



**Agenda**  
**Tuesday, May 26, 2026, 6:30 PM**

Work Session, 6:00 PM

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

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

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**WORK SESSION**

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1. Call to Order
2. New Business
  - A. Discussion Items  
City Administration Updates
3. Adjournment

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**REGULAR SESSION**

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1. Call to Order
2. Pledge of Allegiance
3. Awards & Recognitions
  - A. **Salem High School Girls Basketball Team**  
Recognize the accomplishments of the Salem High School Girls Basketball Team.
  - B. **Salem High School - State Championship - Individual Debate**  
Consider the adoption of Resolution 1529 honoring Salem High School Individual Debate members Dylan Hancock, Luke Stovall, and Kody Hinnant for their VHSL Class 4 State Championships.
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 May 11, 2026, Work Session and Regular Meeting minutes.

**5. Old Business**

**A. Resolution 1530 adopting the City's Fee Schedule for Fiscal Year 2027**

Consider the approval of Resolution 1530 adopting the City's Fee Schedule for Fiscal Year 2027

**B. Resolution 1531 adopting the budget for Fiscal Year 2027**

Consider approval of Resolution 1531 adopting the budget for Fiscal Year 2027.

**C. Budget Appropriation Ordinances**

Individually consider on second reading the ordinances appropriating funds for:

(a) Fiscal Year 2027 City of Salem operating budget and approval of the Schematic List of Positions and Pay Scale for Fiscal Year 2027 and:

(b) Fiscal Year 2027 City of Salem capital budget and:

(c) Fiscal Year 2027 budget for Salem City Schools

**6. New Business**

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

Hold a public hearing and consider the ordinance on first reading for the request of ABoone Real Estate Inc. to amend Chapter 106 Zoning, Article III Use and Design Standards, Section 106-304.17(G)(4) Townhouse, of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to separation between townhouse groupings. (Advertised in the May 7 and 14, 2026, issues of the *Salem Times-Register*.) (Planning Commission recommended approval).

**B. Abstract of Votes**

Receive the Abstract of Referendum Votes cast at the Special Election held on April 21, 2026.

**7. Adjournment**



Item #: 3.B.

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

**MEETING DATE:** May 26, 2026

**AGENDA ITEM:** **Salem High School - State Championship - Individual Debate**  
Consider the adoption of Resolution 1529 honoring Salem High School Individual Debate members Dylan Hancock, Luke Stovall, and Kody Hinnant for their VHSL Class 4 State Championships.

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

**SUMMARY OF INFORMATION:**

This time has been set aside to recognize Salem High School Individual Debate members Dylan Hancock, Luke Stovall, and Kody Hinnant for their VHSL Class 4 State Championships.

**FISCAL IMPACT:**

N/A

**STAFF RECOMMENDATION:**

Staff recommends approval.

**ATTACHMENTS:**

1. Item 3B 5-26-26 HighSchoolResolution 1529-Debate2026-Council



IN THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, May 26, 2026:

RESOLUTION 1529

RESOLUTION HONORING SALEM HIGH SCHOOL 2026 DEBATE STATE CHAMPIONS

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

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

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

WHEREAS, The Salem High School Debate Team distinguished itself, the school, and the entire community by producing three Virginia High School League State Champions on April 18, 2026; and

WHEREAS, during the Class 4 competition at Randolph-Macon College, Dylan Hancock, Luke Stovall, and Kody Hinnant captured State Titles and almost carried the team to another VHSL team title, as it fell to Rock Ridge High School by a narrow 23-19 margin; and

WHEREAS, Hancock earned his second consecutive individual state title in Student Congress. Hancock garnered a tournament high 493 points out of a possible 500 and won by an astounding 18 points in a competition typically determined by 2 to 4 points; and

WHEREAS, Hancock excelled throughout the season for the Spartans and even earned a spot in national competition with his victory in Student Congress at the Virginia Speech and Debate Qualifying Tournament; and

WHEREAS, the team of Luke Stovall and Kody Hinnant won a Class 4 State Title in Policy Debate with a 4-1 record on the day. For both students, it was their first individual state championship; and

WHEREAS, this honor is even more impressive since Policy is considered the most difficult event because it lasts for over one hour and has the longest speeches and crossfire sections; and

WHEREAS, Hinnant and Stovall also received medals for their speaking prowess as Kody was named the Top Speaker and Luke the Second Best in the state competition; and

WHEREAS, the debate partners had an 18-4 season record in Policy Debate after posting a 9-6 record last year, which was their first year in Policy; and


NOW, THEREFORE BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, that Council joins with the citizens of the City of Salem in saluting the amazing achievements of the team, Head Coach Mark Ingerson, and Assistant Coach Rachel Wurster;

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

Salem City Council:

John Saunders  
Hunter Holliday  
Randy Foley  
Anne Marie Green  
Renée Ferris Turk

  
Mayor, City of Salem

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



**CITY COUNCIL**

**MINUTES**

**Monday, May 11, 2026 at 6:30 PM**

Work Session, 5:30 PM

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

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

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**WORK SESSION**

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**1. Call to Order**

A work session of the Council of the City of Salem, Virginia, was held in the Council Chambers Conference Room, City Hall, 114 N. Broad Street, Salem, Virginia, on May 11, 2026, at 5:30 p.m., there being present the following members of said Council to wit: Renée Ferris Turk, Mayor; Anne Marie Green, Vice-Mayor; Council members; Byron Randolph Foley, H. Hunter Holliday, and John Saunders (absent); 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; Will Simpson, Assistant Director of Community Development/City Engineer; Mary Ellen Wines, Planning and Zoning Administrator; Max Dillon, Planner; Stephen G. Simon, Chief of Fire & EMS; Crystal Williams, Assistant to the City Manager; and Laura Lea Harris, Deputy Clerk of Council; Also present were Dr. Cynthia Morrow, Health Director, Roanoke City and Alleghany Health District; Alexander Boone, President, ABoone, Real Estate, Inc.; and Court Rosen, Director of Development, ABoone Real Estate, Inc.; 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) Receive a presentation/update - Dr. Cynthia Morrow, Health Director, Roanoke City and Alleghany Health Districts
- 2) Discuss a request by ABoone Real Estate, Inc. to amend Chapter 106 Zoning, Article III Use and Design Standards, Section 106-304.17(G)(4)

Townhouse, of the CODE OF THE CITY OF SALEM, VIRGINIA  
pertaining to separation between townhouse groupings.

Dr. Cynthia Morrow, Health Director, Roanoke City and Alleghany Health District, presented an update on the current health status of the City of Salem. She presented an overview of how the City of Salem ranks among Virginia localities. Dr. Morrow addressed the ten essential public health services and shared data specific to the ranking of the City of Salem in the state of Virginia. She addressed specifically cancer, heart disease and stroke, substance abuse, maternal and child health, and environmental health. The economic implications of public health were also discussed. Council was able to ask questions and discuss the information that was presented.

Mary Ellen Wines, Planning and Zoning Administrator, presented an overview of the proposed amendment to Zoning Ordinance 106-304.17(G)(4). Alexander Boone, President, ABoone Real Estate, Inc., and Court Rosen, Director of Development, ABoone Real Estate, Inc., were also present on behalf of ABoone Real Estate, Inc. She shared a definition of a townhouse and background on the zoning requirements for this type of development. Illustrations were also shown. Council was able to ask questions and discuss this request. The request will formally come before Council for a first reading at the next regular Council meeting.

### 3. Adjournment

There being no further business, Mayor Turk adjourned the meeting at 6:19 p.m.

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## REGULAR SESSION

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### 1. Call to Order

A regular meeting of the Council of the City of Salem, Virginia, was called to order at 6:30 p.m., there being present the following members to wit: Renée Ferris Turk, Mayor; Anne Marie Green, Vice-Mayor; Council members: Byron Randolph Foley, Hunter Holliday, and John Saunders (absent); 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; Will Simpson, Assistant Director of Community Development/City Engineer; Mike Stevens, Director of Communications; and Jim Guynn, City Attorney.

### 2. Pledge of Allegiance

### 3. Awards & Recognitions

#### A. Salem High School - State Championship - Speech Team

Consider the adoption of Resolution 1525 honoring the Salem High School Speech Team for winning the VHSL Class 4 State Championship.

Mayor Turk shared that Council would like to recognize the Salem High School Speech team for winning the Virginia High School League Class 4 State Championship. She asked that the Speech team, Coach Mark Ingerson, and Assistant Coaches Elliott Petry and Rachel Wurster come forward. Mayor Turk read Resolution 1525 for those present.

Randy Foley motioned to adopt Resolution 1525 honoring the Salem High School Speech Team for winning the VHSL Class 4 State Championship. Anne Marie Green seconded the motion.

Ayes: Hunter Holliday, Randy Foley, Anne Marie Green, Renée Turk

Absent: John Saunders

Nays: None

Abstaining: None

The team members were each presented a copy of the resolution and a Salem Championship pin. City Council expressed congratulations and pictures were taken of the team and Council by Mike Stevens.

**B. Salem High School - State Championship - Wrestling**

Consider the adoption of Resolution 1526 honoring Salem High School Wrestler Jake James for his VHSL Class 4 State Championship.

Mayor Turk shared that Council would like to recognize Salem High School wrestler Jake James for winning a Virginia High School League Class 4 State Championship. She asked that Jake and Coach Lawrence Van Liew come forward. Mayor Turk read Resolution 1526 for those present.

Jake and Coach Van Liew were each presented with a copy of the resolution and a Salem Championship pin. City Council expressed congratulations, and pictures were taken by Mike Stevens.

Randy Foley motioned to adopt Resolution 1526 honoring Salem High School wrestler Jake James for winning his VHSL Class 4 State Championship. Anne Marie Green seconded the motion.

Ayes: Hunter Holliday, Randy Foley, Anne Marie Green, Renée Turk

Absent: John Saunders

Nays: None

Abstaining: None

**4. Consent Agenda**

**A. Citizen Comments**

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

John Breen, 142 Bogey Lane, highlighted Salem's strong quality of life, including its schools, public safety services, parks, community events, affordable housing, and walkable neighborhoods. Emphasis was placed on the importance of an informed and engaged citizenry and the need for greater public participation in local government, particularly among younger residents. Recommendations included improving public access to information, expanding opportunities for citizen involvement on boards and committees, enhancing communication through town halls and interactive website tools, and creating a Citizen Academy program to educate residents about City government and encourage civic engagement.

**B. Minutes**

Consider acceptance of the April 27, 2026, Work Session and Regular Meeting minutes.

The minutes were approved as written.

Mayor Turk requested that the City Manager provide an update on current items in the City of Salem.

City Manager Dorsey provided an update on recent and upcoming activities and events in the City of Salem.

**C. Financial Reports**

Consider acceptance of the Statement of Revenues and Expenses for the eight months ending February 2026.

The Financial Reports were received.

**5. Old Business**

There was no Old Business this evening.

**6. New Business**

**A. Public Hearing for Lease of Property**

Hold a public hearing and consider the leasing of an approximate +/- 0.203-acre tract located in and owned by the City of Salem, Virginia, being Tax Map # 107-6-5.

Mayor Turk requested that Mr. Dorsey provide information on this item.

Mr. Dorsey explained that the parking lot property near Thompson Memorial Drive and Calhoun Street was originally included in a 20-year economic incentive agreement with Mac and Bob's in 2006, allowing use of the property for parking at a nominal rate of \$1 per year. The agreement expired in February 2026.

Staff worked with the new property owners, with assistance from Bob Rotanz, to negotiate a new lease agreement. Based on comparable parking lot rental rates in the area, the City agreed to lease approximately 22 parking spaces at a rate of \$55 per space, totaling \$1,210 per month or \$14,520 annually. The proposed lease term is five years and includes a six-month cancellation clause should the City need to terminate the agreement. The City Manager also noted that a typographical error in the agenda memorandum referencing the February 27, 2026, meeting date should have read February 27, 2006. City Manager Dorsey noted that he had misspoken earlier and that this lease was for a five-year term, not a three-year term.

Mayor Turk opened the public hearing.

John Breen, 142 Bogey Lane, asked to confirm that the City Attorney would formally review and sign the proposed lease agreement to confirm its legality, noting references in the City Charter and Code. He also questioned whether the business's need for the parking spaces created any undue leverage in negotiating the lease terms with the new owners and expressed hope that the agreement was entered into voluntarily and at a fair market rate.

Mayor Turk closed the public hearing.

Randy Foley motioned to authorize the City Manager to finalize and execute a lease agreement with M&B Hospitality, LLC for utilization of the noted parcel as a parking lot, in a form acceptable to the City Attorney. Hunter Holliday seconded the motion.

Ayes: Hunter Holliday, Randy Foley, Anne Marie Green, Renée Turk

Absent: John Saunders

Nays: None

Abstaining: None

**B. Public Hearing on the Effective Real Estate Tax Rate for Fiscal Year 2027**

Hold a public hearing on the effective real estate tax rate for Fiscal Year 2027.

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

Ms. Jordan noted that, per the Code of Virginia, any time reassessment increases by more than 1%, it is required that a public hearing be held on the effective tax rate increase. The calculated increase was 8.74%. The effective tax rate increase was advertised in *Cardinal News* on May 1, 2026, as required by Code. Part of that requirement is that a public hearing must be held on that tax rate increase as part of the budget process.

Mayor Turk opened the public hearing.

No one came forward to speak.

Mayor Turk closed the public hearing and noted that no vote was required.

### C. Tax Rates Resolution

Consider the adoption of Resolution 1527 to levy the following tax rates for Fiscal Year 2027:

- a) Real Estate tax rate of \$1.16 per \$100 assessed valuation
- b) Personal property tax rate of \$3.40 per \$100 assessed valuation
- c) Machinery and tools tax rate of \$3.20 per \$100 assessed valuation

Mayor Turk asked Ms. Jordan to share some information on this item.

Ms. Jordan explained that, as part of the annual budget process, City Council is required to establish tax rates for real estate, personal property, and machinery and tools taxes for Fiscal Year 2027. The proposed resolution sets the real estate tax rate at \$1.16 per \$100 of assessed value, reflecting a two-cent reduction from the previous rate. The personal property tax rate would remain at \$3.40 per \$100 of assessed value, and the machinery and tools tax rate would remain at \$3.20 per \$100 of assessed value. Adoption of the resolution establishing the FY2027 tax rates was requested by Council this evening.

Mayor Turk noted that the City had reduced the real estate tax rate by two cents in the previous fiscal year, from \$1.20 to \$1.18 per \$100 of assessed value, and was proposing an additional two-cent reduction to \$1.16 for FY2027. She emphasized that the reductions were possible based on current budget conditions, while acknowledging that future financial needs may not always allow for additional decreases.

A public hearing on the proposed rates was held this evening. Council was asked to approve the tax rates as outlined in the resolution included in their meeting packets.

Hunter Holliday motioned to adopt Resolution 1527 to levy the tax rates for Fiscal Year 2027. Anne Marie Green seconded the motion.

Ayes: Hunter Holliday, Randy Foley, Anne Marie Green, Renée Turk

Absent: John Saunders

Nays: None

Abstaining: None

### D. Public Hearing on the Proposed Budget for Fiscal Year 2027

Hold a public hearing on the City of Salem proposed budget for Fiscal Year 2027.

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

Ms. Jordan stated that the proposed Fiscal Year 2027 budget was presented to City Council on April 11, 2026. Notice of the budget and public hearing was advertised in *Cardinal News* on April 30 and May 7, 2026, and the proposed budget, including the School Division budget, was made available on the City's Finance Department

webpage. The public hearing on the proposed FY2027 budget was being conducted as part of the annual budget process.

Mayor Turk opened the public hearing.

No one came forward to speak.

Mayor Turk closed the public hearing and noted that no vote was required on this item this evening.

**E. Salem City Schools Budget**

Consider adoption of Resolution 1528 approving the Salem City Schools budget for Fiscal Year 2027.

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

Ms. Jordan noted that Council was being asked this evening to adopt Resolution 1528, which approves the Salem City Schools budget for Fiscal Year 2027. The School Board approved the proposed budget on March 19, 2026, and later amended it on April 14, 2026, to address budget balancing adjustments. The budget was made available to the public on the School Division's website. Approval by City Council was requested to fulfill the City's legal requirement to approve the School Division budget for FY2027.

Anne Marie Green motioned to adopt Resolution 1528 approving the Salem City School budget for Fiscal Year 2027. Hunter Holliday seconded the motion.

Ayes: Hunter Holliday, Randy Foley, Anne Marie Green, Renée Turk

Absent: John Saunders

Nays: None

Abstaining: None

**F. Review of Budget Adoption for Fiscal Year 2027**

Review of budget adoption for Fiscal Year 2027.

Mayor Turk requested Ms. Jordan to provide information on this item.

Ms. Jordan stated that adoption of the Fiscal Year 2027 budget is required under Section 8.3 of the City Charter and must be completed prior to July 1, 2026. She noted that the proposed budget was originally presented to City Council in April and that this presentation provided an overview of budget revisions made since that time.

Ms. Jordan reviewed specific changes made to the proposed budget since the Budget Work Sessions, as detailed in the agenda packet for this evening. She noted changes to the expenditure side in the budgets for the General Fund, Water Fund, Sewer Fund, and Electric Fund. She also noted changes to the Capital Improvement

Plan Enterprise Funds.

Mayor Turk noted that no vote was required on this item.

**G. Budget Appropriation Ordinances**

Individually consider on first reading the ordinances appropriating funds for:

(a) Fiscal Year 2027 City of Salem operating budget and approval of the Schematic List of Positions and Pay Scale for Fiscal Year 2027 and:

(b) Fiscal Year 2027 City of Salem capital budget and:

(c) Fiscal Year 2027 budget for Salem City Schools

Ms. Jordan explained, at the request of Mayor Turk, that the budget process requires two readings of the annual appropriation ordinances and that the current presentation constituted the first reading. The first ordinance pertains to the appropriation of the Fiscal Year 2027 operating budget, including approval of the schematic list of positions and the employee pay scale for FY2027.

The ordinance includes appropriations for the General Fund, Debt Service Fund, Water Fund, Sewer Fund, Civic Center Fund, Electric Fund, and Catering Fund, along with corresponding revenue and expenditure summaries. The ordinance also contains the schematic list of positions, including minimum, midpoint, and maximum salary ranges, as well as the proposed updated pay scale for FY2027. She noted that this information relates to the first ordinance under consideration this evening.

Randy Foley motioned to adopt the first ordinance for the Fiscal Year 2027 City of Salem operating budget, including approval of the Schematic List of Positions and Pay Scale for Fiscal Year 2027. Hunter Holliday seconded the motion.

Ayes: Hunter Holliday, Randy Foley, Anne Marie Green, Renée Turk

Absent: John Saunders

Nays: None

Abstaining: None

Ms. Jordan explained that this is also the first reading of the second ordinance, which appropriates funds for the Fiscal Year 2027 Capital project budget. This also eliminates the need to bring this information back during the year when the projects are ready to start. She listed the specific appropriations which were being requested, totaling \$5,472,000.

Hunter Holliday motioned to adopt the second ordinance on first reading, appropriating \$5,472,000 for the City of Salem Capital budget. Randy Foley seconded the motion.

Ayes: Hunter Holliday, Randy Foley, Anne Marie Green, Renée Turk

Absent: John Saunders

Nays: None  
Abstaining: None

Ms. Jordan noted that this was the first reading of the third ordinance, appropriating funds for the Salem City Schools for Fiscal Year 2027. She noted that this included the Operating Fund, Grant Fund, and Cafeteria Fund. The total appropriations for the schools were \$71,081,235.

Anne Marie Green motioned to adopt the third ordinance on first reading, appropriating funds for the Fiscal Year 2027 budget for the Salem City Schools. Hunter Holliday seconded the motion.

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

#### 7. Adjournment

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

Submitted by:

H. Robert Light  
Clerk of Council

Approved by:

Renée Ferris Turk  
Mayor



Item #: 5.A.

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

**MEETING DATE:** May 26, 2026

**AGENDA ITEM:** **Resolution 1530 adopting the City's Fee Schedule for Fiscal Year 2027**

Consider the approval of Resolution 1530 adopting the City's Fee Schedule for Fiscal Year 2027

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

**SUMMARY OF INFORMATION:**

The Fee Schedule is adopted each fiscal year as part of the budget process. The Fee Schedule includes the fees charged by the City, excluding taxes. Rates for taxes are approved in a separate resolution. There are no proposed fee changes. The Fee Schedule is attached for your approval.

**FISCAL IMPACT:**

**STAFF RECOMMENDATION:**

Staff recommends approving the attached resolution adopting the Fee Schedule for Fiscal Year 2027.

**ATTACHMENTS:**

1. Resolution 1530 Fee Schedule
2. Fee Schedule FY2027

IN THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, MAY 26, 2026:

RESOLUTION 1530

WHEREAS, the City of Salem establishes rates and fees, regulated by the Code of Virginia, Salem City Code and locally elected officials of the City for the benefit of its residents and businesses; and

WHEREAS, the City will provide reliable services at rates and fees for citizens and businesses that are competitive with other municipal entities; and

WHEREAS, tax rates are approved in a separate resolution by City Council,  
THEREFORE,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, that the City's Fee Schedule is hereby adopted in compliance with the above codes and terms and conditions, copies of which are attached, and that the rates and fees are adopted for use on all services rendered on or after July 1, 2026.

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:

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

# SALEM VA



## CITY OF SALEM, VIRGINIA Fee Schedule

Fiscal Year 2027

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Zoning Certification Letter Fee .....	27
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**East Hill Cemetery Fees**

The City maintains East Hill Cemetery and has burial plots available for sale.

**Collecting Department:** Treasurer

Rates or Fees	Amount
Single space for burial	\$800.00
Single space for Salem residents ages 0 to 17	No Charge
Open/close for full burial	\$800.00
Open/close for Salem residents ages 0 to 17	No Charge
Open/close for cremains	\$450.00

**Legal Authorization:**

**Resolutions:** 1306 03-13-2017; 1162 06-14-2010; 1118 07-01-2008

Clerk of Council

**Public Vehicle Fees Taxicabs And For Hire Vehicles**

The rates for taxicab service within the city shall be established from time to time by ordinance of the Council of the City. No different rates shall be charged or collected for such service.

Rates
<b>Distance Rates:</b> For one passenger, for the first one-eighth (1/8) mile or fraction thereof, two dollars and eighty cents (\$2.80).
For each additional one-eighth (1/8) mile or fraction thereof, twenty cents (\$.20).
<b>Time Rates:</b> For each forty (40) seconds of waiting time, twenty cents (\$.20) while a charge is made for waiting time there shall be no charge for mileage under the foregoing distance rates.
<b>Extra Passengers:</b> For each additional passenger, thirty cents (\$.30) can be charged.
<b>Waiting Time:</b> Shall include the time the vehicle is stopped in traffic or stopped at the direction of the passenger. Waiting time shall not include the first three minutes after the vehicle has arrived at the destination to which it was called. When a charge is made for waiting time, there shall be no charge for mileage.
<b>Fuel Surcharge:</b> One dollar (\$1.00) may be added to the current meter charge for each trip. <b>*Can be removed by City Manager.</b>

**Legal Authorization:**

**Ordinance, Effective dates:** 05-21-2009; 11-24-1994; 09-19-1985; 05-02-1985; 12-30-1982; 04-23-1981  
**Salem City Code, Chapter 98, Article II, Division 4, Section 98-151 f**  
**Code of Virginia, Title 46.2, Subtitle V, Chapter 20, Article 3, Section 46.2-2062**

**Street And Alley Closure Review Fee**

A fee is charged for the processing of any application for the closing or vacating of any street or alley in the City. This fee is non-refundable.

The fee for Street and Alley Closure Review is \$250.00 plus the cost of advertising.

**Collecting Department:** Treasurer

**Legal Authorization:**

**Resolution:** 1306 03-13-2017 \$250.00 plus the cost of the advertising; 1253 07-01-2014 Budget Resolution \$250.00 plus cost of the advertising; 393 09-22-1980 \$100.00 to be paid along with \$50.00 per viewer to be appointed at the time said application is made.

**Code of Virginia, Title 15.2, Subtitle II, Chapter 20, Article 2, Section 15.2-2006, 15.2-2007**

Commissioner of the Revenue

**Business License Fees**

Every person or corporate entity engaging in business in Salem must obtain a business license within 30 days of beginning operation. Persons paid on a 1099 may be subject to licensure also.

**There is a business License fee of \$50.00 for prior year gross receipts of \$49,999 and under.** If prior year gross receipts are \$50,000 or more, your business license is calculated by the tax rate listed below. Online filing and payments can be performed at <https://saalemva.gov/188/Business-Tax>.

**Collecting Department:** Treasurer

Number of Seats Approved by ABC Board for mixed Beverages	
1-100	\$200.00
101-150	\$350.00
Over 150	\$500.00

Flat Fee Licenses	
Tobacco	\$10.00
Wine & Beer On & Off	\$100.00
Wine & Beer On	\$50.00
Wine & Beer Off	\$50.00

**Business License Fees (Continued)**

Flat Fee Licenses Continued	
Solicitor	\$15.00
Show & Sale and Flea Markets	\$30.00
Peddlers	\$200.00
Itinerant	\$50.00/\$500.00
Regulatory License	\$150.00
Junk Dealer	\$200.00
Brewery/Winery	\$1,000.00

LICENSES	PRIOR YEAR GROSS RECEIPTS \$50,000 OR MORE MULTIPLIED BY TAX RATE EQUALS TAX AMOUNT DUE
Amusement Service	Prior Year Gross Receipts X .0036=Tax due
Business Service	Prior Year Gross Receipts X .0036=Tax due
*Contractor	Prior Year Gross Receipts X .0016=Tax due
Finance	Prior Year Gross Receipts X .0058=Tax due
Personal Service	Prior Year Gross Receipts X .0036=Tax due
Professional Service	Prior Year Gross Receipts X .0058=Tax due
**Real Estate Service	Prior Year Gross Receipts X .0058=Tax due
Repair Service	Prior Year Gross Receipts X .0036=Tax due
Retail Merchant	Prior Year Gross Receipts X .0020=Tax due
Short Term Rental	Prior Year Gross Receipts X .0020=Tax due
Utility Service Companies	Prior Year Gross Receipts X .5%=Tax due
Wholesale Merchant	Prior Calendar Year Purchases X .0013=Tax due

**For all other Licenses, please call the Commissioner of the Revenue at 540-375-3019.**

**Penalty:** A penalty of 10% or \$10.00 whichever is greater will be assessed on the unpaid amount and in no case should the penalty exceed the amount of the tax due.

**Interest:** 10% per annum shall be assessed and collected on the principal and penalties of all such taxes and levies remaining unpaid.

