced in relation to the income of the occupants.

Typically, housing is considered affordable if a household spends no more than 30% of its gross income on housing costs, including rent or mortgage payments, utilities, and other related expenses.



mosaichomes.com

Strategies & Actions:

1. **Maintain and enhance the character and quality of Salem's housing and neighborhoods using code enforcement and cooperation with landowners.**

   - Explore regulatory approaches using Salem's zoning and building codes to address housing quality and maintenance issues.
   - Place a priority on enforcement of existing codes and ensure that adequate staff is available to fully enforce codes designed to address housing quality and maintenance issues.
   - Initiate public educational programs on zoning standards and zoning violations and the need for compliance.

2. **Review current Zoning Code to determine its appropriateness for achieving its vision related to pursuing housing diversity and affordability.**

   - Consider Form Based approaches within targeted districts which will help to create harmony with historic neighborhood development patterns.
   - Consider and study the potential that mixed use and auxiliary dwelling units (ADUs) are allowed within existing neighborhoods targeted for growth.
   - Consider and study the potential of Inclusionary Zoning, which requires developers to provide affordable housing within new developments, to encourage diversity and affordability across the City.
   - Consider and study the allowance of unique housing types such as manufactured homes, pre-fabricated homes, and tiny homes within neighborhoods and not only within designated and enclaved parks or projects.
   - Allow for architecturally compatible infill development that respects the scale, massing, and architectural character of Salem's neighborhoods.

3. **Create metrics or measurable goals, potentially posted on City website, related to housing diversity and affordability to track progress over time, such as:**

- Housing affordability based on known HUD guidelines.
- Home ownership vs rental housing.
- Protection of property values within existing neighborhoods.
- Percentage of citizens that have access to housing that is affordable.
- Number of housing units constructed to meet demand.

4. Consider innovative strategies to better assist with housing affordability, including:

- Public-Private Partnerships: Encourage collaboration between government entities, private developers, and non-profit organizations to create affordable housing solutions.
- Preservation of Existing Affordable Housing: Invest in the maintenance and rehabilitation of existing affordable housing stock to prevent displacement and ensure long-term affordability.
- Supportive Housing Services: Provide services such as job training, financial literacy programs, and mental health support to help residents maintain stable housing and improve their economic situation.
- Streamlining Development Processes: Reduce bureaucratic hurdles and streamline the approval process for affordable housing projects to make it easier and faster to build new units.
- Infill Dwelling Design and Development Assistance: Create acceptable house plans for various home types that are pre-approved for immediate construction.
- Create a stable of builders qualified and ready to build affordable housing.

5. Consider and implement strategies to retain historic character of priority existing neighborhoods to include:

- Create a committee comprised of staff, organizational members, and citizens to consider and evaluate the following:
    - Engage the community through public forums and neighborhood surveys to

Strategies & Actions:

gather input on preservation priorities and ensure preservation strategies align with local values.

- Conduct a comprehensive survey of historic neighborhoods to identify contributing structures, key architectural features, and areas with the greatest historical significance.
- Encourage the voluntary inclusion of historic neighborhoods and districts that meets defined criteria.
- Provide educational outreach for homeowners and developers on the importance of preserving historical character, including best practices for renovations and energy efficiency improvements in historic homes.
- Partner with preservation organizations (DHR, RVPF, and Salem Historical Society and Museum) to host events, workshops, or informational sessions on the benefits of preserving historic neighborhoods.
- Assist with coordination for state and national historic preservation programs to leverage funding and technical support for preserving eligible neighborhoods.

- Offer education services about the formulation of grassroots initiatives that can encourage compatible new development that complements the scale, density, and architectural style of historic neighborhoods to prevent gentrification or inappropriate development.
- Utilize existing Historic Structures code section to prevent deterioration by neglect and ensure that maintenance standards are met for historic properties.
- Explore form-based code solutions in targeted areas that can complement the adaptive reuse of historic buildings for modern purposes while retaining key architectural features, such as converting old schools into residential or mixed-use spaces.
- Develop a marketing plan to highlight the unique qualities of historic neighborhoods, potentially boosting tourism or fostering local pride and investment.

A Missing Middle Housing Sampler



https://www.cnu.org/sites/default/files/MMH-sampler_0.jpg

"Missing middle" housing refers to housing that provides diverse options along the spectrum of affordability, which includes structures like duplexes, triplexes, and townhomes. Middle housing is not eligible for tax credits or most other federal, state or local government subsidies.
Typical middle housing types include multiunit structures such as townhomes, duplexes, triplexes and fourplexes. Other examples can include cluster homes and cottage courts.

What the Community Said:

If I could prioritize one thing related to housing it would be…



Community Quote:

" We've lived in Salem for many years and our son is a sophomore at the high school. We are still in an apartment, though, because we cannot begin to afford a house in the City limits. I don't know how this could be changed, but after our son graduates high school, we will most likely have to look for a house outside of Salem if the prices don't come down."

Additional Resources For Your Review:



Additional Resources:

https://rvarc.org/wp-content/uploads/2023/12/Regional-Housing-Market-Analysis-Study-05122021.pdf

https://rvarc.org/wp-content/uploads/2023/12/Salem-City-Report-Housing-2020.pdf

https://www.nlc.org/article/2024/01/23/what-is-missing-middle-housing/#:~:text=Solutions%20for%20Cities%20to%20Boost%20Middle%20Housing%20Supply&text=Communities%20can%20overcome%20these%20barriers,higher%20density%20in%20small%20structures.





Roanoke College is a wonderful asset that brings vitality to the City with its youthful energy. It creates a "place attachment" for Salem from its students

A RESILIENT ECONOMY FOR THE NEXT GENERATION

Goal:

Set an economic development strategy that's rooted in sustainable growth with industry diversification and real estate development, achievable goals for talent and business attraction and retention and establishing stronger regional and statewide partnerships to help our City thrive.

Context:

Salem Economic Development is charged with the responsibility of assisting in the improvement of Salem's natural and built environments. This is achieved through the Department's involvement in most major public and private development projects during the City's development review processes, long-range planning, and economic development activities. As part of that, it has created a Strategic Plan for the next 5 years.

According to Director of Economic Development Tommy Miller: "The benchmark of success will be looking back and seeing an established foundation for a proficient economic development office having successful growth, expansion, and diversification of our economy and ready to embark on the next round of even more rigorous planning."

Strategies & Actions:

1. **Refer to the Salem Department of Economic Development 2023-2028 Strategic Plan for specific strategies and actions, including:**

   - Create an existing business outreach strategy.
   - Create a new marketing brand and web presence for the office of economic development.
   - Conduct outbound marketing efforts to attract new business investment.
   - Identify and support available real estate assets for lease, sale, development, and/or redevelopment for Commercial and Industrial use.
   - Engage with state, regional and local entrepreneurial development organizations to provide resources and programming to local entrepreneurs.
   - Provide physical space in the City of Salem for local entrepreneurs to cultivate their businesses, exchange ideas, and provide access to resources.
   - Strengthen partnerships and programming with local, regional, and state workforce partners to provide opportunities for employment and skills advancement.
   - Identify opportunities to support talent attraction efforts to the Roanoke Region and the City of Salem.
   - Become a partner and resource for local, regional, and state tourism organizations.
   - Utilize Economic Development analysis and resources to evaluate future opportunities and marketing efforts related to tourism and hospitality.
   - Become a partner and resource for the City of Salem's Department of Community Development.
   - Advance the City of Salem's participation in the DHCD's Main Street Program and implement best practices.
   - Provide regular opportunities to share best practices with EDA and City leadership related to accomplishing the goals of the strategic plan.

2. **Update the Strategic Plan every 5 years to ensure economic development goals are being met and new opportunities and challenges are responded to promptly.**

3. **Continue with efforts that best position Salem's workforce. for current and future opportunities.**
   - Appoint a task force to survey adults in Salem regarding their educational needs.
   - Assess the need for improved adult job training and develop a plan to meet those needs.
   - Develop a program for comprehensive job training including workforce credentialing.
   - Promote additional collaboration with Virginia Western Community College, ITT, National College and other providers to connect Adult Basic Education provided by the school system to programs for job training.
   - Discuss with Roanoke College ways to take advantage of programs for the benefit of all Salem area residents.
   - Eliminate the "digital divide" in the city by working to provide a computer in every Salem home.
   - Assess the number of families with access to a computer in their home.
   - Identify funding sources (state, federal, private) available to provide for computer access in every home.
   - Remain connected to work force programs through the Virginia Employment Commission as well as other organizations that offer work force programs, (i.e. TAP, Goodwill, etc.).
   - Continue to collaborate Regional Workforce Board to accomplish workforce goals.
   - School Board participation in programs that prepare and educate the future workforce.

4. **Consider the following new strategies and actions when preparing the next Economic Development Strategic Plan:**
   - Focus new development opportunities into identified Districts to create vital mixed-use districts that offer diverse housing, job opportunities, and tax revenue generation.
   - Continue to work with business owners within East Bottom as it transitions into the future.

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Strategies & Actions:

- Create a market assessment to determine how the commercial environment may change as part of creating Small Area Plans for West Main Street, 4th Street, and East Main Street, Apperson Drive to anticipate how the retail environment along that corridor may change over time and to position Salem and property owners to take advantage of those changes.
- Work with Community Development on Code Enforcement policies and enforcement.
- Engage various City departments to reduce barriers to entry into development and to improve business development.
- Consider the creation of measurable goals or metrics to maintain jobs to housing balance, housing affordability, and cost of living affordability.
- Study facilities related to events and sports tourism across the region to determine best use of the Civic Center site.
- Once complete, create a plan for the Civic Center site to maximize its usage and revenue.





Downtown Salem is coming alive with new streetscapes and businesses. Downtown is a key economic driver and an essential component of the City's economic development.

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Salem has historically committed itself to providing excellent community services and investing in its infrastructure.

OUTSTANDING COMMUNITY SERVICES AND INFRASTRUCTURE

Goal:

Provide the citizens of Salem with outstanding parks and recreation, electricity, water and sewer, police, fire, EMT, street maintenance, schools, engineering services, plan reviews, and building inspections.



Context:

Salem takes great pride in the way it serves its community. Its departments are motivated to provide "best in class" services and creatively use available resources to help enable a high quality of life for its citizens. As always, there are areas of improvement and a need to continue to refine its approaches. There is also a need to continue to capture revenues to fund these services. Recognizing that these services are important, and continuing to creatively grow tax base is critical. Making land use decisions that support more efficient and economical servicing, and that are revenue positive (or at least neutral) needs to be factored in as a high priority within the plan. Future efforts can also build upon the work associated with naturalized storm water, stream restoration, tree canopy, alternative energy use, etc. as ways to pursue greater environmental stewardship.

Strategies & Actions:

Public Works

Transportation:

1. Identify transportation needs and anticipate areas of development/redevelopment with the intent to pursue/install corresponding projects that will improve capacity, connectivity, and level of service for pedestrian, and vehicular traffic.

    - Priority projects may include (list subject to administrative review and adjustment in coordination with the Virginia Department of Transportation):

        - East Main Street Improvements
        - Roanoke Boulevard Sidewalk
        - Roanoke Boulevard Bridge over Mason Creek
        - Mill Lane/Riverside Intersection Improvement
        - Route 419 at Texas Street and Lynchburg Turnpike Intersection Improvements
        - Franklin Street Widening Phase II
        - Apperson Drive Corridor – 419 to Colorado Street
        - Apperson Drive/Electric Road Intersection Improvements

    - Where the physical constraints of the built environment allow, integrate components of Complete Streets into the design of City streets.
    - Explore the options available to upgrade pedestrian and alternative transportation access across the railroad tracks.
    - Develop and install an Access Management Plan to better guide the location, spacing, and design of entrances, street intersections, median openings, and traffic signals.
    - Develop a localized Greenway Plan that intimately displays and describes ongoing and planned projects.
    - As previously utilized railways become less utilized and even abandoned, pursue Rails to Trails projects that help reimagine public spaces that create desirable, safe methods of alternative transportation and outdoor experiences.
    - Investigate opportunities to maximize both the efficiency and infrastructure associated with public transportation, including the quest for additional bus shelter installation.

Stormwater Management:

- Create a comprehensive list of stormwater management projects to be explored, prioritized, designed, pursued, and funded.
- Activate the Resiliency Plan by identifying projects designed to reduce flooding/ stream channel erosion and obtain available grant funding.
- Enact a committee to evaluate the potential of a Stormwater Utility Fee which could catalyze projects such as stream bank stabilization, pond maintenance, storm drain maintenance, and dredging.
- Conduct a City-wide analysis of the storm system to develop a prioritized list of problem areas to address.
- Evaluate the potential for targeted flood studies to verify the accuracy of flood maps that guide development.
- Explore the processes and requirements associated with implementing a Community Rating System (CRS), a voluntary incentive program for floodplain management practices that exceed the minimum requirements of the National Flood Insurance Program (NFIP).

Streets and General Maintenance:

- Explore opportunities to return manicured areas to their natural state in designated areas to promote native plants, animals, and other environmental benefits.
- Where feasible, explore opportunities for the installation of community gardens, tree canopy, and edible landscaping on City-owned land.
- Publicize efforts related to sustainability for citizen education and appreciation.
- Over time, evaluate the possibility of utilizing alternative energy vehicles and equipment.
- Exploring ways to integrate environmental design into the design and maintenance of streets and public spaces.

Electric:

- Pursue and negotiate power supply options to provide adequate power at a price that allows the City to maintain reasonable retail rates to customers.
- Where physically and financially feasible, proactively relocate problematic overhead utility lines underground to reduce system vulnerability.

Strategies & Actions:

- Investigate the potential of relocating overhead utility lines behind properties on major corridors to reduce right-of-way usage and improve view-shed.
- Work with developers and contractors to provide appropriate service to any new residential or commercial development.
- Monitor reliability indices to locate and address any areas experiencing reliability issues.

Water & Sewer:

- Explore the most efficient ways to accommodate residents without relying on the Western Virginia Water Authority for supplementary service, especially in the Northeast quadrant of the City.
- Pinpoint and install best practice techniques to reduce rain infiltration into the sewer system.
- Install sewer system upgrades.
- Replace underperforming water lines based on existing prioritization list to improve fire flows and reduce water line breaks.

Citizen Services/Resources

Planning and Zoning:

- Initiate the formulation of a new zoning, subdivision, and sign ordinance designed to accomplish the goals set forth in this plan, notably those related to housing diversity/affordability, and business attraction/retention.
- Develop criteria for the requirement of sidewalks in new subdivisions.
- Create an inventory/map of existing sidewalks, identify priority improvement areas (based on connectivity potential and fragmentation), and explore funding sources to facilitate corresponding projects.
- Promoting environmentally friendly development and landscapes to encourage sustainable development.

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Police:

- Maintain accreditation with the Commission on Accreditation for Law Enforcement Agencies (CALEA), known as "The Gold Standard in Public Safety."
- Continue to provide quality community policing services by protecting the safety of residents' life and property.
- Expand staffing in conjunction with population growth to preserve an appropriate level of service for citizenry.
- Remain a trusted community partner and approachable resource for all citizens.

Fire and Emergency Services:

- Develop and implement a strategic plan designed to promote the protection of life and property, provision of pre-hospital care for the sick and injured, and mitigation of man-made and natural emergencies.
- As land use evolves over time, provide effective, timely, and efficient emergency response to all areas of the City in a fiscally responsible manner.

Library:

- Provide an inclusive, accessible space for residents to interact with educational materials and technology resources.
- Develop and initiate library improvements in accordance with the ongoing Capital Improvement Project initiative.

Communications:

- Explore ways to enhance effective and efficient information dissemination to residents.
- Facilitate a seamless connection between citizen inquiries and the appropriate resources.
- Ensure City website pages are up-to-date and user friendly.

Strategies & Actions:

Parks and Recreation

- Elevate community health, social interaction, and civic pride by offering professionally managed recreation programs and special events.
- Maintain Salem's position as "Championship City" by promoting active sports tournaments and having the facilities to support them.

Tourism

- Conduct a feasibility study to identify avenues to attract and situate additional hotel/meeting space within the City.
- Explore marketing opportunities to create identifiable business districts (for example, the West Main District).
- Remain at the forefront of engagement with Virginia's Blue Ridge marketing activities.
- Complete and install priorities described in the Tourism Strategic Plan.

Technology/GIS:

- Establish an economic development hub that facilitates data downloads and provides applications relevant to development in the City of Salem.
- Manage and maintain Next Generation 911 data. This GIS-based software enhances response times for first responders.
- Enhance the tools available on the GIS Web Application to provide more advanced analytics for users of the platform.
- Engage with public and/or private programs that facilitate the extension of broadband infrastructure to underserved households across the City.

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The Academy Street Condominiums have been redeveloped from the original Salem High School, exemplifying the benefits of adaptive reuse of historic structures.

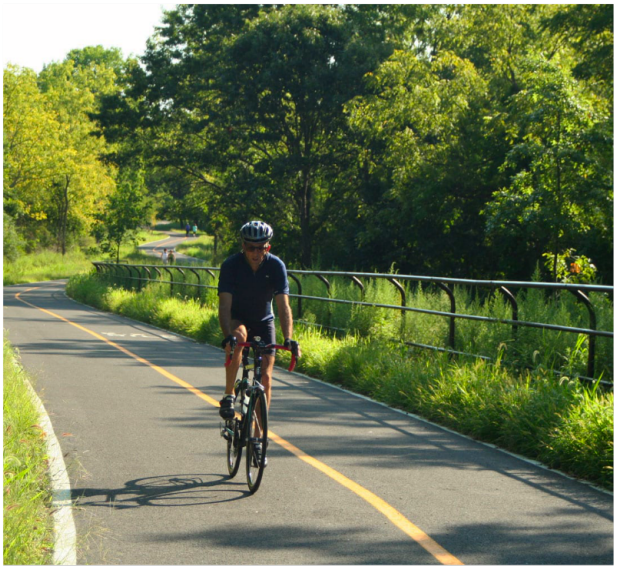


The Roanoke River provides the City and the Region with a special recreational, environmental, and economic development asset.

REGIONAL COLLABORATION TO EXPAND OPPORTUNITY

Goal:

Expand our opportunities for success by increased collaboration with regional and state partnerships that best position Salem for success.



https://tbrnewsmedia.com/tag/greenway-trail/

Context:

Salem has mostly succeeded on its own, without the need for heavy regional partnership. While emphasizing independence has been an effective strategy in years past, embracing a regional approach and partnering with neighboring localities to capitalize on Salem's individual strengths will help maximize its prosperity in the future. Moving forward, the City should consider ways to expand its position within the Mid-Atlantic and Blue Ridge Mountain region by evaluating its assets and leveraging those advantages into efficient investment within the larger regional ecosystem. Cooperation and coordination with localities that possess alternate strengths can ultimately amplify the social, environmental, and economic benefits to all.

Strategies & Actions:

1. Promote and participate in regional greenway and trail expansion projects as a highly marketable regional asset.
2. Participate in regional economic development activities to promote the region, while maintaining Salem's unique roles and advantages.
3. Be an active participant in expanding the connectivity and quality of transportation choices.
4. Collaborate on consistency with basic development standards to protect natural landscape, waterways, sense of place, character.
5. Consider approaches to housing affordability that help satisfy regional challenges and situate Salem in a position to leverage available land, market demands, and infrastructure capacity.



Salem is a hub for sports and sports tourism, hosting many national and regional events - earning it the title of "Championship City".



The Blue Ridge Mountains provide an amenity shared by tourists and residents alike, creating a draw for people to live and visit.

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FROM PLAN TO ACTION

Prioritized Actions to meet the goals of the Plan, including responsibilities, time frame, and investment.



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ACTION PLAN PLAYBOOK

IMPLEMENTATION AND INVESTMENT

Salem 2045 conveys a vision, goals, strategies and actions derived through a collaborative "community based" planning process to ensure Salem maintains and promotes its high quality of life, its unique landscape and access to nature, its history and culture, its aesthetics and expanded economic opportunities.

To realize this vision, implementation should be viewed as a shared opportunity and commitment for the City's departments, leadership, private sector interests, and citizens to hold each other accountable to act on the Comprehensive Plan and provide the capital investment, human capacity, collaboration and shared commitment that is needed for the City to manage its growth toward an even more viable and sustainable future.

Each of the strategies and actions included in this document has been determined to be important to accomplish if the City wants to achieve its aspirations and visions. In that sense, this Comprehensive Plan is a living document that needs to be worked with regularly. It describes actions to be taken by local government to implement policies that meet the requirements of Virginia State code regarding Comprehensive Planning.

The first steps include prioritizing the most critical items and creating work plans, identifying responsibilities, identifying partnerships, determining the time frame for completion, and establishing funding. It is also helpful to consider actions in terms of when they will be initiated. Typically short-term activities initiate from just after adoption to up to three years, mid-term activities begin three to 10 years after the plan's adoption, and long-term activities that extend beyond ten years and may overlap into the next Comprehensive Plan Update.

Finally, the Comprehensive Plan should be a reference tool referred to often and regularly updated as necessary, and should be the impetus for the ongoing decisions and focus of the City's internal interactions and engagements with its citizens.

FUNDING PRIORITY INVESTMENTS

Salem, Virginia, like other local governments, generates revenue through a combination of taxes, fees, and other financial mechanisms.

1. Property Taxes

Real Estate Taxes: One of the largest sources of revenue, where homeowners and businesses pay taxes based on the assessed value of their property.

Personal Property Taxes: Levied on personal property like vehicles, trailers, and other assets. The rate is set by the city and is applied to the assessed value of these items.

2. Sales and Use Taxes

The city receives a portion of the sales tax collected on retail sales. In Virginia, the statewide sales tax is 5.3%, with a portion distributed to local governments, including Salem.

3. Business and Occupation Taxes

Business License Taxes: Local businesses pay a fee or tax based on their type of operation and revenue generated.

Meals Taxes: Salem applies a meals tax on restaurant food and beverages, which is a significant revenue source, especially in cities with a tourism or dining industry.

4. Utility Taxes

Salem collects taxes from utilities, including electricity, natural gas, telephone, and cable services, either as a percentage of the service bill or a flat fee.

5. Lodging (Hotel) Taxes

A tax is levied on hotel and motel stays within Salem. This tax can be significant in areas with a tourism or business travel industry.

6. State and Federal Aid

Salem receives funds from both the Commonwealth of Virginia and the federal government. These funds often come in the form of grants or revenue sharing for public services like education, transportation, and public safety.

7. Licenses, Permits, and Fees

The City charges fees for various services, permits (e.g., building permits), and licenses. These are required for certain types of commercial and residential activities.

8. Fines and Penalties

Revenue is also generated through fines, such as parking tickets, traffic violations, and penalties for non-compliance with local laws.

9. Enterprise Funds

Some City services, like electric, water and sanitary sewer, operate as enterprise funds. Residents and businesses pay fees for using

these services, which are then used to maintain and upgrade the systems.

10. Investment Income

Salem may invest idle funds in various financial instruments, and the interest earned from these investments can provide a source of revenue.

11. Special Assessments

For specific projects, such as infrastructure improvements in certain areas, the City may levy special assessments on property owners who benefit directly from these improvements.

OPTIONS / ACTIONS TO ACCOMMODATE GROWTH & DELIVERY OF SERVICES:

1. Consider the use of development agreements, tax increment financing, and similar instruments to finance necessary infrastructure improvements that accommodate acceptable growth while limiting the financial impact on the City.

2. Seek innovative and creative funding sources (federal and state) to support investment in needed infrastructure.

3. Collaboratively work with property owners and interested developers within key growth areas to develop plans for public/private partnerships for investing in infrastructure to facilitate development.

4. Annually review, revise, and adopt a capital improvement plan as part of the City's budget to ensure that both municipal infrastructure and major departmental equipment needs are identified, planned for, and funded each fiscal year.

5. Utilize regular, recurring sources of funding to finance anticipated infrastructure maintenance and capital investment needs.

6. Prepare regular assessments of municipal infrastructure to utilize in adjusting the capital improvement plan.

7. Seek partnerships with community groups, educational institutions, governmental agencies and commercial ventures to leverage the planned investments by outside groups to support the City's infrastructure needs, such as recreational facilities.

8. Provide funding support at a level that is requisite with the departments' needs for continuing to provide high quality and efficient services to the City.

9. Actively participate in regional planning and financing initiatives to ensure that regionally-funded projects reflect the needs of Salem.

CONNECTED NEIGHBORHOODS THROUGH PARKS AND GREENWAYS

ACTION

Create a long term, holistic strategy to develop or refurbish City parks, especially in areas that are currently lacking facilities, to increase equity and improve the balance between active parks and less programmed parks.

COST REQUIRED

$$$

TIMING

LONG TERM

TEAMS

PARKS AND RECREATION DEPARTMENT

ACTION

Pursue the completion of the Roanoke Greenway, the Mason Creek Greenway, and other opportunities such as Dry Branch that extend the greenways into the City's neighborhoods and to Downtown.

COST REQUIRED

$$$

TIMING

NEAR -MID TERM

TEAMS

COMMUNITY DEVELOPMENT - ENGINEERING

ACTION

Explore mechanisms to enhance the funding available to finance park, open space, and greenway creation, development, and maintenance including impact fees and grant programs.

COST REQUIRED

$

(FOR THE PLAN)

TIMING

NEAR TERM

TEAMS

PARKS AND RECREATION DEPARTMENT

$ = Lower cost items such as coordination or simple plans/ $$ = Medium to Higher Cost such as conducting more extensive design, planning or studies / $$$ = Highest Cost such as for design, engineering and construction elements.

Safe, Multi-Modal Corridors That Support Mobility and Identity

ACTION

Create a City-wide signage and wayfinding plan that articulates and brands greenway connective elements, street names, districts, directions, locations for key City elements.

COST REQUIRED

$$

TIMING

MID TERM

TEAMS

COMMUNITY DEVELOPMENT - ENGINEERING / PLANNING AND ZONING & COMMUNICATIONS

ACTION

Work with the Roanoke Valley Alleghany Regional Commission (RVARC) to secure funding priority for needed projects within Salem on the Long-Range Transportation Plan

COST REQUIRED

$

TIMING

NEAR TERM

TEAMS

COMMUNITY DEVELOPMENT - ENGINEERING / PLANNING AND ZONING

ACTION

Continue to work with VDOT to fulfill the East Main Street project that extends existing streetscape, sidewalk, and bike lane enhancements eastward.

COST REQUIRED

$

TIMING

NEAR TERM

TEAMS

COMMUNITY DEVELOPMENT - ENGINEERING / PLANNING AND ZONING

VIBRANT REDEVELOPMENT DISTRICTS FOR GROWTH AND INNOVATION

ACTION

Investigate methods to attract and expedite industrial development in targeted zones.