**\*Contractors:** The Virginia Workers' Compensation Act, Title 65.2 of the Code of Virginia amendment requires that no business license be issued or reissued to a contractor without proof of compliance. General contractors should submit a list of subcontractors used for jobs in Salem City during the prior year. Title 54.1 of the Code of Virginia: Any contractor who undertakes a bid upon, accept, or offers to accept a single contract or project of \$1,000 or more, must register with the State Board of Contractors.

## Business License Fees (Continued)

**\*\*Real Estate Brokers:** Pursuant to Virginia Code Section 58.1-37432.2: All brokers claiming exclusions for commissions paid to its agents must identify each agent to whom excluded receipts have been paid and the jurisdiction in the Commonwealth of Virginia to which the agent is subject to business license taxes. This list must be attached in order to subtract exclusions from gross receipts.

### Legal Authorization:

**Ordinances, Effective dates:** 12-02-2021 due to the population increase the business license fee went from \$30.00 to \$50.00 for prior year gross receipts of \$49,000 or below. Any prior year gross receipts over \$50,000 their business license is paid by the tax rate listed above; 01-01-2016 Changed rate on Financial Services; 11-19-2015 Added Flea Markets to the City Code; 10-07-2010; 10-19-2006; 12-07-2000; 03-10-1997; 12-09-1996; 11-16-1994; 10-03-1991; 01-14-1991; 12-10-1990; 08-23-1990; 01-01-1990; 07-04-1985; 04-04-1985; 10-08-1981; 01-01-1981

**Salem City Code, Chapter 22, Article II, Division I, Section 22-36 - 22-84**

**Code of Virginia, Title 58.1, Subtitle III, Chapter 37, Section 58.1-3700, 58.1-3703, 58.1-3706**

## Charge For Copies

Copies made in the City of Salem Commissioner of the Revenue office will have a fee of \$0.50 per copy.

**Collecting Department:** Commissioner of the Revenue

### Legal Authorization:

**Code of Virginia, Title 58.1, Subtitle III, Chapter 31, Article 1, Section 58.1-3122.1**

## Copy Of Business List Fee

There is a charge for a copy of a Business Listing within the city.

The fee for a copy on disk is \$50.00.

**Collecting Department:** Treasurer

## Going Out Of Business Sales Permit Fee

It shall be unlawful for any person to advertise or conduct a sale for the purpose of discontinuing a retail business, or to modify the word "sale" in any advertisement with the words "going out of business" or any other words which tend to insinuate that merchandise is being liquidated, unless such person obtains a permit to conduct such sale from the Commissioner of the Revenue. Each special sale permit shall be valid for a period of no longer than sixty (60) days.

The permit fee for Going Out of Business Sales is \$25.00.

**Collecting Department:** Treasurer

### Legal Authorization:

**Ordinance, Effective date:** 08-23-1990

**Salem City Code, Chapter 22, Article II, Section 22-85**

**Code of Virginia, Title 18.2, Chapter 6, Article 8, Section 18.2-223-224**

## Itinerant Merchant License Fee

Any mobile vendor is required to get an Itinerant Merchant License from the City of Salem Commissioner of the Revenue.

The cost of the Itinerant Merchant License ranges from \$50.00 to \$500.00. Please contact the Commissioner of the Revenue at 540-375-3019 for more information.

In the City of Salem, businesses intending to engage in retail fireworks sales must first obtain approval from the Salem Fire Department before the Commissioner of the Revenue can issue a business license for that activity. The Fire Department can be contacted at 540-375-3080.

**Collecting Department:** Treasurer

### Legal Authorization:

**Salem City Code, Chapter 22, Article II, Section 22-66**

**Code of Virginia, Title 58.1, Subtitle III, Chapter 37, Section 58.1-3706**

**Vehicle License Fee (VLF)**

An annual Vehicle License Fee on every motor vehicle, trailer or semitrailer normally garaged, stored, and parked or acquiring a situs within the City and capable of being operated on the streets, highways, roads, or other traveled ways in the City shall be licensed.

**Transfer of a Vehicle License Fee:** If a vehicle is purchased or sold within 30 days of paying the \$20.00 VLF fee, the VLF fee is waived for the new vehicle. New vehicles purchased during the year are prorated.

**Collecting Department:** Treasurer

<b>Fees for Vehicle Licenses</b>	<b>Amount</b>
Cars	\$20.00
Motorcycles	\$16.00
Trailers under 1,000 lbs. gross weight	\$3.00
Trailers 1,001-5,000 lbs. gross weight	\$6.00
Trailers all other	\$12.00
<b>Trucks, Tractors and Tractor Trucks Based on Gross Weight:</b>	<b>Amount</b>
0 - 6,500 lbs.	\$20.00
6,501 - 8,000 lbs.	\$24.00
8,001 - 11,500 lbs.	\$32.00
11,501 - 15,500 lbs.	\$40.00
15,501 - 19,500 lbs.	\$56.00
19,501 - 29,500 lbs.	\$80.00
29,501 - 39,500 lbs.	\$100.00
39,501 lbs. and over	\$120.00
<b>Vehicles for Hire:</b>	<b>Amount</b>
Automobiles - plus \$20.00	\$25.00
Trucks - plus Truck Tag	\$25.00
Trailer - plus Trailer Tag	\$5.00
<b>Other</b>	<b>Amount</b>
Ambulances, Hearses, etc. - plus \$20.00	\$25.00

**Legal Authorization:**

**Ordinances, Effective dates:** 04-04-2013; 04-15-2003; 03-20-1997; 05-05-1994; 02-10-1992; 12-08-1988; 03-10-1983; 12-4-1980; 11-10-1980; 08-28-1978  
**Salem City Code, Chapter 82, Article I, Section; Chapter 86, Article IX, Sections 86-416-431**  
**Code of Virginia, Title 46.2, Subtitle II, Chapter 6, Article II, Section 46.2-752**

**Yard Sale/Garage Sale Permit Fee**

Residents are required to secure a permit to hold a Yard Sale/Garage Sale in the City of Salem. The permits are good for three consecutive days. The name of the person hosting the yard sale, the location of the sale and the dates of the sale are required. Residents are permitted to have two sales per calendar year. Signs advertising or giving directions are not allowed. One sign is allowed in the front yard of the sale location during the sale. Permits need to be displayed on the premises during the time of the sale.

The fee for a Yard Sale/Garage Sale Permit is \$5.00.

**Collecting Department:** Treasurer

**Legal Authorization:**

**Ordinances, Effective dates:** 10-07-1993 Charitable non-profit organization sales - 4 sales per calendar year; 09-07-1978

**Resolutions:** 1306 03-13-2017

**Salem City Code, Chapter 22, Article II, Section 22-83-83.1**

Communications

**Freedom Of Information Act Fees**

If the requested records are made available either in whole or in part, the City Manager or a designee shall promptly consult with staff to determine the cost involved to assemble the records for inspection and copying. Where portions of individual records must be redacted prior to inspection and copying, the cost of doing this shall also be taken into account.

If the requester has asked for an advance determination of the cost, or if the cost exceeds \$200.00, the requester shall be notified in advance. The City Manager may, before continuing to process the request, require the requester to agree to payment of a deposit not to exceed the amount of the advance determination.

**Collecting Department:** Treasurer

Fees	Amount
<b>The following costs shall be charged at the rates indicated, not to exceed actual cost:</b>	
Staff member search time, charged at an estimated rate of	\$5.00 per quarter hour
Computer search time, requests for materials which exist electronically, or transmission of electronic files are charges at the rate of	\$8.00 per quarter hour
Attorney's fees	If allowed by law

**Freedom Of Information Act Fees (Continued)**

Fees	Amount
<b>The following costs shall be charged at the rates indicated, not to exceed actual cost:</b>	
Large Format Printing charged at	Actual cost for large print plus staff time rate estimated at \$5.00 per quarter hour
Electronic recordings charged at	Actual cost for electronic recordings plus staff time rate estimated at \$5.00 per quarter hour
Computer printers, charged at the rate of	\$0.10 per page
Photocopies (including those necessary to perform redactions)	\$0.10 per page
Incidental out-of-pocket costs necessary to assemble the records (for example: phone, postage or courier charges).	Will be Itemized

**Legal Authorization:**

**Resolutions:** 1306 03-13-2017; 1298 07-01-2016; 1253 07-01-2014 new  
**Code of Virginia, Title 2.2, Subtitle II, Part B, Chapter 37, Section 2.2-3704.1-.2**

Community Development

**Asbestos Removal Permit Fee**

An Asbestos Removal Permit is required on commercial structures built before 1985 to certify whether there is asbestos or not. The permit fee is based on the estimated cost of removal.

See the Community Development Department Website for more information at [www.salemva.gov](http://www.salemva.gov).

**Zoning Permit:** \$25.00

**2% State Levy must be added to all permits issued.**

**A Technology Fee will be assessed on this permit at 2% of permit cost.**

**Collecting Department:** Community Development

**Legal Authorization:**

**Ordinance, Effective date:** 10-27-1986 Adopted Virginia Uniform Statewide Building Code

**Resolutions:** 1431 07-01-2022 Increased Zoning Permit from \$20.00 to \$25.00 and added a Technology Fee which is 2% of permit cost; 1299 07-01-2016; 1253 07-01-2014 Zoning Permit Fee; 976 07-01-2001 Revised schedule of fees; 644 05-01-1989 Revised schedule of fees; 386 09-01-1974 adopted fees; 02-25-1974 adopted the Southern Standard Building Code

**State Levy:** 1218 12-10-2012; 1184 05-23-2011; 1162 06-04-2010; 1155 03-08-2009 2%; 07-01-2008 1.75%; 04-01-1992 1%

**Salem City Code, Chapter 18, Article II, Section 18-36; Chapter 106, Article V, Section 106-506**

**Code of Virginia, Title 54.1, Subtitle III, Chapter 5, Article 1, Section 54.1-503 Identify presence of asbestos**

## Board Of Building Code Appeals Fee

There is an application process to appeal a decision made by the Building Official. See the City of Salem Community Development Department website: [www.salemva.gov](http://www.salemva.gov)

The fee for the Board of Building Code Appeals is \$200.00 and the petitioner pays the full advertisement cost.

**Collecting Department:** Community Development

### Legal Authorization:

**Resolutions:** 1306 03-13-2017; 1253 07-01-2014; 1050 03-24-2005  
**Salem City Code, Chapter 106, Article V, Section 106-512**

## Board Of Zoning Appeals-Variance Fee

This fee is charged to individuals wishing to file an appeal before the Board of Zoning Appeals.

The fee for a Board of Zoning Appeal is \$500.00 and the petitioner pays the full advertisement cost per appeal.

**Collecting Department:** Community Development

### Legal Authorization:

**Resolutions:** 1474 07-01-2024 Showing 2024-2025 fees correctly; 1472 Rescinded and replaced with 1474 07-01-2024 Replaced due to prior year 2023-2024 Sewer and Water Connections fees listed incorrectly; 1299 07-01-2016; 1253 07-01-2014 Budget Resolution; 1050 03-14-2005; 902 08-10-1998; 607 10-27-1987; 416 12-15-1981; 347 02-05-1979  
**Salem City Code, Chapter 106, Section 106-226.9; Chapter 106, Article V, Section 106-512; Chapter 106, Section 106-528**  
**Code of Virginia, Title 15.2, Subtitle II, Chapter 22, Article 1, Section 15.2-2204**

## Boundary Line Adjustments Or Vacation Of Interior Lot Lines Fee

For boundary line adjustments or vacation of interior lot lines, Community Development must be contacted at 540-375-3032.

The fee for boundary line adjustment or vacation of interior lot lines is \$75.00.

**Collecting Department:** Community Development

### Legal Authorization:

**Resolution:** 1050 (03-24-2005)  
**Salem City Code, Chapter 78, Article IV, Section 78-401**

**Bridge - Overweight Permit Fee**

Any Overweight Permits for bridges will have a cost for any engineering analysis that may be required to process the permit.

The fee for a Bridge - Overweight Permit is \$100.00 plus the cost of any engineering analysis that may be required to process the permit.

**Collecting Department:** Community Development

**Legal Authorization:**

**Resolutions:** 1431 (07-01-2022)

**Salem City Code, Chapter 106, Article III, Section 106-304.5-106-308**

**Building Permit Fees**

Building permits are required for new, addition or alteration and demolition of residential buildings and for new, addition or alteration, demolition and re-roof of commercial buildings. A Building Permit will not be issued until a Zoning Permit is obtained. Requirements can be found on the City of Salem Community Development website: [www.salemva.gov](http://www.salemva.gov).

**2% Levy:** Local building departments are required to collect a 2% levy of fees charged for permits issued under the Virginia Uniform Statewide Building Code (USBC) and transmit those fees quarterly to the Virginia Department of Housing and Community Development (DHCD) to support training programs of the Virginia Code Academy.

**2% Technology Fee:** A 2% Technology Fee will be assessed on most building permits for the purpose of purchasing software and hardware.

**Collecting Department:** Community Development

**Fees Listed below are for permits obtained prior to the start of work.** If a permit is obtained after work has started, fees will be twice the amount shown up to \$250.

VALUATION	FEE
\$4,000.00 and under	Minimum Fee of \$35.00
Greater than \$4,000.00	Base fee of \$35.00 plus \$0.005 per dollar of valuation over \$4,000.00
Between \$5,000.00 and \$19,999.99	Base Fee \$40.00, plus \$0.006 per dollar of valuation over \$5,000.00
Between \$20,000.00 and \$99,999.99	Base Fee \$130.00 plus \$0.0045 per dollar of valuation over \$20,000.00
Between \$100,000.00 and \$499,999.99	Base Fee \$490.00 plus \$0.0035 per dollar of valuation over \$100,000.00

**Building Permit Fees (Continued)**

VALUATION	FEE
Between \$500,000.00 and \$999,999.99	Base Fee \$1,890.00 plus \$0.0025 per dollar of valuation over \$500,000.00
\$1,000,000.00 and Above	Base Fee \$3,140.00 plus \$0.00175 per dollar of valuation over \$1,000,000.00

**Legal Authorization:**

**Ordinance, Effective date:** 10-27-1986 Adopted Virginia Uniform Statewide Building Code

**Resolutions:** 1431 07-01-2022 2% Technology Fee added; 1299 07-01-2016 effective 07-1-2014; 1253 07-01-2014 Zoning Permit Fee; 976 07-01-2001 Revised schedule of fees; 644 05-01-1989 Revised schedule of fees; 547 10-14-1985 Policy regarding installation of backflow preventive valves; 386 09-01-1974 adopted fees; 209 02-25-1974 adopted the Southern Standard Building Code

**State Levy:** 1218 12-10-2012; 1184 05-23-2011; 1162 06-04-2010; 1155 03-08-2009 2%; 07-01-2008 1.75%; 04-01-1992 1%

**Salem City Code, Chapter 18, Article III, Section 18-36; Chapter 106, Article V, Section 106-506 Code of Virginia, Title 36, Chapter 6, Article 1, Section 36-105**

**Certificate Of Occupancy Fee**

To safeguard the health, property and public welfare by controlling the use or occupancy of all buildings and structures within the City of Salem. This certificate is issued after the project is complete and states that the structure is approved to be occupied and used.

The fee for the Certificate of Occupancy is \$30.00.

**Collecting Department:** Community Development

**Legal Authorization:**

**Resolutions:** 1299 07-01-2016; 1253 07-01-2014 \$30.00; 830 02-26-1996 \$25.00; 459 07-01-1983 \$10.00  
**Salem City Code, Chapter 78, Article V, Section 78-508**

## Chicken Permit Fee

The keeping of chickens supports a local, sustainable food system by providing an affordable, nutritious food source of fresh eggs. 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. See the City Code Chapter 106, Article III and Article VI, Sections 106-316, 106-9012 and 106-318.

The fee for a Chicken Permit is \$25.00 and this permit must be renewed annually.

**Collecting Department:** Community Development

### Legal Authorization:

**Resolutions:** 1306 03-13-2017

**Ordinance, Effective date:** 07-05-2012

**Salem City Code, Chapter 106, Article III, Section 106-318.1 (C)**

## Commencing Work Without A Permit Fee

Any person who commences any work for which a permit is required, prior to obtaining a permit, shall pay an additional fee. A zoning permit is also required. Payment thereof shall not relieve such person from prosecution as described in Title 36, Chapter 6, Section 106 of the Code of Virginia for violating the building code by commencing work without the permit (emergency repairs excluded if guidelines in the SCBC are followed).

The fee for commencing work without a permit is the sum equal to twice the normal permit fee up to the maximum of \$250.00.

Zoning permit is \$25.00.

**Collecting Department:** Community Development

### Legal Authorization:

**Resolutions:** 1431 07-01-2022 Zoning permit changed from \$20.00 to \$25.00; 1298 07-01-2016; 1253 07-01-2014 Maximum of \$250.00

**Salem City Code, Chapter 18, Article II, Section 18-36 b**

**Copy Of Map Fees**

The City can supply all maps and surveys, zoning maps, aerial maps, street maps and tax maps. **All maps are available online at no cost on the Community Development website at [www.salemva.gov](http://www.salemva.gov).**

**Collecting Department:** Community Development

Fees	Paper Copy of Map Amount
Small Tax Map	\$2.00
Large Subdivision Map	\$4.00
Tax Map	\$2.00
Street Map 18" x 24"	\$10.00
24" x 36"	\$12.00
36" x 48"	\$16.00
Aerial Map	Plus \$5.00 additional fee to customize the map
Zoning Map on CD	\$25.00 per copy

**Driveway/Curb Cut Permit Fees**

A Driveway Cut Permit form must be completed to request a modification to an existing driveway or request an additional driveway. All new single-family residences that require a driveway entrance pipe must install a Class III concrete pipe that is at least 15' diameter in size.

**Work must be performed within 45 days of permit.**

**Please contact the City of Salem Community Development Department prior to starting any work at 540-375-3032.**

**Collecting Department:** Community Development

Fees	Jul 1, 2025 Amount
Driveway or crossover	\$150.00 per linear foot payable in advance
New sidewalk	\$100.00 per linear foot payable in advance
New curb and gutter	\$100.00 per linear foot payable in advance
New curb	\$80.00 per linear foot payable in advance

**Legal Authorization:**

**Ordinance, Effective date:** 03-18-2005

**Resolutions:** 1454 07-01-2023-07-01-2025 Increased fees

**Electrical, Plumbing, Mechanical, Sign, L.P. Gas and Cross Connection Permit Fees**

Permits are required to ensure the safety of life and property from all hazards subject to structure design, construction, occupancy, repair, removal or demolition. All permits must be obtained prior to the start of work. If a permit is obtained after work has started, fees will be twice the amount shown up to \$250.00.

**2% Technology Fee and a 2% State Tax Levy will be assessed for these permits.**

- **Electrical permits** include rewiring, change of service, in-ground swimming pool and temporary service.
- **Plumbing permits** include addition or replacement of fixtures and water/sewer line replacements.
- **Mechanical permits** include elevator permits, replacement of HVAC systems, gas lines, fire suppression systems and boiler installation.
- **Sign permits** are issued for temporary and permanent signs. The City has a Sign Ordinance. See the City of Salem Community Development website: [www.salemva.gov](http://www.salemva.gov).
- **Cross Connection Permits** are required for all boilers, irrigation systems, and new commercial buildings. A permit is also needed for the required annual inspection. Backflow devices are installed and tested by a third-party contractor.

**Collecting Department:** Community Development

The permits listed above are based on the value of the contract or estimated cost.

Value	Amount
\$0.00 to \$500.00	\$35.00
\$501.00 to \$1,000.00	\$40.00
\$1,000.01 to \$2,000.00	\$50.00
\$2,000.01 to \$3,000.00	\$60.00
\$3,000.01 to \$4,000.00	\$70.00
\$4,000.01 to \$5,000.00	\$85.00
Greater than \$5,000.00	\$85.00 plus \$4.50 for each additional \$1,000.00 or fraction thereof

**Legal Authorization:**

**Ordinances, Effective dates:** 06-07-2013 Sign Code Amended; 10-27-1986 Adopted Virginia Uniform Statewide Building Code; 02-02-1984 LP Gas fees \$10.00 and \$25.00; Prior was \$1.00 and \$5.00 for LP Gas

**Resolutions:** 1431 07-01-2022; 1253 07-01-2014; 976 07-01-2001 Revised schedule of fees; 644 05-01-1989 Revised schedule of fees; 547 10-14-1985 Policy regarding installation of backflow preventive valves; 386 09-01-1974 adopted fees; 209 02-25-1974 adopted the Southern Standard Building Code  
**State Levy:** 1218 12-10-2012; 1184 05-23-2011; 1162 06-04-2010; 1155 03-08-2009 2%; 07-01-2008 1.75%; 04-01-1992 1%

**Salem City Code, Chapter 18, Article III, Section 18-36; Signs Chapter 66, Section 66-38; Chapter 10, Sections 10-29 and 10-34**

**Elevator Inspection Fee**

Elevators must be inspected by a Virginia State qualified elevator inspector and re-certified annually. When a qualified elevator inspector inspects an elevator, a permit must be acquired from Community Development.

**A permit must be acquired for every elevator inspection performed.**

The fee for Elevator Inspection is \$30.00 and will have a 2% state tax levy assessed.

**Collecting Department:** Community Development

**Legal Authorization:**

**Resolutions:** 1298 07-01-2016; 1253 07-01-2014 \$30.00; 578 01-01-1987 from \$15.00 to \$25.00  
**Salem City Code, Chapter 18, Article III, Division 1, Section 18-195**

**Erosion And Sediment Control Plan Review Fee**

An Erosion and Sediment Control Plan and Land Disturbing Permit are required for any site development over 5,000 square feet. Residential single-family construction of less than 5,000 square feet of disturbed area may submit an Agreement in Lieu of Erosion and Sediment Control Plan.

Please contact the Community Development Department for E&S plan requirements and permit applications at 540-375-3032 or visit their website: [www.salemva.gov](http://www.salemva.gov).

The Erosion and Sediment Control Plan Review fee is part of the Site Plan Review, if submitted.

**Collecting Department:** Community Development

Rates or Fees	Amount
Erosion and Sediment Control Plan Review fee, with no site plan	\$100.00 plus \$50.00 per acre greater than one acre
Agreement in Lieu of Plan permit	\$50.00
Land Disturbing Permit	\$30.00
A Technology Fee is charged on Agreement in Lieu of Plans and Land Disturbing Permits	2% of Permit Cost

**Legal Authorization:**

**Resolutions:** 1431 07-01-2022 Technology Fee added; 1306 03-13-2017; 1253 07-01-2014 Land Disturbing Permit \$30.00; 1050 03-24-2005 Land Disturbing Permit \$25.00  
**Ordinances, Effective dates:** 01-13-2003; 06-18-1992; 03-18-1992; 03-19-1981  
**Salem City Code, Chapter 30, Article III, Division 2, Section 30-116-118**  
**Code of Virginia, Title 62.1, Chapter 3.1, Article 2.4, Section 62.1-44.15:54**

### Fire Alarm System Permit Fee

Every fire alarm system installed will obtain an Electric Permit from the Building Inspections Office for the operation of the system.

Fire Alarm System Permit is based on estimated cost and will have a 2% state tax levy applied. For more information see the City of Salem Building Inspections Department website for the Electrical Permit Fees at [www.salemva.gov](http://www.salemva.gov)

**Collecting Department:** Community Development

#### Legal Authorization:

**Ordinance, Effective Dates:** 10-27-1986 Adopted Virginia Uniform Statewide Building Code

**Resolutions:** 976 07-01-2001 Revised schedule of fees; 644 05-01-1989 Revised schedule of fees; 386 09-01-1974 adopted fees; 02-25-1974 adopted the Southern Standard Building Code

**Salem City Code, Chapter 18, Article II, Section 18-36; Chapter 106, Article V, Section 106-506**

### Home Occupation Review Permit Fee

The City of Salem allows certain businesses and occupations to be conducted in a residential dwelling provided the use is clearly incidental or secondary to the use of the home as a residence. **See the City Code Chapter 106, Article III, Section 106-304.5-308.** There is a Business License fee of \$50.00 for prior year gross receipts of \$49,999 and under. If prior year's gross receipts are \$50,000 or more the Business License is calculated by the tax rates listed under Business License. Renewals will be automatic, subject to a business license renewal, and no complaints or violations of the regulations have occurred during the previous year. See Business License for current rates and fees.

**This is a one-time fee of \$25.00 for an initial review.**

**Collecting Department:** Community Development

#### Legal Authorization:

**Ordinances, Effective dates:** 12-02-2021 Change made due to population increase - is under Business License; 06-24-2021 General standards changes

**Resolutions:** 1431 07-01-2022 added a one-time fee of \$25.00; 1298 07-01-2016; 1253 07-01-2014 \$30.00; 1050 03-24-2005 \$25.00

**Salem City Code, Chapter 106, Article III, Section 106-304.5-106-308**

**Land Disturbing Fee**

A Land Disturbing Permit is required by the City of Salem for any activity that will involve 5,000 square feet or more of land disturbance. A site plan prepared by a professional engineering firm is required upon issuance of the permit. The developer is required to inform Community Development a minimum of three (3) days in advance of start of work for an inspection of erosion and sediment control measures provided at the site.

**A 2% Technology Fee will be applied to each fee.**

**Collecting Department:** Community Development

Fees	Amount
Land Disturbing permit	\$30.00
Agreement in Lieu of Erosion and Sediment Control Plan	\$50.00

**Legal Authorization:**

**Resolutions:** 1431 07-1-2022; 1299 07-01-2016; 1253 07-01-2014 \$30.00; 1050 03-24-2005 \$25.00

**Ordinances, Effective dates:** 01-13-2003; 06-18-1992

**Salem City Code, Chapter 30, Article III, Sections 30-88 and 30-92**

**Manufactured Home Park Operation Permit**

When a mobile home park is sold, a new Manufactured Home Park Operation permit must be purchased.

The fee for a Manufactured Home Park Operation Permit is \$20.00.

**Collecting Department:** Community Development

**Legal Authorization:**

**Resolutions:** 1306 03-13-2017

**Salem City Code, Chapter 54, Article II, Division 2, Section 54-76**

**Nuisance Fees**

**The following are now considered nuisances:** Weeds and high grass, trees that are in danger of falling onto neighboring properties, hedges, shrubs, trees or other vegetation which extend into any public right-of-way, trash, accumulation of stagnant water, storage of rimless vehicle tires, infestation by bats, rodents, insects, arachnids, or vermin, and any other condition that threatens the health, safety, order, and convenience of the public.