COST REQUIRED

$

TIMING

NEAR - LONGTERM

TEAMS

ECONOMIC DEVELOPMENT

ACTION

Enhance the awareness of parking availability in the Downtown District through physical improvements (signage, colored markings, etc.) and by promoting other educational platforms (website, GIS application,

COST REQUIRED

$$

TIMING

NEAR TERM

TEAMS

COMMUNITY DEVELOPMENT, COMMUNICATIONS & STREETS

ACTION

Capitalize on Roanoke College's proximity to and investment in Downtown.

COST REQUIRED

$$

TIMING

MID TERM

TEAMS

ECONOMIC DEVELOPMENT, COMMUNITY DEVELOPMENT - PLANNING AND ZONING

DIVERSE HOUSING FOR ALL STAGES OF LIFE

ACTION

Review current Zoning Code to determine its appropriateness for achieving its vision related to pursuing housing diversity and affordability.

COST REQUIRED

$-$$

TIMING

MIDTERM

TEAMS

COMMUNITY DEVELOPMENT - PLANING AND ZONING

ACTION

Maintain and enhance the character and quality of Salem's housing and neighborhoods using code enforcement and cooperation with landowners.

COST REQUIRED

$-$$

TIMING

NEAR TERM

TEAMS

COMMUNITY DEVELOPMENT - PLANING AND ZONING

ACTION

Consider innovative strategies to better assist with housing affordability.

COST REQUIRED

$$

TIMING

NEAR TERM

TEAMS

COMMUNITY DEVELOPMENT - PLANING AND ZONING

OUTSTANDING COMMUNITY SERVICES AND INFRASTRUCTURE

ACTION

Identify transportation needs and anticipate areas of development/ redevelopment with the intent to pursue/ install corresponding projects that will improve capacity, connectivity, and level of service for pedestrian, active, and vehicular traffic.

COST REQUIRED

$$

TIMING

LONG TERM

TEAMS

COMMUNITY DEVELOPMENT - ENGINEERING

ACTION

Develop and install an Access Management Plan to better guide the location, spacing, and design of entrances, street intersections, median openings, and traffic signals.

COST REQUIRED

$$

TIMING

MID TERM

TEAMS

COMMUNITY DEVELOPMENT - ENGINEERING

ACTION

As previously utilized railways become less utilized and even abandoned, pursue Rails to Trails projects that help reimagine public spaces that create desirable, safe methods of alternative transportation and outdoor experiences.

COST REQUIRED

$$

TIMING

LONG TERM

TEAMS

COMMUNITY DEVELOPMENT - PLANING AND ZONING

OUTSTANDING COMMUNITY SERVICES AND INFRASTRUCTURE

ACTION

Create a comprehensive list of stormwater management projects to be explored, prioritized, designed, pursued, and funded.

COST REQUIRED

$

TIMING

NEAR TERM

TEAMS

COMMUNITY DEVELOPMENT - ENGINEERING

ACTION

Conduct a city-wide analysis of the storm system to develop a prioritized list of problem areas to address.

COST REQUIRED

$$

TIMING

MID TERM

TEAMS

COMMUNITY DEVELOPMENT - ENGINEERING

ACTION

Initiate the formulation of a new zoning, subdivision, and sign ordinance designed to accomplish the goals set forth in this plan, notably those related to housing diversity/ affordability, and business attraction/ retention.

COST REQUIRED

$$$

TIMING

NEAR TERM

TEAMS

COMMUNITY DEVELOPMENT - ENGINEERING / PLANING AND ZONING

OUTSTANDING COMMUNITY SERVICES AND INFRASTRUCTURE

ACTION

Where physically and financially feasible, proactively relocate problematic overhead utility lines underground to reduce system vulnerability.

COST REQUIRED

$$$

TIMING

LONG TERM

TEAMS

ELECTRIC DEPARTMENT

ACTION

Conduct a feasibility study to identify avenues to attract and situate additional hotel/ meeting space within the City.

COST REQUIRED

$

TIMING

NEAR TERM

TEAMS

ECONOMIC DEVELOPMENT, TOURISM, PLANNING AND ZONING

ACTION

Enhance the tools available on the GIS Web Application to provide more advanced analytics for users of the platform.

COST REQUIRED

$

TIMING

NEAR TERM

TEAMS

COMMUNITY DEVELOPMENT - GIS

REGIONAL COLLABORATION TO EXPAND OPPORTUNITY

ACTION

Promote and participate in regional greenway and trail expansion projects as a highly marketable regional asset.

COST REQUIRED

$$

TIMING

NEAR TERM

TEAMS

ECONOMIC DEVELOPMENT

ACTION

Participate in regional economic development activities to promote the region, while maintaining Salem's unique roles and advantages.

COST REQUIRED

$

TIMING

NEAR TERM

TEAMS

ECONOMIC DEVELOPMENT

ACTION

Be an active participant in expanding the connectivity and quality of transportation choices.

COST REQUIRED

$

TIMING

NEAR TERM

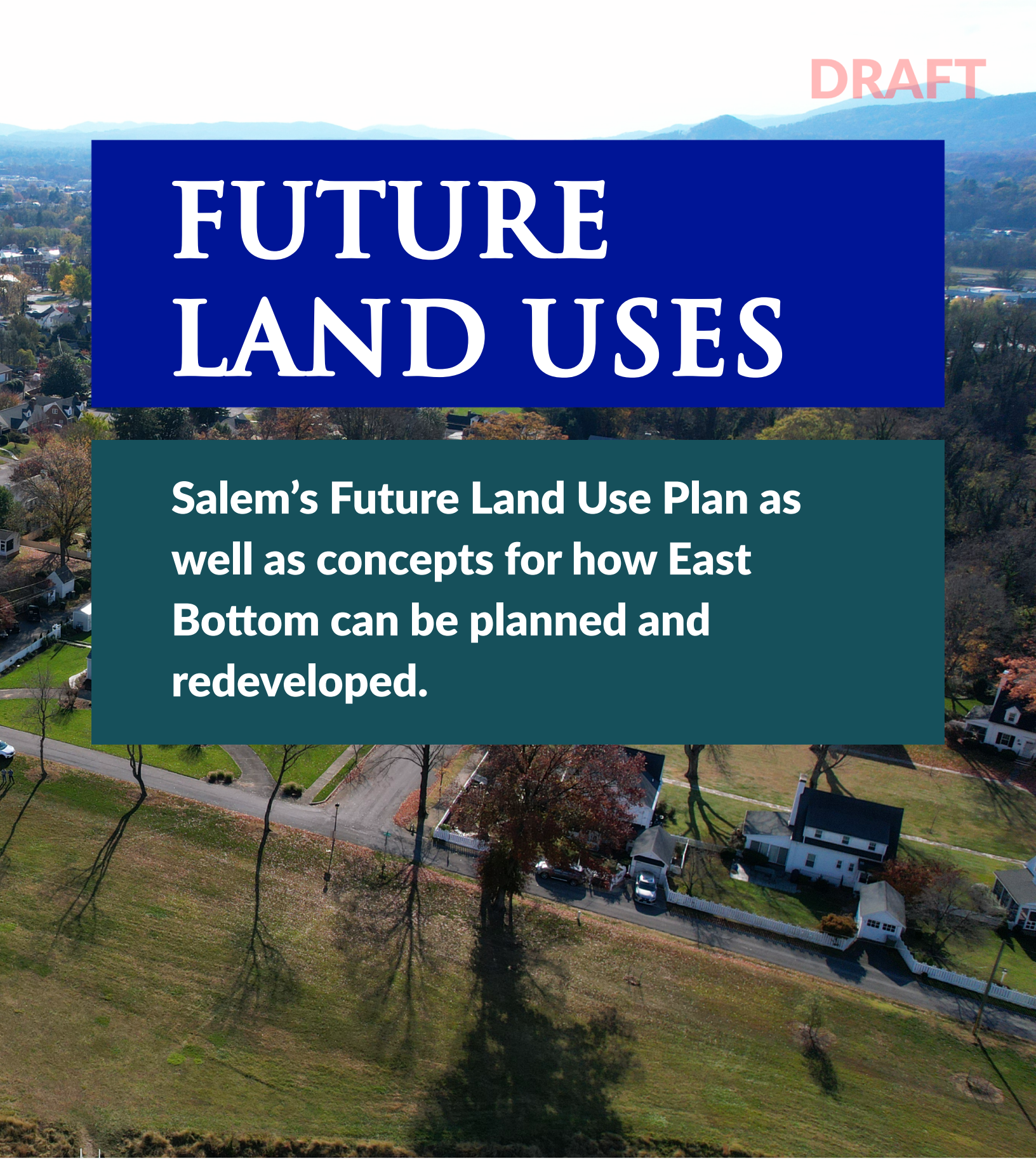
TEAMS

COMMUNITY DEVELOPMENT - ENGINEERING

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FUTURE LAND USES

Salem's Future Land Use Plan as well as concepts for how East Bottom can be planned and redeveloped.

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FUTURE LAND USE PLAN

GOAL

Create a Future Land Use Plan to serve as a strategic guide for managing Salem's growth and land use patterns over the next 20 years to accomplish Salem's Vision and Goals for housing, economic development, demographic diversity, affordability, and environmental stewardship.

PURPOSE

A Future Land Use Plan is a key component of a Comprehensive Plan and provides a framework for zoning, infrastructure planning, and decision-making. It's purpose is to:

Guide Development:

It outlines where and how different types of development (residential, commercial, industrial, recreational, etc.) should occur to meet the community's needs and vision.

- District nodes
- Redevelopment focus areas / corridors

Promote Sustainable Growth:

The plan ensures that growth is balanced with environmental conservation, infrastructure capacity, historic resources, community resources, and fostering sustainability.

Facilitate Zoning Decisions:

It informs zoning ordinances and decisions, ensuring that land use regulations align with long-term goals.

- Mixed use residential
- Mixed use commercial
- Mixed use industrial

Protect Natural Resources and Open Spaces:

The plan identifies areas that should be preserved for environmental, recreational, or aesthetic purposes.

Coordinate Infrastructure and Services:

By predicting future growth patterns, the plan helps the city prepare for roads, schools, utilities, and other essential services.

Support Economic Development:

It designates areas for commercial and industrial use, creating opportunities for job growth and economic activity.

Preserve Community Character:

The plan reflects community values and priorities, helping to maintain the desired aesthetic, historical, or cultural characteristics.

Provide a Legal Framework for Decision-Making:

It serves as a foundation for defending land-use decisions against legal challenges by demonstrating a consistent and planned approach. In essence, a Future Land Use Plan is a roadmap to help a community grow wisely while preserving its unique identity and ensuring a high quality of life for residents.

FUTURE GENERALIZED LAND USE MAP

The Future Generalized Land Use Map serves as a general guide for the future development of the Salem community. Both public and private sector decision makers may use this map. Local planning commissions and elected officials can use this future land use map as one source of information when planning public facilities or evaluating land use requests. The map also may serve as a general guide for private investment, indicating the location and type of future desired development.

This map presents a generalized overview of desired land use locations within the city. The map is not intended to be parcel specific. As a generalized map, a mixture of land uses may be found in any designation. The specific location of future land uses will be determined by the zoning ordinance, and when required, the Planning Commission and City Council will review specific land use requests. Such review will consider the compatibility and benefits of the use and land use impacts of a specific use on the surrounding neighborhood and larger community.

EIGHT FUTURE LAND USE DESIGNATIONS DEFINE THIS MAP. THEY ARE:

Commercial Areas - Commercial areas generally designate the location of existing and desired future retail, service, and office

areas. Included are downtown, highway commercial, and neighborhood commercial areas.

Industrial Areas - Industrial areas are the location of a significant portion of Salem's industrial and employment base, and are used for a variety of manufacturing, processing, and storage activities.

Economic Development Areas – These areas have been designated as possible suitable locations for productive economic uses, and may include commercial, industrial and/or residential uses. Future development in these areas will be compatible with surrounding properties with respect to land use, density, access, and site design features.

Downtown Areas – These areas have been designated for possible suitable locations for downtown uses and character. The areas would provide commercial and mixed-use commercial/residential development.

Mixed-Use Transition Areas – These areas refer to places within the City that are intended to evolve, through future planning and zoning designations, into places that integrate multiple uses within a single building, property, or district. These areas typically combine residential, commercial, cultural, institutional, or industrial uses into walkable village-like patterns. Through thoughtful programming and design, mixed-use these areas aim to promote convenience, walkability, and efficiency by allowing diverse activities—such as living, working, shopping, and recreation—to coexist within a self-supportive village. They also support economic development and enhance demographic diversity.

Institutional Areas - This category includes major publicly-owned property, and other major properties owned by tax exempt and charitable entities.

Residential Areas - Residential development is the predominant land use within this category. New residential development primarily will be located within these areas. The density and type of new residential development in these areas will be determined by zoning, and the adequacy of public facilities, access, and compatibility with surrounding land uses.

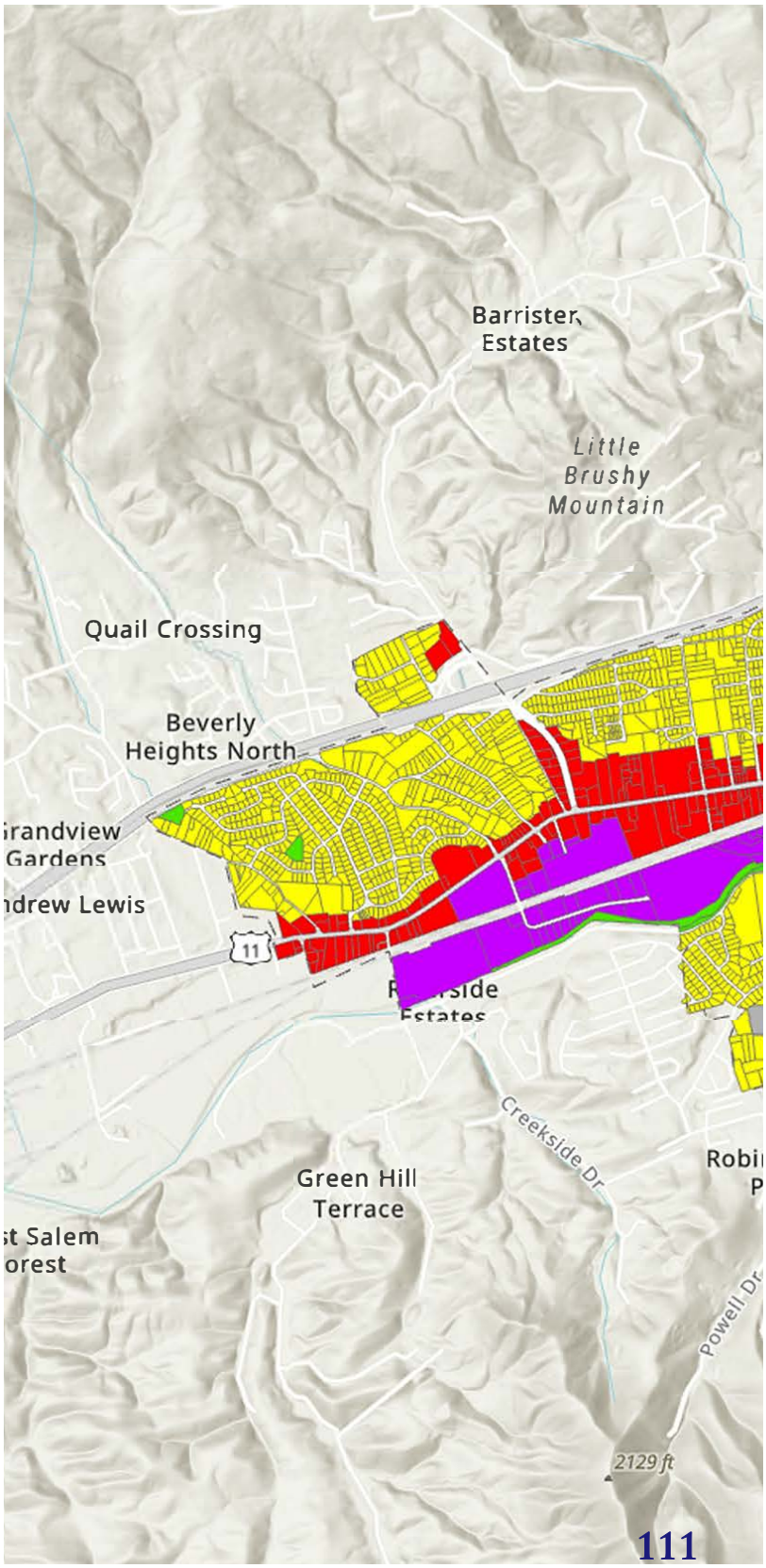
Public Parks and Recreation Areas – This category shows the location of existing and proposed public parks and recreation areas. It is inclusive of City-owned park land, proposed park land, and more active recreational facilities such as the Moyer and Salem Civic Center recreational complexes. Also included within this category are existing and proposed greenway corridors within the City of Salem.

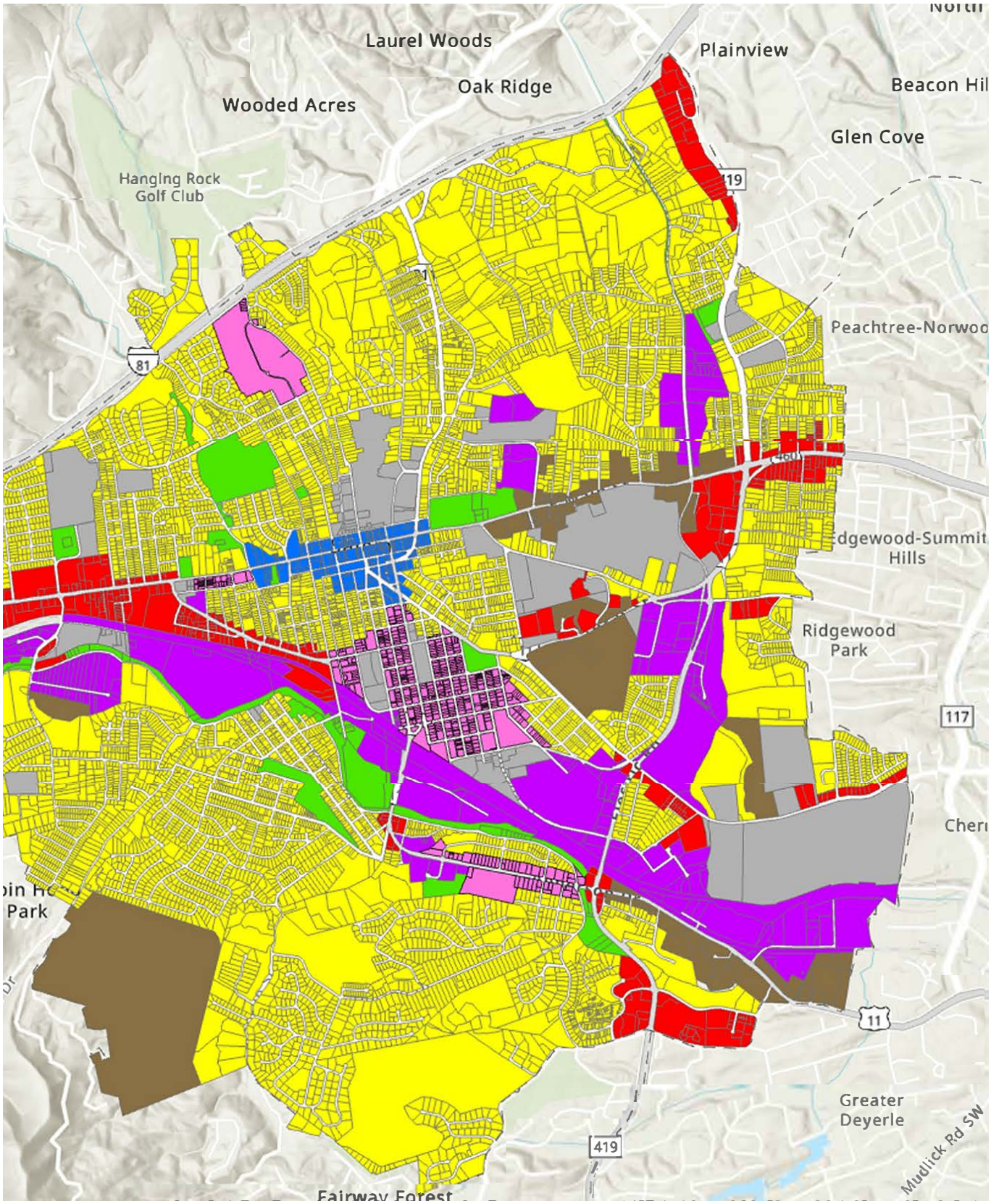
FUTURE LAND USE MAP DRAFT

The Future Land Use Map anticipates the redevelopment of key areas, such as East Bottom, into Mixed Use, which will be accomplished with future zoning changes.

LAND USE DESIGNATION

- COMMERCIAL
- DOWNTOWN
- ECONOMIC DEVELOPMENT AREA
- INDUSTRIAL
- INSTITUTIONAL
- PUBLIC PARKS AND RECREATION
- RESIDENTIAL
- MIXED-USE TRANSITION




Laurel Woods
Plainview
Oak Ridge
Wooded Acres
Beacon Hil
Glen Cove
Hanging Rock
Golf Club
19
Peachtree-Norwoo
81
Edgewood-Summit
Hills
Ridgewood
Park
117
Park
11
Greater
Deyerle
419
Mudlick Rd SW
Fairway Forest



The East Bottom neighborhood is experiencing change. With deliberate planning, the neighborhood can evolve into a place of unique character, diversity, and mix of uses.

EAST BOTTOM CONCEPT

GOAL

Create a community supported small area plan for the East Bottom of Salem that will allow new and existing land uses to coexist harmoniously, support economic development, contribute to tax base, provide a safe and friendly place to live, and promote the special history and qualities of the area.

VISION

East Bottom is a special place within Salem that expresses its uniqueness through diverse businesses and residents, committed to neighborliness, cooperation, and pride in a shared history, sense of community, and culture.

East Bottom is a safe place to raise a family with pedestrian-friendly, bikable streets and easily accessible parks for gathering and recreation. The Neighborhood's diverse housing stock provides residents with options for living in the community whether they be first time home buyers/renters, starting a family, or beginning their retirement. East Bottom is held together by its neighborliness and a strong commitment to cooperation and shared responsibility.

PROCESS

A charrette-based workshop was conducted over three days with the residents, land owners, and business owners of East Bottom. During the workshop, discussions were facilitated on topics like areas of concern, areas of improvement, utility services, code enforcement, vision, land use, street safety, and character. A vision statement, diagrammatic mapping, and strategies were created and shared back with the community for their input and acceptance. Following the workshop, plans and strategies were refined for inclusion in the Comprehensive Plan.

WHAT THE COMMUNITY SAID:

1. Issues with traffic safety, sight distance, traffic speeds, etc., along several streets, especially 8th Street, Florida, Tennessee, and Indiana Streets.
2. Property maintenance is a concern, and the city needs to enforce codes appropriately maintain its properties and streets to a higher standard.
3. Cars that are permanently parked along streets that are part of business operations.
4. Need for beautification such as landscaping and building upgrades.
5. Incomplete sidewalks and nonexistent sidewalks on many streets.
6. Businesses need to be protected so that they remain part of the district.
7. Loss of neighborliness, history, and character with new folks coming in. Need for young families and kids again.
8. Since it is low-lying land, the area is prone to flooding.

STRATEGIES AND ACTIONS

1. Design streets into "complete streets" that include sidewalks, street trees, safe crosswalks, regulatory signage, on-street parking, bulb-outs, bike lanes, and other methods to calm traffic and enhance multiple modes of travel.

- Work within the existing right of way and curb-to-curb dimensions as much as possible to reduce costs and impacts on property owners.
- Consider expanding rights of way, in cooperation with property owners, on key streets that serve mixed-use buildings and retail uses.

2. Create a bike and pedestrian connectivity plan to ensure safe routes to school, to district and city assets, to work, and parks from residences in the district.

- Target key north-south streets where the residential uses have driveway access and may not require on-street parking on both sides.
- Make sure that bike lanes and parking are painted clearly and defined by signage.

3. Promote and incentivize community gathering spaces such as community centers, parks, places to eat and socialize.

- Consider 8th Street as a vital corridor to house gathering spaces, retail, entertainment, and restaurants.
- Consider Indiana as a secondary corridor for mixed uses.

4. Explore grant funding opportunities for façade maintenance, block grants, redevelopment grants, etc., to support existing property owners who need assistance.

5. Revisit codes and pursue reasonable code enforcement to help clean up the area.

- Consider that the industrial areas have different maintenance factors than the residential areas and may require special consideration on how to apply codes.

6. Promote and incentivize diversity in housing and business types.

- Promote housing and amenities that will attract younger families to the area.
- Promote vertical mixing of housing with retail at the ground level.
- Incentivize the development of housing that meets affordability guidelines of less than 30% of total household income devoted to housing costs.
- Allow for accessory dwelling units, duplexes, triplexes, and townhomes within residential redevelopments.
- Continue to assist property owners with targeted recruitment of businesses.

7. Pursue zoning that fosters a natural and adaptable approach to land use and growth, ensuring a diverse yet compatible mix of land uses.

8. Consider adopting form-based codes, or hybrid form-based codes within the district to better integrate a mix of compatible uses along the same street.

- Consider the creation of simple design guidelines to define architectural image and character that would promote the district.
- Reduce setback requirements and allow buildings to be built closer to the street and lots to be developed more densely.
- Minimize off-street parking requirements and utilize on-street parking.
- Promote mixed-use vs single-use zoning in areas other than the industrial areas.

9. Create a unique signage and wayfinding design for East Bottom that includes gateway signage, decorative street regulatory signage, and location signage.

- Conduct a community-based design process.
- Utilize local artists and designers that are sensitive to the districts importance to the community.
- Integrate environmental design techniques into developing new infrastructure to include naturalizing stormwater management, tree planting that includes species variety, reducing large expanses of asphalt, native landscaping, and downward directed “full cut-off” street lights.

APPLICABILITY OF ZONING

Although the current city zoning for the study area includes a variety of uses, allowing one to live, dine, work, recreate, and conduct limited shopping, it does not allow for the vertical mixing of uses that promotes an active street environment, more efficient use of land, and the increasing land values and new business associated with higher density.

- RSF zoning does not allow for a mix of uses, such as retail or office. It also has significant setback requirements of 25 feet for front and rear yards and requires a special exception permit to allow any residential use beyond a single house on the lot. The zone also does not allow for accessory dwelling units to be built on the lot. This could potentially limit the ability of developers to build to a higher residential density, and limits mixed-use – both of which would benefit the Salem economy and enable potential lower home rents and prices.

- CBD zoning is more mixed-use friendly and would provide building relationships with the street that are advantageous.

- HBD zoning within the district may be out of scale with the intent of the vision in some instances. It wouldn't allow vertical mixing of uses, however, which provides efficient use of land and promote walkability.

- Industrial zoning works for the land zoned for it. Issues with industrial uses have more to do with code enforcement.

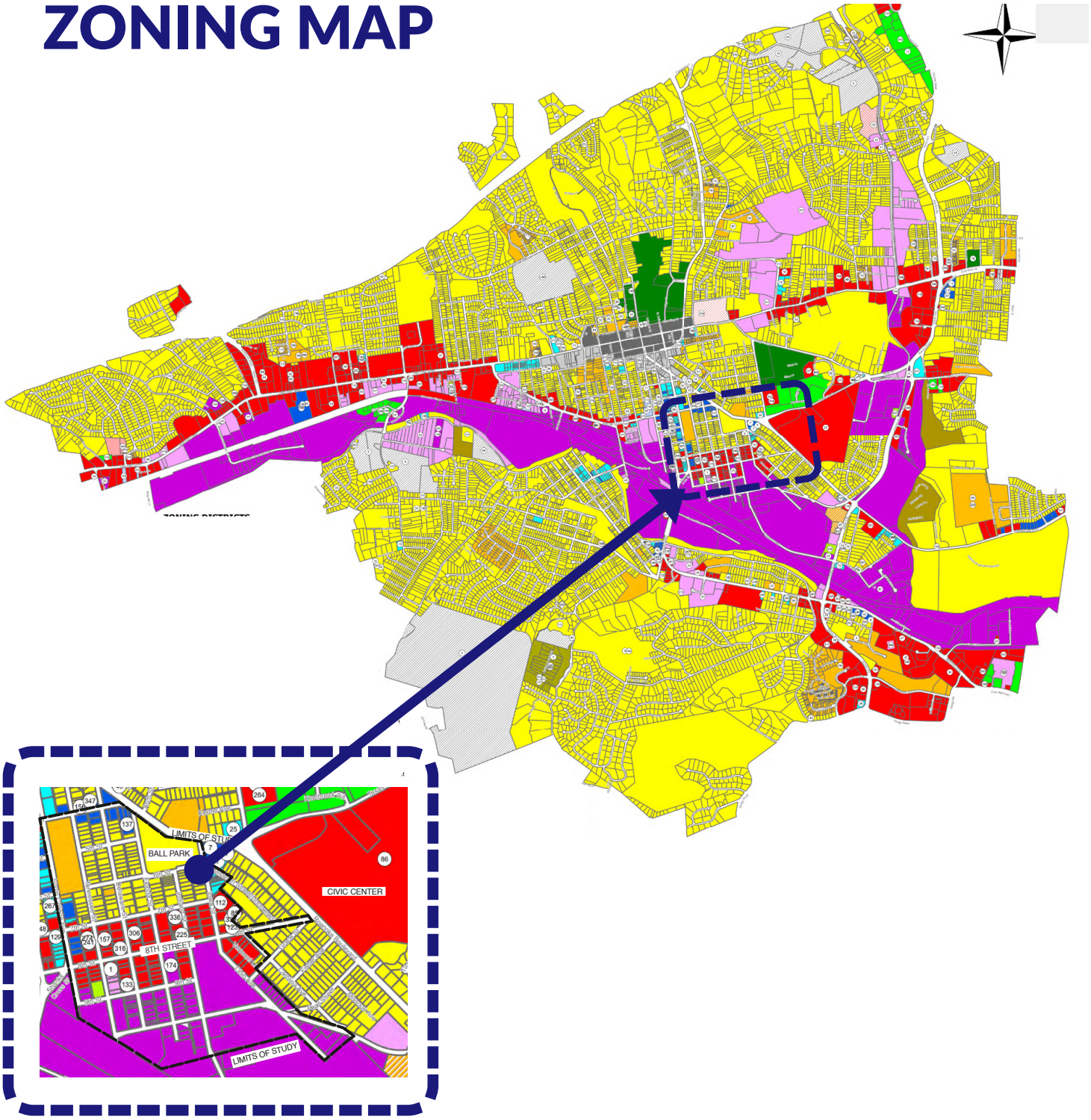
- Parking requirements by use are generally reasonable. However, it is not clear how parking requirements are offset by the on-street parking that exists within the district. Reducing parking requirements to adjust for on-street parking would reduce asphalt and allow more efficient use of property for development.

ZONING DISTRICTS



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ZONING MAP



EXISTING CONDITIONS

East Bottom sits between 4th Street, Roanoke Boulevard, the Norfolk Southern Rail lines, and South College Avenue. 8th Street bisects the district and intersects with Roanoke Boulevard at the Civic Center and College Avenue. The land is generally low, sloping from North to South to the Roanoke River. Large portions of the land is within the 100-year flood plain.

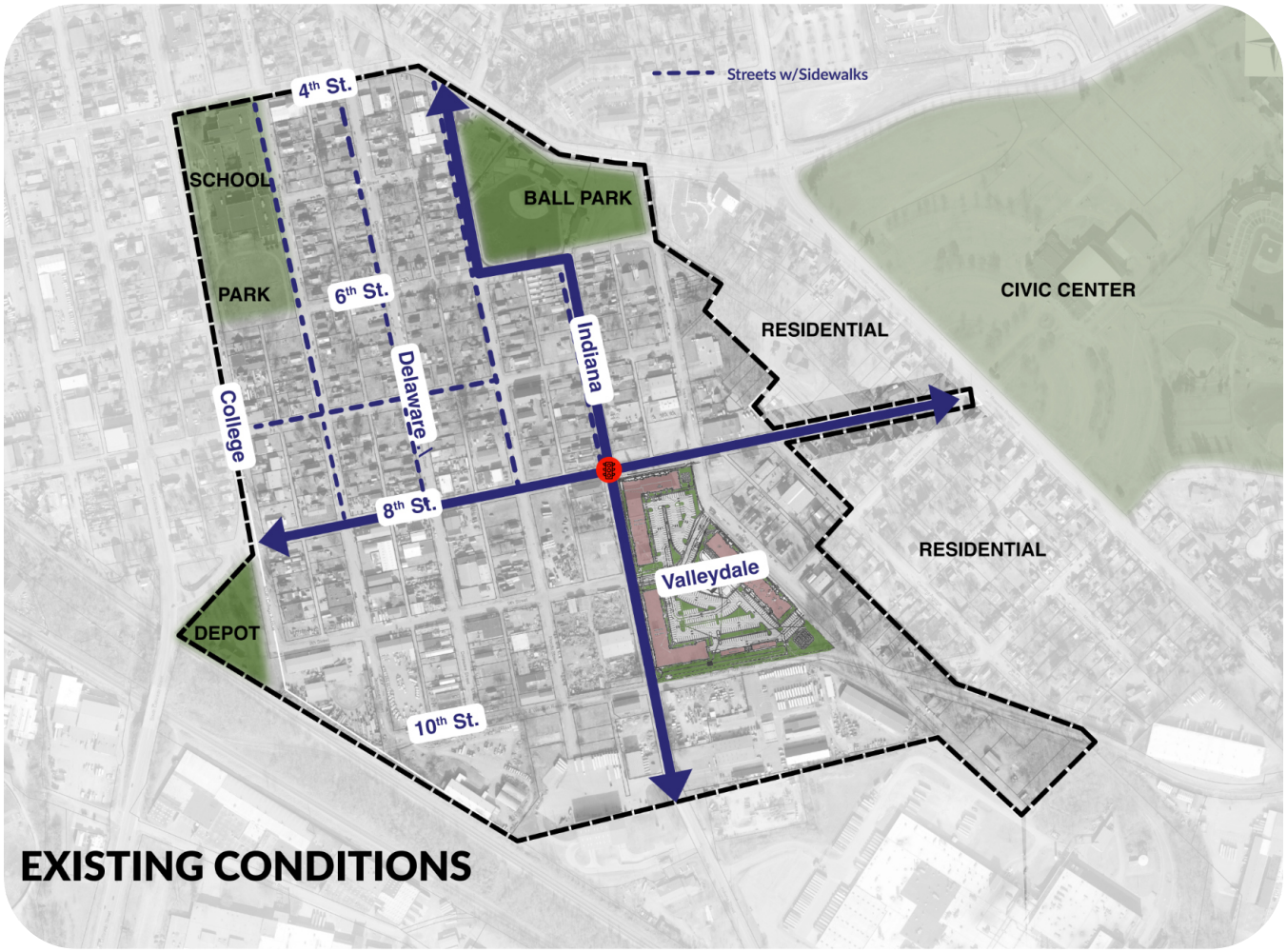
The northern portion of the district is primarily single-family residential. The southern portion is mostly industrial. There are areas of business commercial along 8th St. and 7th St. Kiwanis Park, located in the northeast corner of the district houses a baseball diamond with grandstands.

The Andrew Lewis Middle School sits in the Northwest corner of the area, and includes a shared city park space. A rail depot sits in the southeast corner of the area, currently being used as Total Action for Progress. A few restaurants exist within the study area.

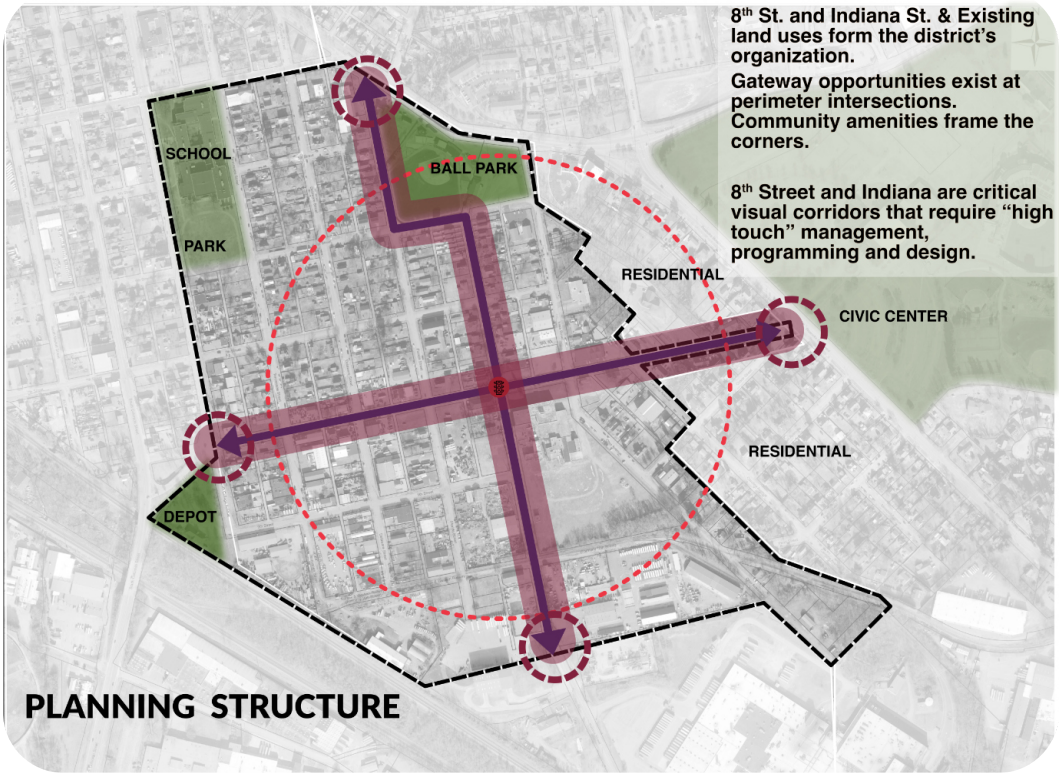
- The streets generally have a paved width of 40 feet and a Right of Way of 60 feet.
- Sidewalks exist on some of the streets, including portions of 6th, 7th, and 8th, and on portions of Florida, and Indiana.
- Space for on-street parking is provided on district streets. Many of the residences are also served by driveways, which leaves room within the paved area of the street for other uses, such as bike lanes.
- A traffic light exists at Indiana and 8th Streets.
- No streetscapes or street trees exist.
- Southwest corner is within floodplain and is prone to flooding.

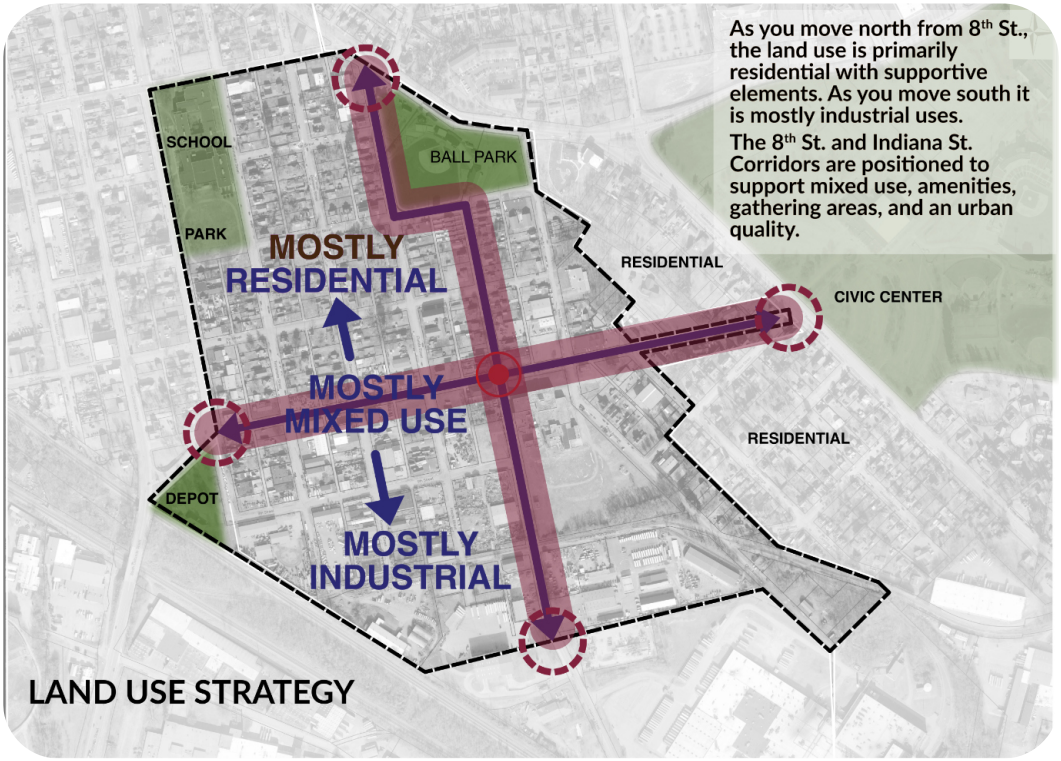


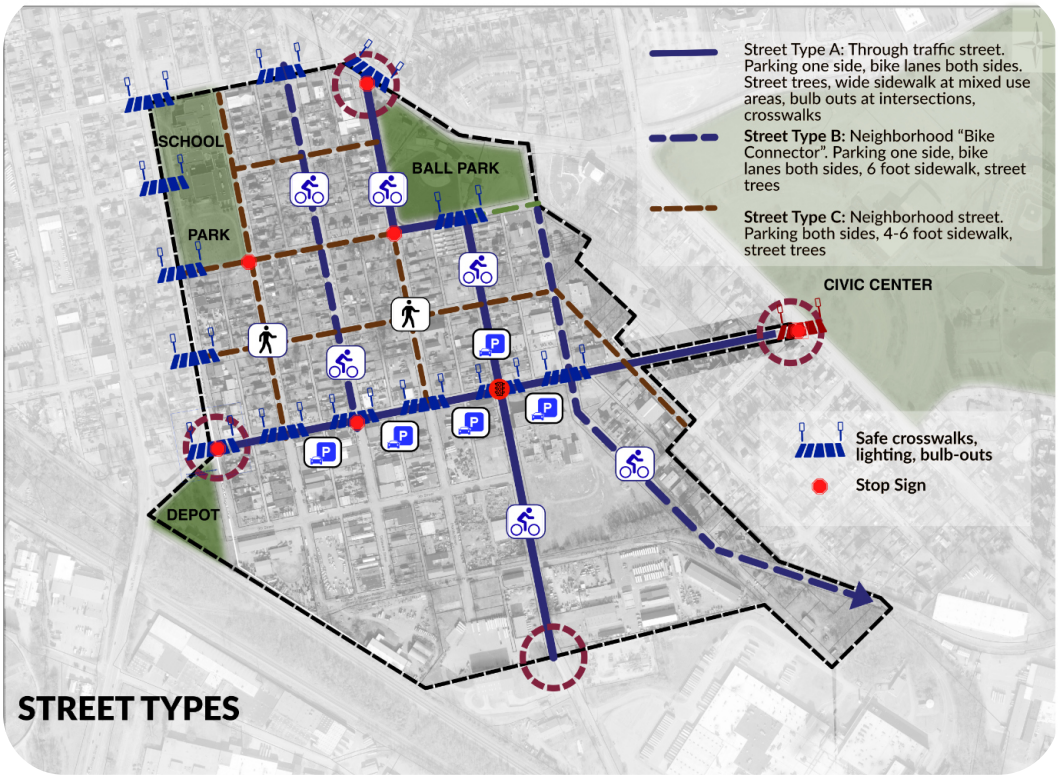
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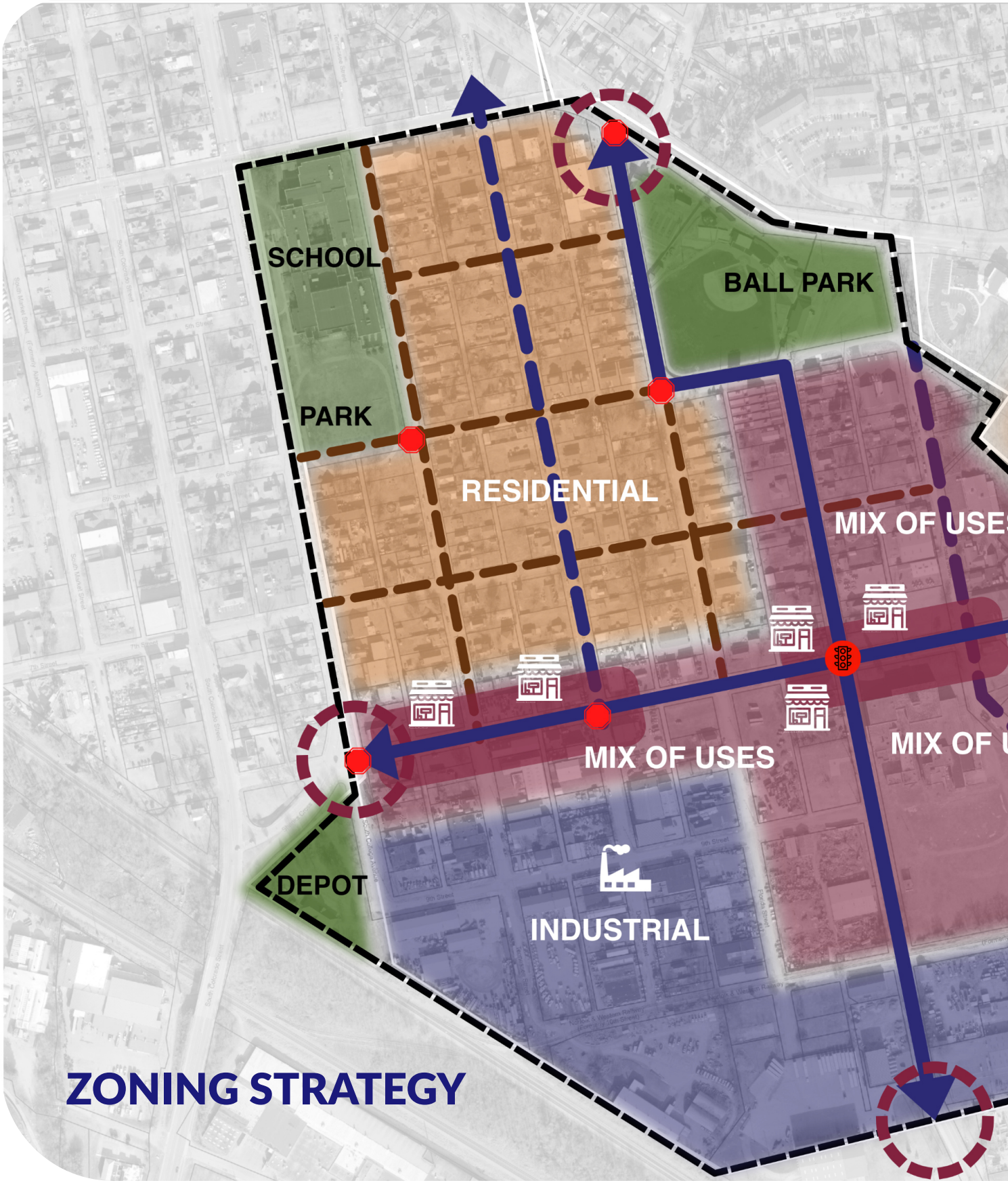
8th Street and Indiana Street form a cross axis through the district forming a set of key streets. Valleydale sits on this axis, as does the Civic Center.


8th St. and Indiana St. & Existing land uses form the district's organization.
Gateway opportunities exist at perimeter intersections. Community amenities frame the corners.
8th Street and Indiana are critical visual corridors that require "high touch" management, programming and design.
SCHOOL
BALL PARK
PARK
RESIDENTIAL
CIVIC CENTER
RESIDENTIAL
DEPOT
PLANNING STRUCTURE

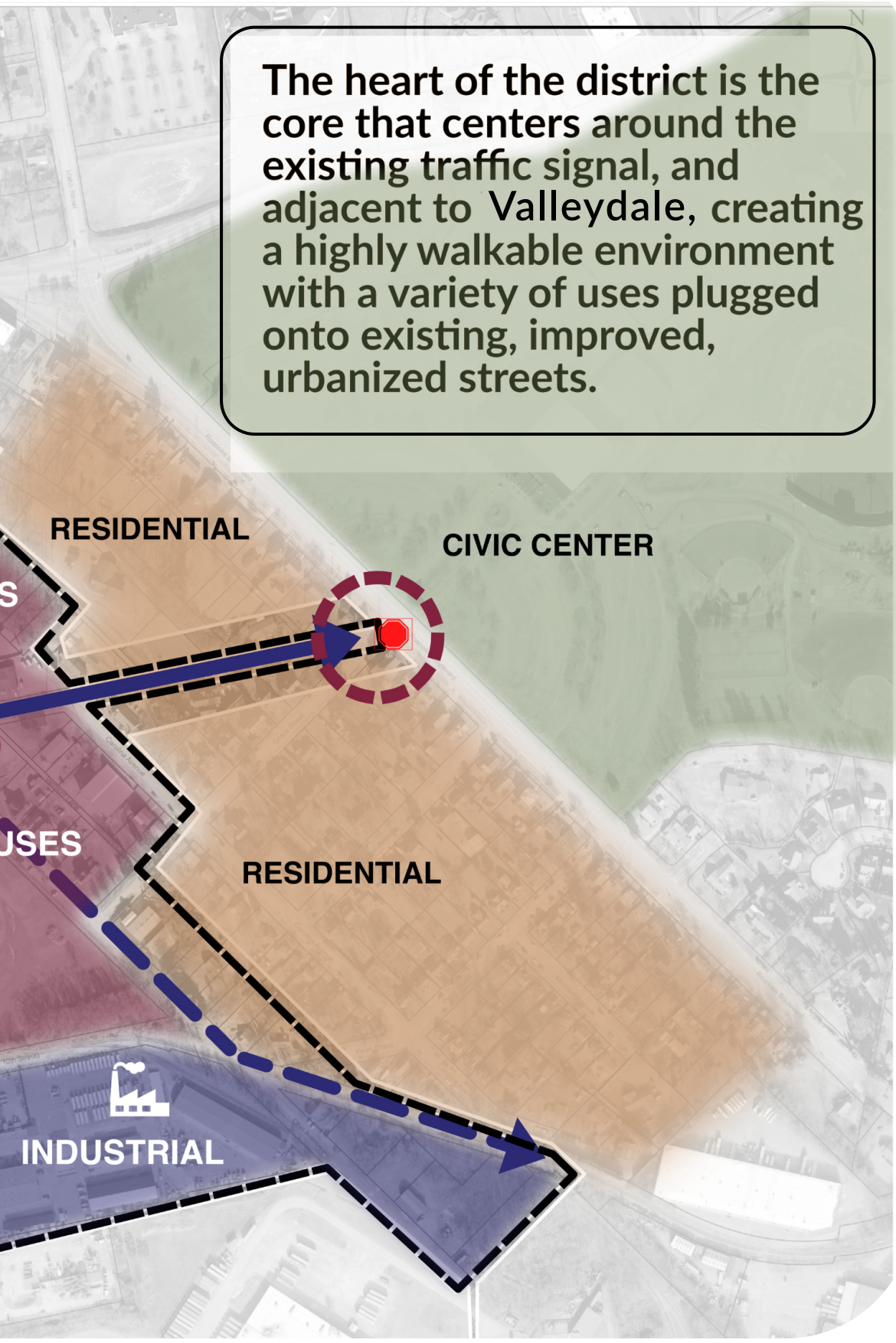

As you move north from 8th St., the land use is primarily residential with supportive elements. As you move south it is mostly industrial uses.
The 8th St. and Indiana St. Corridors are positioned to support mixed use, amenities, gathering areas, and an urban quality.
SCHOOL
BALL PARK
PARK
MOSTLY RESIDENTIAL
RESIDENTIAL
CIVIC CENTER
MOSTLY MIXED USE
RESIDENTIAL
DEPOT
MOSTLY INDUSTRIAL
LAND USE STRATEGY