All nuisance occurrences are the responsibility of the property owner and/or the tenants of a property. When you receive your first notice you are allowed 15 days to correct the problem. The property owner will be billed for the cost of the clean-up. Charges which remain unpaid shall constitute a lien against the property. After 3 tickets are issued for the same or a similar nuisance, the violations becomes a Class 3 misdemeanor and criminal charges are possible.

**Collecting Department:** Community Development

Fee	Amount
Nuisance Administrative Fee	\$250.00
First Nuisance ticket	\$50.00
Any subsequent violations	\$200.00

**Legal Authorization:**

**Ordinances, Effective dates:** 06-24-2021 Definitions added, Declaration of nuisances; abatement required, Violation, Inspection, Failure to abate nuisances, and civil and criminal penalties updated; 03-20-1997 15 day notice to clean up-after 15 days owner will pay the cost for clean up; 08-06-1981 given 15 days and can be fined no less than \$10.00 and no more than \$50.00-after 15 days owner will be billed for cost of the cleanup

**Resolutions:** 1431 07-1-2023; 1306 03-13-2017

**Salem City Code, Chapter 94, Section 94.1-94-14; Chapter 30, Article I, Section 30-4**

**Occupancy Inspection Fee**

When signing up for Electric, Water and Sewer Service an Occupancy Inspection Permit Fee will be paid.

The fee for an Occupancy Inspection is \$30.00.

**Collecting Department:** Community Development

**Legal Authorization:**

**Resolutions:** 1298 07-01-2016; 1253 07-01-2014 \$30.00; 792 07-01-1994 \$25.00; 459 07-01-1983 \$10.00  
**Salem City Code, Chapter 18, Article II, Section 18-41**

## Plan Review For Residential And Commercial Fees

To ensure the safety of life and property from all hazards subject to structure design, construction, occupancy, repair, removal or demolition. All construction or improvements of residential property or commercial property must be approved by the Building Inspections office. A Residential Permit Application Packet or a Commercial Permit Application Packet are available on the City of Salem Community Development website: [www.salemva.gov](http://www.salemva.gov).

**Residential Plan Review** is \$30.00.

**Commercial Plan Review** (New or Expansion) is 10% of permit fee or \$30.00, whichever is greater. Fee must be paid when dropping plans off at the Building Inspections office.

**Collecting Department:** Community Development

### Legal Authorization:

**Resolutions:** 1299 07-01-2016; 1253 07-01-2014 New Residential Plan Fee \$30.00, Commercial 10% or \$30.00, whichever is greater; 1050 03-24-2005 Commercial Construction 10% on New or Expansion  
**Salem City Code, Chapter 106, Article V, Section 106-512**  
**Code of Virginia, Title 15.2, Subtitle II, Chapter 22, Article 3, Section 15.2-2223**

## Plan Review With A Stormwater Plan Fee

The objectives of a site plan review are to:

1. Maintain the character and integrity of neighborhoods and ensure compatible development patterns
2. Promote excellence of design
3. Encourage the most appropriate development and use of land
4. Prevent traffic hazards
5. Ensure the availability and efficient provision of public services
6. Avoid adverse impacts on the natural environment.

The fee for a Plan Review with a Stormwater Plan less than an acre is \$250.00

**Collecting Department:** Community Development

### Legal Authorization:

**Resolutions:** 1299 07-01-2016; 1253 07-01-2014 New  
**Salem City Code, Chapter 78, Article IV, Section 78-205**  
**Code of Virginia, Title 15.2, Subtitle II, Chapter 22, Article 3, Section 15.2-2223**

## Planned Unit Development Fee (PUD)

The intent of the PUD is to encourage maximum flexibility in the design and development of land.

The fee for a Planned Unit Development (PUD) review and approval is \$1,000.

**Collecting Department:** Community Development

### Legal Authorization:

**Resolutions:** 1431 07-01-2022; 1299 07-01-2016; 1253 07-01-2014; 1050 03-24-2005; 902 08-10-1998; 347 02-05-1979

**Salem City Code, Chapter 106, Section 106-228, Chapter 106, Article V, Section 106-512**

## Re-Inspection Code Compliance Fee

The City will charge a Re-Inspection Code Compliance fee when an inspection has failed twice, and a third trip is required.

The fee for a Re-Inspection Code Compliance is \$30.00

**Collecting Department:** Community Development

### Legal Authorization:

**Resolutions:** 1298 07-01-2016; 1253 07-01-2014 \$30.00; 870 07-01-1997 \$25.00; 830 02-26-1996 \$10.00; 578 01-01-1987 from \$5.00 to \$15.00

## Rezoning Fee

City Council may, by ordinance, amend, supplement, or change zoning regulations, district boundaries or classifications of property whenever the public necessity, convenience, general welfare, or good zoning practice require changes. All proposed amendments shall be referred to the Salem Planning Commission for study or recommendation.

The fee for Rezoning is \$1,000.00.

**Collecting Department:** Community Development

### Legal Authorization:

**Resolutions:** 1431 07-01-2022; 1299 07-01-2016; 1253 07-01-2014; 1050 03-24-2005; 902 08-10-1998; 416 12-15-1981; 347 02-05-1979

**Salem City Code, Chapter 106, Section 106-228.4; Chapter 106, Article V, Section 106-512**

**Right Of Way Permit Fee**

Right of Way Permits are required for any work taking place in the City of Salem’s right of way. A fee is charged for permits in accordance with the City of Salem Right of Way Permit Specifications.

**A 2% Technology Fee will be applied to each fee.**

**Collecting Department:** Community Development

Rates or Fees	Amount
Permit Fee (30 days)	\$50.00
Permit Fee (60 days)	\$100.00
Work Started without the Required Permit	Double the cost of required permit

**Legal Authorization:**

**Resolutions:** 1431 07-01-2022 2% Technology Fee added; 1298 07-01-2016; 1253 07-01-2014 New fees started 10-01-2014

**Sidewalk Dining Permit Fee**

The permittee must comply with all applicable rules, regulations, ordinances, laws or statutes, including the Americans with Disabilities Act and those regulations promulgated or enforced by the Virginia Alcoholic Beverage Control Board and the Board of Health. Sidewalk dining permits shall be revocable with or without cause at the discretion of the City Manager or the City Manager's designee.

Applications must be submitted 30 days prior to the intended start date to allow sufficient time for staff review and the permit fee must be paid before the permit is issued. The annual permit runs for a full calendar year, January 1<sup>st</sup> to December 31<sup>st</sup>, of each year. The permittee may use the dining area from 7:00 A.M. until 3:00 A.M.

The fee for a Sidewalk Dining permit is \$100.00

**Collecting Department:** Community Development

**Legal Authorization:**

**Resolutions:** 1338 07-01-2018

## Site Plan Approval Review Fee

The objectives of site plan review are to:

1. Maintain the character and integrity of neighborhoods and ensure compatible development patterns
2. Promote excellence of design
3. Encourage the most appropriate development and use of land
4. Prevent traffic hazards
5. Ensure the availability and efficient provision of public services
6. Avoid adverse impacts on the natural environment.

See the Site Plan Review Procedure. More information can be found on the Community Development website at [www.salemva.gov](http://www.salemva.gov).

**Collecting Department:** Community Development

Fees	Amount
Site Plan Major Review	\$500.00 plus \$25.00 per acre greater than one acre
Minor Site Plan Review	\$150.00
Preliminary Site Plan	\$500.00

### Legal Authorization:

**Resolutions:** 1431 07-01-2022 Minor Site Plan Review implemented; 1299 07-01-2016; 1253 07-01-2014; 1050 03-24-2005; 909 10-26-1998

**Salem City Code, Chapter 106, Article V, Section 106-512**

## Site Plan Re-Review Fee

After the Site Plan Approval review is completed and you have been notified of changes that need to be made, plans can be resubmitted with changes and reviewed again at no cost, but after the second review if changes are still not made the next (3rd) review will have a \$75.00 fee.

A Site Plan Re-review fee is \$75.00 after the second review if additional changes need to be made.

### Legal Authorization:

**Resolutions:** 1299 7-01-2016; 1253 07-01-2014 Policy change; 1050 03-24-2005 Re-Review \$75.00

**Salem City Code, Chapter 106, Article V, Section 106-512**

### Special Exception Permit Fee

Special Exception Permits are 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. Special Exceptions are allowed only at the discretion and approval of the Salem City Council following review and recommendation by Salem Planning Commission.

The fee for a Special Exception Permit is \$500.00 payable upon submission of the application.

**Collecting Department:** Community Development

#### Legal Authorization:

**Resolutions:** 1431 07-01-2022; 1299 07-01-2016; 1253 07-01-2014; 1050 03-24-2005

**Salem City Code, Chapter 106, Article V, Section 106-512; Chapter 106, Article V, Section 106-524**

### Stormwater Appeal Fee

Contact the Community Development Department (540-375-3032) if you wish to appeal the stormwater decision.

The Stormwater Appeal Fee is \$200.00.

**Collecting Department:** Community Development

#### Legal Authorization:

**Resolutions:** 1299 07-01-2016; 1253 07-01-2014 New fee

**Salem City Code, Chapter 30, Article IV, Division 1, Section 30-136**

### Subdivision Plan Copy Fee

A copy of a Subdivision Plan can be requested for a fee of \$4.00 from Community Development at 540-375-3032.

**Collecting Department:** Community Development

**Subdivision Plan Review Fee**

The City charges a fee for approval of subdivision plats. If an applicant desires to have existing plats established through the subdivision process vacated or eliminated, they must have a subdivision plan review.

**Collecting Department:** Community Development

Fees	Amount
Subdivision Plan Review	\$500.00 plus \$25.00 per extra acre
Minor (5 or less lots)	\$100.00
Major (6 or more lots or any subdivision involving the creation of public rights of way)	\$220.00 plus \$45.00 per lot
The above fees cover two reviews, the initial review and one re-review. If additional reviews are required:	\$75.00

**Legal Authorization:**

**Resolutions:** 1431 07-01-2022; 1050 03-24-2005; 901 08-10-1998; 348 02-05-1979  
**Salem City Code, Chapter 78, Article IV, Section 78-205**

**Temporary Electric Inspection Fee**

Temporary electric service can be approved and installed during construction. It is understood that the occupancy of this structure without all final inspections being made is a violation of the Statewide Building Code and will result in the service being discontinued immediately.

The fee for a Temporary Electric Inspection is \$30.00.

**Collecting Department:** Utility Collections

**Legal Authorization:**

**Resolutions:** 1306 03-13-2017; 1298 07-01-2016; 1253 07-01-2014 \$30.00; 578 01-01-1987 \$5.00 to \$15.00  
**Salem City Code: Chapter 18, Article III, Division 2, Section 18-195**

### Tent & Membrane Structures Over 900 Sq. Ft. Permit Fee

A Building permit is required for a Tent & Membrane Structure over 900 square feet. A Zoning permit will also need to be obtained. A 2% State tax Levy must be added to all permits issued and a 2% Technology Fee will be assessed.

The permit is based on cost. For more information see the City of Salem Community Development Department on our website at [www.salemva.gov](http://www.salemva.gov).

The fee for a Zoning Permit is \$25.00.

**Collecting Department:** Community Development

#### Legal Authorization:

**Ordinance, Effective date:** 10-27-1986 Adopted Virginia Uniform Statewide Building Code

**Resolutions:**1431 07-01-2022 2% Technology Fee added; 1299 07-01-2016 Reaffirm 07-01-2014; 1253 07-01-2014 Budget Resolution Zoning Permit Fee; 976 07-01-2001 Revised schedule of fees; 644 05-01-1989 Revised schedule of fees; 547 10-14-1985 Policy regarding installation of backflow preventive valves; 386 09-01-1974 adopted fees; 209 02-25-1974 adopted the Southern Standard Building Code

**State Levy:** 1218 12-10-2012; 1184 05-23-2011; 1162 06-04-2010; 1155 03-08-2009 2%; 07-01-2008 1.75%; 04-01-1992 1%

**Salem City Code, Chapter 18, Article III, Section 18-36; Chapter 106, Article V, Section 106-506**

### Use Not Provided For Permit Fee

Use Not Provided for Permits are required when proposed land use is not listed in the zoning district. 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.

Fee is \$500.00, payable upon submission of application.

**Collecting Department:** Community Development

#### Legal Authorization:

**Resolutions:** 1431 07-01-2022; 1299 07-01-2016; 1253 07-01-2014; 1050 03-24-2005; 902 08-10-1998; 347 02-05-1973

**Salem City Code, Chapter 106, Article V, Section 106-512**

**Virginia Stormwater Management Program Fees (VSMP)**

A stormwater management plan is to protect properties and the general health and safety of the public by minimizing flooding, stream bank erosion and non-point source pollution of aquatic resources. These fees cover cost associated with the implementation of a land disturbance permit related to land disturbing activities and issuance of general permit coverage and VSMP authority permits. Community Development acts as the VSMP authority.

**Collecting Department:** Community Development

<b>Fees for permit issuance</b>	<b>Amount</b>
Small Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land-disturbance acres less than one acre) and, if required by state law, detached single family residences within or without a common plan of development or sale with land-disturbance acreage equal to or greater than one acre and less than five acres	\$290.00
Small Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land-disturbance acreage equal to or greater than one acre and less than five acres), not to include detached single-family residences within or without a common plan of development or sale	\$2,700.00
Large Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land-disturbance acreage equal to or greater than five acres and less than ten acres)	\$3,400.00
Large Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land-disturbance acreage equal to or greater than ten acres and less than fifty acres)	\$4,500.00
Large Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than fifty acres and less than one hundred acres)	\$6,100.00
Large Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than one hundred acres)	\$9,600.00
<b>Fees for the Modification or Transfer of Registration Statements</b>	<b>Amount</b>
Small Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land disturbance acreage less than one acre)	\$20.00
Small Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than one and less than five acres)	\$200.00
Large Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than five acres and less than ten acres)	\$250.00
Large Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than ten acres and less than fifty acres)	\$300.00
Large Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than fifty acres and less than one hundred acres)	\$450.00
Large Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than one hundred acres)	\$700.00

**Virginia Stormwater Management Program Fees (Continued)**

Permit Maintenance Fees Paid Annually	Amount
Small Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land disturbance acreage less than one acre)	\$50.00
Small Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land disturbance equal to or greater than one acre and less than five acres)	\$400.00
Large Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than five acres and less than ten acres)	\$500.00
Large Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than ten acres and less than fifty acres)	\$650.00
Large Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater than fifty acres and less than one hundred acres)	\$900.00
Large Construction Activity/Land Clearing (Sites or areas within common plans of development or sale with land disturbance acreage equal to or greater one hundred acres)	\$1,400.00

**Legal Authorization:**

**Ordinances, Effective dates:** 10-22-2016 Amend Chapter 30, Article IV, Division 4 Sections 30-141A and 30-145C pertaining to stormwater management; 10-12-2015 Amend Chapter 30 Environment, Article IV Stormwater Management, Division 4 Stormwater Management Plan Contents, Review, and Technical Criteria, Sections 30-141 A and 30-145 C; 03-23-2015 Accept and appropriate Stormwater permit fees; 07-01-2014 Stormwater Management Plan with fees; 03-20-2008 Added Chapter 78 for Stormwater Plan; 07-05-2007 Stormwater plan added to Chapter 30

**Salem City Code, Chapter 30, Article IV, Section 30-131-30-181**  
**Code of Virginia, Title 62.1, Chapter 3.1, Article 2.3, Section 62.1-44.15:24**

**Zoning Certification Letter Fee**

This is a certification letter responding to a specific request for information that certain property is being used in the proper (legal) way and if there are any violations.

The fee for a Zoning Certification Letter is \$150.00.

**Collecting Department:** Community Development

**Legal Authorization:**

**Resolutions:** 1474 2024-2025 Fee showed correctly 07-01-2024; 1472 Rescinded and replaced by 1474 due to prior year 2023-2024 Sewer and Water Connections fees listed incorrectly 07-01-2024; 1299 07-01-2016; 1253 07-01-2014; 1050 03-24-2005 this charge is for a background investigation for zoning and building compliance, not just zoning designation

**Salem City Code, Chapter 106, Article V, Section 106-512; Chapter 106, Section 106-508**

**Zoning Permit Fee**

An application for a zoning permit and plans must be submitted with the appropriate information. All building permits are now required to have a zoning permit from the Community Development office before the building permit is issued. Visit the City of Salem Community Development website for more information: [www.salemva.gov](http://www.salemva.gov) or City Code, Chapter 106, Article V, Section 106-504-106-520

The Zoning Permit Fee is \$25.00 which includes PODS storage containers.

**Collecting Department:** Community Development

**Legal Authorization:**

**Ordinance, Effective date:** 06-24-2021 Enforcement, Violation, Criminal and Civil penalties changed  
**Resolutions:** 1431 07-01-2022 From \$20.00 to \$25.00; 1299 07-01-2016; 1253 07-01-2014 Budget Resolution  
**Salem City Code, Chapter 106, Article V, Section 106-504 and 106-520**

Electric

**Electric Rates**

The City of Salem owns and operates its own electricity distribution system. For more information on electric rates, see the City of Salem Electric Department website under Rates at [www.salemva.gov](http://www.salemva.gov).

**Collecting Department:** Utility Collections

Electric Service Code	Rate
<b>Residential Electric Service (Code 01)</b>	
Electric Base Charge	\$9.50 per month
Energy Charge - All metered KWH	\$0.14590 per KWH
Power Cost Adjustment - All KWH	\$0.001736 per KWH
<b>Sanctuary Worship Service (Code 06)</b>	
Electric Base Charge	\$12.75 per month
Demand Charge - All KW of Billing Demand	\$0.00 per KW
Energy Charge - All metered KWH	\$0.14830 per KWH
Power Cost Adjustment - All KWH	\$0.001736 per KWH

## Electric Rates (Continued)

Small General Service (Code 4)	
Electric Base Charge	\$15.75 per month
Demand Charge - All KW of Billing Demand	\$0.00 per KW -
Energy Charge - All metered KWH	\$0.14100 per KWH
Power Cost Adjustment - All KWH	\$0.001736 per KWH -

Electric Service Code	Delivery Voltage	
Medium General Service (Code 05, 75)	Secondary (05)	Primary (75)
Electric Base Charge	\$20.00 per month	\$25.00 per month
Demand Charge: All KW of Billing Demand	\$6.50 per KW	\$5.80 per KW
Energy Charge: All metered KWH	\$0.11960 per KWH	\$0.11880 per KWH
Power Cost Adjustment: All KWH	\$0.001736 per KWH	\$0.001736 per KWH
Reactive Demand Charge for each KVAR of leading or lagging reactive demand	\$0.30 per KVAR	\$0.30 per KVAR

Large General Service (Code 09, 79)	Delivery Voltage	
	Secondary (09)	Primary (79)
Electric Base Charge	\$60.00 per month	\$80.00 per month
Demand Charge: All KW of Billing Demand	\$15.25 per KW	\$13.85 per KW
Energy Charge: All metered KWH	\$0.09300 per KWH	\$0.09150 per KWH
Power Cost Adjustment: All KWH	\$0.001736 per KWH	\$0.001736 per KWH
Reactive Demand Charge for each KVAR of leading or lagging reactive demand	\$0.30 per KVAR	\$0.30 per KVAR

### Electric Rates (Continued)

Large Power Service (Code 50,51)	Delivery Voltage	
	Secondary (51)	Primary (50)
Electric Base Charge	\$375.00 per month	\$375.00 per month
Demand Charge: All KW of Billing Demand	\$16.75 per KW	\$15.25 per KW
Energy Charge: All metered KWH	\$0.08870 per KWH	\$0.08870 per KWH
Power Cost Adjustment: All KWH	\$0.001736 per KWH	\$0.001736 per KWH
Reactive Demand Charge for each KVAR of leading or lagging reactive demand	\$0.30 per KVAR	\$0.30 per KVAR

Electric Service Code	Delivery Voltage
Athletic Field Lighting Service (Code 56)	Secondary or Primary (56)
Electric Base Charge	\$14.25 per month
Energy Charge: All metered KWH	\$0.15063 per KWH
Power Cost Adjustment: All KWH	\$0.001736 per KWH

Outdoor Lighting (Codes 07, 08, 31, 32, 33, 34)			
Overhead lighting Service:	Type of Lamp	KWH	Total
Code (07) Initial Wattage (100) Lumens (9,500)	H.P. Sodium	40	\$11.45
Code (08) Initial Wattage (250) Lumens (30,000)	H.P. Sodium	105	\$15.70
Code (31) Initial Wattage (250) Flood Lumens (28,500)	H.P. Sodium	105	\$16.20
Code (32) Initial Wattage (400) Flood Lumens (50,000)	H.P. Sodium	167	\$20.45
Code (33) Initial Wattage (400) Flood Lumens (36,000)	Metal Halide	158	\$20.45
Code (34) Initial Wattage (1,000) Flood Lumens (110,000)	Metal Halide	378	\$40.95

**Electric Rates (Continued)**

<b>Outdoor Lighting (Codes 07L, 08L, 32L, 34L, 37, 38, 38L, 39)</b>			
<b>Overhead lighting Service:</b>	<b>Type of Lamp</b>	<b>KWH</b>	<b>Total</b>
Code (07L) Initial Wattage (50) Lumens (5,000)	LED	18	\$11.45
Code (08L) Initial Wattage (96) Lumens (13,000)	LED	35	\$15.70
Code (32L) Initial Wattage (186) Lumens (28,000)	LED	67	\$20.45
Code (34L) Initial Wattage (550) Lumens (65,000)	LED	198	\$40.95
<b>Post-Top Lighting Service:</b>	<b>Type of Lamp</b>	<b>KWH</b>	<b>Total</b>
Code (37) Initial Wattage (70) Lumens (5,800)	H.P. Sodium	29	\$16.70
Code (38) Initial Wattage (150) Lumens (22,000)	H.P. Sodium	59	\$17.45
Code (38L) Initial Wattage (116) Lumens (11,000)	LED	42	\$17.45
Code (39) Initial Wattage (86) Lumens (4,350)	LED	28	\$22.95

<b>Virginia - Street Lighting Rates</b>		
<b>Overhead Service on Existing Secondary Distribution Facilities:</b>		
<b>High Pressure Sodium</b>	<b>KWH/Month</b>	<b>Cost/Month</b>
100 Watt	40	\$9.45
250 Watt	103	\$15.95
400 Watt	167	\$20.95
<b>LED</b>	<b>KWH/Month</b>	<b>Cost/Month</b>
40 Watt	15	\$9.45
96 Watt	35	\$15.95
183 Watt	66	\$20.95

## Electric Rates (Continued)

Service on City of Salem, Virginia owned Standard Metal, Concrete, or Ornamental Poles, or Wood Poles Served from Underground Distribution:		
High Pressure Sodium	KWH/Month	Cost/Month
100 Watt	40	\$19.55
150 Watt	59	\$21.85
250 Watt	103	\$25.95
400 Watt	167	\$30.95
LED	KWH/Month	Cost/Month
40 Watt	15	\$19.55
116 Watt	42	\$21.85
96 Watt	35	\$25.95
183 Watt	66	\$30.95
Downtown	KWH/Month	Cost/Month
51 Watt Overhead	19	\$59.95
55 Watt Post Top (2 fixtures per pole)	40	\$113.35

**Net Metering Rider (Code 88) Schedule N.M. and Temporary Service (Temporary Service):** See City of Salem Electric Department website under Rates, Availability of Service and Terms and Conditions of Service: [www.salemva.gov](http://www.salemva.gov)

### Legal Authorization:

**Ordinances, Effective dates:** 07-01-2004; 02-01-1997; 11-15-1994; 05-04-1994; 05-03-1993; 08-01-1991; 05-01-1989; 12-01-1988; 05-01-1988; 01-01-1988; 05-01-1987; 01-01-1987; 04-01-1985; 04-01-1984

**Resolutions:** 1500 07-01-2025 Power Cost Adjustment; 1473 07-01-2024; 1461 02-01-2024 Power Cost Adjustment; 1452 07-01-2023 Power Cost Adjustment; 1429 07-01-2022 Power Cost Adjustment; 1395 07-01-2021; 1386 07-01-2020; 1270 07-01-2015; 1230 07-01-2013; 1204 07-01-2012; 1182 07-01-2011; 1161 07-01-2010; 1141 09-01-2009; 1119 07-01-2008; 1097 08-01-2007; 07-01-2006 Power Cost Adjustment increase-a resolution was not done; 1059 08-01-2005; 960 01-01-2001

**Salem City Code, Chapter 90, Article II, Division 3, Section 90-279**

**Pole Attachment Fees**

Companies requesting to install communication lines in the City of Salem need to contact the City Attorney to begin the process of applying for a Right-of-Way Use Agreement. To attach to City-owned poles, a separate Pole Attachment Agreement must also be signed by the applicant and the City.

Pole Attachment Fees are subject to review and change. See the City of Salem Electric Department website under Rates, for more details: [www.salemva.gov](http://www.salemva.gov)

Salem uses a Pole Attachment Agreement instead of the Public Right-of-Way Use fee.

**Collecting Department:** Utility Collections

Fees	Amount
Annual Pole Attachment Fee	\$29.38 per attachment per year
One-time License Agreement Fee	\$1,000.00
Permit Application Fee	\$25.00 per pole per application
Unauthorized Attachment Penalty Fee	5 times annual fee per occurrence, for residential service
Unauthorized Attachment Penalty Fee	10 times annual fee per occurrence, for all other services
Failure to Abandon or Remove Facilities Penalty	1/4 annual rate per day per pole

**Legal Authorization:**

**Resolutions for Electric Book of Rates:** 1386 07-01-2020; 1270 07-01-2016; 1230 07-01-2013; 1204 07-01-2012; 1185 07-01-2011; 1161 07-01-2010; 1141 09-01-2009  
**Salem City Code, Chapter 90, Article II, Division 3, Section 90-279**

**Meter Check For Accuracy Fee**

When a customer requests a meter check for an electric meter, before the meter can be checked, there is a fee. See the City of Salem Electric Department website under Rates for the Terms and Conditions at [www.salemva.gov](http://www.salemva.gov).

**Payment is required for this service and will be refunded if the degree of error is greater than 2%.**

The fee for Electric Meter Check for Accuracy is \$50.00.

**Collecting Department:** Utility Collections

**Legal Authorization:**

**Resolutions:** 1298 07-01-2016; 1141 07-01-2009; 1095 07-01-2007; 930 07-01-1999; 838 07-01-1996; 459 07-01-1993  
**Salem City Code, Chapter 90, Article II, Division 3, Section 90-279**

**Reconnect Fee For Nonpayment**

The City assesses a Reconnect Fee when service is turned off due to nonpayment. See the City of Salem Electric Department website under Rates for the terms and conditions at [www.salemva.gov](http://www.salemva.gov).