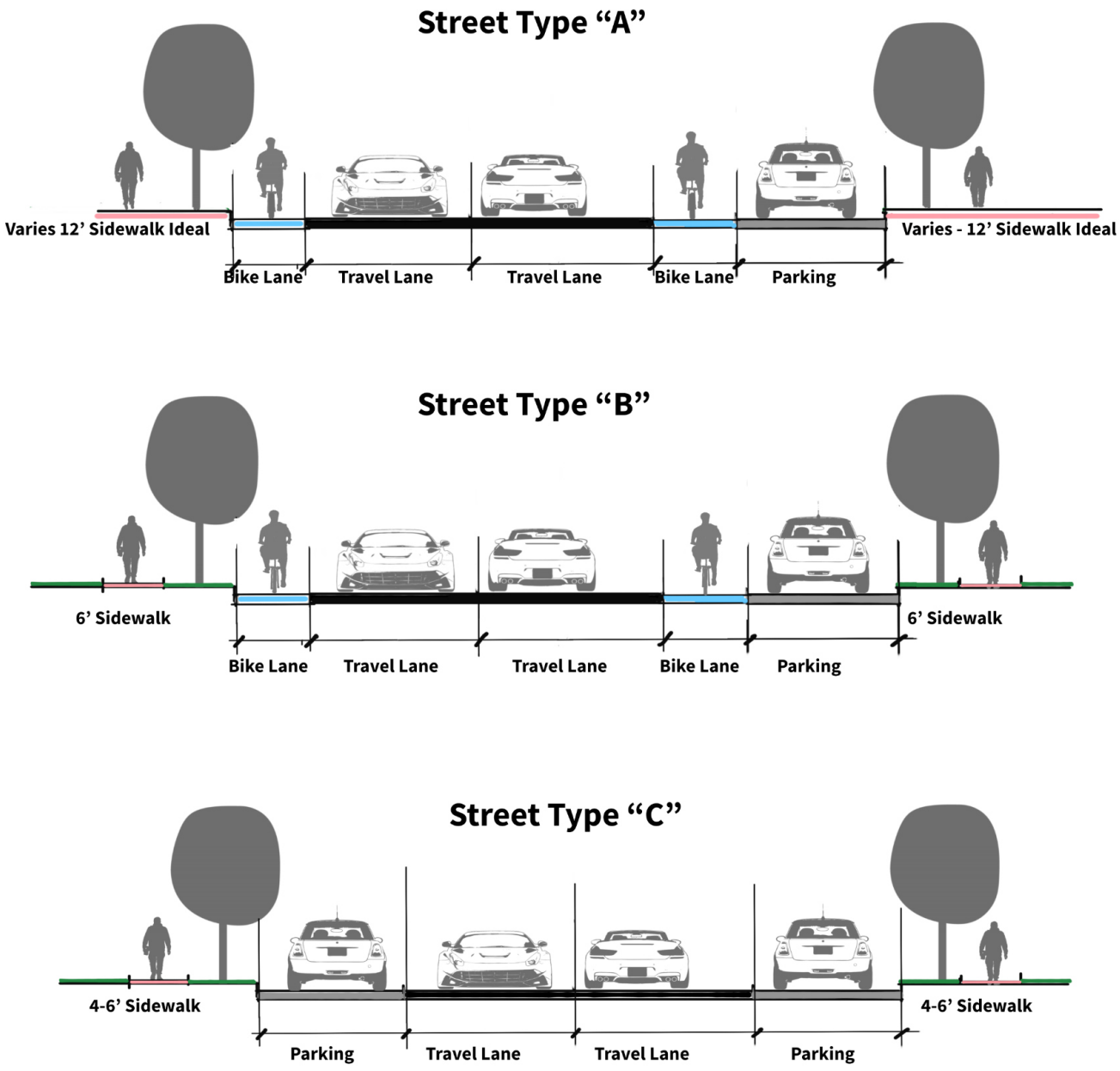

Street Type A: Through traffic street. Parking one side, bike lanes both sides. Street trees, wide sidewalk at mixed use areas, bulb outs at intersections, crosswalks
Street Type B: Neighborhood "Bike Connector". Parking one side, bike lanes both sides, 6 foot sidewalk, street trees
Street Type C: Neighborhood street. Parking both sides, 4-6 foot sidewalk, street trees
SCHOOL
BALL PARK
PARK
CIVIC CENTER
DEPOT
Safe crosswalks, lighting, bulb-outs
Stop Sign
STREET TYPES


Different parts of the District can be handled differently as it relates to code enforcement. Less visible industrial areas may use modified codes that enable more flexibility.
SCHOOL
BALL PARK
PARK
RESIDENTIAL
CIVIC CENTER
RESIDENTIAL
DEPOT
Modified Code Enforcement
Modified Code Enforcement
CODE ENFORCEMENT



ZONING STRATEGY


The heart of the district is the core that centers around the existing traffic signal, and adjacent to Valleydale, creating a highly walkable environment with a variety of uses plugged onto existing, improved, urbanized streets.
RESIDENTIAL
CIVIC CENTER
USES
RESIDENTIAL
INDUSTRIAL



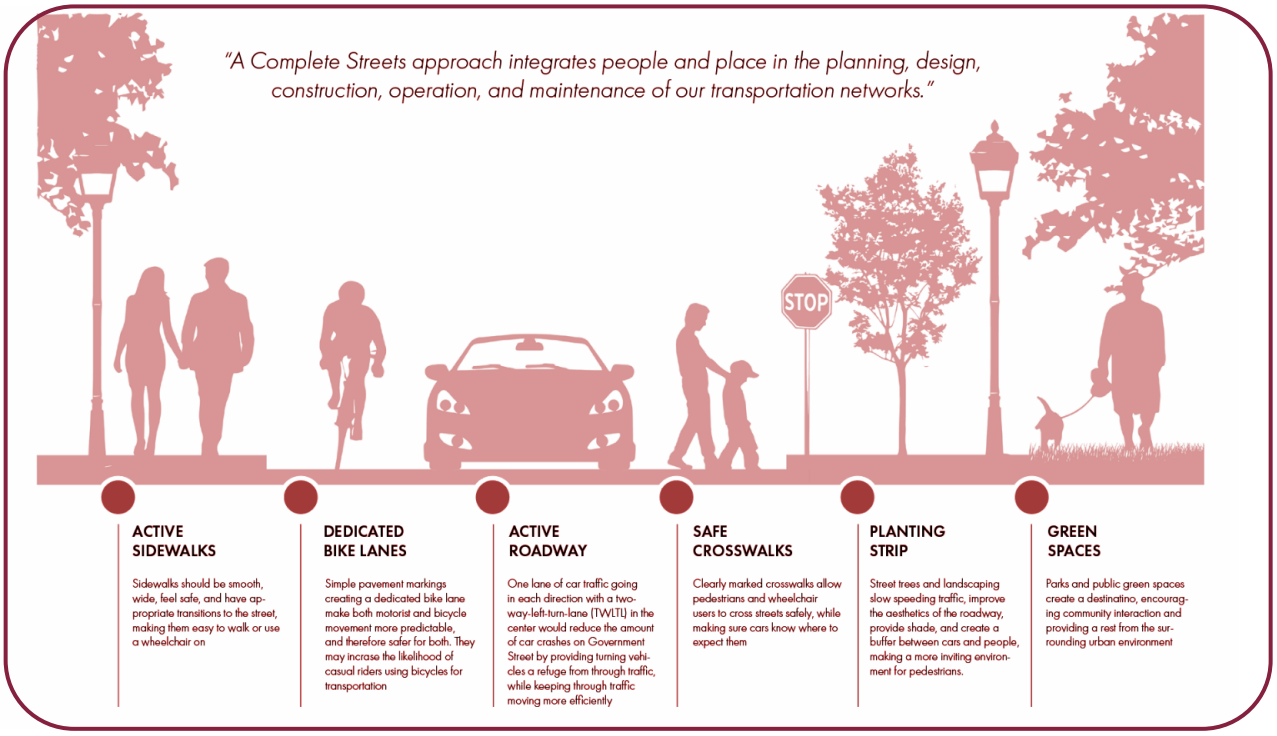
CONCEPT STREET SECTIONS

DEVELOPMENT PRINCIPLES

East Bottom will be redeveloped and maintained to a higher quality, while retaining its organic nature. Standards that will be incorporated into specific zoning codes and guidelines include:

- Development that reflects local culture, history, and community values, creating a unique identity and fostering pride among residents.
- Engaging the community stakeholders in the planning process to ensure developments meet the needs of current and future residents.
- Promoting local history, culture, and architectural styles to create a unique identity.
- A blend of residential, commercial, recreational, and cultural uses to reduce travel distances, enhance convenience, and stimulate economic diversity.
- Support the economy with small business opportunities and by supporting existing businesses within the district.
- Prioritize people over cars, with a focus on human-scaled architecture, landscaping, and streetscapes to improve social interaction, walkability, and community identity.
- Housing options to accommodate people of different income levels, ages, and family structures, fostering inclusivity and affordability in the community.
- Streamlining the planning process to provide clarity for developers, reduce costs, and encourage projects aligned with smart growth goals.
- Complete streets that include crosswalks, parking, sidewalks, street trees, lighting, and bike facilities where space allows.
- Streetscapes, signage, lighting, and architecture that creates a visually appealing and comfortable atmosphere, where buildings are oriented to the street and designed to a scale suitable for people.
- Retaining narrow travel lanes within the street grid, versus expanding streets that would encourage faster travel speeds.
- Buildings designed in harmony with the pedestrian environment that included compact buildings and developments, reduced setbacks and buildings that front the street and public realm.
- Preserving existing trees, and planting of new trees to expand the tree canopy along the street, within parking areas, and on the lot area of the development.

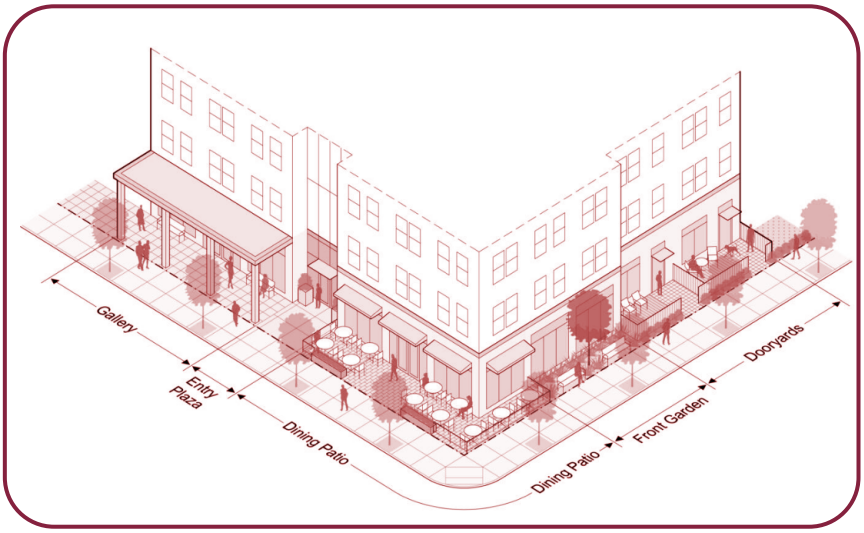
STREET / URBAN DESIGN CONCEPTS



Bentley Rysedorph

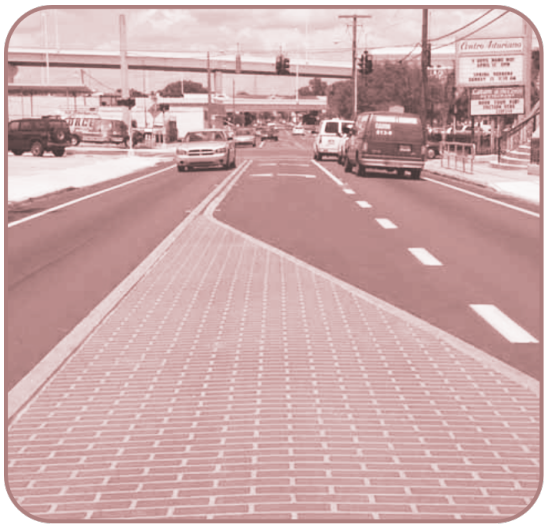
Integrate design concepts for complete streets into redeveloped corridors.

Orient new buildings to the street and include a +/- 16 foot urbanized sidewalk to promote pedestrian friendliness.



https://www.utiledesign.com/wp-content/uploads/2023/03/2022-04-06-Frontage-Definition-01-1400x803.jpg

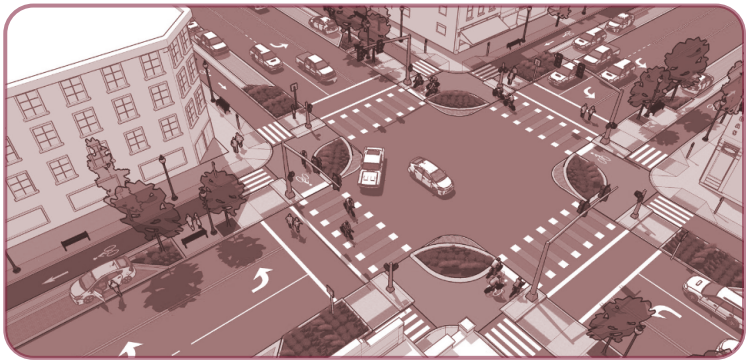
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Consider street paving in the center turn lanes on key streets to distinguish their purpose, create an attractive streets, and slow cars down.

Utilize curb extensions and "bulb-outs" within mixed use areas to create safer and shorter street crossings.



https://breakfastonbikes.blogspot.com/2017/03/downtown-board-to-discuss-corner-bulb-outs-curb-extensions-dab.html



https://www.cityofsanrafael.org/crosswalk-improvements/

Utilize flashing pedestrian beacons at busy street crossings.



SALEM VA

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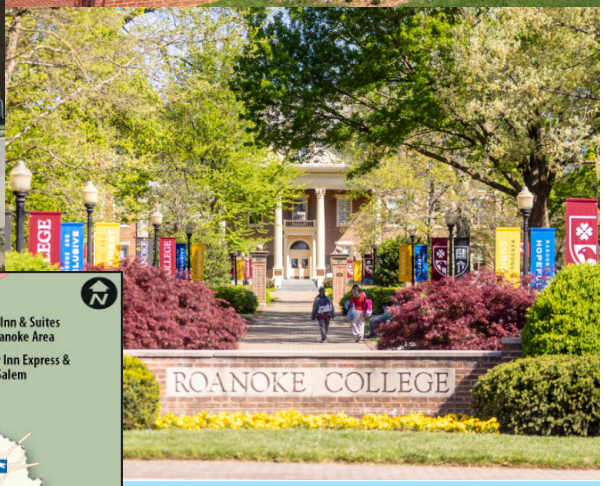
CITY ATLAS

The data and mapping included within this chapter is a summary of various existing conditions that, along with community and stakeholder input, provide a background and impetus for the Comprehensive Plan's recommendations.

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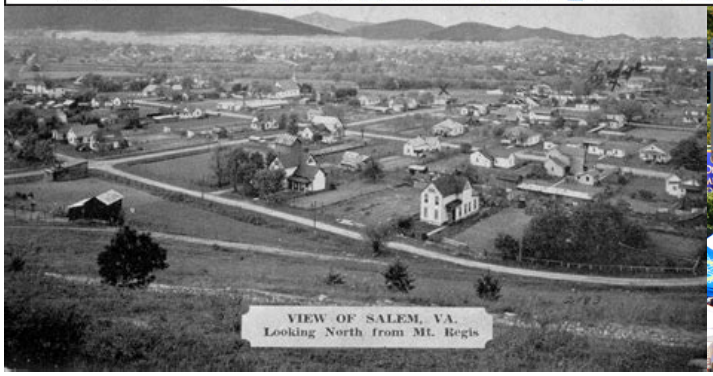





ROANOKE COLLEGE


SALEM
Virginia
LEXINGTON
CHRISTIANSBURG
ROANOKE
Baymont Inn & Suites Salem Roanoke Area
Holiday Inn Express & Suites Salem
WOODSIDE PARK
Dry Creek
Berean Christian Academy
Olin Theater
Roanoke College
Salem Museum
Salem Golf Course
Hampton Inn Salem
Salem High School
Charlotte's Web Antique Mall
LAWNDALE HEIGHTS
Comfort Suites
WHITEFIELD
Sherwood Burial Park
Brugh's Inn of Salem
Salem General District Court
Roanoke River
Fort Lewis Christian Church
Trussmark Airport
Salem Civic Center
Salem Memorial Baseball Stadium
Calvary Church
Salem Antique Market
South Salem Elementary School
Mount Regis Center
Green Hill Park
Bethel Baptist Church
Salem Veterans Affairs Medical Center
WEST CLUB FOREST
Mowles Spring Park
Ridgewood Farms Shopping Center
Lewis Gale Medical Center
Hidden Valley Country Club
0 1 KM
0 1 Miles
Copyright © 2016 www.mapsofworld.com
(Created on 28th March, 2016)
Interstate Highway
Major Road
Other Road
Railway
Hotel
Theatre
Shopping Center
Educational Inst.
Hospital
Museum
Point of Interest
Religious Place
Airport
Vegetation
Waterbody


NO TURN ON RED
OLDE SALEM DAYS


VIEW OF SALEM, VA.
Looking North from Mt. Regis

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HISTORY & CULTURE

Downtown Salem's history dates back to the early 1800s when fewer than 25 families lived along the Great Road, a vital route connecting Pennsylvania to southern states like Tennessee and Georgia.

James Simpson, a local land speculator, recognized the area's potential and developed a small town called Salem. Businesses like blacksmiths, stables, and general stores flourished along Main Street, supporting the growing community. The railroad eventually fulfilled the dream of connecting Salem to broader markets.

Salem became the county seat when Roanoke County was formed in 1838, and a red-brick courthouse opened in 1841, serving as a hub for social and business gatherings. The courthouse that replaced it in 1910 now serves as Roanoke College's Francis T. West Hall. Roanoke College itself was founded in 1842, originally established as Virginia Collegiate Institute before relocating to Salem. The college grew rapidly, attracting students from beyond the region and contributing to Salem's development as an educational and cultural center.

Further population growth led to the construction of the Carver School for Black students and Salem High School on Broad Street for white students. The school's destruction led to the prompt construction of Andrew Lewis High School, which was for white students until desegregation in 1966. The former high school on Broad Street is now City Hall. Carver is now an elementary school, and Andrew Lewis is now Salem's middle school. Today's Salem High School opened in 1977.

As the City evolved, interstate highways eclipsed railroad in the 1960s—the first stretch of I-81 opened in 1964. Passenger rail service was discontinued and the passenger station closed. By the 1980s, three exits tied Salem to I-81, which roughly followed the historic corridor of the Great Road and its Wilderness Road extension westward.

As it has in the past, Salem continues to support its community with a variety of quality of life programs:

1. **Community Events:**
   Year-round local events, festivals, and sports activities including: Olde Salem Days, Pumpkin Fest, the Lewis Gale

Salem Half Marathon, national and regional sporting events, The Salem Fair, and several concerts at the Salem Civic Center.

2. **Scenic Landscapes:**
   Nestled in the Roanoke Valley, Salem offers picturesque views of the Blue Ridge Mountains and abundant natural beauty that includes the Roanoke River. Parks and green spaces are well-maintained, providing residents with numerous outdoor recreational opportunities.

3. **Educational and Recreational Facilities:**
   - Salem's school system is highly regarded, contributing to a family-friendly environment. Educational facilities are well-respected and play a crucial role in community life.
   - Salem is known for its dedication to sports, with high-quality facilities like Moyer Sports Complex. for both youth and adult leagues. The Salem Civic Center is a hub for entertainment and sporting events.

4. **Safety and Services:**
   - The City is well-served by its police, fire, and rescue services, which are known for their responsiveness and community involvement. This contributes to a strong sense of security among residents.
   - Salem proudly boasts the nation's second oldest all-volunteer rescue squad.

Salem, Virginia, boasts historic districts, historic areas, and neighborhoods that reflect its rich architectural and cultural heritage:

1. North Broad Street Historic District
Designated as Salem's first residential historic district in 2018, the North Broad Street Historic District showcases the City's economic prosperity from the 1880s to around 1950. This area features substantial homes in various architectural styles, including the notable Evans House. Many side streets bear the names of influential residents from that era. Its proximity to Main Street and Downtown Salem meant early access to infrastructure improvements like paved streets and electricity.

2. Downtown Salem Historic District
The Downtown Salem Historic District encompasses approximately 34 contributing buildings and one site in the City's commercial core. The district includes mixed-use commercial buildings, churches, residences, a courthouse, a post office, a library, a park, and a Farmer's Market. Architectural styles such as Greek Revival, Italianate, and Queen Anne are represented. Noteworthy structures include the Stevens House ("Old Post House"), Kizer-Webber Building, Duval-Oakey House, and the former Salem High School.

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Salem also boasts a variety of historic buildings and sites including:

1. Salem Presbyterian Church
- **Location:** 41 E. Main Street, Salem, VA
- **Built:** 1851
- **Architectural Style:** Greek Revival
- **Significance:** This church is one of the oldest in Salem and has played a significant role in the community's religious life.

2. Salem Museum and Historical Society
- **Location:** 801 E. Main Street, Salem, VA
- **Built:** 1845 (Williamson Road Building)
- **Significance:** Housed in the historic Williams-Brown House, this museum showcases the history of Salem and the surrounding areas.

3. Old Roanoke County Courthouse
- **Location:** 301 E. Main Street, Salem, VA
- **Built:** 1910
- **Architectural Style:** Beaux-Arts
- **Significance:** This courthouse served as the Roanoke County Courthouse until 1985 and is now used for various Roanoke College events.

4. Andrew Lewis School
- **Location:** 616 S. College Avenue, Salem, VA
- **Built:** 1939
- **Architectural Style:** Colonial Revival
- **Significance:** Named after the Revolutionary War hero Andrew Lewis, this building now serves as a middle school.

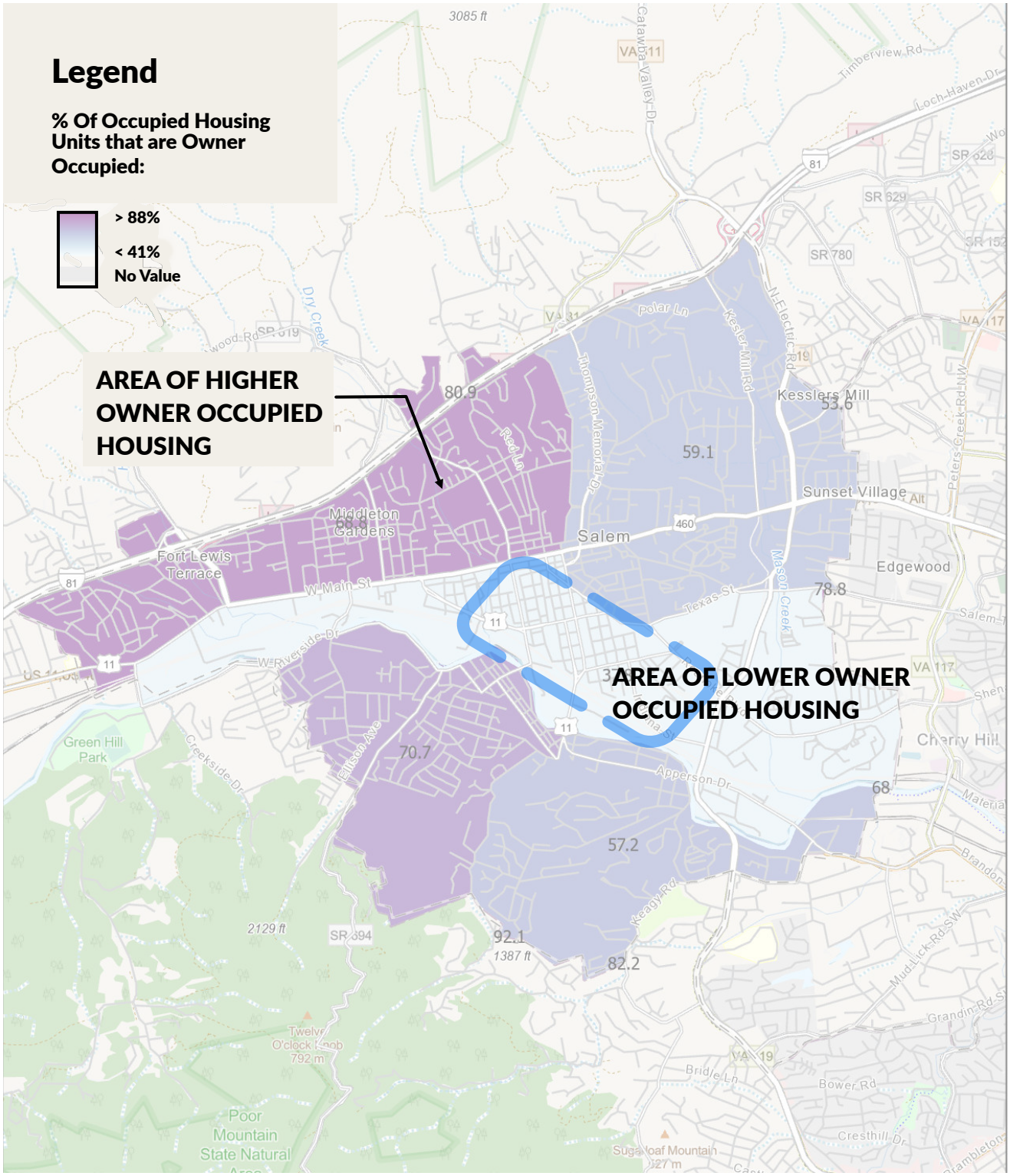
5. Salem High School (Old)
- **Location:** 114 N. Broad Street, Salem, VA
- **Built:** 1912
- **Significance:** The original high school building before the current Salem High School was constructed.

6. East Hill Cemetery
- **Location:** Main Street and Lynchburg Turnpike.
- **Built: 1869**
- **Significance:** Civil War burials, and includes the grave of Andrew Lewis.

7. East Hill North Cemetery
- **Beside the Salem Museum**
- **Built: 1868**
- **Significance:** Purchased to establish an African American burial ground.

8. GW Carver School
- **Location:** #6 Fourth Street
- **Built 1948**
- **Significance: F**rom 1940-1966 served African American students from grade 1-12.

9. Elizabeth College
- **Location:** bounded by Lynchburg Turnpike and Idaho Street, Salem, VA
- **Built:** 1915 (Rebuilt after fire in 1921)
- **Significance:** Originally a Lutheran women's college, the building now serves as part of Roanoke College.



MAP SHOWING GRADATION IN OCCUPIED HOUSING UNITS.
Various studies indicate that owner occupied housing contributes to stable neighborhoods, economic mobility, higher maintenance, and social cohesion, amongst other factors.

DEMOGRAPHIC TRENDS

Since 2000, Salem has experienced only modest population growth of approximately 3%, according to U.S. census reports.

Population Trends

According to City Data, which pulls information from United States Census Report, Salem's population grew by approximately 3.1% between 2000 and 2022, reaching 25,523 residents in 2022. In 2023 the population was recorded at 25,477, and in 2024, the estimated population reached 25,665, indicating a 1.03% increase since the 2020 census.

The City saw its most significant annual population increase between 2004 and 2005, with an addition of 306 people (a 1.25% year-on-year increase). Conversely, according to Neilsburg Research, the largest annual decrease occurred between 2009 and 2010, with a decline of 659 people (a 2.58% year-on-year decrease).

Overall, Salem's population growth has been relatively slow compared to other similarly sized cities in Virginia and the United States. The City's demographic challenges, particularly its aging population and available land, play a crucial role in shaping its population trends.

Household Data

As of the latest available census data, Salem, Virginia, exhibits the following household demographics:

Number of Households

Total households: 11,096.
Average household size: 2.51 persons.

Median Household Income

The median household income in Salem has shown variation over recent years:

- 2023: $66,716.
- 2022: $68,402.
- 2021: $66,472.
- 2020: $63,411.
- 2019: $57,165

(2023 ACS data).

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Poverty Rate
As of the most recent data, the poverty rate in Salem, Virginia, stands at approximately 10.9%. This figure is lower than both the national average of 12.4% and the rate in the Roanoke, VA Metro Area, which is 12.2%. This indicates that Salem has a relatively lower percentage of individuals living below the poverty line compared to these broader regions.

Social Vulnerability

The Social Vulnerability Index provided by the CDC assembles composite data into 15 variables defined by the U.S. Census. The index was developed to assist in disaster planning, and when utilized, it can positively impact a community's resiliency.

Socioeconomic Status: Includes poverty levels, unemployment rates, income, and education levels.

Household Composition & Disability: Considers age (e.g., children and elderly), disability status, and single-parent households.

Minority Status & Language: Looks at racial and ethnic minority populations and English proficiency.

Housing Type & Transportation: Analyzes crowded housing, group quarters, vehicle access, and housing costs.

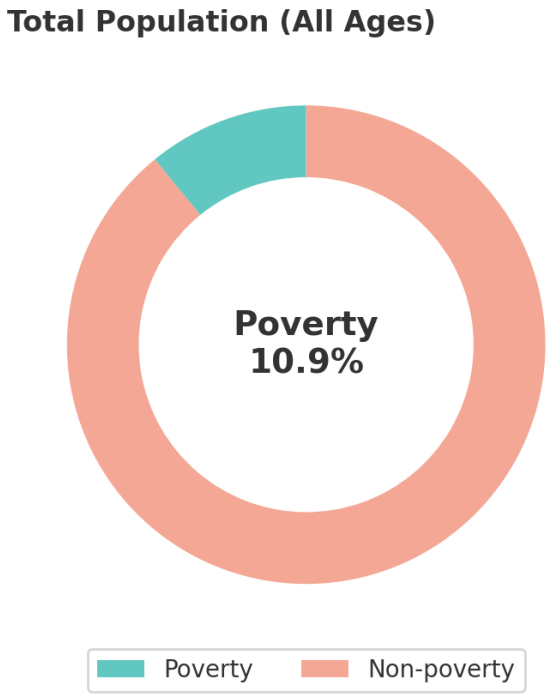
Salem's Overall SVI Score: 0.3248

Possible scores range from 0 (lowest vulnerability) to 1 (highest vulnerability).

A score of 0.3248 indicates a low to medium level of vulnerability.

Sources include: vpap.org, and datavirginia.gov

Poverty in Salem, Virginia, as of 2023.
Approximately 10.9% of the population lives below the poverty line, while 89.1% lives above it.



Age Demographics

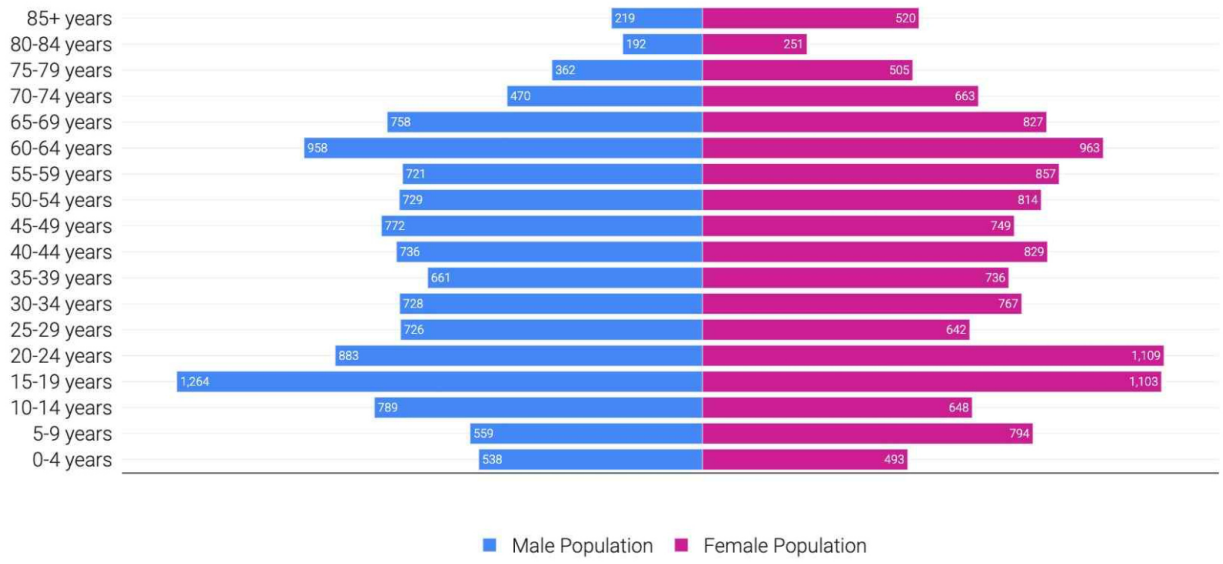
Salem's age demographics suggest a moderately aging population. Key indicators include:

- **Median Age:** The median age in Salem is approximately 40.3 years, slightly higher than Virginia's median age of 38.8 years
- **Age Distribution:** Approximately 19.32% of Salem's population is aged 65 and over, which is higher than the national average of 16.8%.
- **Between 2000 and 2020, Salem, Virginia's median age increased from 39 to 40.3 years,** indicating a slight aging trend over the two decades.

These figures indicate that a significant portion of Salem's population comprises seniors, **with nearly 20% of residents being 65 or older. By contrast, the average within Roanoke City is 18%, the USA is 17% and urban areas are typically 15%.** These statistics indicate that Salem has higher proportion of older residents compared to state and national averages, suggesting a slightly aging population, while a balanced age distribution in the range of 15% is often considered beneficial for a City's economic and social vitality. **This aging trend includes counting the student population of Roanoke College, which contributes approximately 1,800 student aged people, which skews the data toward a younger population estimate than is actual.**

Sources: datausa.org, odphp.health.gov

SALEM POPULATION PYRAMID



Source: U.S. Census Bureau, American Community Survey (ACS) 2017-2021 5-Year Estimates

As of December 2024, Salem's unemployment rate stood at 2.5%, a decrease from 2.9% in December 2023.

Employment

Salem has generally maintained a favorable employment record compared to the state average. Like the rest of the state and nation, however, Salem's employment has been affected by recessions and the Covid 19 pandemic. Notably, during the COVID-19 pandemic, Salem experienced a significant spike in unemployment, reaching 10.6% in April 2020. Prior to the pandemic, in October 1999, the City recorded its lowest unemployment rate at 1.2%.

The average unemployment rate in Salem, Virginia, for the year 2024 was approximately 2.96%. This figure is based on monthly data sourced from the U.S. Bureau of Labor Statistics via the Federal Reserve Bank of St. Louis. Over the same year, Virginia's (statewide) was 2.9% and the United States (national) was 4.0% This rate indicates a strong local labor market, as it is below both the national average and Salem's long-term average unemployment rate of 3.78%.

Affordability / Cost of Living

According to C2ER (the Council for Community and Economic Research), the cost of living in Salem is estimated to be 92.8% of the national average making it an average US City in terms of affordability.

The median household income in Salem is $66,716, which is 17% less than that of the state. The median income for an individual is $35,584, which is 17% less than that of the state.

Sources: fred.stlouisfed.org, tradingeconomics.com

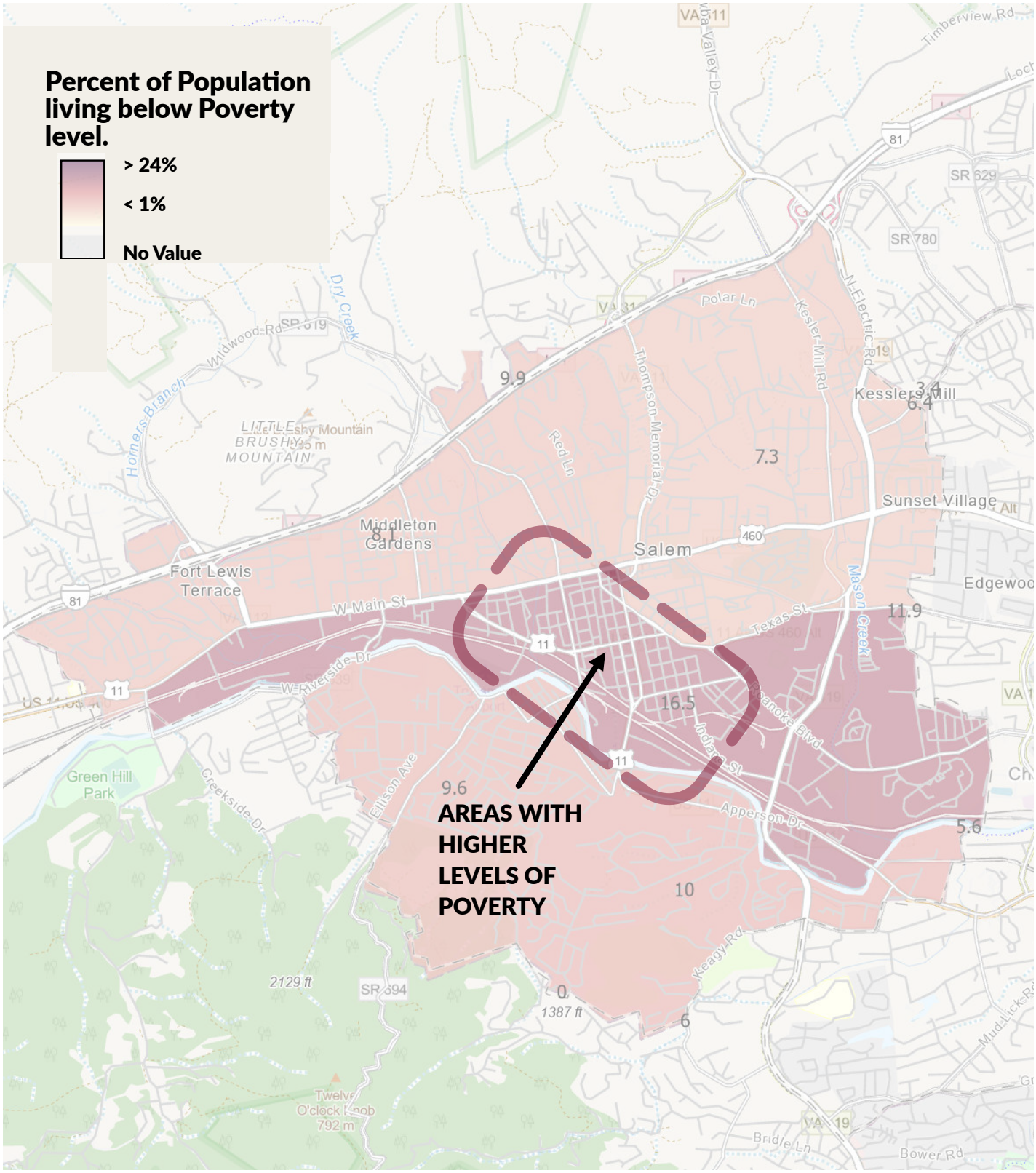
While the City's cost of living is lower than the national average, affordable housing is becoming a concern. A regional housing market analysis highlighted that lower-wage hourly positions exacerbate the need for affordable housing, indicating that many residents struggle to find housing within their financial means.

How much do I need to live in Salem, Virginia

(according to Best Places - bestplaces.net, which calculates cost of living and affordability for cities)

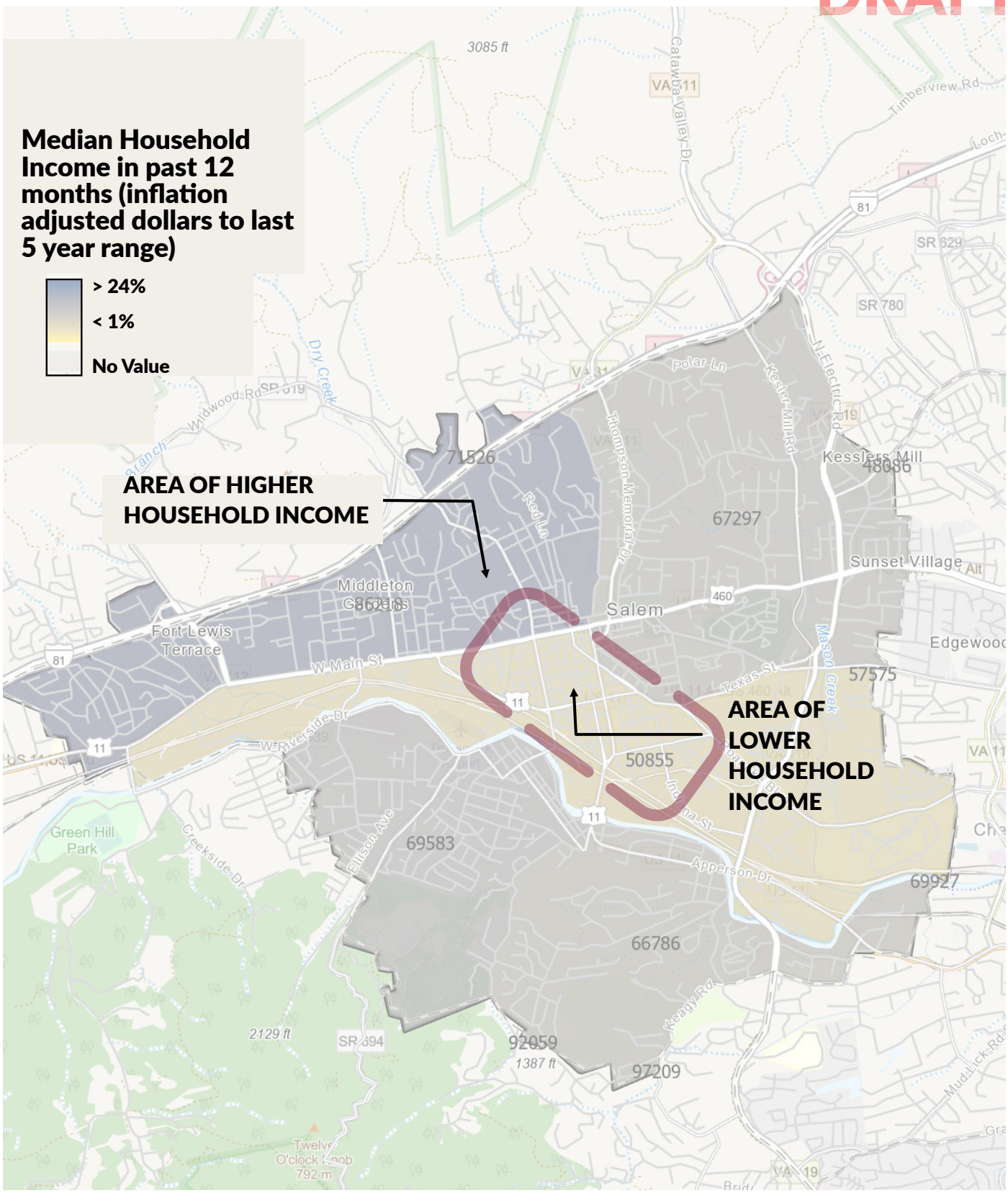
$4,170 / month
For a family, 22.8% less expensive than the national average - a total of $50,040 for the year for a family.

$2,967 / month
For a single person, 37.8% less expensive than the national average - a total of $35,600 for the year for a single person.



AREA OF CITY WITH HIGHER LEVELS OF POVERTY. As shown on other maps, this area of Salem has fewer owner occupied housing units than the rest of the City, which limits the ability to generate wealth and create upward economic movement.

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MAP OF CITY SHOWING AREAS OF HIGHER AND LOWER HOUSEHOLD INCOMES

Areas of lower household incomes could indicate areas that need assistance

HOUSING & AFFORDABILITY

While Salem remains relatively affordable, it is not immune to the broader housing affordability challenges seen across Virginia and the U.S. Rising construction costs, limited land availability and land cost, permitting hurdles, and a shortage of subsidized housing options make it increasingly difficult to provide affordable homes for middle- and lower-income groups. Salem's home prices and rents are beginning to outpace wages and wage growth, while aging housing, the slow process of new development, and an older population staying in place further impact the housing market.

Homeownership and Rental Market

- **Homeownership:** Approximately 63% of homes in Salem are owner-occupied.
- **Rental Market:** Renters make up about 37% of the population. The rental market includes a range of options from single-family homes to apartments. Rental vacancy rates are relatively low at around 5.4%.

Rental Prices

Rental prices in Salem range widely based on the size and type of the unit:

- Studio: ~$1086 - $1,659
- One-bedroom: ~ $1,058 - $1,133
- Two-bedroom: ~ $1,237 - $1,368
- Three-bedroom: ~$1,434 - $1,798

Median Home Price in Salem, VA:

As of March 2025, the median "sold" home price in Salem, Virginia, was $306,550, reflecting a 5.2% increase from the previous year. Additionally, the average home value in Salem was reported at $292,525, up 5.0% year-over-year.

Income Needed to Afford a Median-Priced Home in Salem:

A common affordability metric suggests that housing expenses should not exceed 30% of a household's gross monthly income.

Assuming a 20% down payment and a 30-year fixed mortgage at an interest rate of 6.8%, the estimated annual household income required to afford a $292,500 home is approximately $65,379, which is slightly lower than the median income level of the City at $66,700. **However, availability of a down payment, and costs for mortgages, for other items like cars, furnishings, groceries, etc have also been getting more expensive, which adds to the challenges for buying a home.**

ECONOMIC RESOURCES

Salem, Virginia, has a diverse economy with various income and job sectors. Key sectors include:

1. **Healthcare and Social Assistance**: This sector is a major employer in Salem, with facilities like the **LewisGale Medical Center** and the **VA Medical Center** providing numerous jobs.
2. **Education**: Salem is home to several educational institutions, including **Roanoke College and Salem City Schools,** which contributes significantly to employment in the area.
3. **Manufacturing**: There are several manufacturing companies, such as **Yokohama Tire and Integer,** in and around Salem, offering jobs in production, engineering, and related fields.
4. **Retail**: Retail businesses are prominent and include Walmart, Lowes, and Kroger, providing a range of job opportunities from sales to management positions. There are also many small businesses that add diversity.
5. **Public Administration**: Local government and public services also play a crucial role in the job market in Salem.
6. **Accommodation and Food Services**: This sector includes jobs in hotels, restaurants, and other food service establishments.
7. **Professional and Technical Services**: This sector includes various professional jobs, such as legal, accounting, engineering, and consulting services with companies such as **CMIT Solutions.**

Economic Development

Economic development in Salem, Virginia is managed through dedicated departments and authorities that collaborate to promote business growth, attract new industries, and enhance the overall economic landscape of the region.

- **Department of Economic Development:** Salem's Economic Development office is situated in City Hall at 114 N Broad Street. This department focuses on supporting local businesses, attracting new enterprises, and fostering a

conducive environment for economic growth.

- **Economic Development Authority (EDA):** Established in 2017, the EDA comprises seven members who work closely with the Department of Economic Development. The authority is empowered to acquire, lease, and manage properties to promote industrial and commercial development within the City. Meetings are held monthly at City Hall.

Salem is a member of the Roanoke Valley-Alleghany Regional Commission, which fosters regional cooperation and provides support in areas like transportation planning, environmental planning, and economic development.

MAJOR EMPLOYERS

VA Medical Center: 2,000 - 2,499
Lewis-Gale Hospital: 1,000 - 1,499
Yokohama Industries: 500 - 999
Lewis-Gale Physicians: 500 - 999
City of Salem Schools: 500 - 999

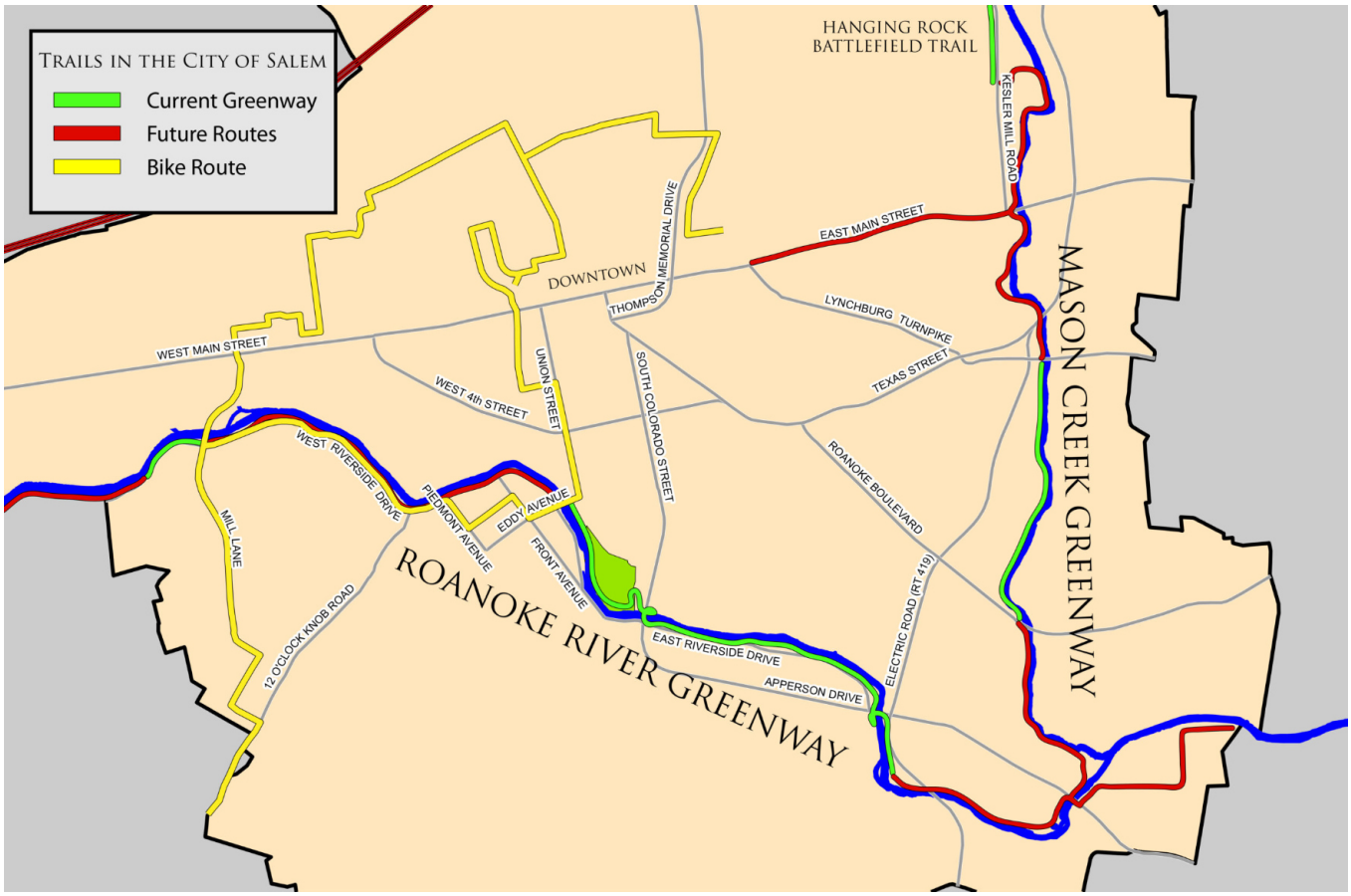
POTENTIAL CHALLENGES:

Like many communities, Salem faces several economic challenges that impact its growth and stability. Here are some key issues:

1. **Dependence on Healthcare and Manufacturing**
2. **Aging population and talent leaving for other locations**
3. **Retail and small business struggles**
4. **Revenue and budget constraints**
5. **Competition from Roanoke and nearby areas**
6. **Limited housing diversity**
7. **Growing housing affordability issues**
8. **Workforce development and workforce fit with new industries**
9. **Limited community desire to accommodate growth of housing and population**
10. **Limited land upon which to accommodate growth**

Sources included articles from cardinalnews.com, pubs.ext.vt.edu

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SALEM TRAILS AND GREENWAYS

The Roanoke River Greenway and the Mason Creek Greenway are major investments and assets for Salem to capitalize on.

TRANSPORTATION

Salem's long-range transportation plan is part of a broader regional effort coordinated by the Roanoke Valley Alleghany Regional Commission (RVARC).

The RVARC handles transportation planning for the region, including Salem, and develops various plans and studies to address transportation needs.

The statewide transportation plan, VTrans, also influences Salem's planning. VTrans outlines Virginia's long-term transportation vision, focusing on improving safety, accessibility, and mobility while supporting economic growth.

Connectivity

Salem is organized on an urban grid system of streets, which provides high levels of connectivity for cars, bikes, and walkers. A bike network plan has been discussed to create bike lanes and shared streets to link community assets. Sidewalks exist on many streets but do not represent a complete system.

Several major roadways pass through Salem, creating issues for pedestrian crossings, cycle safety, and traffic congestion. Additionally, Salem's major roadways carry burdens when I-81 is closed or limited. Salem generally experiences moderate traffic congestion, especially during peak hours. Key areas of congestion typically include:

1. **Main Thoroughfares**: West Main Street, East Main Street, and Electric Road (Route 419) often see higher traffic volumes.
2. **Interstate Access**: The intersections near I-81, particularly exits 137 and 140, can be congested during rush hours.
3. **Commercial Areas**: Areas around the Salem Civic Center, Roanoke College, and large retail centers may experience congestion, particularly during events or weekends.

WALK SCORE

Walk Scores are provided by walkscore.com. These scores summarize the walkability and public transit options. Salem's walk score varies across the City, with downtown being very walkable at a score of 83, but an overall average of 27, which means it is a car dependent city.

MAJOR STREETS

East Main Street

East Main Street connects Salem with Roanoke City It is an important gateway into the City. As such it must accommodate not only automotive traffic, but the safe and efficient use by transit, cyclists, and pedestrians, along the entire corridor within the City.

A long stretch of the roadway as it leaves downtown, from Thompson Memorial Drive to Brand Avenue, has been improved with streetscape elements, bus stops, decorative lighting, bike lanes, and sidewalks.

Development along the corridor includes Longwood Park, Oakey Field Complex, automobile dealerships, and smaller commercial users. Topography confines the corridor, making expansive changes to land use difficult. A wide continuous center turn lane does provide an opportunity for select interventions aimed at improving the character and safety of the roadway, such as median pockets for landscape and pedestrian refuge.

From Brand Avenue to Parkdale Drive, East Main Street narrows in cross section to two wide lanes that service smaller commercial users of various types. No sidewalks, bike lanes, or streetscape elements exist on this portion of the roadway. A few potential redevelopment sites are located along the roadway, including one adjacent to the Sherwood Memorial Park.