**Collecting Department:** Utility Collections

Nonpayment Reconnection Fee	Amount
Residential or Small General Service	\$25.00
Residential or Small General Service if done after hours or weekends	\$75.00
All Other Customers	Cost of making the reconnection, with a minimum of \$250.00
Fraudulent use of electricity or where access to the meter has been denied	Cost of making the reconnection, with a minimum of \$250.00

**Legal Authorization:**

**Ordinances, Effective dates:** 06-22-2020 Extended Emergency Ordinance to discontinue disconnections during COVID-19 through 08-31-2020; 04-13-2020 Emergency Ordinance to discontinue disconnections during COVID-19 pandemic through 06-30-2020; 11-24-2016

**Resolutions:** 1270 07-01-2015; 1141 07-01-2009; 1095 07-01-2007; 838 07-01-1996; 770 07-01-1993; 459 07-01-1983

**Salem City Code, Chapter 90, Article IV, Division 1, Section 90-238a**

**Utility Services Late Payment Fee**

When the City utility bill is not paid by the due date, a Utility Service Late Payment Fee will be assessed on each service (Electric, Water and Sewer).

**Collecting Department:** Utility Collections

Utility Service Late Payment Fee	Amount
Residential	\$5.00 per service
Commercial	5% of the bill

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## Utility Services Late Payment Fee (Continued)

### Legal Authorization:

**Ordinances, Effective dates:** 06-22-2020 Emergency Ordinance to extend discontinuing penalties from 06-30-2020 to 07-31-2020 for late payments due to COVID-19 also extending service disconnections for utility customers to August 31, 2020, for failure to timely pay for utility services due to the pandemic; 04-13-2020 Emergency Ordinance to temporarily discontinue penalties until 06-30-2020 for late payments due to COVID-19; 11-24-2016

**Resolutions:** 1306 03-13-2017; 1298 07-01-2016 Incorrect amount; 1253 07-01-2014 Budget Resolution Residential \$5.00 each service, Commercial 5% of the bill; 770 07-01-1993 Residential \$3.00 each service, Commercial 5% of the bill; 748 07-01-1992; 711 07-01-1991; 654 07-01-1989; 459 07-01-1983

**Salem City Code, Chapter 90, Article IV, Division 1, Section 90-238**

**Virginia Code, 15.2-2119**

## Utility Service Turn On Fee

To obtain utility service from the City of Salem, visit the Utility Collections Office located in City Hall on the ground floor. A fee is assessed for Electric and Water Service, along with a security deposit.

The Utility Service Turn on Fee is \$10.00 per service.

**Collecting Department:** Utility Collections

### Legal Authorization:

**Ordinances, Effective dates:** 11-24-2016

**Resolutions:** 1298 07-01-2016; 1253 07-01-2014 \$10.00 per service; 459 07-01-1983 \$4.00 per service, \$8.00 if done weekends 5pm Friday to 8am Monday

**Salem City Code, Chapter 90, Article IV, Division 1, Section 90-236 b**

## Interest on Judgements

Interest is charged on unpaid judgements. Judgements may be obtained for any unpaid amount due to the City.

The interest on judgements is 6%, unless otherwise stated by a contract or judge.

**Collecting Department:** Treasurer

**Security Deposit For Utilities**

Customers are required to have a security deposit to obtain electric, water and sewer services within the City of Salem. This deposit is used to help cover the final bill when a customer moves out.

Upon request, after two years of satisfactory payments with no delinquencies, the deposit with accrued interest can be applied to the customer’s account. The interest rate on Security Deposits is re-evaluated annually and based on the State Corporation Commission reported rate.

**Collecting Department:** Utility Collections

Security Deposits	Amount
Residential	\$250.00
Commercial	Two times the highest previous bills.

**Legal Authorization:**

**Ordinances, Effective dates:** 11-24-2016; 07-01-2013; 07-01-2010 Residential-\$125-\$250, Commercial-Twice the highest previous bill; 07-01-2001 Residential \$50-\$250, Commercial-Twice the highest previous bill

**Salem City Code, Chapter 90, Article IV, Division 1, Section 90-237**

**EMS Fees**

The City has established reasonable fees for the provision of emergency medical services by all emergency medical service personnel, whether provided by volunteers or public employees. These fees are based on the Centers for Medicare and Medicaid Services (CMS) fee schedule, they may be changed in accordance with amendments by CMS or based on guidance provided by the City's third-party biller.

**Collecting Department:** Third Party Provider

Fees	Amount
Basic Life Support (BLS) Emergency (A0429)	\$549.55
Advanced Life Support (ALS) Emergency (A0427)	\$652.60
Advanced Life Support (ALS) 2 (A0433)	\$944.55
Ambulance Response and Treatment, No Transport (A0998)	\$400.00
Mileage (A0425)	\$11.13 per mile

**EMS Fees (Continued)**

Fees	Amount
Advanced Life Support (ALS) Disposable Supplies	\$100.00
Basic Life Support (BLS) Disposable Supplies	\$60.00
Oxygen	\$50.00
Vascular Access Supplies	\$50.00

**Legal Authorization:**

**Resolutions:** 1464 05-01-2024, 1331 03-01-2018, 1214 01-01-2013, 1117 07-01-2008, 1052 04-01-2005, 1030 07-08-2004  
**Salem City Code, Chapter 2, Article X, Section 2-320**

**Fire/EMS/Rescue Squad Incident Report Fees**

Any request for a copy of an incident report will have a fee attached. A release will need to be signed for HIPPA requirements.

The fee for a Fire/EMS or Rescue Squad Incident Report is \$10.00 per report.

**Collecting Department:** Treasurer

**Legal Authorization:**

**Resolutions:** 1298 07-01-2016; 1253 07-01-2014

**Fireworks Permit Fee**

A permit is required for each fireworks display. The permit is reviewed by the Fire Marshal or Designee.

The Fireworks Permit fee is \$100.00 per event.

**Collecting Department:** Treasurer

**Legal Authorization:**

**Ordinances, Effective dates:** 01-19-2017  
**Resolutions:** 1298 07-01-2016; 1253 07-01-2014  
**Code of Virginia, Title 15.2, Subtitle II, Chapter 9, Article 5, Section 15.2-974**

## Library Fees For Damaged Or Lost Material

The Library will charge a fee for replacing damaged, missing or lost items.

**Collecting Department:** Treasurer

Fees for Damaged or Lost Library Material	Amount
Lost Items	Retail cost plus processing fee of \$5.00
Lost Book Processing Fee - All Books except paperbacks	\$5.00
Lost Paperback Book Processing Fee	\$1.00
Lost Books on CD - Adult or Children	Retail cost plus processing fee of \$5.00
Lost Music	Retail cost plus processing fee of \$5.00
Lost Videos or DVDs	Retail cost plus processing fee of \$5.00
Replacement CD Audio Book	\$10.00
Missing Bar Code Label	\$0.25
Damaged or Missing CD or DVD Case	\$1.00

### Legal Authorization:

**Resolutions:** 1431 07-01-2022; 1306 03-13-2017; 1298 07-01-2016; 1253 07-01-2014; 1218 12-10-12; 1184 05-23-2011; 1162 06-24-2010

## Other Library Fees And Charges

The library has other miscellaneous fees for services.

**Collecting Department:** Treasurer

Fees	Amount
Out of State Library Card	\$15.00 Annually
Photocopies	\$0.20 per copy
Printing Services	B/W \$0.20 per page, Color \$0.50 per page
Interlibrary Loan Fee	\$4.00 per item
Fax Services	\$1.00 per job to send; \$.50 per page to receive
Notary Fee	\$5.00 per notary

### Legal Authorization:

**Resolutions:** 1431 07-01-2022; 1298 07-01-2016; 1253 07-01-2014 Budget Resolution Notary added; 1218 12-10-2012; 1184 05-23-2011; 1162 06-14-2010

**Athletic Program Fees**

The City of Salem Parks and Recreation department offers a full schedule of adult and youth team sports. Payments can be made either in the Sports Office or online at [www.salemva.gov](http://www.salemva.gov) through the ACTIVENET payment portal.

**Collecting Department:** Sports Office or Online

Athletic Program Fees	Amount
Adult Team Softball	\$350.00 per Team
Adult Team Touch Football	\$400.00 per Team
Adult Team Basketball	\$350.00 per Team
Youth Baseball/Softball	\$40.00 per participant
Youth Football	\$40.00 per participant
Youth Girls/Boys Soccer	\$40.00 per participant
Youth Girls/Boys Basketball	\$40.00 per participant
Youth Cheerleading	\$40.00 per participant
Non-resident/tuition students	\$90.00 per participant
Late Registration for all Youth Sports	\$25.00
Great Beginnings	Instructor Fee
Youth Summer Camps	\$10.00 per participant
Taliaferro Complex Facility Fee- Tickets equal to or greater than \$8.01	\$1.00
Taliaferro Complex Facility Fee- Tickets equal to or less than \$8.01	\$0.50

**Legal Authorization:**

**Resolutions:** 1317 07-01-2017 Late Registration Fee Added: 1298 07-01-2016; 1253 01-01-2014; 1218 12-10-2012; 1184 05-23-2011; 1162 06-10-2010; 1155 03-08-2010; 1139 07-01-2009

**Facility Rental Fees**

The City of Salem Parks and Recreation offers rental of various fields. Please call 540-375-3057 to verify pricing; fees are subject to change. Payment for the field will be collected at the rented field.

**Collecting Department:** Parks & Recreation

<b>Baseball/Softball Fields</b>	
1 Day, 1 Field	\$100.00
2 Days, 1 Field	\$200.00
1 Day weekend, 2-4 fields	\$500.00
2 Day weekend, more than 4 fields	\$600.00
Mid-day prep	\$100.00
Mid-day prep, more than 4 fields	\$150.00
<b>Spartan Field (Synthetic Turf)</b>	
1 Day	\$275.00
1 Day with scoreboard	\$350.00
Weekend	\$500.00
Weekend with scoreboard, PA and Music	\$575.00
<b>Multipurpose Grass Fields</b>	
1 day - Up to 4 fields	\$300.00
Weekend - Up to 4 fields	\$500.00

**Legal Authorization:**

**Memos:** 01-01-2014; 07-01-2008

Police

**Adoption Fee**

Animals adopted from the City of Salem Animal Shelter have an adoption fee of \$30.00. A certificate for having the animal spayed or neutered will be issued to the owners. The procedure needs to be complete within 30 days of adoption.

**Collecting Department:** Animal Shelter

**Legal Authorization:**

**Code of Virginia, Title 3.2, Subtitle V, Chapter 65, Article 6, Section 3.2-6546**

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## Boarding Fee

The City of Salem Animal Shelter charges a fee to pet owners for the pick-up and boarding of a pet.

Boarding Fee: \$10.00 Per Day

Pick-up Fee: \$20.00

**Collecting Department:** Animal Shelter

### Legal Authorization:

**Ordinances, Effective dates:** 02-18-2010; 10-26-1992 \$3.00 per day

**Salem City Code, Chapter 14, Article IV, Division 1, Section 14-90**

**Code of Virginia, Title 3.2, Subtitle V, Chapter 65, Article 6, Section 3.2-6585**

## Concealed Weapon Permit

Required by State statute and referred to the Police Department by court order, those applying to the court for a concealed weapons permit will have their character and background investigated. The Circuit Court receives \$15.00, and the City receives \$35.00. The Concealed Weapon Permit must be renewed every five (5) years

The fee for a Concealed Weapon Permit is \$50.00.

**Collecting Department:** Salem Circuit Court

### Legal Authorization:

**Ordinance, Effective date:** 07-03-1997

**Salem City Code, Chapter 58, Article V, Section 58-145**

**Code of Virginia, Title 18.2, Chapter 7, Article 6.1, Section 18.2-308**

## Courthouse & Jail Maintenance Fee

A fee shall be assessed as part of the costs in each civil action filed in the General District or Circuit Court of the City and each criminal or traffic case in either court in which the defendant is charged with a violation of any statute or ordinance. The fee shall be collected by the clerk of each court and remitted to the City Treasurer and held by the Treasurer subject to disbursements by the Council of the City for the construction, renovation, or maintenance of the City courthouse or jail and court-related facilities and to defray increases in the cost of heating, cooling, electricity, and ordinary maintenance.

The fee for Courthouse and Jail Maintenance for criminal, civil or traffic violation is \$2.00 per petition, lawsuit, or conviction.

## Courthouse & Jail Maintenance Fee (Continued)

**Collecting Department:** General Combined District Courts, Circuit Court, and Juvenile & Domestic Relations Court

### Legal Authorization:

**Ordinance, Effective date:** 07-27-1992 \$2.00

**Code of Virginia, Title 17.1, Chapter 2, Article 7, Section 17.1-281**

## Courthouse Security Assessment Fee

The clerks of the City's district and circuit courts shall assess and collect a Courthouse Security Assessment fee as part of the costs in each criminal or traffic case in which the defendant is convicted of a violation of any statute or ordinance. The fee is remitted to the City Treasurer and held by the Treasurer, subject to appropriation by the City Council to the Sheriff's office for the funding of courthouse personnel, and, if requested by the Sheriff, equipment and other personal property used in connection with courthouse security.

The fee for Courthouse Security Assessment Fee on criminal and traffic cases in the district and circuit courts is \$20.00 for each conviction.

**Collecting Department:** Clerk of the Circuit and General Combined District Courts

### Legal Authorization:

**Ordinances Effective dates:** 07-01-2020 \$10.00 to \$20.00, 07-01-2007 \$5.00 to \$10.00, 08-07-2003 Removal of expiration date, 11-01-2002 Implemented \$5.00 fee with expiration date of 07-01-2004

**Salem City Code, Chapter 1, Section 1-13**

**Code of Virginia, Title 53.1, Chapter 3, Article 6, Section 53.1-120 Sheriff**

## Dog & Cat License Tag Fees

A dog or cat license tag is required for every dog or cat four (4) months of age or older in the City. The tag is renewed annually by January 31st and the Certificate of Vaccination must be presented.

By January 31 of each year, the City shall submit to the State Veterinarian \$90.00 for the initial registration and \$25.00 for each dangerous dog renewal. The initial registration and annual renewal fee for a dangerous dog is established by the Code of Virginia 3.2-6540 (G) or later addition.

**Collecting Department:** Treasurer

**Dog & Cat License Tag Fees (Continued)**

Rates or Fees	Amount
Male or Female Cat or Dog Four (4) Months or Older	\$10.00
Unsexed Cat or Dog	\$5.00
Kennel-20 dogs or less	\$15.00
Kennel-More than 20 dogs	\$25.00
Duplicate Tag	\$1.00
Dangerous Dog - Any dog declared dangerous by the General District Court of the Commonwealth of Virginia within 30 days after declared dangerous (in addition to the other applicable fees) the cost will be	\$150.00 in addition to the annual license fee
By January 31 of each year, until such time the dangerous dog is deceased, all certificates shall be updated	\$85.00 annual renewal

**Legal Authorization:**

**Ordinances, Effective dates:** 43-19-2018 Dangerous Dog; 10-01-2010 Cats added; 10-26-1992; 12-07-1989; 06-22-1989

**Salem City Code, Chapter 14, Article IV, Division 2, Section 14-131-14-139**

**Code of Virginia, Title 3.2, Subtitle V, Chapter 65, Article 5, Sections 3.2-6526, 3.2-6540, 3.2-6542**

**Electronic Summons System Fee**

As authorized by Section 17.1-279.1, Code of Virginia (1950), as amended, effective October 1, 2014, the clerks of the City's district and circuit courts shall assess and collect the sum of \$5.00 as part of the costs in each criminal or traffic case in which a defendant is charged with a violation of any statute or ordinance. This assessment shall be collected by the clerk of the court in which the action is filed, remitted to the Treasurer of the City and held by the Treasurer subject to disbursements by City Council to the City Police Department solely to fund software, hardware and associated equipment costs for the implementation and maintenance of an electronic summons system.

The Electronic Summons System Fee is \$5.00 for each criminal or traffic case in which a defendant is charged with a violation of any statute or ordinance.

**Collecting Department:** General Combined District Courts and Circuit Court

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## Electronic Summons System Fee (Continued)

### Legal Authorization:

**Ordinance, Effective date:** 10-01-2014 \$5.00 for each criminal or traffic case in which a defendant is charged with a violation of any statute or ordinance

**Salem City Code, Chapter 1, Section 1-15**

**Code of Virginia (1950), Title 17.1, Chapter 2, Article 7, Section 17.1-279.1; Title 36, Chapter 6, Article 1, Section 36-105.5**

## Fingerprint Fee

The fee for fingerprinting is \$10.00 per person.

**Collecting Department:** Treasurer

### Legal Authorization:

Resolutions: 1298 07-01-2016; 1253 07-01-2014, Prior was \$5.00 per fingerprint

## Gold Permit Fee

Any person who deals with gold is required to have a permit and renew the permit annually.

The fee for a Gold Permit is \$200.00 annually.

**Collecting Department:** Treasurer

### Legal Authorization:

**Code of Virginia, Title 54.1, Subtitle V, Chapter 41, Section 54.1-4108**

## Inmate Processing Fee

A sum is assessed as part of the court costs collected by the Clerk of any City Court from any individual admitted to the Roanoke County-Salem Jail or the Western Virginia Regional Jail following a conviction. The fee is collected by the Clerk of Court in which the case is heard and is used by the Sheriff's Office to defray the costs of processing arrested persons into the Salem-Roanoke County Jail or the Western Regional Jail.

The fee for Inmate Processing is \$25.00

**Collecting Department:** Clerk of the Circuit Court and General Combined District Court

## Inmate Processing Fee (Continued)

### Legal Authorization:

**Ordinance, Effective date:** 10-01-2010

**Salem City Code, Chapter 1, Section 1-14**

**Code of Virginia, Title 15.2, Subtitle II, Chapter 16, Article 3, Section 15.2-1613.1**

## Parking Ticket Fines

The City of Salem Police Department can issue a ticket for certain parking offenses.

**Collecting Department:** Treasurer

Fees	Amount
Blocking Traffic	\$20.00
Fire Lane	\$50.00
Handicapped Parking Space	\$100.00
No Parking in Front of a Public or Private Driveway	\$20.00
No Parking Zone	\$20.00
No Stopping or Standing Zone	\$20.00
No Valid State Inspection or Decal	\$20.00
No Valid State Tags	\$20.00
Overtime Parking	\$20.00
Parking in Designated Space on City Property	\$20.00
Parking in Wrong Direction	\$20.00
Parking on a Crosswalk	\$20.00
Parking within 15ft. of a Fire Hydrant	\$20.00
Parking within 20ft. of a Crosswalk at the Intersection	\$20.00
Parking Within a Tow-Away Zone	\$20.00
Restricted Parking Area	\$20.00
Other/Nonspecific	\$20.00
Late penalty on parking tickets not paid within 5 days of issuance	\$20.00

### Legal Authorization:

**Ordinances, Effective dates:** 04-21-2011; 08-10-1998; 11-12-1990

**Resolutions:** 695 10-22-1990, 478 12-12-1983, 360 07-23-1979

**Salem City Code, Chapter 86, Article V, Division 1, Sections 86-265**

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## Police Verification Report Fee

The term "verification" includes accident, theft and other police incident reports.

The fee for a Police Verification Report is \$10.00 per report.

**Collecting Department:** Treasurer

### Legal Authorization:

**Resolutions:** 1298 07-01-2016; 1253 07-01-2014 Budget Resolution

## Reimbursement Of Expenses Incurred In Responding To Certain Traffic Incidents

A person convicted of violating any of the following provisions shall be liable for restitution at the time of sentencing, or in a separate civil action, to the City or to any responding rescue squad, law enforcement, firefighting and emergency services:

1. Driving impaired and causing an accident or incident
2. Reckless driving causes an accident or incident
3. Driving without a license or with a suspended or revoked license
4. Improperly leaving the scene of an accident.

Reasonable expenses of an appropriate emergency response shall not exceed \$1,000 in the aggregate for a particular accident, arrest, or incident. The City has determined the reasonable expense is either a flat fee of \$350.00 or a minute-by-minute accounting of the actual costs incurred.

**Collecting Department:** Combined General District Court

### Legal Authorization:

**Ordinance, Effective date:** 10-01-2010

**Salem City Code, Chapter 86, Article IV, Division 1, Section 86-97 - Part II**

**Code of Virginia, Title 15.2, Subtitle II, Chapter 17, Article 1, Section 15.2-1716; Title 18.2, Chapter 4, Article 1, Sections 18.2-36.1, 18.2-51.4, 18.2-266, 18.2-266.1; Title 29.1, Chapter 7, Article 3, Sections 29.1-738, 29.1-738.02; Title 46.2, Subtitle II, Chapter 3, Article 6.1, Section 46.2-341.24; Title 46.2, Chapter 8, Article 7, Section 46.2-852, Section 46.2-852; Title 46.2, Subtitle II, Chapter 3, Article 1, Section 46.2-300, Title 46.2, Subtitle III, Chapter 8, Article 11, Section 46.2-894**

**Scrap Metal Dealer Permit Fee**

Every person who regularly engages in the purchasing or acquiring of secondhand building materials for the purpose of resale or installation on the property of another, shall be deemed a "Dealer". Dealers are required to obtain a "Scrap Metal Dealer Permit" issued by the Salem Police Department for which these items are offered for sale or acquisition as required by law. A permit is NOT needed for those dealers who do not conduct transactions involving more than 600 pounds combined weight or enters into more than 26 combined transactions annually (59.1-116.1). Dealers who are under this threshold will only be required to submit Virginia State Police Form SP-313/SP-313A, which is available on the Virginia State Police website and at Salem Iron and Metal.

The fee for a Scrap Metal Dealer Permit is \$20.00.

**Collecting Department:** Police Department

**Legal Authorization:**

Code of Virginia, Title 59.1, Chapter 9, Article 4, Section 59.1-116.1, 59.1-117 to 59.1-123, 59.1-136.1 to 136.7

**Service Fees For Courts**

The service fees are for Sheriff services.

**Collecting Department:** General Combined District Courts and Circuit Courts

Fees	Amount
Service fees from the General District Court per levy	\$12.00
Service fees from the Circuit Court per levy	\$12.00
Service fees to List and Seize Personal Property per levy	\$12.00
Service fees for Civil Process	\$12.00
Service fees for Out-of-State Civil Process served in the City of Salem	\$75.00

**Legal Authorization:**

Code of Virginia, Title 17.1, Chapter 2, Article 7, Section 17.1-272

**Taxicab Service Charge**

Drivers of public vehicles, such as taxicabs, are required to pay a taxicab service charge to operate in the City. The taxicab service files an application with the Detective Division of the Police Department.

**Collecting Department:** Treasurer

Fee	Amount
For each application form, whether used or not, and for fingerprinting by the police department and for each license issued	\$3.00
Each renewal of license	\$1.00
Background checks on owners and/or directors upon each application and renewal of license	\$20.00

**Legal Authorization:**

**Ordinance, Effective dates:** 11-24-2016

**Resolution:** 1253 07-01-2014

**Salem City Code, Chapter 98, Article II, Division 2, Section 98-126**

**Copies Of Forms And Maps Fees**

This is a fee for copies of forms and maps.

**Collecting Department:** Treasurer

Map	Amount
Candidate Packet	\$10.00 per set
Smaller Precinct Map Copy	\$10.00
Large Map Copy	\$12.00

**Bulk Collection And Pickup**

The City will pick up certain items placed at the curb. For more details on the definition of bulk waste, please see the City of Salem Street and General Maintenance Departments website at [www.salemva.gov](http://www.salemva.gov)

**Collecting Department:** No charge for bulk collection

All persons shall keep their premises, whether owned, leased, occupied, or in their charge, clear of trash, garbage, refuse, litter and other substances which might endanger the health or safety of the other residents of the city. Council is of the opinion that it is unequitable and burdensome to require the cost of such unusual and out of the ordinary services to be borne by the taxpayers in general. **If the debris placed to be picked up becomes a health, safety, or nuisance, then the city will charge \$250.00 plus a \$25.00 administrative fee up to one hour, plus \$200.00 for each additional hour.**

**Legal Authorization:**

**Ordinances, Effective dates:** 02-21-2002 Placement of Bulk Items; 02-21-2001; 07-01-1981; 06-01-1978 Penalties for certain trash; 08-01-1971 Brush size regulations  
**Resolutions:** 385 07-01-1980 Charges for unusual and out of the ordinary services 1/2 ton \$5.00 for each load. If a front-end loader is needed it will be \$15.00 each load.  
**Salem City Code, Chapter 70, Article II, Section 70-45**

**Farmer's Market Rental Fees**

The City charges a rental fee for stall spaces at the Farmer's Market. The Salem Farmer's Market is managed by the Landscape Management Division.

**Collecting Department:** Streets & General Maintenance

FEES	AMOUNT
First-time Application Fee	\$35.00 and a one-time processing fee of \$35.00
Daily Vendor Fee - Per day per space	\$5.00 per weekday, \$10.00 on Saturday
Monthly Vendor Fee - Please indicate specific months on application.	\$35.00
Full Season Vendor Fee - \$30.00 per month for the full season (April 1 - December 31). <b>Split payments are allowed</b> - \$135.00 due by April 1 and September 1.	\$270.00

**Legal Authorization:**

**Resolution:** 1384 07-01-2020, 1306 03-13-2017, 1265 03-23-2015

### Patch Gas Cut Fees

The City patches all gas cuts in the City right of way for Roanoke Gas Company and bills them monthly.

The fee for Patched Gas Cuts is \$7.50 per ft.

**Collecting Department:** Treasurer

#### Legal Authorization:

**Resolutions:** 1454 07-01-2023

### Trash Service/Dumpster Fees

The City charges a fee for certain Trash Services.