From Parkdale Drive to Electric Road, the roadway widens back to included a continuous center turn lane, servicing large commercial users such as automobile dealerships. Streetscape elements such as bike/ped infrastructure and gateway landscape plantings, are absent.

From Electric Road to East City limits, two travel lanes each direction at 12 feet each, with a continuous intermittent turn median. A non-contiguous sidewalk exists along the edge of the roadway on both sides. Walkers are not buffered from moving cars. Crosswalks occur at several major intersections but not all of them.

Current Average Daily Trips (ADT)*: The highest ADT is between Kessler Mill Road and Electric Road at 13,000 ADT.

West Main Street

West Main Street, west of Downtown serves as the gateway into Salem from the west. The street section consists of two 2 lanes of travel in each direction and a continuous center turn lane with similar dimensions.

West Main Street functions as a relief route for drivers during congestion events on I-81. It is most traveled during early morning and late afternoon.

***Average Daily Trips (ADT) is the average number of vehicle trips generated to and from a location or roadway segment per day, typically calculated over a 24-hour period.**

The width of the corridor ROW in places makes it difficult to consider continuous and adequate bike and pedestrian infrastructure. Sidewalks do exist, but are narrow and located directly along the roadway. Additionally, utility poles run alongside the road, making it difficult to widen sidewalks. Crosswalks are infrequent, which makes crossing the road safely a challenge.

West Main Street has limited near term redevelopment potential along most of its corridor. Larger commercial sites as well as pad retail and food sites dominate development between 4th Street and Diuguids Lane. Further to the west to the City Boundary the corridor becomes more rural in character.

Current ADT: The highest ADT is between Wildwood Road and 4th Street at 23,000 ADT.

See Revisioning West Main Street: Creating a Multimodal Corridor in Salem, Virginia, April 2024, School of Public and International Affairs, Virginia Tech.

Apperson Drive / Lee Highway / Colorado Street (Apperson Corridor)

The Apperson Corridor stretches from East City Limits to Colorado Street. It is a wide roadway with a continuous center turn lane that serves as a gateway into the City from the southeast, traveling through commercial and residential areas.

The Corridor currently does not include pedestrian and bicycle infrastructure, however the current ADT suggests all or portions of it could be redesigned to add on street parking, planted center medians, and/or bike/ped infrastructure.

This roadway can play a larger role within the City, as a gateway. The provision of cycle infrastructure to leverage the nearby Roanoke Greenway would serve to link River Road and Downtown.

Current ADT: Varies along its length from 13,000 to 20,000

Wildwood Road:

Wildwood Road is a short segment of road that connects I-81 and northern parts of the city, to West Main Street, west of Downtown. The existing ROW has no sidewalks, cycle infrastructure, and limited landscape elements. The Section includes 2 lanes of travel each way, with center turn pockets at intersections and a central median servicing pad retail sites and lodging. Wildwood Road should serve as another Gateway into Salem, but currently lacks any of the defining elements that would establish it as such. Current ADT counts suggest it is oversized for the capacity it handles. Wildwood Road is an excellent candidate for redesign to include narrower travel lanes, cycle and ped infrastructure, and streetscape improvements.

Current ADT: 19,000 ADT

Thompson Memorial Drive

Similar to Wildwood Road, Thompson Memorial Drive connects Salem to I-81 east of Downtown. It has two travel lanes each direction, with a planted median and turn pockets at intersections and major curb cuts. The ROW does include sidewalks placed separate from the curb, but still close to the travel lanes. Thompson Memorial Drive provides access to residential areas as well as Roanoke College along a tree canopied corridor. Similar to Wildwood, the section is oversized based on Average Daily Trips. A redesign to take advantage of the existing tree canopy would reinforce and establish a green gateway into Salem. The redesign would include additional landscape, gateway signage, and a reduction in travel lanes and/or lane widths

Current ADT: 12,000 ADT

4th Street

4th Street connects Roanoke Boulevard to West Main Street and serves truck traffic that would otherwise use Main Street from Thompson Memorial Drive to Lake Spring Park. The section consists of two lanes in each direction with a concrete median down in the center. Sidewalks are present on each side that are separated from the back of curb. Portions support street trees. There is no bicycle infrastructure.

4th Street services commercial developments of various types and several sites exist along it that over time could be developed to support the shopping needs of nearby neighborhoods. A well designed streetscape plan and future zoning changes would help to transform 4th Street into an urban corridor, encouraging neighborhood based business, and pedestrian access.

Current ADT: 17,000 ADT (varies)

Main Street Downtown

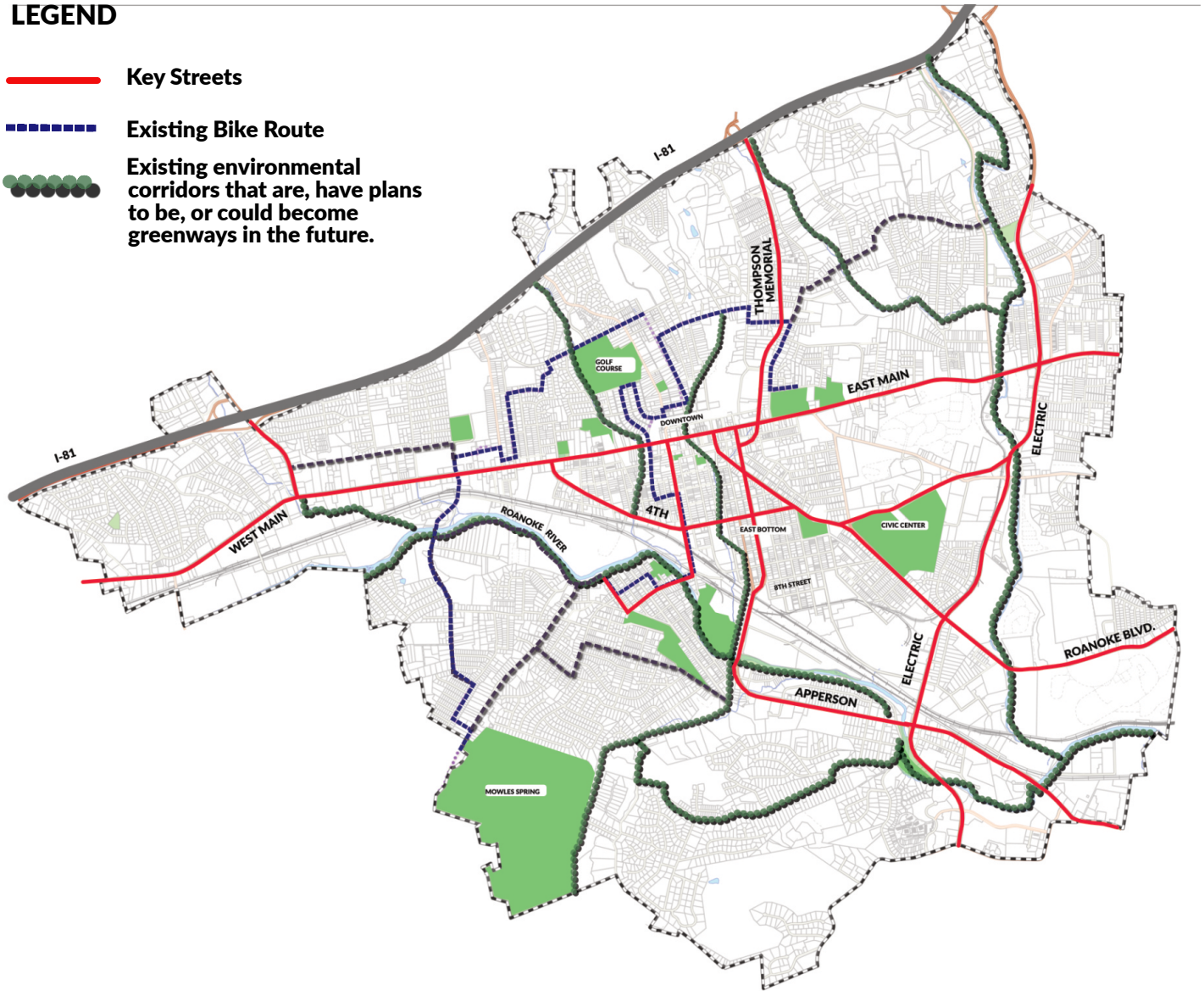
Main Street Downtown has been upgraded with streetscape, enhanced crosswalks, plantings, and parking. It provides an urbanizing and pedestrian friendly zone within the retail area of downtown.

Current ADT:13,000 ADT

Public Transportation

The primary public transportation option in Salem is the Valley Metro bus service. Valley Metro operates several bus routes within Salem, Virginia, primarily serving major streets such as Main Street, Apperson Drive, and Electric Road (Route 419).

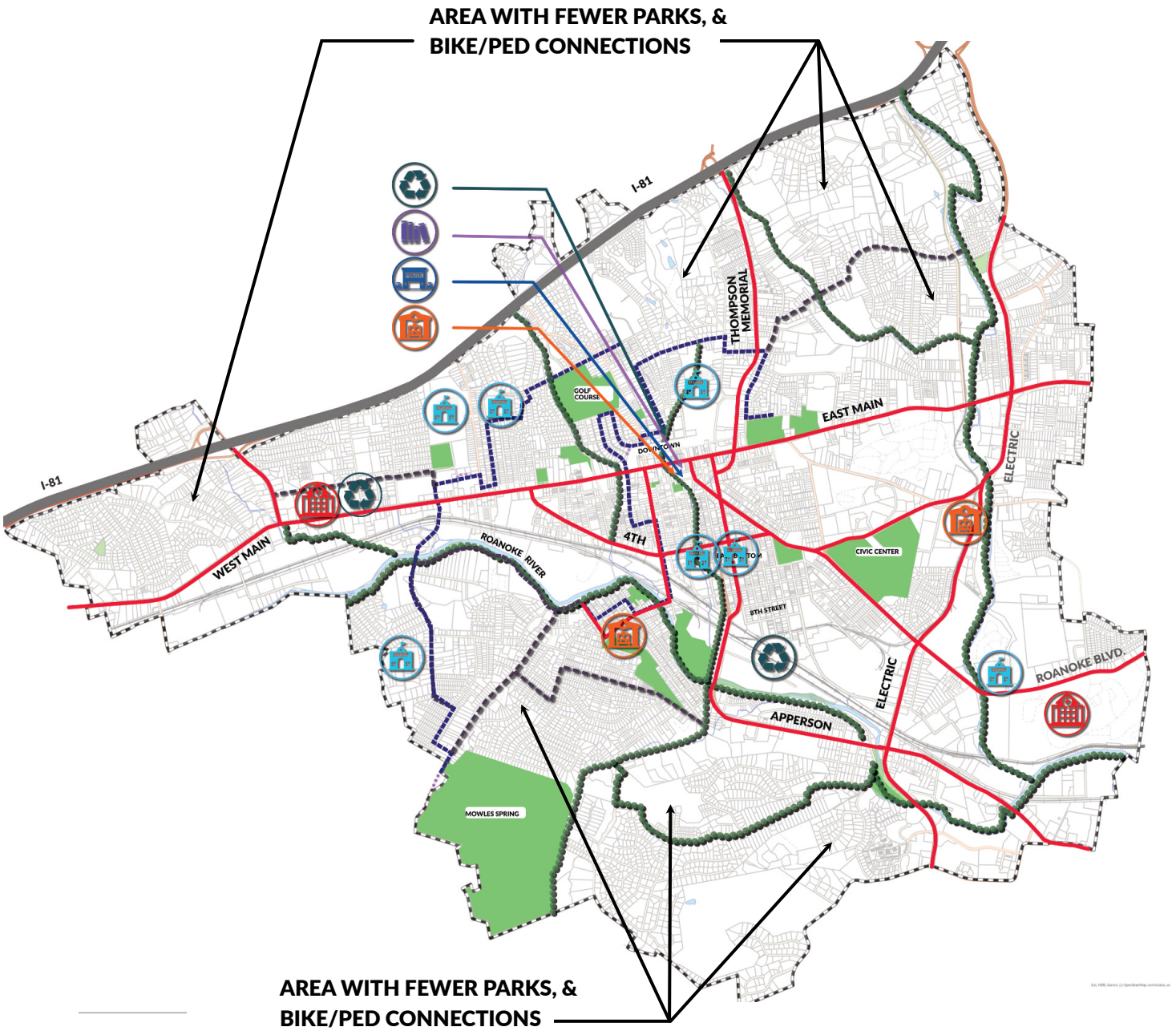
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KEY STREETS, TRAILS AND GREENWAYS

These corridors provide broad connectivity across Salem and can be improved and added to over time to support multi-modal connectivity.

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SALEM COMMUNITY SERVICES

As the diagram indicates, Salem is well served with community services. There is a need for parks, however, in portions of the city that neighborhood residents can walk to easily, especially in the north east portion and southwest portion of Salem.

COMMUNITY SERVICES

Public Utilities

Storm Water Management

The City of Salem (Salem) operates a Stormwater Management Program in compliance with the Virginia General Permit for Discharges of Stormwater from Small Municipal Separate Storm Sewer Systems (MS4 General Permit).

The City of Salem (City) Program Plan when implemented constitutes compliance with the standard of reducing pollutants to the maximum extent practicable (MEP) of the VAR04 General Virginia Pollutant Discharge Elimination System (VPDES) Permit for Discharges of Stormwater from Small Municipal Minimum Control Measures.

The General Permit requires the Program Plan to include Best Management Practices (BMP) to address the requirements of six minimum control measures (MCMs) described in Part I.E of the General Permit. The MCMs are summarized as:

- MCM 1: Public Education and Outreach on Stormwater Impacts
- MCM 2: Public Involvement and Participation
- MCM 3: Illicit Discharge Detection and Elimination
- MCM 4: Construction Site Stormwater Runoff Control
- MCM 5: Post-construction Stormwater Management
- MCM 6: Pollution Prevention/Good Housekeeping for Operations

By integrating these elements, Salem, Virginia, aims to effectively manage stormwater, reduce flooding, protect water quality, and enhance the resilience of its infrastructure.

Water / Sewer

The City of Salem Water and Sewer Department's mission is to provide a high level of customer satisfaction by providing reliable, high-quality water and sewer service in an efficient, cost-effective, and environmentally sensitive manner.

The City of Salem owns and operates a 10 Million Gallon per Day water treatment plant and approximately 175 miles of water distribution pipe, providing service to approximately 9,500 customers. The City's

main source of water is the Roanoke River. However, it also draws from multiple groundwater sources. This water is treated and distributed to several water storage tanks in and around the City. The commitment to Salem of the Water Department is to provide a continual source of high-quality drinking water to local residents, businesses and industries.

The City of Salem owns and operates approximately 200 miles of sewer pipe, providing service to approximately 9,400 customers. In partnership with the Western Virginia Water Authority (WVWA), the City's wastewater is sent to the Roanoke Regional Water Pollution Control Plant (RRWPCP). The WVWA operates the RRWPCP. For more information concerning how wastewater is treated, please visit Western Virginia Water Authority (WVWA).

Like many municipalities nationwide, the City is currently under a Department of Environmental Quality (DEQ) Consent Order and is in the process of working to repair or replace much of its aging wastewater system.

Transportation

The City's Engineering staff works closely with VDOT and RVARC to identify transportation needs and anticipates areas of development with the intent to ensure that there is adequate capacity, connectivity, and level of service for pedestrian, bicycle and vehicular traffic.

Streets and General Maintenance

The City of Salem Street and General Maintenance Department provides services to improve the quality of life for citizens and the community. It is responsible for professionally maintaining and improving landscaped areas, various municipal facilities, schools along with their grounds, the City's motor vehicle fleet, refuse collection, public streets, sidewalks, storm drains, street signs, and pavement markings.

Electric

The City of Salem owns and operates its own electricity distribution system. The Electric Department was established in 1892. It purchases energy wholesale from American Electric Power (AEP). Salem also receives a small portion of its energy from an allocation of federal hydropower from the U.S. Army Corps of Engineers Philpott Hydro Project through the Southeastern Power Administration. Blue Ridge Power Agency assists the City with securing and administering its wholesale power supply arrangements. Approximately 13,300 electric customers are served by the City.

The Electric Department presently operates and maintains 11 substations and one transmission switching station. The transmission system consists of a network of approximately 20 miles of lines that tie the

substations together and to the four tie points with the AEP system. The distribution system originates at the 11 substations and consists of about 160 miles of overhead and 30 miles of underground distribution. The department also furnishes streetlights and dusk-to-dawn lights and maintains traffic signals at 37 intersections in the City.

The Electric Department is an active member of the Municipal Electric Power Association of Virginia, Blue Ridge Power Agency, and the American Public Power Association. Through these agencies, the Electric Department has been actively participating in both Federal and State deregulation efforts.

Planning and Zoning

The Planning and Zoning Division is responsible for all planning efforts within the City of Salem, such as the Downtown Plan and the Comprehensive Plan. The division is also responsible for ensuring public input and participation in the planning process.The division also manages the activities of the Planning Commission and handles applications for rezoning, Special Exception Permits (SEP), and other matters requiring the review of the Commission. It is also responsible for the approval and issuance of zoning permits, sign permits, and the enforcement of zoning related matters.

Citizen Services / Resources

Police

The Salem Police Department provides law enforcement services to the city of Salem, Virginia. They are responsible for maintaining public safety, enforcing laws, and providing various community programs. The department typically includes several divisions such as patrol, investigations, and special operations. They often engage in community policing efforts to build strong relationships with residents.
Salem Staffing: 2.63 officers per 1,000 population.

Fire & EMS

The Salem Fire-EMS Department provides fire suppression, emergency medical services, rescue operations, and fire prevention education. The department is equipped to handle various emergencies and disasters, ensuring the safety and well-being of Salem's residents and visitors. Both departments play a critical role in the community, offering various programs and services beyond their emergency response duties, including community education, safety training, and public outreach.
Salem Staffing: 2.95 full time, .98 Part time, 3.93 total per 1,000 population.

Network Connectivity

The average Salem home can get up to 4,988 Mbps on their fiber internet plan. The fastest fiber download speed in the City is 5,000

Mbps, which 69.13% of residents can get. Some homes and apartments do not have access to these speeds. On the slower end, for example, less than 1% of homes can only purchase plans up to 940 Mbps. The City of Salem WIFI network is publically available in central parts of the City.

Fiber internet speeds tend to be faster in the northeast parts of Salem, and slower in the northwest areas of the City.

- Fiber is the fastest internet type for 69.24% of Salem homes.
- Cable is fastest for 28.82% of the City.
- DSL is fastest for less than 1%.
- Fixed wireless is fastest for less than 1%.
- Satellite internet may be the only option for 1.75% of Salem homes.

Several broadband providers offer a range of internet services:

1. **Xfinity**: Another major cable provider, Xfinity offers speeds up to 1200 Mbps and is available to around 82% of Salem residents. They also provide an Affordable Connectivity Program for eligible customers .
2. **Lumos Networks**: Specializes in DSL internet, though their coverage in Salem is limited, reaching about 16% of homes. They are expanding their network, so availability might increase in the future .
3. **HughesNet**: Offers satellite internet services, covering nearly 99% of Salem. This is a good option for those in rural areas where other forms of internet might not be available .
4. **T-Mobile Home Internet**: Provides home internet with speeds up to 245 Mbps, available to about 79% of Salem residents. They have promotional offers, including a prepaid Mastercard for new customers .
5. **Glo Fiber:** Glo Fiber, operated by Shentel, offers high-speed fiber-optic internet services in Salem, providing symmetrical speeds up to 2 Gbps. Their offerings include internet, TV, and phone services for both residential and business customers.
6. **B2X Online:** B2X Online is a locally owned provider based in Salem, specializing in fixed wireless broadband services. They serve residential and business customers in Southwest and Central Virginia, particularly in areas where wired connections are limited.

Education

Salem, Virginia, has its own independent school system known as the Salem City School Division. Its mission is to create an atmosphere where children become competent learners, creative thinkers, and responsible, involved citizens.
The Salem City School Division is governed by a School Board, which is responsible for policy-making and ensuring the smooth operation of the schools. Specifically, the Salem City School Board:

- Provides the necessary trained and dedicated leadership, qualified personnel, equipment and materials to assure an appropriate education for every student;
- Treats all members of the school community equitably with the highest degree of respect;
- Demonstrates good stewardship of resources through fair and efficient allocation.

The Division's central office oversees the implementation of policies and supports the schools in delivering quality education.

Parks and Recreation

The Department of Parks and Recreation provides the citizens of Salem with year-round programs and activities, which are geared for all ages. Programs are operated with a full-time staff of 22 and a number of part-time staff such as field maintenance workers, instructors, game officials, summer special event workers, summer interns, sports clinic leaders, and volunteer coaches. The mission is to make a positive difference in the lives of citizens through professionally managed recreation programs, tournaments, and special events that foster economic impact, promote healthy lifestyles, social interaction, and civic pride among participants.

Virginia's Championship City

Salem has a proud history of showcasing carious NCAA collegiate events. Through May 2025, the City has hosted 108 National Championships.

Senior Center

The Salem Senior Center program began in 1972 under the Salem Department of Parks and Recreation, led by Jerry Gwaltney, with Gertrude Harris overseeing senior programming. Initially based at 620 Florida Street, the program received federal and City of Salem funding. By 1976, the City fully supported it. In 1974, the Center moved into its current home at 110 Union Street, with an addition built in 1979. Since then, the Center has remained a welcoming space for all seniors.

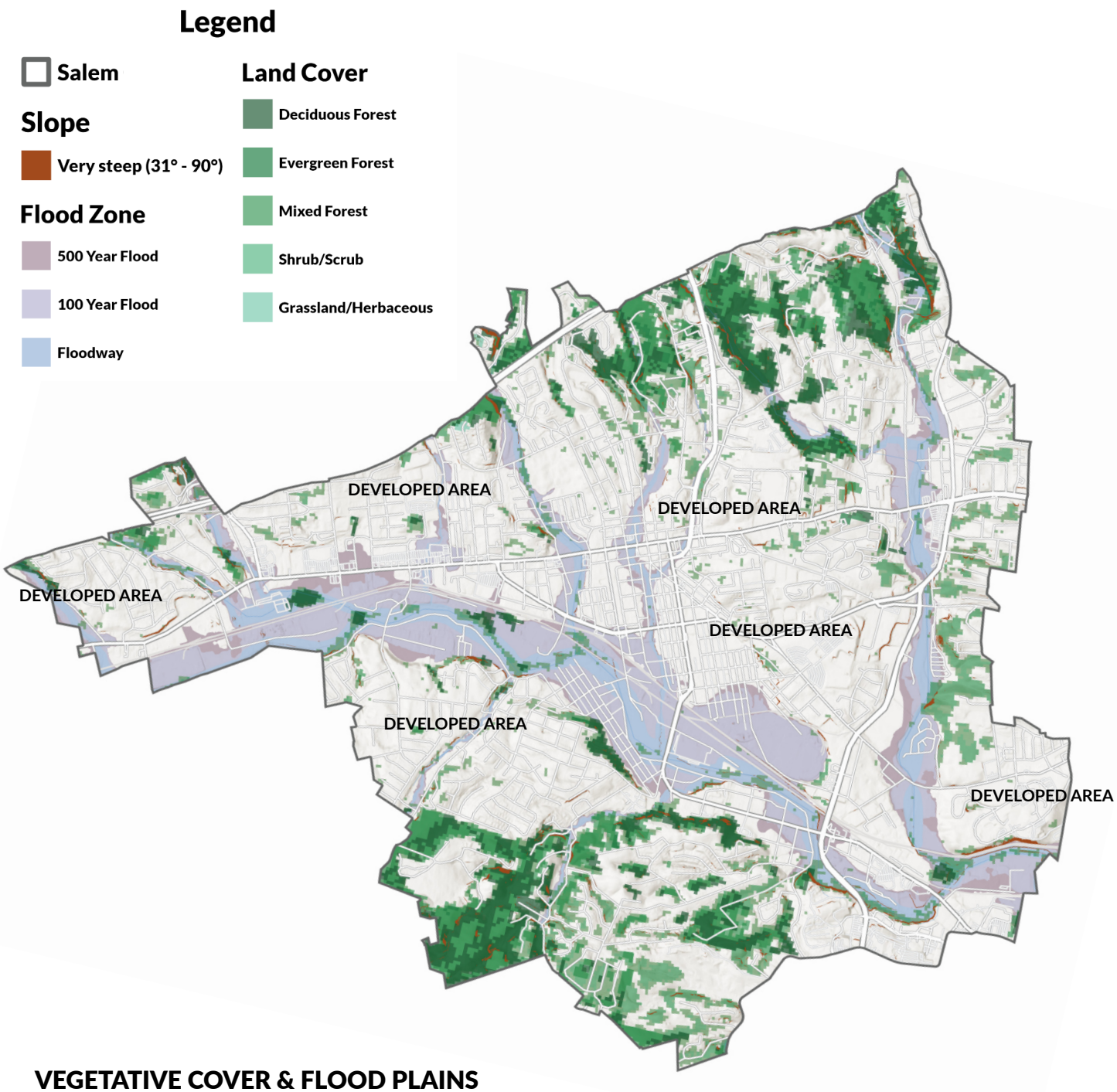
Library

Within the 16,000-square-foot building thousands of items are available for circulation, including books, audiobooks, DVDs, and more. There are 12 public computers available for free use. Technology also includes the free use of a scanner; documents can be scanned to a USB, sent as an email, or printed (per-page fee).
The library acts as a hub for downtown activity, with free wireless available throughout the building and grounds.

Recycling Center

Salem Citizens have three recycling drop-off centers in the City. One is located in east Salem at 1271 Indiana Street just across from the Street and General Maintenance Department near the Dog Park. The second one is in the west end of the Walmart parking lot on West Main Street. The remaining collection site is centrally located at 114 N Broad Street, in the parking lot behind City Hall near Roanoke College.

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VEGETATIVE COVER & FLOOD PLAINS

As the diagram indicates, there is very little natural areas left within Salem. Protection and promotion of tree cover, protection of flood plains, and protection / regeneration of stream corridors would enable higher levels of biodiversity.

NATURAL RESOURCES

Salem is mostly developed, with some remaining vacant and unbuildable land. The City's rolling terrain has many creeks and streams, which feed into the Roanoke River. Together, this system of watercourses and accompanying riverine flood plains define a contiguous natural open space network that supports bio-diverse vegetation and habitat.

Creeks, Streams, and Rivers

The Roanoke River cuts through the City and represents an important natural resource for habitat and recreation. It is a significant river stretching from the eastern edge of the Blue Ridge Mountains in Montgomery County VA, southeast across to the Albemarle Sound in the Coastal Plain of North Carolina. Within the City of Salem, the City of Roanoke, Roanoke County, and the Town of Vinton, the Roanoke Greenway, currently under construction, will provide access to the River, increasing recreational opportunities for the four communities and showcasing the region's natural setting.

Connecting to the Roanoke River are several streams and creeks and their vegetated buffers. These drain upland areas and feed water into the river. This secondary natural system offers opportunities to connect and integrate the Roanoke Greenway directly into the City.

According to The Roanoke River Blueway Committee, a coalition of local governments and agencies dedicated to the stewardship and promotion of the Blueway, "the Roanoke River is home to a range of fauna, including the Roanoke logperch (Percina rex), a federally and state-endangered species native to the Roanoke River. The largest populations inhabit the upper Roanoke River from the City of Roanoke into the lower reaches of its main tributaries. The Upper Roanoke River watershed is also home to numerous species of birds and waterfowl, wildlife, and game fish.

Many contributing streams have been buried or altered by urban development. Restoring and daylighting these waterways should be considered to support natural water management.

Flood Plain and Flood Way

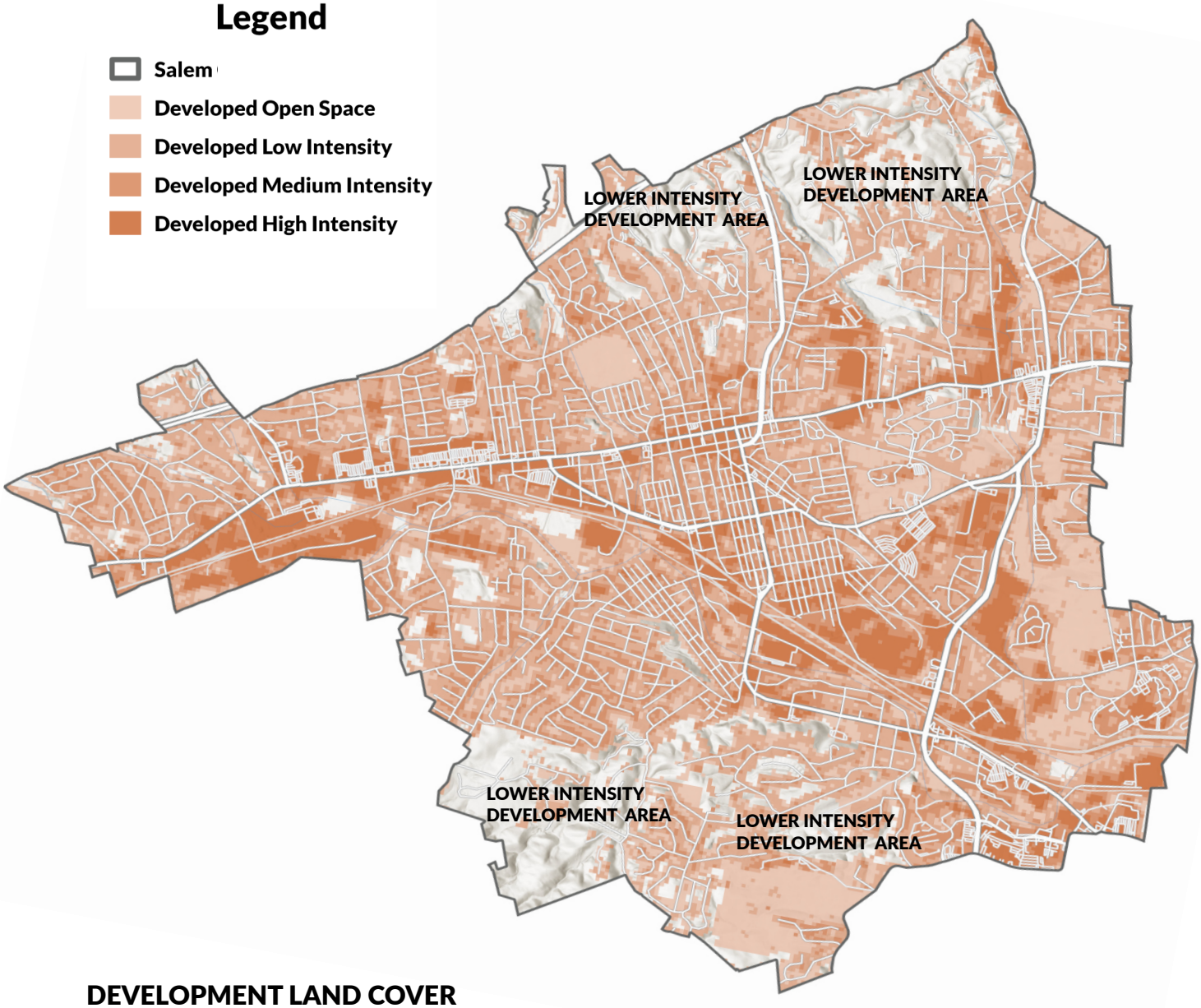
Supporting the river, stream, and creek system are riverine floodplains. These areas have generally been open for development. With development into the floodplain and an increase in major storm events, low-lying land is subject to increased flooding potential from upland properties.

Duck Pond at Lake Spring Park

Lake Spring Park, located at 700 West Main Street in Salem, Virginia, is a cherished urban green space offering a blend of natural beauty and historical significance. Originally the Lake Spring Hotel in the 1800s, the parks history is deeply intertwined with the City's growth and development, playing a significant role in Salem's recreational and cultural landscape. Spanning over three acres, the park features two tranquil ponds inhabited by ducks and geese, making it a popular spot for families and photographers alike. Children under 12 can enjoy fishing in the ponds, except during the Ernest "Pig" Robertson Fishing Rodeo held in May.

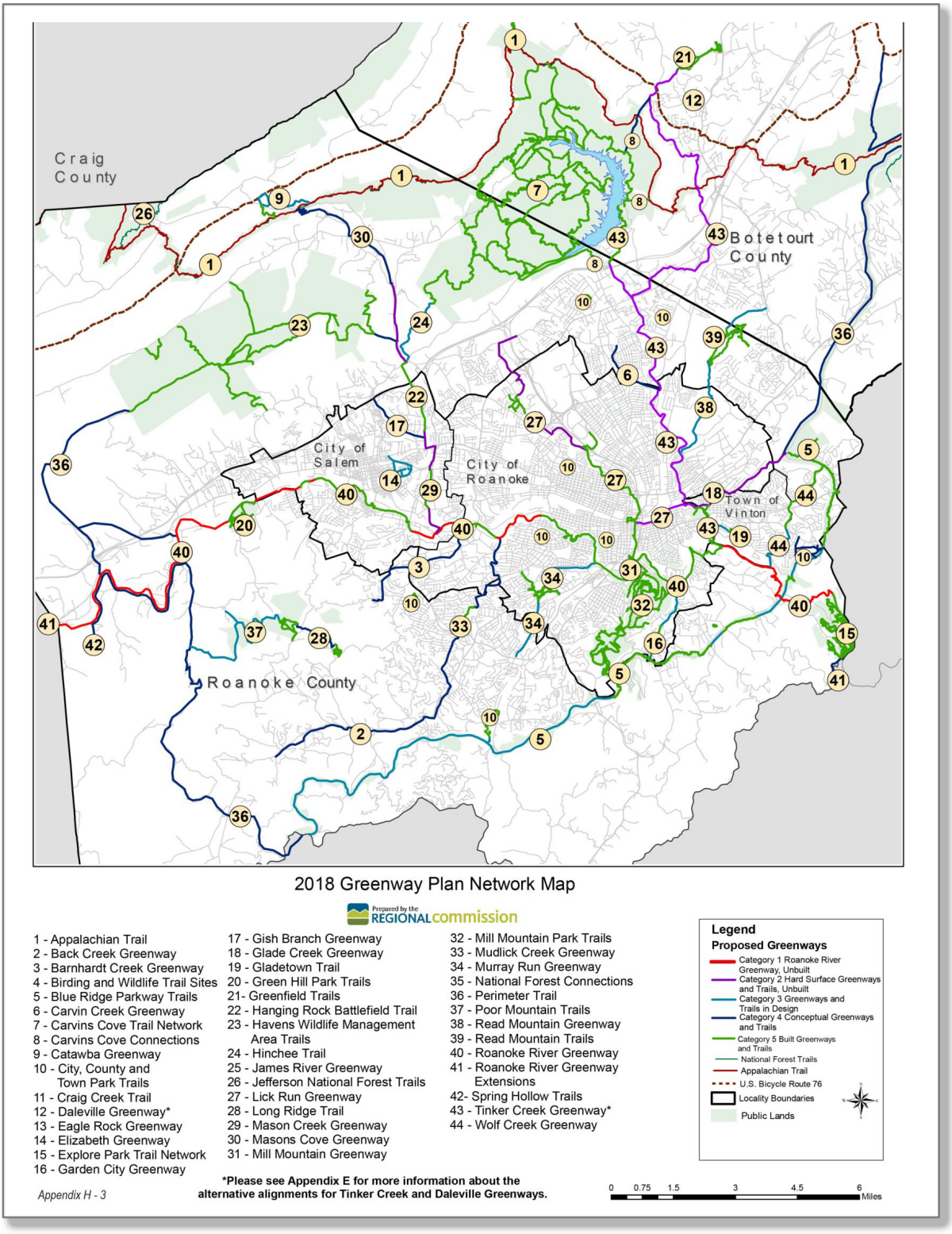
Vegetative Cover

Most of Salem is developed into residential, commercial, industrial, and institutional uses. Site landscaping over time has created a tree canopy in many areas. Native vegetation within the buffers of rivers, streams, and creeks also provides a natural habitat system that connects across the City. However, these systems have been impacted by non-native or invasive species, which impacts the health of the native vegetation and the biodiversity of the system.



DEVELOPMENT LAND COVER

As the diagram indicates, there is very little undeveloped land in Salem that can accommodate growth. Infill and redevelopment of previously developed areas is required.



2018 Greenway Plan Network Map

Prepared by the REGIONAL commission

1 - Appalachian Trail
2 - Back Creek Greenway
3 - Barnhardt Creek Greenway
4 - Birding and Wildlife Trail Sites
5 - Blue Ridge Parkway Trails
6 - Carvin Creek Greenway
7 - Carvins Cove Trail Network
8 - Carvins Cove Connections
9 - Catawba Greenway
10 - City, County and Town Park Trails
11 - Craig Creek Trail
12 - Daleville Greenway*
13 - Eagle Rock Greenway
14 - Elizabeth Greenway
15 - Explore Park Trail Network
16 - Garden City Greenway
17 - Gish Branch Greenway
18 - Glade Creek Greenway
19 - Gladetown Trail
20 - Green Hill Park Trails
21- Greenfield Trails
22 - Hanging Rock Battlefield Trail
23 - Havens Wildlife Management Area Trails
24 - Hinchee Trail
25 - James River Greenway
26 - Jefferson National Forest Trails
27 - Lick Run Greenway
28 - Long Ridge Trail
29 - Mason Creek Greenway
30 - Masons Cove Greenway
31 - Mill Mountain Greenway
32 - Mill Mountain Park Trails
33 - Mudlick Creek Greenway
34 - Murray Run Greenway
35 - National Forest Connections
36 - Perimeter Trail
37 - Poor Mountain Trails
38 - Read Mountain Greenway
39 - Read Mountain Trails
40 - Roanoke River Greenway
41 - Roanoke River Greenway Extensions
42- Spring Hollow Trails
43 - Tinker Creek Greenway*
44 - Wolf Creek Greenway

*Please see Appendix E for more information about the alternative alignments for Tinker Creek and Daleville Greenways.

Appendix H - 3

REGIONAL GREENWAY TRAIL NETWORKS

Working regionally to maximize greenway connectivity will create economic, social, and health benefits. Salem can become a hub of trails within the region and brand itself as a "trail town".

REGIONAL RESOURCES

The Roanoke Valley influences Salem by providing resources, in addition to the wonderful resources found within Salem, that citizens can use and benefit from. It also offers the opportunity to create synergies that can lift economies and quality of life, such as shared events, regional trail assets, economic development coordination, and coordinated branding. Significantly, the region has trail and park resources that can be highly capitalized on to attract tourism.

Natural Resources

Blue Ridge Parkway: Known as "America's Favorite Drive," this scenic route provides access to breathtaking mountain vistas, hiking trails, and abundant wildlife. It's a hub for outdoor activities like hiking, birdwatching, and picnicking.
Mill Mountain: This natural landmark is home to the iconic Roanoke Star and Mill Mountain Park, with trails, picnic areas, and the Mill Mountain Zoo. The mountain offers views of the City and the surrounding valley.
Appalachian Trail: Part of this famous hiking trail passes through the Roanoke Valley, attracting hikers and nature lovers. It offers routes ranging from easy day hikes to more challenging treks.
Carvins Cove Natural Reserve: This is the second-largest municipal park in the United States, with over 12,000 acres of forest and a large reservoir. It's a prime location for mountain biking, kayaking, and fishing.
Smith Mountain Lake: Although slightly outside Roanoke Valley, this large lake is a popular spot for boating, fishing, and water sports, with miles of shoreline and recreational facilities.
Roanoke River Greenway: A series of green spaces and trails along the Roanoke River, ideal for biking, jogging, and enjoying the outdoors close to the City.

Regional Trails

1. Appalachian Trail (AT)
The Appalachian Trail runs through the Roanoke Valley, offering world-class hiking opportunities. Popular segments include the trails leading to McAfee Knob, Tinker Cliffs, and Dragon's Tooth, known collectively as the "Triple Crown" of Virginia hiking. These trails are challenging but reward hikers with panoramic mountain views.

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2. Mill Mountain Park Trails
Mill Mountain Star Trail: A 3.5-mile round-trip trail that climbs from the Roanoke River up to the iconic Roanoke Star. It offers City views and connects to other Mill Mountain trails.
Ridgeline Trail: A 1.5-mile trail on Mill Mountain that connects to the Star Trail and other trails in the park, providing a network for varied hikes.
Watchtower Trail: A shorter but scenic trail with excellent views of the Roanoke Valley, good for a less intense hike on Mill Mountain.
3. Carvins Cove Natural Reserve
With over 40 miles of trails, Carvins Cove is a top destination for mountain biking, as well as hiking and trail running. Trails range from beginner-friendly paths to challenging single tracks. **Popular trails include the Bennett Springs Loop, Brushy Mountain, and Buck and Pole.**
Enchanted Forest Trail: A favorite for mountain bikers, this trail winds through the forest and is known for its gentle curves and scenic beauty.
4. Explore Park Trails
Located along the Blue Ridge Parkway, Explore Park offers several trails for hiking and mountain biking. The trails are well-marked and vary from easy to moderately difficult.
Journey's End Trail: A picturesque trail offering views of the Roanoke River, popular for families and easy hikes.
Riverside Loop: A beginner-friendly loop along the river, suitable for hiking and biking, with picnic spots nearby.
5. Read Mountain Preserve
Buzzards Rock Trail: This 3.5-mile trail leads to a stunning overlook on Buzzards Rock, with panoramic views of the valley. It's a moderate-to-difficult hike due to its elevation gain, making it popular with more experienced hikers.
6. Chestnut Ridge Trail
Located near the Blue Ridge Parkway and Roanoke's Mill Mountain, this 5.4-mile loop trail is primarily used for hiking and trail running. It's known for its wooded scenery and is a favorite for those seeking a peaceful experience close to the City.
7. Catawba Greenway
Near Catawba, this trail links with portions of the Appalachian Trail, serving as a scenic route for accessing the AT or exploring local views. It's a good starting point for hikers heading to McAfee Knob or Dragon's Tooth.

These trails are maintained by a mix of local government agencies and volunteer organizations, including the Roanoke Valley Greenway Commission and the Pathfinders for Greenways.

Cultural Resources

Taubman Museum of Art: This museum features modern and traditional art, with a focus on American art and artists from the Appalachian region. Its unique architecture is also a highlight in downtown Roanoke.
Virginia Museum of Transportation: Reflecting the valley's railroad heritage, this museum has an impressive collection of locomotives, rail cars, and exhibits on Virginia's transportation history.
Center in the Square: A cultural center that houses multiple attractions, including the Science Museum of Western Virginia, the Harrison Museum of African American Culture, and a living coral reef aquarium.
History Museum of Western Virginia: Located within the Center in the Square, this museum explores the history of the region with exhibits on indigenous cultures, early settlers, and industrial development.
Mill Mountain Theatre: A well-regarded regional theater offering a variety of performances, from plays to musicals, and serving as a cultural focal point for the community.
Jefferson Center: This is a venue for music, performing arts, and community events. It hosts concerts, plays, and lectures, supporting the arts in Roanoke.
Festivals: Roanoke Valley celebrates a variety of cultural events, including the Virginia Blue Ridge Wine Festival, Festival in the Park, and the Blue Ridge Folklife Festival, celebrating music, food, and local traditions.

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Community Engagement at Glance

1. **<u>Online Engagement</u>**
    a. Two public polls (available online for specified period) to garner public sentiment on various plan-related topics
    b. Website - a reference for important materials, documents, and upcoming meeting notifications
    c. Various social media posts through City accounts to advertise meetings
    d. "Newsblast" for folks to receive email notification of important announcements

2. **<u>Public Meetings</u> –** hundreds of participants in total
    a. **Weekly Open Houses/"Office Hours" with Planning and Zoning staff**
    b. **October 27, 2023**
        i. City staff/employee targeted welcome/"meet and greet"
    c. **December 12, 2023**
        i. Introductory "Kickoff" (Salem Civic Center)
    d. **February 5, 2024**
        i. Parks, Greenways, Open Space (East Salem Elementary)
    e. **April 9, 2024**
        i. Housing and Neighborhoods (Andrew Lewis Middle)
    f. **East Bottom Workshop Series:**
        i. June 26, 2024 (Chip and Jo's) – problem identification and City feedback
        ii. June 27, 2024 (Calvary Baptist Church) – problem solving and design workshop
        iii. June 28, 2024 (Parks and Rec Office) – "pin up" for preliminary results
    g. **August 13, 2024**
        i. Open House
    h. **February 18, 2025**
        i. Open House
    i. **February 19, 2025**
        i. Open House

3. **<u>Pop Ups/Other Stakeholder Involvement</u>**
    a. Pumpkin Fest
    b. Salem Red Sox
    c. First Baptist Church
    d. East Bottom business meetings
    e. Salem High School staff and students
    f. Salem School Board
    g. Roanoke Valley Association of Realtors
    h. Roanoke Regional Home Builders Association
    i. Citywide mailer (varying degrees of success due to issues with address list)
    j. Utility Billing mailer

4. **<u>Supporting Committees</u>**
    a. **Subcommittees** - comprised of interested City staff, Board of Zoning Appeals Members, Planning Commissioners, City Council Members, and interested citizens.
        i. Over 30 participants
        ii. Six separate meetings
    b. **Citizen's Advisory Committee** – guiding the general direction of plan and providing regular feedback on plan direction
        i. Between 9 and 12 members throughout lifespan with several meetings
    c. **Departmental Review** – key departments met iteratively to discuss ongoing practices and procedures, with conversation about future goals and corresponding strategies.

COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION
731 HARRISON AVENUE
SALEM, VIRGINIA 24153

Stephen Brich, P.E.
COMMISSIONER

September 4, 2025

To: Max Dillon
City of Salem

From: William Crawford, Strategic Planner
VDOT Salem District Planning

Subject: RE: City of Salem Comprehensive Plan Review

VDOT received a request to review the above referenced comprehensive plan to ensure local/state plan and program consistency as required under §15.2-2223, Chapter 729 of the 2012 Acts of Assembly. VDOT's reviews of the plans are to ensure that they are consistent with the Commonwealth Transportation Board's (CTB) statewide transportation plan (VTrans, created in accordance with §33.2-353), the Six Year Improvement Program (created in accordance with subsection B of §33.2-214), and locations of routes approved by the Board (in accordance with subsection A of §33.2-208). Comments on these specific criteria are as follows:

Statewide Transportation Plan (VTrans):

- Urban Development Area (UDA)
  - The comprehensive plan has a section describing UDAs on Page 57, and shows a map of the UDAs on page 58.
  - The comprehensive plan references §15.2-2223.1 of the Code of Virginia regarding Urban Development Areas on page 57.
  - Traditional Neighborhood Design (TND) principles are recommended on Page 62.
- Regional Network (RN)
  - The comprehensive plan identifies the Roanoke Regional Network on page 29.
  - The Plan references VTrans Regional Network needs on page 29.
- Corridors of Statewide Significance (CoSS)
  - The comprehensive plan identifies all Corridors of Statewide Significance in Salem on page 29.
  - The Plan references CoSS Needs on page 29.
- The Plan is consistent with VTrans.

Six-Year Improvement Program (SYIP):

- The Plan does include a list of SYIP projects within the City on pages 29.
- The Plan is consistent with the SYIP.

Routes Designated by the CTB:

- There are no routes designated by the CTB, other than the CoSS referenced above, in Salem.
- The Plan is consistent with Routes Designated by the CTB.

The City of Salem Comprehensive Plan is consistent with State Plans. If you have questions or need additional information, please call me at (540) 818-3225.

cc: Michael Gray
Brian Blevins
Ashley Mothena
Will Simpson
Joshua Pratt
Mary Wines

Notable Comprehensive Plan Draft Changes (since 8/13 PC work session)

Acknowledgements - Adjustments to display of staff members and titles

Page 6 - Edited text to clarify the guiding nature of the document, not necessarily regulatory and binding

Pages 7-8 - Added "Salem in a Snapshot" that provides glimpse into Salem statistics, compares to other regional/state metrics, and references City Atlas for additional information

Page 10 - Edited text to adjust "dominated by cars" phrasing and added spacing break

Page 28 - Replaced complex "Compliance visual" with more understandable "Compliance table"

Page 29 - Added information to explicitly reference coordination/project development with VDOT

Page 30 - Added/adjusted relevant supplemental plans

Page 43 - Capitalization correction ("Installation")

Page 47 - Changed "competed" to "completed"

Pages 59-62 - Edited list of strategies to ensure all major ideas are effectively represented

Page 61 - Edited 3rd bullet under #6 for language clarity

Page 74 - Added "Director of Economic Development" reference and eliminated text box cutoff

Page 82 – Updated SWM Utility Fee phrase to City's current position

Page 142 – Updated example math for accurate context

Page 147 – defined "ADT" for readers

General Document Changes:

- Replaced references to "Appalachian Mountains" with "Blue Ridge Mountains"
- Added sources below images/graphics where appropriate
- Updated Action Plan items based on conversation during PC work session
    - Replaced "Investment" with "Cost Required" for clarity
    - Replaced "High/Med/Low" scale with "$$$/$$/$" for clarity
- Added Police and Fire/EMS staffing numbers to City Atlas

IN THE PLANNING COMMISSION OF THE CITY OF SALEM, VIRGINIA, September 10, 2025:

RESOLUTION

A RESOLUTION RECOMMENDING "Back to Salem's Future, Plan 2045" AS THE COMPREHENSIVE PLAN FOR THE CITY OF SALEM

WHEREAS, §15.2-2223 of the Code of Virginia requires that every governing body shall adopt a comprehensive plan for the territory under its jurisdictions; and

WHEREAS, the Comprehensive Plan – 2045 is a major update to the City's existing comprehensive plan, which was last updated in 2019.

WHEREAS, at a regularly scheduled meeting on the above date there was presented the Comprehensive Plan for approval, amendment and approval, or disapproval, as required by the provisions of §15.2-2225 of the 1950 Code of Virginia, as amended; and

WHEREAS, notice has been given, in accordance with §15.2-2204 of the 1950 Code of Virginia, as amended, that a public hearing on the Comprehensive Plan shall be held at the regularly scheduled meeting on the above date; and

WHEREAS, the public hearing, as required, has been held.

BE IT RESOLVED BY THE PLANNING COMMISSION FOR THE CITY OF SALEM, VIRGINIA, that:

(1) The current Comprehensive Plan is hereby replaced as presented.

(2) The "Back to Salem's Future, Plan 2045" is hereby recommended for approval to the Council of the City of Salem, Virginia.

(3) A certified copy of this Resolution shall be presented to the Council of the City of Salem, Virginia.

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

Nathan A. Routt – Aye
Mark W. Henrickson - Aye
N. Jackson Beamer, III – Aye
Reid A. Garst - Aye
Denise P. King - Aye

ATTEST:

Christopher J. Dorsey
Executive Secretary, Planning Commission
City of Salem, Virginia

IN THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, November 10, 2025:

RESOLUTION 1512

A RESOLUTION ADOPTING "Back to Salem's Future, Plan 2045" AS THE COMPREHENSIVE PLAN FOR THE CITY OF SALEM

WHEREAS, §15.2-2223 of the Code of Virginia requires that every governing body shall adopt a comprehensive plan for the territory under its jurisdiction; and

WHEREAS, the Comprehensive Plan – 2045 is intended to replace the City's 2012 Comprehensive plan, last updated in 2019.

WHEREAS, at a regularly scheduled meeting on the above date there was presented the Comprehensive Plan for approval, amendment and approval, or disapproval, as required by the provisions of §15.2-2225 of the 1950 Code of Virginia, as amended; and

WHEREAS, notice has been given, in accordance with §15.2-2204 of the 1950 Code of Virginia, as amended, that a public hearing on the Comprehensive Plan shall be held at the regularly scheduled meeting on the above date; and

WHEREAS, the public hearing, as required, has been held.

NOW THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, that:

(1) The "Back to Salem's Future, Plan 2045" is hereby adopted as the Comprehensive Plan for the City of Salem, Virginia.

(2) This Resolution is effective upon its adoption.

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 –
Renée F. Turk –

ATTEST:

_____
H. Robert Light
Clerk of Council

Item #: 6.I.

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

MEETING DATE: November 10, 2025

AGENDA ITEM: **Appropriation of Funds**
Request to transfer the fiscal year 2026 operating budget for the financed purchase of Taser 10s from the General Fund to the Debt Service Fund.

SUBMITTED BY: Rosemarie Jordan, Director of Finance

SUMMARY OF INFORMATION:
In fiscal year 2025, the Police Department entered into a five year contract for 67 Taser 10s. The tasers will be paid for over a five year period. Since the Police Department will own the tasers after the five year period, the transaction is classified as a financed purchase for accounting purposes. Payments for financed purchases are tracked in the Debt Service Fund. The budget for the fiscal year 2026 payment on the contract was budgeted in the General Fund as part of the fiscal year 2026 operating budget. This budget needs to be transferred to the Debt Service Fund.

FISCAL IMPACT:
Transferring the budget for the fiscal year 2026 contract payment on the tasers will put the budget in the appropriate fund for reporting.

STAFF RECOMMENDATION:
Staff recommends transferring $63,417 from the General Fund Police Department expendable equipment account 10-030-3110-56008 to the General Fund Transfer to Debt Service account 10-012-9102-59420. Staff also recommends appropriating $63,417 to the Debt Service Fund Transfer from General Fund account 40-012-0401-49900, $57,720 to the Debt Service Fund financed purchase principal account 40-012-0405-59195, and $5,697 to the Debt Service Fund financed purchase interest account 40-012-0406-59295.