**Collecting Department:** Treasurer/Utility Collections

Fees for Trash Service	AMOUNT 2024-2025
Toter Charge - Monthly per toter	\$10.00
Toter Charge per toter for qualified Tax Relief for the Elderly or Veterans Relief citizens	\$1.00
Purchase Toter	\$67.00
Dumpster Collection Fee-per dumpster, collected on a weekly schedule.	\$24.00
Dumpster Once a Week Pickup Contract	\$104.00
Dumpster Twice a Week Pickup Contract	\$208.00
Dumpster Three Times a Week Pickup Contract	\$312.00
Dumpster Four Times a Week Pickup Contract	\$416.00
Dumpster Five Times a Week Pickup Contract	\$520.00
Dumpster Service - Extra Pickup with a Contract-per instance	\$30.00
Companies participating in City's Cardboard Recycling Program.	No Charge
Dumpster Service-Collection fee for each call in-No contract-per instance	\$55.00
Lease of Dumpster-monthly	\$20.00
Purchase Dumpster	\$1,800.00

**Trash Service/Dumpster Fees (Continued)**

**Legal Authorization:**

**Ordinances, Effective dates:** 02-21-2002; 02-21-2001; 08-04-1983; 07-01-1981; 06-01-1978; 08-01-1971  
**Resolutions:** 1474 Shows 2024-2025 fees correctly 07-01-2024 Replaced 1472 due to prior year 2023-2024 Sewer and Water Connection Fees listed incorrectly; 1472 2024-2025 Fees are correct 07-01-2024 Rescinded and replaced with 1474; 1431 07-01-2022 monthly lease increased from \$14.00 to \$17.00; 1421 02-14-22 Cost to purchase a dumpster increased; 1359 07-01-2019-06-30-2021; 1298 07-01-2016 Reaffirm 07-01-2014; 1253 07-01-2014; 792 07-01-1994; 770 07-01-1993; 711 07-01-1991; 654 07-01-1989; 459 07-01-1983; 385 07-01-1980  
**Salem City Code, Chapter 70, Article II, Section 70-36**

Treasurer

**Administrative Collection Fee**

This fee covers the administrative costs of collection which are imposed upon the person or persons owing delinquent taxes or other charges. There is further imposed upon a person or persons owing delinquent taxes or other charges an attorney's or collection agency's fees, contracted for, not to exceed 20% of the taxes or other charges so collected. Any Administrative Collection Fee shall be in addition to all penalties and interest.

**Collection Department:** Treasurer

Fees	Amount
Collected 30 or more days after notice of delinquent	\$30.00
Collected subsequent to judgement	\$35.00

**Legal Authorization:**

**Ordinance, Effective date:** 07-22-2010  
**Salem City Code, Chapter 82, Article I, Section 82-5.1**  
**Code of Virginia, Title 58.1, Subtitle III, Chapter 39, Article 2, Sections 58.1-3919; 58.1-3958**

## Debt Setoff Collection Fee

A fee may be charged to cover certain administrative costs associated with collection of any debt owed to the City and submitted to the State Debt Setoff collection program.

The fee that may be charged for Debt Set off Collection is \$25.00 per submission and is added to the claim sent to the State.

**Collecting Department:** Treasurer/Utility Collections

### Legal Authorization:

**Ordinance, Effective date:** 07-22-2010

**Salem City Code, Chapter 82, Article I, Section 82-5.1**

**Code of Virginia, Title 58.1, Subtitle I, Chapter 3, Article 21, Section 58.1-520.1**

## Penalty and Interest on Personal Property Tax

Any person who shall fail to pay any tangible personal property tax when due shall be assessed and shall pay the City Treasurer, along with such tax, a penalty. Interest will commence on July 1 or the first day of the month after the due date, whichever is later, of the year for which such tax was assessed.

The Penalty shall in no case exceed the amount of the tax. The penalty is 10% or \$10.00, whichever is greater.

Interest is assessed and collected on the principal and penalties of all such taxes and levies remaining unpaid. The interest rate is 10% annually.

**Collecting Department:** Treasurer

### Legal Authorization:

**Ordinance, Effective dates:** 05-26-2020 Emergency Ordinance to extend the delay of penalty and interest on Personal Property taxes from 06-30-2020 to 07-31-2020 due to COVID-19; 04-13-2020 Emergency Ordinance to extend due date to 06-30-2020 and delay penalty and interest to 06-30-2020 due to COVID-19

**Salem City Code, Chapter 82, Article I, Section 82-5 C 1 and 2**

**Code of Virginia, Title 58.1, Subtitle I, Chapter 11, Section 58.1-1113**

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## Penalty And Interest On Real Estate Tax

Any person who shall fail to pay on or before, December 5th and June 5th of each tax year, the semi-annual installment of Real Estate tax becoming due on or before such dates shall be assessed, by the Treasurer, and shall pay, along with such tax, a penalty. Interest will be charged at the maximum yearly rates authorized by general law of the Commonwealth.

The Penalty shall in no case exceed the amount of the tax due and becomes part of the tax. The penalty is 10% or \$10.00, whichever is greater.

Interest shall be assessed and collected on the principal and penalties of all such taxes and levies remaining unpaid. The interest rate is 10% annually.

**Collecting Department:** Treasurer

### Legal Authorization:

**Ordinance, Effective dates:** 05-26-2020 Emergency Ordinance to delay penalty and interest on Real Estate taxes from 06-30-2020 to 07-31-2020 due to COVID-19; 04-13-2020 Emergency Ordinance to extend due date from 06-05-2020 to 06-30-2020 and delay penalty and interest from 06-06-2020 to 06-30-2020 due to COVID-19

**Salem City Code, Chapter 82, Article I, Section 82-3b**

**Code of Virginia, Title 58.1, Subtitle III, Chapter 39, Article 2, Section 58.1-3916**

## Return Check Fee

Any check issued to the City which is returned for non-sufficient funds will be charged a return check fee.

The fee for a Returned Check is \$40.00.

**Collecting Department:** Treasurer/Utility Collections

### Legal Authorization:

**Resolutions:** 1139 07-01-2009 \$40.00; 1118 07-01-2008 \$30.00; 930 07-01-1999 \$25.00; 770 07-01-1993 \$20.00; 748 07-01-1992 \$15.00; 459 07-01-1983 \$10.00

**Code of Virginia, Title 15.2, Subtitle I, Chapter 1, Section 15.2-106**

**Vehicle Registration Withholding Program Fee**

This program allows the City to notify the Division of Motor Vehicles via online transmission when a citizen fails to pay personal property taxes. The owner of the vehicle will be unable to renew tags, state decal or registration until taxes have been paid.

The Vehicle Registration Withholding Program Fee is \$25.00.

**Collecting Department:** Treasurer

**Legal Authorization:**

**Ordinance, Effective date:** 09-01-2017; 07-22-2010  
**Salem City Code, Chapter 82, Article I, Section 82-5.1**  
**Code of Virginia, Title 58.1, Subtitle III, Chapter 39, Article 3, Section 58.1-3958; Title 46.2, Subtitle II, Chapter 6, Article 11, Section 46.2-752**

Water & Sewer

**Fire Hydrant Connection Fee**

The Fire Hydrant Connection Fee includes a deposit, a connection fee, a bill for water usage at the small commercial rate, a minimum of 10,000 gallons charge or otherwise charged for what is used, and a fee for moving the meter. The deposit is assessed for the use of a Fire Hydrant meter to protect the City of Salem water system. When the Fire Hydrant meter is returned the deposit will be refunded, pending any outstanding charges owed the City or damage to the returned meter.

See the City of Salem Water and Sewer Department Rates on their website: [www.salemva.gov](http://www.salemva.gov)

**Collecting Department:** Utility Collections

Rates or Fees	Amount
Refundable Deposit for the Hydrant Meter	\$500.00 for use of a back flow meter.
Connection Fee	\$200.00
Water usage fee	Small Commercial rate with a base fee plus the rate per 1,000 gallons used per month
Minimum Usage Fee	10,000 gallons will be charged per month. Any water used over 10,000 gallons will be charged at actual gallons used per month
Hydrant Meter Relocation <b>Only the City is allowed to move the meter.</b>	\$100.00 each occurrence.

**Fire Hydrant Connection Fee (Continued)**

**Legal Authorization:**

**Resolution:** 1306 03-13-17; 1253 07-01-2014  
**Salem City Code, Chapter 90, Article III, Division 2, Section 90-78**

**Fire Meter Rates**

Fire Service is the connection that is for metered fire suppression systems. Visit the City of Salem Water and Sewer Department website for rates: [www.salemva.gov](http://www.salemva.gov)

Water consumption is charged at the current water volume rate per 1,000 gallons used. Check Water Rates for the fee per 1,000 gallons.

**Collecting Department:** Utility Collections

Fees	Jan 1, 2025 AMOUNT	Jan 1, 2026 AMOUNT	Jan 1, 2027 AMOUNT	Jan 1, 2028 AMOUNT
Charge for a Fire Meter	\$ 30.92	\$ 31.85	\$ 32.81	\$ 33.79

**Legal Authorization:**

**Ordinances, Effective dates:** 01-01-2024 - 01-01-2028; 01-01-2017-2021; 01-01-2015; 01-01-2014; 01-01-2013; 01-01-2012; 07-01-2011; 07-01-2010 Fee included in Rates

**Resolutions:** 1253 07-01-2014; 1155 03-08-2010; 1139 07-01-2009; 1118 07-01-2008; 1095 07-01-2007; 1080 07-01-2006; 1057 07-01-2005; 1011 07-01-2003; 975 07-01-2001; 930 07-01-1999; 870 07-01-1997; 838 07-01-1996; 830 02-26-1996; 792 07-01-1994; 770 07-01-1993; 748 07-01-1992; 711 07-01-1991; 654 07-01-1989; 459 07-01-1983

**Salem City Code, Chapter 90, Article IV, Division 2, Section 90-257**

**Meter Re-Read Fee For Water**

The City will charge a fee for re-reading a water meter after the first trip out (charge for 2nd trip). There is no charge if the meter has been misread.

The fee for a water Meter Re-Read is \$10.00 after the first re-read.

**Collecting Department:** Utility Collections

**Legal Authorization:**

**Resolutions:** 1298 07-01-2016; 1253 07-01-2014

**Miscellaneous Sewer Fees**

The City’s miscellaneous sewer fees are listed below.

**Sewer Cleanout Installation:** Contact the Sewer Department for more information (540) 375-3029.

- **50/50 Agreement:** When a sewer backup occurs, determining responsibility, whether it's the City's or the homeowner's, requires inspection. Typically, this involves checking the manhole and the property's sewer cleanout. However, older homes often lack a cleanout near the street, making it difficult to pinpoint the issue's origin. To address this, the City offers a 50/50 Sewer Cleanout Agreement. Under this agreement, the homeowner consents to the City excavating and installing a cleanout on their property. The cost of this installation depends on the depth required listed below. Once the cleanout is installed, the City can accurately determine the blockage's location.
  - **City's Responsibility:** If the blockage is entirely on the City's side, the homeowner incurs no cost.
  - **Homeowner's Responsibility:** If the blockage is entirely on the homeowner's side, they cover the full cost based on the depth.
  - **Shared Responsibility:** If both parties are at fault, the cost is split evenly.

**Collecting Department:** Utility Collections

Miscellaneous Sewer Fees	Amount
0 - 3 ft sewer depth	\$1,500.00
3 - 6 ft sewer depth	\$2,500.00
Over 6 ft sewer depth	\$3,500.00
Locate Lateral in Existing Sewer	\$250.00 plus \$100.00 per hour
Sewer Backup Complaint (If not found in the City system)	\$200.00

**Legal Authorization:**

**Resolutions:** 1298 07-01-2016; 1218 12-10-2012; 1184 05-23-2011; 1162 06-14-2010; 1155 03-08-2010; 1139 07-01-2009; 1118 07-01-2008; 1095 07-01-2007; 1080 07-01-2006; 1057 07-01-2005; 1011 07-01-2003; 975 07-01-2001; 930 07-01-1999; 870 07-01-1997; 838 07-01-1996; 830 02-26-1996; 792 07-01-1994; 770 07-01-1993; 748 07-01-1992; 711 07-01-1991; 654 07-01-1989; 459 07-01-1983

**Salem City Code, Chapter 90, Article IV, Division 4, Subdivision 1, Section 90-298**

**Miscellaneous Water Fees**

The City’s miscellaneous water fees are listed below.

**Collecting Department:** Utility Collections

Miscellaneous Water Fees	Amount
Bulk Water Charge	\$15.00 per 1,000 gallons per vehicle (Charged in increments of 1,000 gallons) or \$75.00 whichever is greater per vehicle
Low Pressure Complaint (if not within the City system)	\$100.00
Shut off Water Service at Meter after hours	\$100.00

**Legal Authorization:**

**Resolutions:** 1474 Shows 2024-2025 fees correctly 07-01-2024 Replaced 1472 due to prior year 2023-2024 Sewer and Water Connection Fees listed incorrectly; 1472 Rescinded and replaced with 1474 07-01-2024 \$15.00 per 1,000 gallons (charged in increments of 1,000 gallons) or \$75.00, whichever is greater per vehicle; 1298 07-01-2016 \$50.00 plus \$5.00 per 1,000 gallons; 1218 12-10-2012; 1184 05-23-2011; 1162 06-14-2010; 1155 03-08-2010; 1139 07-01-2009; 1118 07-01-2008; 1095 07-01-2007; 1080 07-01-2006; 1057 07-01-2005; 1011 07-01-2003; 975 07-01-2001; 930 07-01-1999; 870 07-01-1997; 838 07-01-1996; 830 02-26-1996; 792 07-01-1994; 770 07-01-1993; 748 07-01-1992; 711 07-01-1991; 654 07-01-1989; 459 07-01-1983

**Salem City Code, Chapter 90, Article IV, Division 2, Section 90-257**

**Sewer Availability Fees**

Sewer Availability Fees are assessed for new connections to the City's existing sewer infrastructure.

**Collecting Department:** Utility Collections

Sewer Availability Fees	Jan. 1, 2025 AMOUNT
5/8" or 3/4" Water Meter	\$2,000.00
1" Water Meter Size	\$4,000.00
1 1/2" Water Meter Size	\$6,000.00
2" Water Meter Size	\$12,000.00
3" Water Meter Size	\$24,000.00
4" Water Meter Size	\$40,000.00
6" Water Meter Size	\$80,000.00
8" Water Meter Size	\$150,000.00

**Sewer Availability Fees (Continued)**

**Legal Authorization:**

**Ordinances, Effective dates:** 03-07-2024 Wording Changed-based on Water Meter size only, 01-01-2024 - 01-01-2025; 06-18-2020 Correction on 1 1/2" Water Meter from \$3,500.00 to \$3,000.00, 11-24-2016 Sewer Availability Fee moved to the Ordinance Process  
**Resolution:** 1306 03-13-2017 Rates Reaffirmed- Meter Size 1 1/2 changed to \$3,000.00; 1253 07-01-2014 New fee  
**Salem City Code, Chapter 90, Article III, Division 3, Section**

**Sewer Connection Fee**

The Sewer Connection Fee is the greater of \$2,200.00 or actual cost plus 29%.

**Collecting Department:** Utility Collections

**Legal Authorization:**

**Ordinances, Effective dates:** 01-01-2024; 11-24-2016; 07-01-2014; 07-01-2010; 07-01-2005; 07-01-2003; 07-01-1999; 07-01-1996; 07-01-1994; 07-01-1993; 07-01-1992; 07-01-1988; 07-01-1980  
**Resolutions:** 1306 03-13-2017  
**Salem City Code, Chapter 90, Article III, Division 3, Section 90-128**

**Sewer Rates**

The City renders a monthly bill for use of the City sewer system. The charge is based on water consumption. Once water consumption begins and sewer has been connected, sewer billing will begin.

**Collecting Department:** Utility Collections

Sewer Base Service Fee	Jan. 1, 2025 Amount	Jan. 1, 2026 Amount	Jan. 1, 2027 Amount	Jan. 1, 2028 Amount
<b>Residential:</b> Single Family Residential household	\$24.08	\$24.80	\$25.54	\$26.31
<b>Duplex-Residential:</b> Residential customers with two housing units served by a single meter	\$48.16	\$49.60	\$51.09	\$52.62
<b>Small Commercial:</b> Business entity that utilizes less than 75,000 gallons per month	\$48.17	\$49.62	\$51.11	\$52.64
<b>Large Commercial:</b> Business entities both commercial and industrial using more than 75,000 gallons per month	\$96.35	\$99.24	\$102.22	\$105.29
<b>Multi-Unit:</b> Residential customers with more than two housing units served by a single meter or those commercial customers with more than one business location serviced by a single meter	\$72.25	\$74.42	\$76.65	\$78.95

**Sewer Rates (Continued)**

Sewer Volume Rate Per 1,000 Gallons Used: GPM = Gallons per Month	Jan. 1, 2025 Amount	Jan. 1, 2026 Amount	Jan. 1, 2027 Amount	Jan. 1, 2028 Amount
First 5,000 GPM	\$5.72	\$5.89	\$6.07	\$6.25
5,000 - 10,000 GPM	\$5.72	\$5.89	\$6.07	\$6.25
10,000 - 75,000 GPM	\$5.72	\$5.89	\$6.07	\$6.25
Over 75,000 GPM	\$5.72	\$5.89	\$6.07	\$6.25
Sewer Non-User Fees	Jan. 1, 2025 Amount	Jan. 1, 2026 Amount	Jan. 1, 2027 Amount	Jan. 1, 2028 Amount
32% of 5,000 GPM Residential Rate: Fees charged to customers if service is available to the property whether or not utility is used	\$15.27	\$15.73	\$16.20	\$16.69
Sewer Unmetered Fees	Jan. 1, 2025 Amount	Jan. 1, 2026 Amount	Jan. 1, 2027 Amount	Jan. 1, 2028 Amount
100% of 4,000 GPM Residential Rate: Fees charged to customers who have sewer service but not a metered water service that provides a monthly reading for usage	\$46.96	\$48.36	\$49.82	\$51.31

**Legal Authorization:**

**Ordinances, Effective dates:** 01-01-2024 - 01-01-2028; 07-01-2016 Effective January 1, 2017, Rates approved for January 2017-January 2021; 07-01-2014 Increase January 1, 2015; 01-01-2010 For 2010, 2011, 2012, 2013 and 2014; 07-01-2006; 07-01-2005; 07-01-2004; 07-01-2003; 07-01-1996 for 1996, 1997, 1998, 1999, 2000 and 2001; 07-01-1995; 07-01-1993; 07-01-1992; 07-01-1991; 07-01-1990; 07-01-89; 07-01-1982; 03-01-1981; 10-24-1980; 06-20-1979

**Salem City Code, Chapter 90, Article IV, Division 4, Subdivision 1, Section 90-303**

**Water Availability Fees**

Water Availability fees are assessed for any new connection to the City's existing water infrastructure.

**Collecting Department:** Utility Collections

Water Availability Fees	January 1, 2025
5/8" or 3/4" Meter Size	\$4,000.00
1" Meter Size	\$8,000.00
1 1/2" Meter Size	\$14,000.00
2" Meter Size	\$26,000.00
3" Meter Size	\$50,000.00

**Water Availability Fees (Continued)**

Water Availability Fees	January 1, 2025
4" Meter Size	\$80,000.00
6" Meter Size	\$160,000.00
8" Meter Size	\$310,000.00

**Legal Authorization:**

**Ordinances, Effective dates:** 03-07-2024 Wording changed-based on Water Meter size only, 01-01-2024 - 01-01-2025; 11-24-2016 Water Availability Fee moved to the Ordinance Process

**Resolution:** 1306 03-13-2017 Fees Reaffirmed; 1253 07-01-2014 Budget Resolution New fee  
**Salem City Code, Chapter 90, Article III, Division 2, Section**

**Water Connection Fees**

Water Connection Fees are based on the size of the meter/tap needed to connect to the City's existing water system. These fees help finance changes in the water system that improve public health.

**Collecting Department:** Utility Collections

Water Connection Fees	Jan 1, 2024 Amount	Jan 1, 2024 Pre-installed Connection (With Lateral)
5/8" or 3/4" Water Meter Size or Tap Size (whichever is greater)	\$2,000.00 or actual cost plus 29%, whichever is greater	\$1,200.00
1" Water Meter Size or Tap Size (whichever is greater)	\$2,300.00 or actual cost plus 29%, whichever is greater	\$1,380.00
1 1/2" Water Meter Size or Tap Size (whichever is greater)	\$3,200.00 or actual cost plus 29%, whichever is greater	\$1,920.00
2" Water Meter Size or Tap Size (whichever is greater)	\$3,800.00 or actual cost plus 29%, whichever is greater	\$2,280.00
Larger than 2" Water Meter Size or Tap Size (whichever is greater)	Actual Cost plus 29%	Actual Cost plus 29%

**Legal Authorization:**

**Ordinances, Effective dates:** 01-01-2024; 11-24-2016; 07-01-2014; 07-01-2010; 07-01-2005; 07-01-2003; 07-01-2000; 07-01-1999; 07-01-1996; 07-01-1994; 07-01-1993; 07-01-1992; 07-01-1988; 07-01-1987; 03-01-1981

**Resolutions:** 1306-03-13-2017

**Salem City Code, Chapter 90, Article III, Division 2, Section 90-74**

**Water Rates**

The City of Salem owns and operates its own water distribution system. A monthly bill for water usage is rendered to City customers.

**Collecting Department:** Utility Collections

Water Base Service Fee	Jan 1, 2025	Jan 1, 2026	Jan 1, 2027	Jan 1, 2028
Residential: Single family residential household regardless of the level of consumption	\$15.47	\$15.93	\$16.41	\$16.90
Duplex-Residential: Residential customers with two housing units receiving water through one meter	\$30.93	\$31.86	\$32.82	\$33.80
Small Commercial: Business entity that generally uses less than 75,000 gallons of water per month	\$30.92	\$31.85	\$32.81	\$33.79
Large Commercial: Business entities both commercial and industrial using more than 75,000 gallons of water per month	\$63.68	\$65.59	\$67.56	\$69.59
Multi-Unit: Residential customers with more than one business location receiving water through one meter	\$47.29	\$48.71	\$50.17	\$51.68
Fire Service: Connections that are for metered fire suppression systems	\$30.92	\$31.85	\$32.81	\$33.79
Water Volume Rate per 1,000 Gallons Used: GPM=Gallons per Month				
First 5,000 GPM	\$6.64	\$6.84	\$7.05	\$7.26
5,000 - 10,000 GPM	\$6.91	\$7.12	\$7.33	\$7.55
10,000 - 75,000 GPM	\$7.46	\$7.68	\$7.91	\$8.15
75,000 - 1 Million GPM	\$7.83	\$8.06	\$8.30	\$8.55
All over 1 Million	\$4.64	\$4.78	\$4.92	\$5.07
Water Non-User Fee				
32% of 5,000 GPM - Residential Rate: Fees charged to customers if service is available to the property	\$15.57	\$16.04	\$16.52	\$17.02

**Legal Authorization:**

**Ordinances, Effective dates:** 01-01-2024 - 01-01-2028; 01-01-2017-2021; 01-01-2015; 01-01-2014; 01-01-2013; 01-01-2011; 07-01-2010; 07-01-2006; 07-01-2005; 07-01-2003; 07-01-2002; 08-01-2001; 07-01-1998; 08-01-1997; 07-01-1992; 07-01-1991; 07-01-1990; 07-01-1989; 08-01-1985; 07-08-1982; 06-20-1979

**Salem City Code, Chapter 90, Division 2, Article IV, Section 90-257**



Item #: 5.B.

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

**MEETING DATE:** May 26, 2026

**AGENDA ITEM:** **Resolution 1531 adopting the budget for Fiscal Year 2027**  
Consider approval of Resolution 1531 adopting the budget for Fiscal Year 2027.

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

**SUMMARY OF INFORMATION:**

The adoption of the Fiscal Year 2027 budget is being requested to fulfill our legal requirement of adoption per the City Charter in Section 8.3. This step must be completed before July 1 of each year to meet this requirement. The adoption will include all City funds, Salem City Schools and the Capital Improvement Plan. Approval of the budget is for informative and fiscal planning purposes only and does not actually commit or appropriate funds for expenditure. The commitment of funds will not occur until the approval of the second reading of the Fiscal Year 2027 appropriation ordinance on May 26, 2026. Attached is the list of changes that have been made to the budget since its presentation on April 13, 2026, to City Council.

**FISCAL IMPACT:**

**STAFF RECOMMENDATION:**

Staff recommends approval of Resolution 1531 adopting the Fiscal Year 2027 budget.

**ATTACHMENTS:**

1. Resolution 1531 adopting FY27 budget
2. Changes Proposed to Final for Council FY2027

IN THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, May 26, 2026:

RESOLUTION 1531

A RESOLUTION ADOPTING THE CITY OF SALEM BUDGET FOR FISCAL YEAR 2027

WHEREAS, Section 22.1-93 of the 1950 Code of Virginia, as amended, provides that the governing body of the City shall prepare and approve an annual budget; and

WHEREAS, said budget shall be prepared and approved for informative and fiscal planning purposes only; and

WHEREAS, the budget contains a complete itemized and classified plan of all contemplated expenditures and all estimated revenues for the ensuing year; and,

WHEREAS, a brief synopsis of said budget was published as required by the provisions of Section 15.2-2506 of the State Code, and the public hearing as required thereon was held on May 11, 2026;

NOW THEREFORE, be it ordained by the Council of the City of Salem Virginia that the budget for fiscal year beginning July 1, 2026 is hereby adopted.

This ordinance shall be in full force and effect on and after July 1, 2026.

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

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

ATTEST:

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

### General Fund Budget Changes for FY2027

<u>Expenditure Budget Originally Presented</u>			\$ 119,166,386
10-028-2180-58004	City Sheriff	Motor Vehicles and Equipment	13,000
10-029-2210-55450	Commonwealth Attorney	Lease Offset	(2,000)
10-030-3110-52100	Police	FICA	38,972
10-012-3325-57030	Finance	RVJDC Juvenile Placement Program	(3,662)
10-030-3510-53180	Police	Veterinary Services	1,000
10-012-9107-55656	Finance	McAfee Knob Shuttle	(10,000)
10-012-9110-59500	Finance	Contingency	(2,310)
10-080-8110-58004	Economic Development	Motor Vehicles and Equipment	(35,000)
			-
<b>General Fund Expenditure Budget-Adjusted</b>			<b><u>\$ 119,166,386</u></b>

### Water Fund Budget Changes for FY2027

<u>Expenditure Budget Originally Presented</u>			\$ 9,793,691
51-012-0024-58010	Meter Readers	Depreciation	(1,513)
51-012-0024-55889	Meter Readers	Billing and Collection Credits	1,513
51-012-0026-52200	Utility Billing	VRS Retirement	36,000
51-012-0026-52300	Utility Billing	Health Insurance	20,000
51-012-0026-55889	Utility Billing	Billing and Collection Credits	(56,000)
51-051-0021-53191	Production	Billing and Collection Costs	13,871
51-051-0021-59500	Production	Contingency	(13,871)
			-
<b>Water Fund Expenditure Budget-Adjusted</b>			<b><u>\$ 9,793,691</u></b>

### Sewer Fund Budget Changes for FY2027

<u>Expenditure Budget Originally Presented</u>			\$ 9,549,171
52-052-0031-58014	Sewer	Infrastructure Improvements	(550,000)
52-052-0031-59449	Sewer	Transfer to Sewer Capital Fund	550,000
52-052-0031-53191	Sewer	Billing and Collection Costs	13,872
52-052-0031-59500	Sewer	Contingency	(13,872)
			-
<b>Sewer Fund Expenditure Budget-Adjusted</b>			<b><u>\$ 9,549,171</u></b>

### Electric Fund Budget Changes for FY2027

<u>Expenditure Budget Originally Presented</u>			\$ 54,585,514
54-054-0010-85635	Transmission - Operation	Capacity Charges	(8,098,000)
54-054-0010-85651	Transmission - Operation	Capacity Charges	8,098,000
54-054-0010-85640	Transmission - Operation	ARR Credits	360,000
54-054-0010-85652	Transmission - Operation	ARR Credits	(360,000)
54-054-0014-89030	Customer Service	Customer Billing/Collection	27,744
54-054-0015-89993	Administrative & General - Oper	Contingency	(27,744)
			-
<b>Electric Fund Expenditure Budget-Adjusted</b>			<b><u>\$ 54,585,514</u></b>



Item #: 5.C.