ATTACHMENTS:
None

Item #: 6.J.

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

MEETING DATE: November 10, 2025

AGENDA ITEM: **Appropriation of Funds**
Request to amend the School Operating Fund, School Cafeteria Fund and School Grants Fund budgets as approved by the School Board on October 14, 2025. Audit - Finance Committee

SUBMITTED BY: Rosemarie Jordan, Director of Finance

SUMMARY OF INFORMATION:
The School Operating Fund, School Cafeteria Fund, and School Grants Fund budgets were amended for fiscal year 2025-2026 by the School Board at their meeting on October 14, 2025. The Board amended the revenues and expenditures of the Operating Fund budget resulting in a net change of $0, an increase in the Cafeteria Fund budget of $439, and an increase in the Grants Fund budget of $582,986. The attached memo details the appropriation changes.

FISCAL IMPACT:
Appropriation changes totaling $0, $439, and $582,986 made to the Operating Fund, Cafeteria Fund, and Grants Fund, respectively.

STAFF RECOMMENDATION:
Staff recommends that Council approve the School Board's appropriation changes of $0 to the School Operating Fund, $439 to School Cafeteria Fund, and $582,986 to the School Grants Fund, per the attached report.

ATTACHMENTS:
1. Budget Adjustments for Grants, General Fund & Cafe Accts Narrative 10142025 REVISED
2. Budget adjustments for Grant Fund 10142025 Attachment A & B for finance REVISED

Salem City Schools
Budget Adjustments Report
October 14, 2025

Summary of Issue:

At times during the year, additional funding may be received by the school division through donation, grant, or some other means. This revenue increases the budget requiring Board approval before the funds can be utilized.

Grant budgets need to be adjusted at this time each year because:

1. The actual grant award for the current year was either larger or smaller than the adopted budget estimate.
2. The actual unspent funds carried forward from June 30, 2025 for grants that have not ended are either larger or smaller than the adopted budget estimate, or to reallocate funds between line items to bring budgets up to date with consolidated application.
3. New grants may have been awarded since budget adoption and need to budgeted on the books

Grant activity to note:

- We were notified by the Virginia Department of Education on September 19, 2025 that we were awarded $150,663 from the School Security Equipment Grant Program. The funds will be used to purchase eligible school security equipment for our schools such as surveillance cameras, software to support the security cameras, handheld radios, and Automated External Defibrillators (AEDs).
- Multiple grants had allowable carryover balance amounts that were unknown at budget creation.

A few general fund budgets accounts need adjustment as well. The Virginia Preschool Initiative grant went down by 1 student so when updating those grant accounts, the local match accounts must also be reduced based on the updated number of students. Lastly, a few cafeteria fund budgets need adjustment based on the actual award for the breakfast incentive grant that was an increase of $439. This additional revenue is offset in the food products lines at each school location.

Policy Reference:

DA-BR Budget Transfers

Fiscal Impact:

The budget adjustments will increase the revenue and expenditure budgets in the School Grant Fund (attachment A) in total by the same amount of **$582,986 (revised)** and adjust the revenue and expenditure budgets in the School Operating Fund (attachment B) with a net outcome of **$0.00.** The Cafeteria Fund budget will increase by **$439** (attachment B).

Recommended Action:

Move approval of the budget adjustments in the School Operating, School Grant and School Cafeteria Funds as presented and recommend that City Council approve the same.

Grant Fund Budget Adjustments

Attachment A

G/L Account Number	Account Description	Adjustment Needed
REVENUES		
32-201-00-00-9-000-63061	Summer Manufacturing Camp (Spark Force)	($1,504.00)
32-202-00-00-9-000-63062	SparkForce Summer Inclusion Manufacturing Camp	$14,733.00
32-215-00-00-9-000-61217	ACSE Advanced Placement Computer Science Expansion	$14,164.00
32-655-00-00-9-000-62456	Removing Barriers Related to Academic Achievement 93.958	$6,667.00
32-255-00-00-9-000-62010	Removing Barriers to Education 84.010	$3,958.00
32-250-00-00-9-000-62000	NCLB Title I A 84.010	$71,647.00
32-270-00-00-9-000-62150	NCLB Title II A Improving Teacher Quality 84.367	$7,810.00
32-280-00-00-9-000-62060	NCLB Title III A LEP 84.365	$3,441.00
32-310-00-00-9-000-62270	Perkins Voc Ed 84.048	$3,548.00
32-440-00-00-9-000-62250	Title IV A Student Support & Acad Enrichment 84.424	$8,874.00
32-300-00-00-9-000-62120	Flow Thru Title VI B 84.027	($6,788.00)
32-300-00-00-9-000-62121	Flow Thru Title VI B Carryover 84.027	$200,916.00
32-230-00-00-9-000-62210	IDEA Part B Sec 619 Spec Ed Preschool 84.173	$566.00
32-230-00-00-9-000-62211	IDEA Part B Sec 619 Spec Ed Preschool Carryover 84.173	$7,500.00
32-205-00-00-9-000-61200	Youth Tobacco Use Prevention (VFHY 852P024)	($95,000.00)
32-420-00-00-9-000-61621	PBIS of the VTSS Carryover 240427	$11,425.00
32-670-00-00-9-000-62320	School Based Mental Health SBMH2-Yr1 84.184H	$120,032.00
32-340-00-00-9-000-61301	School Security Grant	$150,663.00
32-680-00-00-9-000-61119	ALL In Tutoring Per Pupil Funding	$66,681.00
32-400-00-00-9-000-61615	Virginia Preschool Initiative Grant 240281	($6,347.00)
	REVENUES Total	$582,986.00
EXPENSES		
32-201-61-10-6-160-71120	Compensation-Instructional Salaries	($3,219.00)
32-201-61-10-6-160-72100	FICA	($247.00)
32-201-61-10-6-160-76435	Supplies - Instructional	$1,962.00

Grant Fund Budget Adjustments

Attachment A

G/L Account Number	Account Description	Adjustment Needed
32-202-61-10-6-160-71120	Compensation-Instructional Salaries	$2,412.00
32-202-61-10-6-160-71151	Compensation-Instructional Asst	$5,660.00
32-202-61-10-6-160-72100	FICA	$618.00
32-202-61-10-6-160-76435	Supplies - Instructional	$5,099.00
32-202-63-63-9-320-71170	Compensation-Bus Drivers	$877.00
32-202-63-63-9-320-72100	FICA	$67.00
32-215-61-10-3-110-71120	Compensation-Instructional Salaries	$5,000.00
32-215-61-10-3-110-72100	FICA	$383.00
32-215-61-10-3-110-73037	Contractual Services - Other	$1,787.00
32-215-61-10-3-110-75530	Travel - Other	$5,994.00
32-215-61-10-3-110-76435	Supplies - Instructional	$1,000.00
32-655-61-10-2-123-71146	Compensation - ELL	$4,105.00
32-655-61-10-2-123-71153	Compensation-Instructional Asst ELL	$2,052.00
32-655-61-10-2-123-72100	FICA	$510.00
32-255-61-10-2-123-73037	Contractual Services - Other	$3,958.00
32-250-61-10-2-110-71120	Compensation - Instructional Salaries	$20,262.00
32-250-61-10-2-110-71151	Compensation - Instructional Asst	$1,789.00
32-250-61-10-2-110-72100	FICA	$4,657.00
32-250-61-10-2-110-72210	VRS Pension Contribution	$1,450.00
32-250-61-10-2-110-72300	Group Health and Dental Insurance	$21,406.00
32-250-61-10-2-110-72400	VRS Group Life Insurance	$110.00
32-250-61-10-2-110-72510	Hybrid Disability Insurance	$550.00
32-250-61-10-2-110-72750	VRS Retiree Health Care Credit	$109.00
32-250-61-10-2-110-73037	Contractual Services - Other	$16,766.00
32-250-61-10-2-110-76435	Supplies - Instructional	$3,548.00
32-250-63-63-9-330-71172	Compensation-Bus Aides	$1,000.00
32-270-61-10-2-110-71120	Compensation - Instructional Salaries	$320.00
32-270-61-10-2-110-72100	FICA	$25.00
32-270-61-10-2-110-73225	Professional Development - Conferences	$4,312.00

Grant Fund Budget Adjustments

Attachment A

G/L Account Number	Account Description	Adjustment Needed
32-270-61-10-2-110-75530	Travel - Other	$4,203.00
32-270-61-10-2-110-76115	Supplies - Training	($1,050.00)
32-280-61-10-2-110-71120	Compensation - Instructional Salaries	$9,632.00
32-280-61-10-2-110-72100	FICA	($2,737.00)
32-280-61-10-2-110-73037	Contractual Services - Other	($1,036.00)
32-280-61-10-2-110-75530	Travel - Other	$156.00
32-280-61-10-2-110-76435	Supplies - Instructional	($2,574.00)
32-310-61-10-3-130-71120	Compensation - Instructional Salaries	($3,000.00)
32-310-61-10-3-130-72100	FICA	($500.00)
32-310-61-10-3-130-73037	Contractual Services - Other	$16,133.00
32-310-61-10-3-130-75530	Travel - Other	$810.00
32-310-61-10-3-130-76435	Supplies - Instructional	($9,895.00)
32-440-61-10-4-150-71620	Compensation - Extracurricular Supplements	($1,771.00)
32-440-61-10-4-150-72100	FICA	($136.00)
32-440-61-10-4-110-73037	Contractual Services - Other	($9,430.00)
32-440-61-10-4-110-76435	Supplies - Instructional	$20,211.00
32-460-61-10-6-160-71120	Compensation - Instructional Salaries	($89,700.00)
32-460-61-10-6-160-72100	FICA	($6,863.00)
32-460-61-10-6-160-73037	Contractual Services - Other	$96,543.00
32-460-61-10-6-160-76435	Supplies - Instructional	$20.00
32-520-61-10-3-110-71120	Compensation - Instructional Salaries	($5,317.00)
32-520-61-10-3-110-72100	FICA	($406.00)
32-520-61-10-3-110-72210	VRS Pension Contribution	$2,410.00
32-520-61-10-3-110-72300	Group Health and Dental Insurance	$2,908.00
32-520-61-10-3-110-72400	VRS Group Life Insurance	$200.00
32-520-61-10-3-110-72750	VRS Retiree Health Care Credit	$205.00
32-520-61-10-3-110-73037	Contractual Services - Other	$546.00
32-520-61-10-3-110-75530	Travel - Other	($546.00)
32-230-61-10-8-180-71151	Compensation - Instructional Asst	($63.00)

Grant Fund Budget Adjustments

Attachment A

G/L Account Number	Account Description	Adjustment Needed
32-230-61-10-8-180-72100	FICA	$1,774.00
32-230-61-10-8-180-72220	VRS Hybrid Pension Contribution	$2,050.00
32-230-61-10-8-180-72300	Group Health and Dental Insurance	$4,000.00
32-230-61-10-8-180-72400	VRS Group Life Insurance	$137.00
32-230-61-10-8-180-72510	Hybrid Disability Insurance	$28.00
32-230-61-10-8-180-72750	VRS Retiree Health Care Credit	$140.00
32-420-61-10-2-110-75530	Travel - Other	$732.00
32-420-61-10-2-110-76435	Supplies - Instructional	$2,178.00
32-420-61-10-3-110-75530	Travel - Other	$516.00
32-420-61-10-3-110-76435	Supplies - Instructional	$1,419.00
32-420-61-10-4-110-73205	Software Licensing Fees	$1,000.00
32-420-61-10-4-110-75530	Travel - Other	$737.00
32-420-61-10-4-110-76435	Supplies - Instructional	$4,843.00
32-670-61-10-3-110-71665	Bonus Payments To Teachers	$500.00
32-670-61-10-3-110-72100	FICA	$38.00
32-670-61-21-2-110-71124	Compensation - Guidance Counselors	($37,322.00)
32-670-61-21-2-110-71665	Bonus Payments to Teachers	$2,500.00
32-670-61-21-2-110-72100	FICA	($2,670.00)
32-670-61-21-2-110-72210	VRS Pension Contribution	($6,824.00)
32-670-61-21-2-110-72400	VRS Group Life Insurance	($537.00)
32-670-61-21-2-110-72510	Hybrid Disability Insurance	($108.00)
32-670-61-21-2-110-72750	VRS Retiree Health Care Credit	($550.00)
32-670-61-21-2-110-76435	Supplies-Instructional	($1,473.00)
32-670-61-21-3-110-71124	Compensation - Guidance Counselors	$23,066.00
32-670-61-21-3-110-71665	Bonus Payments to Teachers	$1,500.00
32-670-61-21-3-110-72100	FICA	$1,950.00
32-670-61-21-3-110-72220	VRS Hybrid Pension Compensation	$2,107.00
32-670-61-21-3-110-72400	VRS Group Life Insurance	$232.00
32-670-61-21-3-110-72510	Hybrid Disability Insurance	$47.00

Grant Fund Budget Adjustments

Attachment A

G/L Account Number	Account Description	Adjustment Needed
32-670-61-21-3-110-72750	VRS Retiree Health Care Credit	$197.00
32-670-61-21-4-110-71124	Compensation - Guidance Counselors	$11,602.00
32-670-61-21-4-110-71665	Bonus Payments To Teachers	$1,500.00
32-670-61-21-4-110-72100	FICA	$1,000.00
32-670-61-21-4-110-72220	VRS Hybrid Pension Contribution	$938.00
32-670-61-21-4-110-72300	Group Health and Dental Insurance	$1,620.00
32-670-61-21-4-110-72400	VRS Group Life Insurance	$79.00
32-670-61-21-4-110-72510	Hybrid Disability Insurance	$26.00
32-670-61-21-4-110-72750	VRS Retiree Health Care Credit	$75.00
32-670-61-22-2-110-71120	Compensation-Instructional Salaries	$10,702.00
32-670-61-22-2-110-71665	Bonus Payments to Teachers	$2,500.00
32-670-61-22-2-110-72100	FICA	$833.00
32-670-61-22-2-110-72210	VRS Pension Contribution	$840.00
32-670-61-22-2-110-72300	Group Health and Dental Insurance	$613.00
32-670-61-22-2-110-72400	VRS Group Life Insurance	$72.00
32-670-61-22-2-110-72750	VRS Retiree Health Care Credit	$72.00
32-670-61-22-2-120-71120	Compensation-Instructional Salaries	$6,640.00
32-670-61-22-2-120-72100	FICA	$517.00
32-670-61-22-2-120-72210	VRS Pension Contribution	$540.00
32-670-61-22-2-120-72300	Group Health and Dental Insurance	$396.00
32-670-61-22-2-120-72400	VRS Group Life Insurance	$48.00
32-670-61-22-2-120-72750	VRS Retiree Health Care Credit	$48.00
32-670-61-22-3-110-71120	Compensation-Instructional Salaries	$7,479.00
32-670-61-22-3-110-72100	FICA	$585.00
32-670-61-22-3-110-72210	VRS Pension Contribution	$720.00
32-670-61-22-3-110-72300	Group Health and Dental Insurance	$524.00
32-670-61-22-3-110-72400	VRS Group Life Insurance	$60.00
32-670-61-22-3-110-72750	VRS Retiree Health Care Credit	$64.00
32-670-61-22-3-120-71120	Compensation-Instructional Salaries	$6,265.00

Grant Fund Budget Adjustments

Attachment A

G/L Account Number	Account Description	Adjustment Needed
32-670-61-22-3-120-71655	Bonus Payments To Teachers	$3,000.00
32-670-61-22-3-120-72100	FICA	$719.00
32-670-61-22-3-120-72210	VRS Pension Contribution	$540.00
32-670-61-22-3-120-72300	Group Health and Dental Insurance	$396.00
32-670-61-22-3-120-72400	VRS Group Life Insurance	$48.00
32-670-61-22-3-120-72750	VRS Retiree Health Care Credit	$48.00
32-670-62-62-9-212-73035	Consultants	$76,764.00
32-670-62-62-9-212-75530	Travel - Other	($3,700.00)
32-670-62-62-9-223-75530	Travel - Other	($1,000.00)
32-670-62-62-9-223-76435	Supplies-Instructional	$4,206.00
32-205-62-62-9-222-71135	Compensation - Health and Behavioral	($55,067.00)
32-205-62-62-9-222-72100	FICA	($4,213.00)
32-205-62-62-9-222-73037	Contractual Services - Other	($13,044.00)
32-205-62-62-9-222-75530	Travel - Other	($9,275.00)
32-205-62-62-9-222-76045	Furniture and Equip <$5,000 *INDIRECT*	($4,557.00)
32-205-62-62-9-222-76105	Supplies - Office	($8,844.00)
32-340-64-64-2-460-73180	Repair/Maint - Other Contracted	$29,108.00
32-340-64-64-2-460-73181	Repair/Maint - Other Contracted - Carver	$27,662.00
32-340-64-64-2-460-73182	Repair/Maint - Other Contracted - West	$29,108.00
32-340-64-64-2-460-73183	Repair/Maint - Other Contracted - East	$32,031.00
32-340-64-64-4-460-73180	Repair/Maint - Other Contracted	$32,754.00
32-300-61-10-2-120-71151	Compensation-Instructional Asst	$40,000.00
32-300-61-10-2-120-72100	FICA	$10,000.00
32-300-61-10-2-120-72210	VRS Pension Contribution	$1,000.00
32-300-61-10-2-120-72300	Group Health and Dental Insurance	$13,850.00
32-300-61-10-2-120-72510	Hybrid Disability Insurance	$500.00
32-300-61-10-2-120-72750	VRS Retiree Health Care Credit	$1,000.00
32-300-61-10-3-120-71151	Compensation-Instructional Asst	$5,000.00
32-300-61-10-3-120-72100	FICA	$1,000.00

Grant Fund Budget Adjustments

Attachment A

G/L Account Number	Account Description	Adjustment Needed
32-300-61-10-3-120-72220	VRS Hybrid Pension Contribution	$500.00
32-300-61-10-3-120-72400	VRS Group Life Insurance	$500.00
32-300-61-10-3-120-72510	Hybrid Disability Insurance	$100.00
32-300-61-10-4-120-72750	VRS Retiree Health Care Credit	$500.00
32-300-61-10-4-120-71120	Compensation-Instructional Salaries	$24,560.00
32-300-61-10-4-120-71151	Compensation-Instructional Asst	$20,600.00
32-300-61-10-4-120-72100	FICA	$4,420.00
32-300-61-10-4-120-72210	VRS Pension Contribution	$1,000.00
32-300-61-10-4-120-72220	VRS Hybrid Pension Contribution	$1,000.00
32-300-61-10-4-120-72300	Group Health and Dental Insurance	$8,890.00
32-300-61-10-4-120-72400	VRS Group Life Insurance	$1,000.00
32-300-61-10-4-120-72510	Hybrid Disability Insurance	$500.00
32-300-61-10-4-120-72750	VRS Retiree Health Care Credit	$1,000.00
32-300-61-10-2-120-73037	Contractual Services - Other	$57,208.00
32-680-61-10-2-110-71120	Compensation-Instructional Salaries	$41,424.00
32-680-61-10-2-110-72100	FICA	$6,120.00
32-680-61-10-2-110-72210	VRS Pension Contribution	$11,368.00
32-680-61-10-2-110-72300	Group Health and Dental Insurance	$5,857.00
32-680-61-10-2-110-72400	VRS Group Life Insurance	$944.00
32-680-61-10-2-110-72750	VRS Retiree Health Care Credit	$968.00
32-400-61-10-8-180-71151	Compensation - Instructional Asst	($5,010.00)
32-400-61-10-8-180-72100	FICA	($383.00)
32-400-61-10-8-180-72210	VRS Pension Contribution	($250.00)
32-400-61-10-8-180-72220	VRS Hybrid Pension Contribution	($583.00)
32-400-61-10-8-180-72400	VRS Group Life Insurance	($61.00)
32-400-61-10-8-180-72750	VRS Retiree Health Care Credit	($60.00)
	EXPENSES Total	$582,986.00
Fund REVENUE Total: 30 - School General Fund		$582,986.00
Fund EXPENSE Total: 30 - School General Fund		$582,986.00
Fund Total: 30 - School General Fund		**$0.00**

Item #: 6.K.

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

MEETING DATE: November 10, 2025

AGENDA ITEM: **Transfer and Appropriation of Funds**
Request to transfer and appropriate capital reserve funds for Salem Memorial Park stadium improvements. Audit - Finance Committee

SUBMITTED BY: Rosemarie Jordan, Director of Finance

SUMMARY OF INFORMATION:
The City needs to complete two projects that are necessary to meet Major League Baseball's Profession Development League (PDL) standards for Salem Memorial Park. These standards were implemented by Major League Baseball in 2021 and include a detailed scoring matrix by which each PDL (formerly referred to as minor league) stadium is graded. Each stadium is audited by Major League Baseball periodically and must be within a maximum number of points based on the scoring matrix. Salem Memorial Park was audited this summer and requires that the stadium must be in compliance by the start of the 2026 season. Staff has thoroughly evaluated each deficiency and identified the most cost-effective projects to attain the necessary scoring requirement.

The first project involves the replacement of the light fixtures around the field at Salem Memorial Park. The current fixtures were installed 30 years ago. There is no option to refurbish or otherwise enhance the existing lighting system to meet the lighting requirements. The lights will be replaced with LED fixtures, including a 25-year warranty that guarantees compliance with PDL lighting requirements. In addition to addressing the PDL requirements, the LED fixtures will reduce recurring electricity costs to the City for the stadium.

The second project involves modifications to both bullpens. Deficiencies include clearance requirements, elevation and slope modifications, overall dimension requirements, sight-line specifications, and fencing/wall issues.

The not-to-exceed estimate for the cost of both projects is $990,000. City staff is requesting to transfer the funds needed for both projects from the capital reserve account in the capital reserve fund. If any funds remain after completion of both

projects, these funds will be transferred back to the capital reserve account.

FISCAL IMPACT:
The transfer of $990,000 from the capital reserve account and appropriation of the funds for the projects will allow City staff to move forward with the upgrades needed at Salem Memorial Park.

STAFF RECOMMENDATION:
Staff recommends transferring $990,000 from Capital Reserve account 21-012-0205-54900, to Capital Reserve Fund account 21-053-0205-54972, Salem Memorial Park Renovations. Staff also requests administrative rights to transfer any remaining funds after completion of the projects back to the Capital Reserve account.

ATTACHMENTS:
None

Item #6.L
Date: 11/10/2025

November 10, 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:

Board or Commission		***Recommendation***
Blue Ridge Behavioral Healthcare		Recommend appointing Chris Yeakel to fill the unexpired term of Dr. Forest Jones for the remainder of a three-year term ending December 31, 2026.
Economic Development Authority		Recommend that Council appoint a replacement for David Robbins for the remainder of a four-year term ending March 9, 2028.
Social Services Advisory Board		Recommend that Council appoint Anne Marie Green to fill the vacancy of Heath Rickmond for the remainder of a four-year term ending June 30, 2026.
Virginia Western Community College Local Advisory		Recommend appointing Dr. Michael Maxey to fill the unexpired term of Dr. Forest Jones for the remainder of a four-year term ending June 30, 2026.
Vacancies		
Board of Zoning Appeals		Need one alternate member for the remainder of a five-year term ending March 1, 2028, and one alternate member for the remainder of a five-year term ending November 13, 2028.
Roanoke River Blueway Advisory Committee		Need one, member for a two-year term.
School Board of the City of Salem		Need two members for three-year terms ending December 31, 2028.

Sincerely,

Laura Lea Harris
Laura Lea Harris
Deputy Clerk of Council

CITY OF SALEM, VIRGINIA
BOARDS AND COMMISSIONS
November 10, 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
Vacant	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	5-11-30
Joseph Driscoll	1-01-28
ALTERNATES:	
David Hodges	12-12-26
Chelsea Dyer	8-09-30
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
Jeff Zoller	3-30-28
Steve Belanger	6-05-29
Gary Lynn Eanes	3-20-30
Tom Copenhaver	3-20-27
ALTERNATES:	
Tony Rippee	10-12-28
Vacant	3-1-28
Vacant	11-13-28

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)	
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	
Parent Rep-Vacant	Vacant	
Sue Goad	Chrissy Brake	
Randy Jennings	Bridget Nelson	
Vacant	Mandy Hall	
Sean Slusser	Seth Chamberland	
Health Dept. - Vacant	Vacant	
Wendel Cook	Jessica Cook	Casey Mabery

*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
Paul C. Kuhnel	3-09-28
Vacant	3-09-28
Cindy Shelor	4-10-29
Jason Fountain	3-09-29
Sean B. Kosmann	12-14-28
Joe Curran	12-14-28

FAIR HOUSING BOARD
Term of Office: 3 years

Betty Waldron	7-01-28
Melton Johnson	7-01-26
Cole Keister	8-09-27
Pat Dew	3-01-27
Janie Whitlow	4-09-27

MEMBER	EXPIRATION OF TERM
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 REPRESENTATIVES	
LOCAL OFFICE ON AGING	
Term of Office: 3 years	
John P. Shaner	3-01-27
Partnership for a Livable Roanoke Valley **(INACTIVE)**	
Term of Office: Unlimited	
PERSONNEL BOARD	
Term of Office: 2 years	
William R. Shepherd	6-09-27
J. Chris Conner	8-12-27
Margaret Humphrey	8-12-27
Garry Lautenschlager	11-23-26
Teresa Sizemore	4-26-27
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
ROANOKE RIVER BLUEWAY ADVISORY COMMITTEE	
Term of Office: 2 years	
Jeff Ceasar	6-30-24
Vacant	6-30-25

MEMBER	EXPIRATION OF TERM
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	6-30-28
Denise P. King	9-26-26
ROANOKE VALLEY RESOURCE AUTHORITY	
Term of Office: 4 years	
Rob Light	12-31-27
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	
Vacant	6-30-26
TOTAL ACTION FOR PROGRESS	
Term of Office: 3 years	
Byron Randolph Foley	12-31-27

MEMBER EXPIRATION OF TERM

TRANSPORTATION 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 PROGRAM BOARD (VASAP)
Term of office: 3 years
Chris Shelor 1-27-28

VIRGINIA WESTERN COMMUNITY COLLEGE LOCAL ADVISORY
Term of Office: 4 years (2 terms only)
Vacant 6-30-26

VIRGINIA'S BLUE RIDGE BOARD
Term of Office: No term limit
Chris Dorsey
John Shaner

WESTERN VIRGINIA EMERGENCY MEDICAL SERVICES COUNCIL
Term of office: 3 years
Deputy Chief Matt Rickman 12-31-25

WESTERN VIRGINIA REGIONAL INDUSTRIAL FACILITY 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