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

**MEETING DATE:** May 26, 2026

**AGENDA ITEM:** **Budget Appropriation Ordinances**  
Individually consider on second reading the ordinances appropriating funds for:

(a) Fiscal Year 2027 City of Salem operating budget and approval of the Schematic List of Positions and Pay Scale for Fiscal Year 2027 and:

(b) Fiscal Year 2027 City of Salem capital budget and:

(c) Fiscal Year 2027 budget for Salem City Schools

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

**SUMMARY OF INFORMATION:**

This is the second reading of three ordinances to appropriate funds for Fiscal Year 2027 for the City of Salem operating and capital budgets, Salem City Schools categories, and approve the City of Salem Schematic List of Positions and Pay Scale for Fiscal Year 2027.

The Fiscal Year 2027 operating budget and Capital Improvement Program (CIP) were presented to City Council on April 13, 2026. The operating budget reflects the tax rates adopted at the City Council meeting on May 11, 2026. The proposed budget was advertised in Cardinal News on April 30, 2026, and May 7, 2026. A public hearing was held on the budget on May 11, 2026, to receive oral comments from the public concerning the proposed Fiscal Year 2027 operating budget and capital budget.

Attached for your approval are three budget appropriation ordinances for Fiscal Year 2027 and the Schematic List of Positions and Pay Scale for Fiscal Year 2027. In order to separate Salem City Schools funding from City funding and more clearly distinguish the appropriations of City Council, City staff has divided the appropriation into three ordinances. Each ordinance will be voted on separately. City staff has included a list of changes that have been made to the budget since the presentation on April 13, 2026.

The total City budget for Fiscal Year 2027 is \$251,765,156, which includes the following funds: General, Water, Sewer, Civic Center, Catering, Electric, Debt Service, and Schools. The total excludes transfers. The budget is recommended to be appropriated in three separate budget ordinances.

(a) The first budget ordinance provides funding in the amount of \$175,211,921 in Fiscal Year 2027 for the City's operations budget. The ordinance also approves the City's Schematic List of Positions and Pay Scale for Fiscal Year 2027.

(b) The second budget ordinance provides funding in the amount of \$5,472,000 in Fiscal Year 2027 for the City's capital budget.

(c) The third budget ordinance provides funding in the amount of \$71,081,235 in Fiscal Year 2027 for Salem City Schools.

**FISCAL IMPACT:**

Approval of the Fiscal Year 2027 budget appropriation ordinances provides funding for City and School operations, transfers, and capital budgets effective July 1, 2026.

**STAFF RECOMMENDATION:**

Staff recommends individual approval of the second reading for the three Fiscal Year 2027 budget appropriation ordinances. Staff also recommends approval of the attached Schematic List of Positions and Pay Scale for Fiscal Year 2027. The first reading of the three ordinances was held on May 11, 2026.

**ATTACHMENTS:**

1. Budget Appropriation Ordinance 5-11-26
2. FY27-Personnel- List of Positions
3. FY27-Personnel-Pay Scale
4. Changes Proposed to Final for Council FY2027
5. Civic Center Updated CIP 5.7.26
6. Sheriff Updated CIP 5.7.26
7. Ordinance for Capital Appropriation FY2027
8. School Budget Appropriation Ordinance 5-11-26

AN ORDINANCE APPROPRIATING FUNDS FOR THE FISCAL YEAR 2027 OPERATIONS BUDGET AND APPROVAL OF THE SCHEMATIC LIST OF POSITIONS AND PAY SCALE FOR FISCAL YEAR 2027 FOR THE CITY OF SALEM, VIRGINIA.

WHEREAS, upon notice duly published in the newspaper, a public hearing was held on May 11, 2026, concerning the adoption of the annual budget for the City of Salem for Fiscal Year 2027; and

WHEREAS, the Council of the City of Salem, Virginia, approved said budget on May 26, 2026, pursuant to the provisions of Section 8.3 of the Charter of the City of Salem and Chapter 25 of Title 15.2 of the 1950 Code of Virginia, as amended; and

WHEREAS, the first reading of this appropriation ordinance was held on May 11, 2026 and the second reading of this ordinance was held on May 26, 2026, pursuant to the provisions of Section 7.3 of the Charter of the City of Salem.

NOW THEREFORE, be it ordained by the Council of the City of Salem, Virginia, as follows:

1. That the following appropriations are hereby made from the respective funds for the period beginning July 1, 2026 and ending June 30, 2027, for the functions and purposes indicated:

<b>City of Salem, Virginia</b>	
<b>Fiscal Year 2027</b>	
<b>First Reading May 11, 2026; Second Reading May 26, 2026</b>	
	Appropriation Amount
<b>Revenues:</b>	
Carryover	\$ 216,142
Property Taxes	57,294,585
Other Local Taxes	31,193,000
Permits, Privilege Fees and Regulatory Licenses	413,440
Fines and Forfeitures	105,000
Revenue from Use of Money and Property	5,405,116
Charges for Services	4,091,757
Miscellaneous Revenue	636,496
Payment in Lieu of Taxes	3,314,000
Revenue from the Commonwealth - Categorical	13,587,995
Revenue from the Commonwealth - Non-categorical	2,894,357
Revenue from the Federal Government	14,498
Total General Fund Revenues	119,166,386
Debt Service Fund	5,383,417
Water Fund	9,793,691
Sewer Fund	9,549,171

	Appropriation Amount
Civic Center Fund	8,025,213
Electric Fund	54,585,514
Catering Fund	1,215,034
Total Revenue	207,718,426
Less: Transfers	(32,506,505)
Total Net of Transfers	<u>\$ 175,211,921</u>
<b>Expenditures:</b>	
General Government	16,060,426
Judicial Administration	3,351,897
Public Safety	25,488,580
Public Works	16,244,807
Health and Welfare	8,338,840
Education	27,533,581
Parks, Recreation and Culture	9,186,507
Community Development	3,772,596
Transfers to Other Funds	4,502,047
Debt Service	3,044,415
Contingency	1,642,690
Total General Fund Expenditures	<u>119,166,386</u>
Debt Service Fund	5,383,417
Water Fund	9,793,691
Sewer Fund	9,549,171
Civic Center Fund	8,025,213
Electric Fund	54,585,514
Catering Fund	1,215,034
Total Expenditures	207,718,426
Less: Transfers	(32,506,505)
Total Net of Transfers	<u>\$ 175,211,921</u>

2. The City Manager may authorize or delegate the authorization of the transfer of any unencumbered balance or portion thereof from one department to another within the same fund.
3. That all funded outstanding encumbrances at June 30, 2026 are re-appropriated to the 2027 fiscal year to the same department and account for which they are encumbered in the previous year.
4. That the City Council approves the City of Salem Schematic List of Positions and Pay Scale. The Schematic List of Positions and Pay Scale included as part of this ordinance are effective July 1, 2026.
5. That the budget, along with the list of changes, contains a complete itemized and classified plan of all contemplated expenditures and all estimated revenues for the ensuing year

This ordinance shall take effect July 1, 2026.

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/ Renée F. Turk  
Mayor

ATTEST:

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

**City of Salem, Virginia**  
**Schematic List of Positions- Fiscal Year 2027**

<b>Job Title</b>	<b>Pay Grade</b>	<b>Min</b>	<b>Mid</b>	<b>Max</b>
Account Services Supervisor	33	\$ 66,611.29	\$ 86,594.68	\$ 106,578.07
Accountant	30	\$ 57,541.34	\$ 74,803.74	\$ 92,066.14
Accounting Assistant	22	\$ 38,946.24	\$ 50,630.12	\$ 62,313.99
Accounting Manager	36	\$ 77,110.90	\$ 100,244.17	\$ 123,377.43
Accounting Technician	23	\$ 40,893.55	\$ 53,161.62	\$ 65,429.69
Accreditation Manager	27	\$ 49,706.37	\$ 64,618.28	\$ 79,530.19
Administrative Assistant	21	\$ 37,091.66	\$ 48,219.16	\$ 59,346.66
Animal Control Officer	29	\$ 54,801.27	\$ 71,241.66	\$ 87,682.04
Animal Shelter Manager	33	\$ 66,611.29	\$ 86,594.68	\$ 106,578.07
Animal Shelter Worker	21	\$ 37,091.66	\$ 48,219.16	\$ 59,346.66
Applications Manager	36	\$ 77,110.90	\$ 100,244.17	\$ 123,377.43
Assistant Chief WTP Operator	31	\$ 60,418.40	\$ 78,543.93	\$ 96,669.45
Assistant Commonwealth Attorney	34	\$ 69,941.86	\$ 90,924.41	\$ 111,906.97
Assistant Director of Civic Facilities	39	\$ 89,265.50	\$ 116,045.15	\$ 142,824.80
Assistant Director of Community Development/Engineer	40	\$ 93,728.78	\$ 121,847.41	\$ 149,966.04
Assistant Director of Electric Utility	40	\$ 93,728.78	\$ 121,847.41	\$ 149,966.04
Assistant Director of Finance	39	\$ 89,265.50	\$ 116,045.15	\$ 142,824.80
Assistant Director of Human Resources	39	\$ 89,265.50	\$ 116,045.15	\$ 142,824.80
Assistant Director of Parks & Recreation	39	\$ 89,265.50	\$ 116,045.15	\$ 142,824.80
Assistant Director of Streets and General Maintenance	40	\$ 93,728.78	\$ 121,847.41	\$ 149,966.04
Assistant Director of Water and Sewer	40	\$ 93,728.78	\$ 121,847.41	\$ 149,966.04
Assistant Food and Beverage Manager	26	\$ 47,339.40	\$ 61,541.22	\$ 75,743.04
Assistant Recreation Program Supervisor	25	\$ 45,085.14	\$ 58,610.69	\$ 72,136.23
Assistant Telecommunicator Manager	35	\$ 73,438.95	\$ 95,470.63	\$ 117,502.32
Assistant to the City Manager	34	\$ 69,941.86	\$ 90,924.41	\$ 111,906.97
Assistant Utility Lines Manager	31	\$ 60,418.40	\$ 78,543.93	\$ 96,669.45
Assistant Utility Maintenance Manager	31	\$ 60,418.40	\$ 78,543.93	\$ 96,669.45
Asst Dir of Streets and GM-Street Super	40	\$ 93,728.78	\$ 121,847.41	\$ 149,966.04
Automotive Mechanic	26	\$ 47,339.40	\$ 61,541.22	\$ 75,743.04
Automotive Service Worker	21	\$ 37,091.66	\$ 48,219.16	\$ 59,346.66
Box Office Supervisor	28	\$ 52,191.69	\$ 67,849.20	\$ 83,506.70
Building Engineer	30	\$ 57,541.34	\$ 74,803.74	\$ 92,066.14
Building Maintenance Assistant	23	\$ 40,893.55	\$ 53,161.62	\$ 65,429.69
Building Maintenance Superintendent	34	\$ 69,941.86	\$ 90,924.41	\$ 111,906.97
Building Maintenance Technician I	26	\$ 47,339.40	\$ 61,541.22	\$ 75,743.04
Building Maintenance Technician II	28	\$ 52,191.69	\$ 67,849.20	\$ 83,506.70
Building Maintenance Technician III	30	\$ 57,541.34	\$ 74,803.74	\$ 92,066.14
Building Official	36	\$ 77,110.90	\$ 100,244.17	\$ 123,377.43
Business Analyst I	28	\$ 52,191.69	\$ 67,849.20	\$ 83,506.70
Business Analyst II	31	\$ 60,418.40	\$ 78,543.93	\$ 96,669.45
Business Analyst III	33	\$ 66,611.29	\$ 86,594.68	\$ 106,578.07
Captain Deputy Sheriff	36	\$ 77,110.90	\$ 100,244.17	\$ 123,377.43
Chef	25	\$ 45,085.14	\$ 58,610.69	\$ 72,136.23
Chief Deputy Commissioner of the Revenue	32	\$ 63,439.33	\$ 82,471.12	\$ 101,502.92
Chief Deputy Court Clerk I	32	\$ 63,439.33	\$ 82,471.12	\$ 101,502.92
Chief Deputy Treasurer	32	\$ 63,439.33	\$ 82,471.12	\$ 101,502.92
Chief Engineer	38	\$ 85,014.76	\$ 110,519.19	\$ 136,023.62
Chief of Police	44	\$ 113,927.91	\$ 148,106.29	\$ 182,284.66
Chief WTP Operator	34	\$ 69,941.86	\$ 90,924.41	\$ 111,906.97
Childrens Services Supervisor	30	\$ 57,541.34	\$ 74,803.74	\$ 92,066.14

**City of Salem, Virginia**  
**Schematic List of Positions- Fiscal Year 2027**

<b>Job Title</b>	<b>Pay Grade</b>	<b>Min</b>	<b>Mid</b>	<b>Max</b>
City Assessor	42	\$ 103,335.98	\$ 134,336.77	\$ 165,337.56
City Garage Supervisor	30	\$ 57,541.34	\$ 74,803.74	\$ 92,066.14
City Horticulturist	34	\$ 69,941.86	\$ 90,924.41	\$ 111,906.97
Civic Center Booking Coordinator	22	\$ 38,946.24	\$ 50,630.12	\$ 62,313.99
Civic Center Events & Production Manager	33	\$ 66,611.29	\$ 86,594.68	\$ 106,578.07
Civic Center Events Manager	31	\$ 60,418.40	\$ 78,543.93	\$ 96,669.45
Civic Center Mechanic	26	\$ 47,339.40	\$ 61,541.22	\$ 75,743.04
Civic Center Operations Supervisor	25	\$ 45,085.14	\$ 58,610.69	\$ 72,136.23
Civic Center Operations Worker	20	\$ 35,325.39	\$ 45,923.01	\$ 56,520.62
Civic Center Public Relations Associate	20	\$ 35,325.39	\$ 45,923.01	\$ 56,520.62
Civic Facilities Sales Representative	29	\$ 54,801.27	\$ 71,241.66	\$ 87,682.04
Civil Engineer I	33	\$ 66,611.29	\$ 86,594.68	\$ 106,578.07
Civil Engineer II	35	\$ 73,438.95	\$ 95,470.63	\$ 117,502.32
Codes Compliance Investigator I	25	\$ 45,085.14	\$ 58,610.69	\$ 72,136.23
Codes Enforcement Officer I	26	\$ 47,339.40	\$ 61,541.22	\$ 75,743.04
Codes Enforcement Officer II	28	\$ 52,191.69	\$ 67,849.20	\$ 83,506.70
Communications Specialist	28	\$ 52,191.69	\$ 67,849.20	\$ 83,506.70
Construction Inspector	26	\$ 47,339.40	\$ 61,541.22	\$ 75,743.04
Construction Project Manager	32	\$ 63,439.33	\$ 82,471.12	\$ 101,502.92
Crime Analyst	28	\$ 52,191.69	\$ 67,849.20	\$ 83,506.70
Custodian	20	\$ 35,325.39	\$ 45,923.01	\$ 56,520.62
Deputy Chief of Police	41	\$ 98,415.22	\$ 127,939.78	\$ 157,464.34
Deputy City Clerk-Executive Assistant	28	\$ 52,191.69	\$ 67,849.20	\$ 83,506.70
Deputy Commonwealth Attorney	39	\$ 89,265.50	\$ 116,045.15	\$ 142,824.80
Deputy Court Clerk II	22	\$ 38,946.24	\$ 50,630.12	\$ 62,313.99
Deputy Court Clerk III	26	\$ 47,339.40	\$ 61,541.22	\$ 75,743.04
Deputy Fire Chief	40	\$ 93,728.78	\$ 121,847.41	\$ 149,966.04
Deputy Registrar	23	\$ 40,893.55	\$ 53,161.62	\$ 65,429.69
Deputy Sheriff I	28	\$ 52,191.69	\$ 67,849.20	\$ 83,506.70
Deputy Sheriff II	30	\$ 57,541.34	\$ 74,803.74	\$ 92,066.14
Deputy Treasurer I	22	\$ 38,946.24	\$ 50,630.12	\$ 62,313.99
Deputy Treasurer II	24	\$ 42,938.23	\$ 55,819.70	\$ 68,701.17
Director of Civic Facilities	43	\$ 108,502.77	\$ 141,053.61	\$ 173,604.44
Director of Communications	42	\$ 103,335.98	\$ 134,336.77	\$ 165,337.56
Director of Community Development	44	\$ 113,927.91	\$ 148,106.29	\$ 182,284.66
Director of Economic Development	43	\$ 108,502.77	\$ 141,053.61	\$ 173,604.44
Director of Electric Utility	44	\$ 113,927.91	\$ 148,106.29	\$ 182,284.66
Director of Finance	44	\$ 113,927.91	\$ 148,106.29	\$ 182,284.66
Director of Human Resources	43	\$ 108,502.77	\$ 141,053.61	\$ 173,604.44
Director of Parks and Recreation	43	\$ 108,502.77	\$ 141,053.61	\$ 173,604.44
Director of Streets and General Maint	43	\$ 108,502.77	\$ 141,053.61	\$ 173,604.44
Director of Technology Systems	44	\$ 113,927.91	\$ 148,106.29	\$ 182,284.66
Director of Water and Sewer	43	\$ 108,502.77	\$ 141,053.61	\$ 173,604.44
Economic Development Specialist	26	\$ 47,339.40	\$ 61,541.22	\$ 75,743.04
Electric Chief Engineer	38	\$ 85,014.76	\$ 110,519.19	\$ 136,023.62
Electric Line Crew Leader	35	\$ 73,438.95	\$ 95,470.63	\$ 117,502.32
Electric Line Supervisor	36	\$ 77,110.90	\$ 100,244.17	\$ 123,377.43
Electric Line Technician I	28	\$ 52,191.69	\$ 67,849.20	\$ 83,506.70
Electric Line Technician II	33	\$ 66,611.29	\$ 86,594.68	\$ 106,578.07
Electric Meter Technician	23	\$ 40,893.55	\$ 53,161.62	\$ 65,429.69

**City of Salem, Virginia**  
**Schematic List of Positions- Fiscal Year 2027**

<b>Job Title</b>	<b>Pay Grade</b>	<b>Min</b>	<b>Mid</b>	<b>Max</b>
Electrical Engineer	37	\$ 80,966.44	\$ 105,256.37	\$ 129,546.31
Electrical Engineering Technician	30	\$ 57,541.34	\$ 74,803.74	\$ 92,066.14
EMS Billing Specialist	21	\$ 37,091.66	\$ 48,219.16	\$ 59,346.66
EMS Captain	35	\$ 73,438.95	\$ 95,470.63	\$ 117,502.32
EMS Coordinator	38	\$ 85,014.76	\$ 110,519.19	\$ 136,023.62
Equipment Operator I	23	\$ 40,893.55	\$ 53,161.62	\$ 65,429.69
Equipment Operator II	25	\$ 45,085.14	\$ 58,610.69	\$ 72,136.23
Equipment Operator III	27	\$ 49,706.37	\$ 64,618.28	\$ 79,530.19
Evidence Technician	21	\$ 37,091.66	\$ 48,219.16	\$ 59,346.66
Financial Services Supervisor	34	\$ 69,941.86	\$ 90,924.41	\$ 111,906.97
Fire Administrative Captain	35	\$ 73,438.95	\$ 95,470.63	\$ 117,502.32
Fire and EMS Training Officer	38	\$ 85,014.76	\$ 110,519.19	\$ 136,023.62
Fire Battalion Chief Administration	38	\$ 85,014.76	\$ 110,519.19	\$ 136,023.62
Fire Battalion Chief Operations	38	\$ 85,014.76	\$ 110,519.19	\$ 136,023.62
Fire Captain	35	\$ 73,438.95	\$ 95,470.63	\$ 117,502.32
Fire Chief	44	\$ 113,927.91	\$ 148,106.29	\$ 182,284.66
Fire Lieutenant	33	\$ 66,611.29	\$ 86,594.68	\$ 106,578.07
Firefighter EMT	28	\$ 52,191.69	\$ 67,849.20	\$ 83,506.70
Firefighter Paramedic	31	\$ 60,418.40	\$ 78,543.93	\$ 96,669.45
Fleet Management Superintendent	34	\$ 69,941.86	\$ 90,924.41	\$ 111,906.97
Food and Beverage Manager	31	\$ 60,418.40	\$ 78,543.93	\$ 96,669.45
GIS Analyst	27	\$ 49,706.37	\$ 64,618.28	\$ 79,530.19
GIS Manager	36	\$ 77,110.90	\$ 100,244.17	\$ 123,377.43
Human Resources Systems Specialist	27	\$ 49,706.37	\$ 64,618.28	\$ 79,530.19
Human Resource Technician	23	\$ 40,893.55	\$ 53,161.62	\$ 65,429.69
Human Resource Consultant	30	\$ 57,541.34	\$ 74,803.74	\$ 92,066.14
Inventory and Procurement Specialist	24	\$ 42,938.23	\$ 55,819.70	\$ 68,701.17
Inventory Assistant	20	\$ 35,325.39	\$ 45,923.01	\$ 56,520.62
Inventory Technician	23	\$ 40,893.55	\$ 53,161.62	\$ 65,429.69
Laborer	20	\$ 35,325.39	\$ 45,923.01	\$ 56,520.62
Lead Lineman	34	\$ 69,941.86	\$ 90,924.41	\$ 111,906.97
Legal Administrator	26	\$ 47,339.40	\$ 61,541.22	\$ 75,743.04
Librarian	29	\$ 54,801.27	\$ 71,241.66	\$ 87,682.04
Library Director	42	\$ 103,335.98	\$ 134,336.77	\$ 165,337.56
Library Technician	22	\$ 38,946.24	\$ 50,630.12	\$ 62,313.99
Lieutenant Deputy Sheriff	35	\$ 73,438.95	\$ 95,470.63	\$ 117,502.32
Maintenance-Construction Worker I	21	\$ 37,091.66	\$ 48,219.16	\$ 59,346.66
Maintenance-Construction Worker II	22	\$ 38,946.24	\$ 50,630.12	\$ 62,313.99
Major Deputy Sheriff	38	\$ 85,014.76	\$ 110,519.19	\$ 136,023.62
Master Deputy Sheriff	31	\$ 60,418.40	\$ 78,543.93	\$ 96,669.45
Master Deputy Sheriff II	32	\$ 63,439.33	\$ 82,471.12	\$ 101,502.92
Master Police Officer	31	\$ 60,418.40	\$ 78,543.93	\$ 96,669.45
Meter Reader	21	\$ 37,091.66	\$ 48,219.16	\$ 59,346.66
Meter Service Supervisor	28	\$ 52,191.69	\$ 67,849.20	\$ 83,506.70
Network Administrator	34	\$ 69,941.86	\$ 90,924.41	\$ 111,906.97
Office Manager	27	\$ 49,706.37	\$ 64,618.28	\$ 79,530.19
Organizational Development and Training Coordinator	32	\$ 63,439.33	\$ 82,471.12	\$ 101,502.92
Paralegal	23	\$ 40,893.55	\$ 53,161.62	\$ 65,429.69
Parks and Recreation Superintendent	36	\$ 77,110.90	\$ 100,244.17	\$ 123,377.43
Payroll Manager	33	\$ 66,611.29	\$ 86,594.68	\$ 106,578.07

**City of Salem, Virginia**  
**Schematic List of Positions- Fiscal Year 2027**

<b>Job Title</b>	<b>Pay Grade</b>	<b>Min</b>	<b>Mid</b>	<b>Max</b>
Payroll Technician	25	\$ 45,085.14	\$ 58,610.69	\$ 72,136.23
Permit Technician	23	\$ 40,893.55	\$ 53,161.62	\$ 65,429.69
Planner I	33	\$ 66,611.29	\$ 86,594.68	\$ 106,578.07
Planner II	35	\$ 73,438.95	\$ 95,470.63	\$ 117,502.32
Planning and Zoning Administrator	36	\$ 77,110.90	\$ 100,244.17	\$ 123,377.43
Police Captain	38	\$ 85,014.76	\$ 110,519.19	\$ 136,023.62
Police Lieutenant	35	\$ 73,438.95	\$ 95,470.63	\$ 117,502.32
Police Officer	29	\$ 54,801.27	\$ 71,241.66	\$ 87,682.04
Police Records Specialist	21	\$ 37,091.66	\$ 48,219.16	\$ 59,346.66
Police Sergeant	33	\$ 66,611.29	\$ 86,594.68	\$ 106,578.07
Project Manager	36	\$ 77,110.90	\$ 100,244.17	\$ 123,377.43
Purchasing Manager	31	\$ 60,418.40	\$ 78,543.93	\$ 96,669.45
Real Estate Appraiser	27	\$ 49,706.37	\$ 64,618.28	\$ 79,530.19
Recreation Maintenance Worker	20	\$ 35,325.39	\$ 45,923.01	\$ 56,520.62
Recreation Program Supervisor I	27	\$ 49,706.37	\$ 64,618.28	\$ 79,530.19
Recreation Program Supervisor II	29	\$ 54,801.27	\$ 71,241.66	\$ 87,682.04
Recreation Program Manager	31	\$ 60,418.40	\$ 78,543.93	\$ 96,669.45
Recreation Site Supervisor	24	\$ 42,938.23	\$ 55,819.70	\$ 68,701.17
Risk Manager	34	\$ 69,941.86	\$ 90,924.41	\$ 111,906.97
Sanitation Equipment Operator	25	\$ 45,085.14	\$ 58,610.69	\$ 72,136.23
Sanitation Foreman	31	\$ 60,418.40	\$ 78,543.93	\$ 96,669.45
Sanitation Superintendent	34	\$ 69,941.86	\$ 90,924.41	\$ 111,906.97
Sanitation Worker	22	\$ 38,946.24	\$ 50,630.12	\$ 62,313.99
Senior Accountant	32	\$ 63,439.33	\$ 82,471.12	\$ 101,502.92
Senior Administrative Assistant	23	\$ 40,893.55	\$ 53,161.62	\$ 65,429.69
Senior Animal Control Officer	30	\$ 57,541.34	\$ 74,803.74	\$ 92,066.14
Senior Automotive Mechanic	28	\$ 52,191.69	\$ 67,849.20	\$ 83,506.70
Senior Codes Compliance Investigator	32	\$ 63,439.33	\$ 82,471.12	\$ 101,502.92
Senior Firefighter EMT	29	\$ 54,801.27	\$ 71,241.66	\$ 87,682.04
Senior Firefighter Paramedic	32	\$ 63,439.33	\$ 82,471.12	\$ 101,502.92
Senior Human Resource Consultant	32	\$ 63,439.33	\$ 82,471.12	\$ 101,502.92
Senior Librarian	30	\$ 57,541.34	\$ 74,803.74	\$ 92,066.14
Senior Library Assistant	22	\$ 38,946.24	\$ 50,630.12	\$ 62,313.99
Senior Meter Reader	23	\$ 40,893.55	\$ 53,161.62	\$ 65,429.69
Senior Police Officer	30	\$ 57,541.34	\$ 74,803.74	\$ 92,066.14
Senior Police Records Specialist	22	\$ 38,946.24	\$ 50,630.12	\$ 62,313.99
Senior Programmer Analyst	33	\$ 66,611.29	\$ 86,594.68	\$ 106,578.07
Senior Real Estate Appraiser	30	\$ 57,541.34	\$ 74,803.74	\$ 92,066.14
Senior Tax Technician	24	\$ 42,938.23	\$ 55,819.70	\$ 68,701.17
Senior WTP Operator	28	\$ 52,191.69	\$ 67,849.20	\$ 83,506.70
Sergeant Deputy Sheriff	33	\$ 66,611.29	\$ 86,594.68	\$ 106,578.07
Small Engine Mechanic	25	\$ 45,085.14	\$ 58,610.69	\$ 72,136.23
Sous Chef	23	\$ 40,893.55	\$ 53,161.62	\$ 65,429.69
Stormwater Manager	35	\$ 73,438.95	\$ 95,470.63	\$ 117,502.32
Strategic Initiative Coordinator	34	\$ 69,941.86	\$ 90,924.41	\$ 111,906.97
Streets Crew Supervisor	29	\$ 54,801.27	\$ 71,241.66	\$ 87,682.04
Streets Superintendent	34	\$ 69,941.86	\$ 90,924.41	\$ 111,906.97
Tax Specialist	26	\$ 47,339.40	\$ 61,541.22	\$ 75,743.04
Tax Supervisor	28	\$ 52,191.69	\$ 67,849.20	\$ 83,506.70
Technical Services Supervisor	30	\$ 57,541.34	\$ 74,803.74	\$ 92,066.14

**City of Salem, Virginia**  
**Schematic List of Positions- Fiscal Year 2027**

<b>Job Title</b>	<b>Pay Grade</b>	<b>Min</b>	<b>Mid</b>	<b>Max</b>
Technology Manager	36	\$ 77,110.90	\$ 100,244.17	\$ 123,377.43
Technology Support Specialist	28	\$ 52,191.69	\$ 67,849.20	\$ 83,506.70
Telecommunications Manager	38	\$ 85,014.76	\$ 110,519.19	\$ 136,023.62
Telecommunicator I	25	\$ 45,085.14	\$ 58,610.69	\$ 72,136.23
Telecommunicator II	27	\$ 49,706.37	\$ 64,618.28	\$ 79,530.19
Transfer Clerk	23	\$ 40,893.55	\$ 53,161.62	\$ 65,429.69
Tree Trimmer	25	\$ 45,085.14	\$ 58,610.69	\$ 72,136.23
Utility Asset Manager	38	\$ 85,014.76	\$ 110,519.19	\$ 136,023.62
Utility Billing Specialist	24	\$ 42,938.23	\$ 55,819.70	\$ 68,701.17
Utility Lines Crew Supervisor	29	\$ 54,801.27	\$ 71,241.66	\$ 87,682.04
Utility Lines Manager	34	\$ 69,941.86	\$ 90,924.41	\$ 111,906.97
Utility Lines Technician I	21	\$ 37,091.66	\$ 48,219.16	\$ 59,346.66
Utility Lines Technician II	23	\$ 40,893.55	\$ 53,161.62	\$ 65,429.69
Utility Locator	24	\$ 42,938.23	\$ 55,819.70	\$ 68,701.17
Utility Maintenance Manager	34	\$ 69,941.86	\$ 90,924.41	\$ 111,906.97
Utility Maintenance Mechanic	25	\$ 45,085.14	\$ 58,610.69	\$ 72,136.23
Utility Maintenance Technician	23	\$ 40,893.55	\$ 53,161.62	\$ 65,429.69
Water Meter Mechanic	23	\$ 40,893.55	\$ 53,161.62	\$ 65,429.69
Water Quality Manager	28	\$ 52,191.69	\$ 67,849.20	\$ 83,506.70
WTP Operator Class I	27	\$ 49,706.37	\$ 64,618.28	\$ 79,530.19
WTP Operator Class II	25	\$ 45,085.14	\$ 58,610.69	\$ 72,136.23
WTP Operator III	23	\$ 40,893.55	\$ 53,161.62	\$ 65,429.69
WTP Operator Trainee	22	\$ 38,946.24	\$ 50,630.12	\$ 62,313.99

**City of Salem, Virginia  
Pay Scale for Fiscal Year 2027**

Range	Range Minimum	Range Midpoint	Range Maximum
20	\$ 35,325.39	\$ 45,923.01	\$ 56,520.62
21	\$ 37,091.66	\$ 48,219.16	\$ 59,346.66
22	\$ 38,946.24	\$ 50,630.12	\$ 62,313.99
23	\$ 40,893.55	\$ 53,161.62	\$ 65,429.69
24	\$ 42,938.23	\$ 55,819.70	\$ 68,701.17
25	\$ 45,085.14	\$ 58,610.69	\$ 72,136.23
26	\$ 47,339.40	\$ 61,541.22	\$ 75,743.04
27	\$ 49,706.37	\$ 64,618.28	\$ 79,530.19
28	\$ 52,191.69	\$ 67,849.20	\$ 83,506.70
29	\$ 54,801.27	\$ 71,241.66	\$ 87,682.04
30	\$ 57,541.34	\$ 74,803.74	\$ 92,066.14
31	\$ 60,418.40	\$ 78,543.93	\$ 96,669.45
32	\$ 63,439.33	\$ 82,471.12	\$ 101,502.92
33	\$ 66,611.29	\$ 86,594.68	\$ 106,578.07
34	\$ 69,941.86	\$ 90,924.41	\$ 111,906.97
35	\$ 73,438.95	\$ 95,470.63	\$ 117,502.32
36	\$ 77,110.90	\$ 100,244.17	\$ 123,377.43
37	\$ 80,966.44	\$ 105,256.37	\$ 129,546.31
38	\$ 85,014.76	\$ 110,519.19	\$ 136,023.62
39	\$ 89,265.50	\$ 116,045.15	\$ 142,824.80
40	\$ 93,728.78	\$ 121,847.41	\$ 149,966.04
41	\$ 98,415.22	\$ 127,939.78	\$ 157,464.34
42	\$ 103,335.98	\$ 134,336.77	\$ 165,337.56
43	\$ 108,502.77	\$ 141,053.61	\$ 173,604.44
44	\$ 113,927.91	\$ 148,106.29	\$ 182,284.66
45	\$ 119,624.31	\$ 155,511.60	\$ 191,398.89

## General Fund Budget Changes for FY2027

<u>Expenditure Budget Originally Presented</u>			\$ 119,166,386
10-028-2180-58004	City Sheriff	Motor Vehicles and Equipment	13,000
10-029-2210-55450	Commonwealth Attorney	Lease Offset	(2,000)
10-030-3110-52100	Police	FICA	38,972
10-012-3325-57030	Finance	RVJDC Juvenile Placement Program	(3,662)
10-030-3510-53180	Police	Veterinary Services	1,000
10-012-9107-55656	Finance	McAfee Knob Shuttle	(10,000)
10-012-9110-59500	Finance	Contingency	(2,310)
10-080-8110-58004	Economic Development	Motor Vehicles and Equipment	(35,000)
			-
<b>General Fund Expenditure Budget-Adjusted</b>			<b><u><u>\$ 119,166,386</u></u></b>

## Water Fund Budget Changes for FY2027

<u>Expenditure Budget Originally Presented</u>			\$ 9,793,691
51-012-0024-58010	Meter Readers	Depreciation	(1,513)
51-012-0024-55889	Meter Readers	Billing and Collection Credits	1,513
51-012-0026-52200	Utility Billing	VRS Retirement	36,000
51-012-0026-52300	Utility Billing	Health Insurance	20,000
51-012-0026-55889	Utility Billing	Billing and Collection Credits	(56,000)
51-051-0021-53191	Production	Billing and Collection Costs	13,871
51-051-0021-59500	Production	Contingency	(13,871)
			-
<b>Water Fund Expenditure Budget-Adjusted</b>			<b><u><u>\$ 9,793,691</u></u></b>

## Sewer Fund Budget Changes for FY2027

<u>Expenditure Budget Originally Presented</u>			\$ 9,549,171
52-052-0031-58014	Sewer	Infrastructure Improvements	(550,000)
52-052-0031-59449	Sewer	Transfer to Sewer Capital Fund	550,000
52-052-0031-53191	Sewer	Billing and Collection Costs	13,872
52-052-0031-59500	Sewer	Contingency	(13,872)
			-
<b>Sewer Fund Expenditure Budget-Adjusted</b>			<b><u><u>\$ 9,549,171</u></u></b>

## Electric Fund Budget Changes for FY2027

<u>Expenditure Budget Originally Presented</u>			\$ 54,585,514
54-054-0010-85635	Transmission - Operation	Capacity Charges	(8,098,000)
54-054-0010-85651	Transmission - Operation	Capacity Charges	8,098,000
54-054-0010-85640	Transmission - Operation	ARR Credits	360,000
54-054-0010-85652	Transmission - Operation	ARR Credits	(360,000)
54-054-0014-89030	Customer Service	Customer Billing/Collection	27,744
54-054-0015-89993	Administrative & General - Oper	Contingency	(27,744)
			-
<b>Electric Fund Expenditure Budget-Adjusted</b>			<b><u><u>\$ 54,585,514</u></u></b>

**City of Salem, Virginia**  
**Capital Improvement Plan - Enterprise Funds**  
**2027 through 2032**

Project	Prior	2027	2028	2029	2030	2031	2032	Future	Total
<b>Civic Center</b>									
2-Man Genie Lift									
Equipment Purchase	-	-	30,000	-	-	-	-	-	30,000
<b>Enterprise Fund</b>	-	-	<b>30,000</b>	-	-	-	-	-	<b>30,000</b>
Air Handler #2 Hot & Chill Water Coil Replacements									
Construction	-	45,000	-	-	-	-	-	-	45,000
<b>Enterprise Fund</b>	-	<b>45,000</b>	-	-	-	-	-	-	<b>45,000</b>
Annex Ceiling Replacement									
Construction	-	-	85,000	-	-	-	-	-	85,000
<b>Enterprise Fund</b>	-	-	<b>85,000</b>	-	-	-	-	-	<b>85,000</b>
Annex Exterior Patron Doors									
Construction	-	-	90,000	-	-	-	-	-	90,000
<b>Enterprise Fund</b>	-	-	<b>90,000</b>	-	-	-	-	-	<b>90,000</b>
Annex Metal Siding Replacement									
Construction	-	-	40,000	-	-	-	-	-	40,000
<b>Enterprise Fund</b>	-	-	<b>40,000</b>	-	-	-	-	-	<b>40,000</b>
Arena Retractable Platforms with Seats									
Equipment Purchase	-	-	185,000	-	-	-	-	-	185,000
<b>Enterprise Fund</b>	-	-	<b>185,000</b>	-	-	-	-	-	<b>185,000</b>
Arena Sound System									
Equipment Purchase	-	-	300,000	-	-	-	-	-	300,000
<b>Enterprise Fund</b>	-	-	<b>300,000</b>	-	-	-	-	-	<b>300,000</b>
Boom Lift									
Equipment Purchase	-	-	100,000	-	-	-	-	-	100,000
<b>Enterprise Fund</b>	-	-	<b>100,000</b>	-	-	-	-	-	<b>100,000</b>
Carpet Replacement in Parlor Rooms									
Construction	-	-	80,000	-	-	-	-	-	80,000
<b>Enterprise Fund</b>	-	-	<b>80,000</b>	-	-	-	-	-	<b>80,000</b>
Concourse LED Lights									
Equipment Purchase	-	15,000	-	-	-	-	-	-	15,000
<b>Enterprise Fund</b>	-	<b>15,000</b>	-	-	-	-	-	-	<b>15,000</b>
Concrete Dumpster Pad & Privacy Fence near Annex									
Construction	-	-	-	20,000	-	-	-	-	20,000
<b>Enterprise Fund</b>	-	-	-	<b>20,000</b>	-	-	-	-	<b>20,000</b>

**City of Salem, Virginia  
Capital Improvement Plan - Enterprise Funds  
2027 through 2032**

Project	Prior	2027	2028	2029	2030	2031	2032	Future	Total
Electric Panels for Stadium Parking Lot									
Equipment Purchase	\$ -	\$ -	\$ 12,000	\$ -	\$ -	\$ -	\$ -	\$ -	12,000
<b>Enterprise Fund</b>	-	-	<b>12,000</b>	-	-	-	-	-	<b>12,000</b>
Exit Door Hardware in both Concourses									
Equipment Purchase	-	-	40,000	-	-	-	-	-	40,000
<b>Enterprise Fund</b>	-	-	<b>40,000</b>	-	-	-	-	-	<b>40,000</b>
Floor Scrubber									
Equipment Purchase	-	-	-	27,000	-	-	-	-	27,000
<b>Enterprise Fund</b>	-	-	-	<b>27,000</b>	-	-	-	-	<b>27,000</b>
Folding Walls in Community Rooms Replacement									
Construction	-	-	-	70,000	-	-	-	-	70,000
<b>Enterprise Fund</b>	-	-	-	<b>70,000</b>	-	-	-	-	<b>70,000</b>
LED Cam Lights in Arena									
Equipment Purchase	-	20,000	-	-	-	-	-	-	20,000
<b>Enterprise Fund</b>	-	<b>20,000</b>	-	-	-	-	-	-	<b>20,000</b>
Lobby 2 Furniture Replacement									
Other	-	15,000	-	-	-	-	-	-	15,000
<b>Enterprise Fund</b>	-	<b>15,000</b>	-	-	-	-	-	-	<b>15,000</b>
Locker Room Renovations									
Construction	-	100,000	-	-	-	-	-	-	100,000
<b>Enterprise Fund</b>	-	<b>100,000</b>	-	-	-	-	-	-	<b>100,000</b>
Main Switch Gear Evaluation									
Planning & Engineering	-	15,000	-	-	-	-	-	-	15,000
<b>Enterprise Fund</b>	-	<b>15,000</b>	-	-	-	-	-	-	<b>15,000</b>
Parking Lot Lighting/Electrical/Paving									
Planning & Engineering	50,000	-	-	-	-	-	-	-	50,000
Construction	175,000	-	-	2,075,000	-	-	-	-	2,250,000
<b>Enterprise Fund</b>	<b>225,000</b>	-	-	<b>2,075,000</b>	-	-	-	-	<b>2,300,000</b>
Roof Repairs Box Office/Parlors									
Construction	-	-	-	250,000	-	-	-	-	250,000
<b>Enterprise Fund</b>	-	-	-	<b>250,000</b>	-	-	-	-	<b>250,000</b>
Seating Section Lighting in Arena									
Equipment Purchase	-	-	13,000	-	-	-	-	-	13,000
<b>Enterprise Fund</b>	-	-	<b>13,000</b>	-	-	-	-	-	<b>13,000</b>

**City of Salem, Virginia**  
**Capital Improvement Plan - Enterprise Funds**  
**2027 through 2032**

Project	Prior	2027	2028	2029	2030	2031	2032	Future	Total
Spotlights for Arena									
Equipment Purchase	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	50,000
<b>Enterprise Fund</b>	-	<b>50,000</b>	-	-	-	-	-	-	<b>50,000</b>
Warehouse Renovations/Racks									
Equipment Purchase	-	-	-	91,000	-	-	-	-	91,000
<b>Enterprise Fund</b>	-	-	-	<b>91,000</b>	-	-	-	-	<b>91,000</b>

**City of Salem, Virginia**  
**Capital Improvement Plan - General Fund and Capital Projects Fund**  
**2027 through 2032**

Project	Prior	2027	2028	2029	2030	2031	2032	Future	Total
<b>Sheriff</b>									
Vehicle Replacement									
Equipment Purchase	-	70,000	60,000	-	-	-	-	-	130,000
<b>General Fund</b>	-	<b>70,000</b>	<b>60,000</b>	-	-	-	-	-	<b>130,000</b>

AN ORDINANCE APPROPRIATING FUNDS FOR THE FISCAL YEAR 2027 CAPITAL BUDGET FOR THE CITY OF SALEM, VIRGINIA

WHEREAS, upon notice duly published in the newspaper, a public hearing was held on May 11, 2026, concerning the adoption of the annual budget for the City of Salem for Fiscal Year 2027; and

WHEREAS, City Council of the City of Salem, Virginia, approved said budget on May 26, 2026, pursuant to the provisions of Section 8.3 of the Charter of the City of Salem and Chapter 25 of Title 15.2 of the 1950 Code of Virginia, as amended; and

WHEREAS, the first reading of this appropriation ordinance was held on May 11, 2026, and the second reading of this ordinance was held on May 26, 2026, pursuant to the provisions of section 7.3 of Charter of the City of Salem

NOW THEREFORE, be it ordained by the Council of the City of Salem, Virginia, as follows:

1. That the following appropriations are hereby made from the respective funds for the period beginning July 1, 2026, and ending June 30, 2027, for the functions and purposes indicated:

City of Salem, Virginia	
Fiscal Year 2027	
Capital Projects Appropriations	
First Reading May 11, 2026; Second Reading May 26, 2026	
	Appropriation Amount
<b>Revenues:</b>	
Transfer from General Fund to Capital Projects Fund	\$ 2,192,000
Transfer from Water Fund to Water Capital Fund	1,200,000
Transfer from Sewer Fund to Sewer Capital Fund	2,080,000
<b>Total Revenue</b>	<b>\$ 5,472,000</b>
<b>Expenditures:</b>	
Capital Projects Fund	\$ 2,192,000
Water Capital Fund	1,200,000
Sewer Capital Fund	2,080,000
<b>Total Expenditures</b>	<b>\$ 5,472,000</b>

2. That the City Manager may authorize the transfer of any unencumbered balance or portion thereof from one project to another so as to provide for the completion of a capital project.
3. That all funded outstanding capital encumbrances at June 30, 2026, are re-appropriated to Fiscal Year 2027 to the same account for which they are encumbered in the previous year.

4. That appropriations designated for capital projects will not lapse at the end of the fiscal year but shall remain appropriated until the completion of the project or until the City Council, by appropriate action, changes or eliminates the appropriation. Upon completion of a capital project, staff is authorized to close out the project and transfer to the funding source any remaining balances. This section applies to appropriations for capital projects at June 30, 2026, and appropriations in the 2027 fiscal year budget.

This ordinance shall take effect July 1, 2026.

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

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

Passed:  
Effective:

/s/ Renee F. Turk  
Mayor

ATTEST:

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

AN ORDINANCE APPROPRIATING FUNDS FOR THE FISCAL YEAR 2027 SALEM CITY SCHOOLS

WHEREAS, upon notice duly published in the newspaper, a public hearing was held on May 11, 2026, concerning the adoption of the annual budget for the City of Salem for Fiscal Year 2027; and

WHEREAS, the Council of the City of Salem, Virginia approved said budget on May 11, 2026, pursuant to the provisions of Section 8.3 of Salem City Code and Chapter 25 of Title 15.2 of the 1950 Code of Virginia, as amended, and

WHEREAS, the first reading of this appropriation ordinance was held on May 11, 2026, and the second reading of this ordinance was held on May 26, 2026, pursuant to the provisions of Section 7.3 of the Salem City Code.

NOW THEREFORE, be it ordained by the Council of the City of Salem, Virginia as follows:

1. That the following appropriations are hereby made from the respective funds for the period beginning July 1, 2026 and ending June 30, 2027 for the functions and purposes indicated.

City of Salem, Virginia  
 FY 2027  
 Salem City Schools  
 First Reading May 11, 2026; Second Reading May 26, 2026

	Appropriation Amount
<u>Revenue</u>	
State Revenue, excluding Sales Tax	\$34,771,942
Sales Tax	4,607,685
Federal Revenue	3,528,821
Local Revenue	24,813,041
Other Revenue	643,609
Food Service	2,716,137
Total School Fund Revenue Budget	\$71,081,235
<u>Expenditures</u>	
Instruction	\$51,123,590
Administration, Attendance and Health	4,086,376
Pupil Transportation	2,676,227
Operations and Maintenance	4,430,502
Food Service	2,716,137





Item #: 6.A.

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

**MEETING DATE:** May 26, 2026

**AGENDA ITEM:** **Amendment to the City Code - Chapter 106, Zoning**  
Hold a public hearing and consider the ordinance on first reading for the request of ABoone Real Estate Inc. to amend Chapter 106 Zoning, Article III Use and Design Standards, Section 106-304.17(G)(4) Townhouse, of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to separation between townhouse groupings. (Advertised in the May 7 and 14, 2026, issues of the *Salem Times-Register*.) (Planning Commission recommended approval).

**SUBMITTED BY:** Maxwell Dillon, Planner

**SUMMARY OF INFORMATION:**

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

The applicant is requesting a text amendment related specifically to Chapter 106-304.17(G)(4), which currently requires a minimum 40-foot separation be provided between groupings of townhouse units, unless both facing walls contain no windows, doors, or balconies in which case the separation can be reduced to 20 feet. A similar separation standard is a requirement for multi-family structure spacing in the RMF Residential Multi-Family and RB Residential Business zoning districts, likely stemming from the intent of satisfying previous building codes and establishing ample separation between non-single family residential structures. While sometimes thought of as multi-family developments, the *townhouse* use is defined in Salem's Zoning Ordinance as a "grouping of three or more attached **single family dwellings** in a row...". As such, the a reduction from the currently required 40-foot separation to 20-feet is

reasonable, with future townhouse developments still adhering to applicable building and fire codes. Furthermore, regional localities Roanoke County and Botetourt County both require a 20-foot separation between townhouse groupings, and Roanoke City does not require any separation.

Ultimately, the remainder of Section 106-304.17. (Townhouse Use and Design Standards), and specifically Section 106-304.17(B)(2) which designates the maximum density of a townhouse development (10 units per acre) will remain in effect to govern relevant site design and development. Salem's built-out environment renders efficient infill development paramount to the accommodation of housing needs in the future, and this proposed code adjustment allowing for flexibility in unit group spacing supports that objective without sacrificing standards that protect surrounding land uses.

**FISCAL IMPACT:**

**STAFF RECOMMENDATION:**

Recommend consideration of the ordinance on first reading for the proposed Code amendment.

**ATTACHMENTS:**

1. Text Amendment - Townhouse application
2. Applicant Letter of Proposal for Text Amendment
3. PC April 15 2026 minutes
4. Council meeting notification letter ABoone
5. Legal ad 5.7
6. Legal ad 5.14
7. Zoning Text Amendment Sec.\_106\_304.17.\_\_\_\_Townhouse.

## Application Data for Application Number: Z26-30060

Application Type            Zoning

Application Sub-Type      Text Amendment

Applicant

Location

Applicant Address

Property Owner

CITY OF SALEM

Owner Address

PO BOX 869

Tax Parcel

SALEM, VA,24153

### Application Information

Section	Question	Answer
Details and Scope of Work	Please provide a detailed description of the work associated with this application.	Text amendment to the Townhouse Use and Design Standards for reduction in group spacing distance.
Existing Structure Info	Year Built	
	Property Description	
	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	
Parcel Information	Lot Size Acres	
	Lot Size SQFT	
	Zoning Classification	
	Legal Description	
	PID	
Special Exception Details	Please advise Current Zoning type	
	Please advise current use	
	Please advise future use	
	Please advise designation from the future land use map	
	Is the building or parcel in a district currently designated as historic	
	If yes, describe the proposed measures for meeting the standards of the Department of Historic Resources	

# SALEM VA



## COMMUNITY DEVELOPMENT

Special Exception Details	This Special Exception/Use Not Provided For is being requested in order to?	Text amendment to the Townhouse Use and Design Standards for reduction in group spacing distance.
	Describe in detail how you plan to develop the property for the proposed use and any associated uses	
	Describe why the proposed use or exception is desirable and appropriate for the area	See attached letter.
	What measures will be taken to assure that the proposed use or exception will not have a negative impact on the surrounding vicinity?	
	Is the subject property located within the Floodplain District?	
	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?	
	Are the proposed lot sizes compatible with existing parcel sizes in the area?	



March 23, 2026

Mr. Rob Light  
Assistant City Manager  
114 N. Broad Street  
Salem, VA 24153

Dear Mr. Light,

Please accept this letter as our formal request for a text amendment to the Use and Design Standards for Townhouses under Sec. 106-304.17 of the code of ordinances for the City of Salem. The specific request relates to item (G) Grouping of Townhouses: 4. The purpose of this requested text amendment is to revise the language to permit the separation between groupings of townhouses to be reduced to 20 feet from the current 40-foot requirement.

The current language within the zoning code reads:

“A minimum 40-foot separation shall be provided between groupings of townhouse units. This minimum separation may be reduced to 20 feet if both facing walls contain no windows, doors or balconies.”

We request the following proposed text amendment to revise this section of the code to read:

“A minimum 20-foot separation shall be provided between groupings of townhouse units.”

---

This proposed change to the City of Salem code is justified based on current building and fire codes and development standards. Please note the below for consideration of this request:

- Sec. 106-304.17 (D) 1. (b) (Minimum Townhouse Yard Requirements) states that “the minimum side yard for end units shall be ten feet.” This existing code language would create spacing between townhouse groupings of twenty (20) feet based on side yard requirements.
- A 20-foot separation between townhouse groupings is the most common spacing under today’s best practices for development and is considered a good balance between developing a higher density, quality neighborhood townhouse layout design and providing green and open space for residents.
- A 20-foot gap between townhouse groupings meets current requirements for fire safety and protection to prevent the spread of fire as outlined in the 2021 Virginia Residential Code and 2021 Virginia Construction Code.

- The 20-foot gap between townhouse groupings allows for the necessary space for emergency vehicle access as well as other maintenance vehicles and equipment.

Your consideration and approval of this request for a text amendment to the zoning code is of benefit to the City of Salem as well as its residents. The City has limited availability of developable land for housing or other purposes, and maximizing the use of the developable portions of the subject property will provide much-needed housing stock for current and future residents. The separation requirement as it currently exists also significantly constrains properties that are more topographically challenged, which is generally a characteristic of the remaining available land, and limits the housing units that can be built within the City. As Sec. 106-304.17 (A) states regarding the intent of the townhouse design standards:

“These standards are intended to allow flexibility in unit arrangements, unit size and yard space, thereby allowing the creation of efficient and economical housing arrangements.”

The proposed amendment allows for more efficient and economical use of the existing property and the approved development while encouraging the development and construction of a high-quality neighborhood. Additionally, the proposed amendment results in increased tax revenue to the City by increasing density in an already approved new neighborhood, and that additional revenue can be used for the benefit of all Salem residents.

Salem, as with most jurisdictions throughout our region, faces a housing shortage. This shortage of diverse homes is a deterrent to economic growth. Communities cannot grow if people are not able to find a place to live. Businesses do not expand or relocate without diverse forms of housing to meet the needs of their workforce. As a result, additional new housing is critical for communities to be competitive in business attraction and retention, and increased density (limited to 171 total townhouses per the rezoning) through the proposed text amendment will help address this challenge.

The proposed amendment to Sec. 106-304.17 (G) 4. of the City of Salem Zoning Code of Ordinances serves to better align the code with current best practices in new townhouse community development while also meeting current fire safety and separation standards.

We respectfully request the approval of the Planning Commission and City Council of the proposed amendment to the zoning code of the City of Salem and thank you in advance for your consideration.

Sincerely,



Alexander Boone  
President



**PLANNING COMMISSION  
MINUTES**

**Wednesday, April 15, 2026, at 6:30 PM**

Work Session, 5:30 PM, Council Chambers Conference Room, City Hall,  
114 North Broad Street, Salem, Virginia 24153

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

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**WORK SESSION**

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**1. Call to Order**

A work session 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, April 15, 2026, 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 Rob Light, Assistant City Manager and Deputy Executive Secretary, ex officio member of said Commission. Charles Van Allman Jr., Director of Community Development; Maxwell S. Dillon, Planner, Jim Guynn, City Attorney; and the following business was transacted:

Chair King reported that this date, place, and time had been set in order for the Commission to hold a work session. The work session meeting was called to order at 5:47 p.m.

A discussion was held on the following items:

**2. New Business**

**A. Items for the April agenda**

1. Zoning Text Amendment - Townhomes

**B. Items for the May agenda**

1. 213 Rutledge Circle – two family dwelling

**3. Adjournment**

Chair King adjourned at 6:29 p.m.

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## REGULAR SESSION

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### 1. Call to Order

A regular meeting of the Planning Commission of the City of Salem, Virginia, was held in the Council Chambers, City Hall, 114 North Broad Street, at 6:30 p.m., on Wednesday, April 15, 2026, 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 Rob Light, Assistant City Manager and Deputy Executive Secretary, ex officio member of said Commission, Charles E. Van Allman Jr., Director of Community Development; Maxwell S. Dillon, Planner, and Jim Guynn, City Attorney, and the following business was transacted:

Chair King called the April meeting of the City of Salem Planning Commission to order at 6:33p.m. Reporting 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 from the March 11, 2026, work session and regular meeting.

Chair King asked the Commission if anyone had any questions, additions, or comments. Hearing none, the minutes were accepted.

### 3. Reports

A. Site Plan and Subdivision Plat approvals

Max Dillon referenced a one-page report included in the agenda packet acknowledging the number of approved site plans and subdivisions over the past month. The report shows one site plan approval located at 416 Electric Road and two subdivision approvals. One being the Steelton Mill

Subdivision and the other located at 432 Chestnut Street.

Chair King asked the Commission if anyone had any questions, additions, or comments. Hearing none the site plan and subdivision plat report was accepted.

4. Unfinished Business – none

5. Public Hearing Item

Hold a public hearing and consider the request of ABoone Real Estate Inc. to amend Chapter 106 Zoning, Article III Use and Design Standards Section 106-304.17(G)(4) Townhouse of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to separation between townhouse groupings.

Proper legal notice has been given, and the property owner has been notified of said hearing.

Chair King asked if the applicant's representative was present and able to provide information

Court Rosen, 3934 Electric Road, Roanoke, addressed the Commission regarding the current language within the referenced section of the code which requires a minimum 40-foot separation be provided between townhome groupings, though the minimum separation may be reduced to 20 foot if both facing walls contain no windows, doors, or balconies. The proposal is to revise the standard to a minimum 20-foot separation between groupings of town house units. Mr. Rosen noted that this issue arose during work on the Newman Project. He emphasized that the proposed amendment would not affect the approved density of the Newman development. Instead, maintaining the 40-foot requirement would force the layout to expand outward, reducing planned green and open space. He stated that the 20-foot standard is consistent with current building codes and is already used in nearby jurisdictions, including Roanoke County, Montgomery County, and Botetourt County. He added that the existing 40-foot requirement likely reflects an older building code predating modern fire-resistance standards. Adopting this amendment, it allows better use of the land and to keep it compact and preservation of green space which is important for communities. He mentioned the 20-foot proposed separation between groupings is also consistent with today's development trends and the way communities are designed. It is not a consideration for Newman Drive, but development costs have skyrocketed and when houses are pushed apart, it increases infrastructure which is a big increase in costs up front. It is also a big increase in cost of long-term maintenance for municipalities, which is the reason communities are really tending to go to the 20-foot separation between townhouse groupings. He noted that Chris Burns can answer any engineering questions you may have.

Mr. Garst asked whether the number of townhomes in the Newman Project would remain unchanged, noting that the number is controlled by proffer. Mr. Rosen confirmed that the unit count is fixed by the concept plan. Chair King reiterated for the record that the amendment would not increase the number of townhomes permitted on the Newman property.

Mr. Rosen added that the density of the Newman project will not be affected one way or the other. The 40-foot separation pushes things out and it requires a lot more mass grading, it is just not what would be good for the community.

Chair King stated that at least one phone call had been received from a resident in the Newman Drive area under the impression that this hearing was a request to increase the number of town home units, and they were told that was not true. She asked if anyone else had any questions and if so please come forward.

Mr. Henrickson asked Mr. Burns to address some concerns with that end unit having a minimum of 10 feet of property line setback; meaning that a property line would run between the units.

Mr. Chris Burns, Westwood Professional Services, 1208 Corporate Circle, Roanoke, confirmed that a property line would run between the units and stated that building code requires only a 5-foot separation.

Mr. Henrickson expressed concern about the lack of an easement between units and with a building that big and that long, he thinks there should be some sort of easement in between.

Mr. Burns stated that part of the research we did was asking what emergency services need to get through there if there was an emergency or a fire and 20 feet was reasonable.

Chair King stated that was something that had been confirmed by the Fire Captain and the Fire Marshal also. She stated that Mr. Henrickson, referring to an easement concerns her. She noted there is a difference between having an access easement and having the ability for emergency services to be able to get to the property and maybe that is something to discuss in the site plan regarding getting rescue or whatever is needed back there. Not an open access easement for just anybody to go through the property.

Mr. Burns stated that with the way town homes are built and the building code, you have firewalls between each unit, so they are treated the same as single family structures as far as building code and the separation from property lines and firewalls on the end units.

Mr. Light asked Mr. Dillon whether the amendment would affect density allowances for future townhome projects.

Mr. Dillon explained that there is another stipulation in the city's Use and Design standards that restricts the density of any town home project to 10 dwelling units per acre, which would prevent developers from increasing density simply by reducing separation distances.

Chair King asked if there was anyone that would like to come forward and speak on this matter, and to please state your name and address for the record. The public hearing was opened at 6:42 PM.

Kathryn Chrisfield, 948 North Mill Road, asked whether the 20 acres designated for development in the Newman Project could later be used to request additional units if the separation requirement were reduced.

Chair King explained the number of units have already been proffered which means they cannot arbitrarily change the number of units.

Mr. Garst added that the proffer is legally binding on the property regardless of ownership.

Chair King explained that the number of units is controlled by proffer and cannot be changed without restarting the full approval process.

Mr. Rosen stated that open space will be conveyed to a home association. There will be 171 homeowners and there can be something written into the declaration of conveyances, conditions, and restrictions that the land remains open space or some mechanism legally to do that.

Mr. Garst stated that the HOA could address Mr. Henrickson's concerns about structures such as a wall or fences in between those units.

Mr. Rosen agreed, stating all that is included, he is certain there will be language which will permit only certain fences of certain sizes and certain areas behind the townhomes. That normally would get addressed in conveyances, conditions, and restrictions.

Mr. Garst stated that this should allow for more compact footprint allowing for more green space. He asked if the 40-foot separation would affect the cost.

Mr. Rosen explained that about 15 units being impacted out of 171 units is fairly negligible, it is dealt with during the mass grading phase. It will add costs and they will absorb that costs to finish 171 proffered units. They simply feel it is better for the neighborhood and the new neighborhood to have more green space available.

Chair King asked if anyone else would like to speak on this matter, please come forward.

Elizabeth Roberts, 566 Parkdale Drive, asked how many acres are going to be taken up if there will be 20 feet instead of 40 feet between the units.

Mr. Rosen answered that the exact amount of acreage would have to be checked. He mentioned that the original concept plan that was presented before the Planning Commission showed the town home units 20 feet apart. There are only slight changes to the roads to make them work and be safer. There is no actual change in the layout because the original concept plan already showed 20-foot between the units.

Chair King stated that along with the staff doing a lot of research work the Commission has done a lot of research work also. She could not find a single jurisdiction that had 40-foot width anymore. She was surprised to find that in some cases jurisdictions do not have any regulation of width between town home buildings.

Chair King asked if there was anyone else who would like to speak, seeing no one, she closed the public hearing at 6:48PM.

Mr. Garst made a motion to recommend approval as written. Mr. Beamer 2<sup>nd</sup> the motion.

Roll Call	Mr. Routt	aye
	Mr. Henrickson	nay
	Mr. Beamer	aye
	Mr. Garst	aye
	Chair King	aye

Chair King stated for the record that Planning Commission members would like to encourage City Council members to see about the revising of the entire town house code.

**6. Other Business – None**

**7. Adjournment**

Chair King stated there was no additional business for the Planning Commission and the meeting was adjourned at 6:48p.m.

# SALEM VA



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## CITY COUNCIL

April 21, 2026

ABoone Real Estate, Inc.  
3934 Electric Road SW, Suite A  
Roanoke, VA 24018

RE: Use and Design Standards for Townhouses

To Whom It May Concern:

You and/or your agent shall appear before City Council on **Tuesday, May 26, 2026, at 6:30 p.m.** in the **Council Chambers, First Floor, Salem City Hall, 114 North Broad Street, Salem, Virginia** for consideration of your formal request for a text amendment to the Use and Design Standards for Townhouses.

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

Sincerely,



H. Robert Light  
Assistant City Manager/Clerk of Council





# Marketplace



The Fincastle Herald Vinton Messenger The New Castle Record Salem Times-Register News Messenger RADFORD News Journal

### Help Wanted

**TAP JOB FAIR**  
TUESDAY MAY 19th  
10AM - 4PM

Location: MELROSE BRANCH LIBRARY  
2502 Melrose Ave, Suite D  
Roanoke VA 24017

**INTERVIEWS ON SITE FOR**  
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TEACHER ASSISTANTS,  
SUBSTITUTES,  
SPECIAL NEEDS ASSISTANTS,  
CUSTODIAN,  
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We only hire individuals legally eligible for employment in the United States.

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We will train the right person.  
Vinton Appliance Center  
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Shopping, bathing, light house cleaning  
Reasonable rates  
References upon request  
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### Home Improvement

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Painting, plumbing, roofing, brick and block  
Over twenty years' experience  
Free estimates  
540.762.5584

### Legals - City of Salem

**NOTICE OF PUBLIC HEARING**  
Notice is hereby given to all interested persons that the Council of the City of Salem, at its regular meeting on Tuesday, May 26, 2026, 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 request relative to the CODE OF THE CITY OF SALEM, VIRGINIA:  
Consider the request of ABoone Real Estate Inc. to amend Chapter 106 Zoning, Article III Use and Design Standards, Section 106-304.17(G)(4) Townhouse, of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to separation between townhouse groupings.  
Copies of the proposed plans, ordinances or amendments may be examined in the Office of Community Development, 21 South Bruffey Street, Salem, Virginia.  
At said hearing, parties in interest and citizens shall have an opportunity to be heard relative to the said requests.  
THE COUNCIL OF THE CITY OF SALEM, VIRGINIA  
BY:  
H. Robert Light  
Clerk of Council

### Legals - Botetourt County

**TRUSTEE'S SALE OF**  
3314 Blue Ridge Boulevard, Blue Ridge, VA 24064

In execution of a Deed of Trust in the original principal amount of \$332,323.00 dated October 1, 2021 recorded among the land records of the Circuit Court for Botetourt County on October 1, 2021 as Instrument Number: 210005222, the undersigned appointed Substitute Trustee will offer for sale at public auction, at the Main entrance of the courthouse for the Circuit Court of Botetourt County, 1 W Main St, Fincastle, VA 24090 on June 5, 2026 at 02:00 PM the property described in said deed of trust, located at the above address and briefly described as: All that certain tract or parcel of land designated as Lot C, containing 1.916 acres, more or less, as more fully shown on that certain "Plat of the Property of C & O, LLC", dated July 30, 2008, prepared by Christopher N. McMurry, L.S., a copy of which is recorded in the Clerk's Office of the Circuit Court for Botetourt County, Virginia, in Plat Book 45, page 17. Tax ID: 109-95B/31076. **TERMS OF SALE:** A bidder's deposit of \$12,000.00 or 10% of the sale price, whichever is lower, will be required in the form of a certified or cashier's check. Cash will not be accepted as a deposit. Settlement within fifteen (15) days of sale, otherwise Trustee may forfeit deposit. Additional terms to be announced at sale. This is a communication from a debt collector. This notice is an attempt to collect on a debt and any information obtained will be used for that purpose. (Trustee # 26-003048) Substitute Trustee: ALG Trustee, LLC C/O Orleans Law Group PLLC PO Box 2548, Leesburg, VA 20177 (703) 777-7101 website: www.Orlans.com The Vendor auction.com will be used in conjunction with this sale. Potential Bidders: For sale information, please visit www.Auction.com or call (800) 280-2832.

# Classified Advertisings DELIVERS

### Legals - Town of Vinton

**TOWN OF VINTON RFP #051426**

**Introduction**  
The Town of Vinton, Virginia (the "Town") is issuing this Request for Proposals (the "RFP") to solicit proposals for a direct bank loan evidenced by a Tax-Exempt or Taxable General Obligation Bond, Series 2026 in a principal amount of up to \$2,500,000 (the "2026 Bond").  
Proceeds of the 2026 Bond will be used to fund capital improvements to a Town-owned and Town-maintained War Memorial building and grounds (the "Project") as well as pay the costs of issuance. The Project is expected to be completed, and the proceeds of the borrowing are expected to be expended within twelve months of closing.  
Financial Information  
The Town's Annual Comprehensive Financial Reports and Budgets can be found on its Town website here: <https://www.vintonva.gov/100/Budgets-Reports>

**Key Assumptions**  
Issuer: Town of Vinton, Virginia  
Purpose: Proceeds of the 2026 Bond will be used to complete the Project as well as pay the associated costs of issuance.

**Tax Treatment:** Taxable or Tax-Exempt are requested. Bank Qualified ("BQ") and Non-Bank Qualified ("NBQ") rates are requested on the Tax-Exempt proposal.

**Security:** A General Obligation pledge for the full faith and credit of the Town.

**Amount:** Up to \$2,500,000 Interest Payments: Please specify frequency of payments (i.e. monthly, quarterly, semi-annually, or at maturity)

**Principal Payments:** Please specify frequency of payments (i.e. monthly, quarterly, semi-annually, or at maturity).

**Final Maturity:** The Town is seeking proposals for terms ranging from 10 to 20 years from closing.

**Interest Rate:** The Town is interested in considering BQ Tax-Exempt, NBQ Tax-Exempt, and taxable rate proposals. Fixed rate is preferred, but variable rates will be considered.

**Optional Redemption:** The Town prefers the option of prepayment in whole or in part at any time without penalty. If not, please specify the most flexible terms/conditions for prepayment that your institution would propose. The Town is looking for maximum flexibility in this regard.

**Drawdown:** All at closing. Bank Closing Cost: None anticipated to be paid by the Town. Please specify any exceptions.

**Annual/Ongoing Fees:** None anticipated to be paid by the Town. Please specify any exceptions.

**Lender's Counsel:** If your institution will involve its own legal counsel for purposes of reviewing the legal and financing documents, please provide the name of the firm, the primary contact(s), and a not-to-exceed fee for which the Town will be responsible. If your institution covers these costs, please clearly indicate this benefit in your submittal.

**Documents and Opinion(s):** Spilman Thomas & Battle, PLLC, as Bond Counsel to the Town, will be responsible for drafting the financing documents. There are no other additional legal costs anticipated to be paid by the Town except as may be provided in your proposal.

**Conflict Waiver:** Spilman Thomas & Battle, PLLC has been engaged to serve as Bond Counsel to the Town for purposes of this financing. By submitting its proposal, each proposer represents that it understands the role of Spilman Thomas & Battle, PLLC, and that, if the proposer is selected as the winning proposer, the proposer will have agreed to waive any potential conflict of interest that the involvement of

### Legals - Town of Vinton

Spilman Thomas & Battle, PLLC might present to such this financing.

**Ongoing Disclosure:** The Town will provide annual audited financial statements.

Please specify any additional requirements.

**Direct Bank Loan:** Proposals are requested for a direct bank loan evidenced by the 2026 Bond, by a single financial institution or a syndicate of financial institutions represented by one lead institution with which the Town will deal with exclusively on all aspects of the financing. The successful proposer(s) will be expected to provide a letter in form satisfactory to the Town and Bond Counsel regarding the qualifications of the lender and stating that the loan is being made for its own account, with the present intent to hold the loan to maturity and with no intention of sale or distribution. No formal offering document will be prepared, although proposers should feel free to direct any questions about the Town or its finances to the Town's Deputy Town Manager, whose contact information is below.

**Award:** The Town reserves the right to request additional information from the proposers and reserves the right to reject any or all proposals and to waive any irregularity or informality. Although the selection will be based substantially on lowest total financing cost (including both interest cost and upfront fees and expenses), the Town reserves the right to select the proposer that best meets the needs of the Town.

**Closing:** Closing is expected to take place by June 30, 2026. The opinion(s) of Bond Counsel will be delivered at closing. Additionally, please specify any other terms or conditions that would impact the proposed structure of the financing agreement. A preliminary timetable for action is shown below.  
**Submission of Proposals:** By submitting a proposal for the 2026 Bond, we are anticipating that the financing has received final or near final credit approval by your banking institution and that your banking institution is ready and able to provide the funding to the Town, should your banking institution be selected as the winning proposer. If this financing requires additional credit approvals after submission of your response, please clearly indicate that in your response and describe the process by which these additional approvals will be obtained, the timing of receiving these approvals, and any additional information that will need to be provided by the Town. We look forward to your response by 3:00 p.m. on May 27, 2026. Proposals should be submitted electronically or hard copy to:  
Adam E. Cody Sexton  
Deputy Town Manager  
Town of Vinton  
311 South Pollard Street  
Vinton, VA 24179  
cs Sexton@vintonva.gov  
540-983-0607

If you have any questions about this RFP, please do not hesitate to contact me at the above email address or phone number.  
Sincerely,  
Adam E. Cody Sexton  
Deputy Town Manager

### Legals - Montgomery County

**VIRGINIA: IN THE CIRCUIT COURT FOR THE CITY OF ROANOKE**

**IN THE MATTER OF CHARLES ROBISON ALLEN, JR.**  
VSB Docket No. 26-080-136218  
Case No. CL25001621-00  
**ORDER OF PUBLICATION**

ONE OBJECT OF THIS CASE is to identify any client claims existing against the law practice of Charles Robison Allen, Jr. ("Respondent"), and to identify clients or creditors having an interest in and to funds held in the trust account of Respondent's law practice, now in the Receivership trust account. There may be clients or creditors who have such claims and interest whose identities are unknown; and

UPON MOTION of the Receiver, appointed in this case pursuant to Va. Code § 54.1-3900.01, for this Order of Publication and the Court having deemed the same appropriate, it is

**ADJUDGED, ORDERED and DECREED** that any and all persons and entities who have a claim against Respondent's law practice and/or interest in the funds held within Respondent's trust account, deliver written notice of the same to John C. Johnson, Receiver, The Johnson Law Group, P.L.C., P.O. Box 8476, Roanoke, Virginia 24014, by 5 p.m. on May 22, 2026 and complete under oath the Proof of Claim Affidavit obtainable from the Receiver, whose email address is [jjohnson@jlgva.com](mailto:jjohnson@jlgva.com), telephone number is (540) 410-5601, and return said completed Proof of Claim Affidavit to the Receiver no later than May 22, 2026 at 5 p.m., and

The claims hearing for all contested claims shall be held before the Roanoke City Circuit Court, 315 Church Avenue, Roanoke, Virginia 24010 on a date to be scheduled following the closure of the time for the receipt of the completed Proof of Claim Affidavits by the Receiver. Only those who timely file a claim will receive any further notice of these proceedings, to include a notice of the claims hearing. **Any claim not proven by a preponderance of the evidence at that time shall be forever barred from recovery against the funds in the possession and control of the Receiver.**

This Order shall be published once a week for four (4) consecutive weeks in the Salem Times & Register, Salem, Virginia, a newspaper of general circulation.

ENTERED THIS 14<sup>th</sup> DAY OF April 2026.  
Hon. James R. Swanson,  
Chief Judge

WE ASK FOR THIS  
John C. Johnson  
(VSB No. 33133)  
The Johnson Law Group,  
PLC  
P.O. Box 8476  
Roanoke, Virginia 24014  
(540) 410-5601  
[jjohnson@jlgva.com](mailto:jjohnson@jlgva.com)  
Receiver of the law practice of Charles Robison Allen, Jr.

SEEN AND AGREED:  
Tenley Carroll Seli (VSB No. 39763)  
Assistant Bar Counsel  
Virginia State Bar  
1111 E. Main Street, Suite 700  
Richmond, Virginia 23219  
(804) 775-0546  
[tseli@vsb.org](mailto:tseli@vsb.org)

### STATEWIDE ADS

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A T T N AUCTIONEERS: Promote your upcoming auctions statewide! Affordable Print and Digital Solutions reaching your target audience. Call this paper or Commonwealth Media Solutions 804-521-7580, [advertising@commonwealthmedia.com](mailto:advertising@commonwealthmedia.com)

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agree that commuter benefits help attract new talent

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AN ORDINANCE TO AMEND, REVISE, AND REORDAIN CHAPTER 106, ZONING, ARTICLE III, USE AND DESIGN STANDARDS, SECTION 106-304.17 TOWNHOUSE OF THE CODE OF THE CITY OF SALEM, VIRGINIA PERTAINING TO SEPARATION BETWEEN TOWNHOUSE GROUPINGS.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, THAT SECTION 106-304.17 OF CHAPTER 106, OF THE CODE OF THE CITY OF SALEM, VIRGINIA BE AMENDED, REVISED, AND REORDAINED TO READ AS FOLLOWS:

Chapter 106  
ZONING

ARTICLE III – USE AND DESIGN STANDARDS

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

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

combination of trees and shrubs, and shall remain free of all physical improvements, including parking areas, except for:

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

(C) *Minimum Townhouse Lot Requirements:*

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

(D) *Minimum Townhouse Yard Requirements:*

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

(E) *Maximum Height of Structures:*

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

(F) *Maximum Building Size:*

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

(G) *Grouping of Townhouses:*

1. Townhouses shall be attached in groups of three to 12.
2. The facades of townhouses shall be varied by staggered front yards and variations in design and materials. No more than four abutting townhouses shall have the same front yard depth and the

same architectural treatment of facades and roof lines. The front yard stagger, when required, shall be a minimum of two feet.

3. All townhouses shall be arranged such that only the front or side of any unit shall face a public street. If site characteristics require that the backs of townhouses face a public street, then vegetative screening shall be required per the provisions of this chapter. Such vegetative screening shall be located within a common area, and not on any townhouse lot.
4. A minimum ~~4020~~-foot separation shall be provided between groupings of townhouse units. **This minimum separation may be reduced to 20 feet if both facing walls contain no windows, doors or balconies.**

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

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

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

Passed:  
Effective:

/s/ Renee F. Turk  
Mayor

ATTEST:

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



Item #: 6.B.

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

**MEETING DATE:** May 26, 2026

**AGENDA ITEM:** **Abstract of Votes**  
Receive the Abstract of Referendum Votes cast at the  
Special Election held on April 21, 2026.

**SUBMITTED BY:** Benjamin Leeson, Director of Elections and General  
Registrar

**SUMMARY OF INFORMATION:**

Per the Code of Virginia, a certified copy of the Abstract of Votes from each election  
must be received and formally recorded.

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Staff recommends that Council receive the Abstract of Referendum Votes for the  
Special Election held on April 21, 2026.

**ATTACHMENTS:**

1. Abstract of Votes April 21.2026

# ABSTRACT of REFERENDUM VOTES

Cast in SALEM CITY, VIRGINIA  
at the 2026 April 21 Special held on April 21, 2026 for,

## Proposed Constitutional Amendment

**Question: Should the Constitution of Virginia be amended to allow the General Assembly to temporarily adopt new congressional districts to restore fairness in the upcoming elections, while ensuring Virginia's standard redistricting process resumes for all future redistricting after the 2030 census?**

QUESTION RESPONSE	TOTAL VOTES RECEIVED (IN FIGURES)
Total YES votes	3230
Total NO votes	5416
Total Number of Overvotes for Question	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on April 21, 2026, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the proposed referendum.



Given under our hands this 27<sup>th</sup> day of April, 2026

*Cliff Bowles*, Chairman  
*[Signature]*, Vice Chairman  
*[Signature]*, Secretary/Acting  
*Katherine A. Elam*, Secretary (Certified Copy)