



**City Council
Agenda
Monday, August 10, 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

WORK SESSION

1. Call to Order
2. New Business
 - A. Discussion Items
 - Review of Salem Tourism Action Plan - Carey Harvey Cutter, Director of Tourism/Katie Conner, Virginia Tourism Corporation
3. Adjournment

REGULAR SESSION

1. Call to Order
2. Pledge of Allegiance
3. Awards & Recognitions
4. Consent Agenda
 - A. **Citizen Comments**

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

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

C. Financial Reports

Consider acceptance of the Statement of Revenues and Expenses for the ten months ending April 30, 2026.

5. Old Business

6. New Business

A. Stormwater Utility

Hold a public hearing and consider an ordinance on first reading to amend, revise, reordain, and enact Chapter 30 Environment by adopting additional sections 30-189 through 30-199, Article VI, Stormwater Utility Fee of the CODE OF THE CITY OF SALEM, VIRGINIA (Advertised in the July 23 and 30, 2026, issues of *The Salem Times-Register*).

B. Special Exception Permit

Hold a public hearing and consider the request of Community Church Inc, property owner, and Cornerstone Classical Academy, lessee, for the issuance of a Special Exception Permit to allow for an Educational Facility, Primary/Secondary, on the property located at 1923 East Main Street (Tax Map #78-1-14). (Advertised in the July 23 and 30, 2026, issues of *The Salem Times-Register*.) (Planning Commission recommended approval with conditions.)

C. Special Exception Permit

Hold a public hearing and consider the request of Robertson Family Revocable Trust, property owner, and Amer Alsayadi, lessee, for the issuance of a Special Exception Permit to allow retail sales, smoke shop, on the property located at 501 West 4th Street (Tax Map #143-3-14). (Advertised in the July 23 and 30, 2026, issues of *The Salem Times-Register*.) (Planning Commission recommended denial.)

D. Special Exception Permit and Use Not Provided For Permit

Hold a public hearing at the request of The Preston Place Preservation Foundation Inc., property owner, for a Special Exception Permit to allow an assembly hall, nonresidential uses in an accessory structure, and nonresidential uses out of doors; and a Use Not Provided for Permit for outdoor gatherings of less than 500 people on the property located at 1936 West Main Street (Tax Map #138-2-7). (Advertised in the July 23 and 30, 2026, issues of *The Salem Times-Register*.)

1) Special Exception Permit

Consider the request for a Special Exception Permit to allow an assembly hall, nonresidential uses in an accessory structure, and nonresidential uses out of doors. (Planning Commission recommended approval.)

2) Use Not Provided For Permit

Consider the request for a Use Not Provided for Permit for outdoor gatherings of less than 500 people. (Planning Commission recommended approval with conditions.)

E. Resolution Authorizing a Referendum

Consider adoption of Resolution 1535 authorizing a referendum on a not to exceed one percent general retail sales and use tax used solely for capital projects for new construction and major renovation of Salem City schools.

F. Salem City School Board

Consider setting the date for a public hearing in accordance with Section 22.1-29.1 of the Code of Virginia 1950, as amended, regarding the consideration of applicants for the School Board term expiring December 31, 2026, of Macel Janoschka. (Suggest date of September 14, 2026).

G. Appropriation of Funds

Consider a request to amend the School Operating Fund budget as approved by the School Board on July 14, 2026. **Audit - Finance Committee**

H. Appropriation of Funds

Consider a request to transfer unallocated capital reserve for Fiscal Year 2027 Capital Improvement Plan projects. **Audit - Finance Committee**

7. Adjournment



CITY COUNCIL

MINUTES

Monday, July 27, 2026 at 6:30 PM

Work Session, 5:15 PM Council Chambers Conference Room, City Hall, 114 North
Broad Street, Salem, Virginia 24153

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

WORK SESSION

1. Call to Order

A work session of the Council of the City of Salem, Virginia, was held in the Council Chambers Conference Room, City Hall, 114 N. Broad Street, Salem, Virginia, on July 27, 2026, at 5:15 p.m., there being present the following members of said Council to wit: Renée Ferris Turk, Mayor; Anne Marie Green, Vice-Mayor; Council members; Byron Randolph Foley, H. Hunter Holliday, and John Saunders (participated remotely); with Renée Ferris Turk, Mayor, presiding; together with Chris Dorsey, City Manager; Rob Light, Assistant City Manager and Clerk of Council; Will Simpson, Assistant Director of Community Development/City Engineer; Sam Driscoll, Stormwater Manager; Tommy Miller, Director of Economic Development; Rebecca Marsh, Economic Development Specialist; Crystal Williams, Assistant to the City Manager; and Laura Lea Harris, Deputy Clerk of Council; Also present from LeadPoint Digital were Carrie Cousins, Vice President; and Matt Brown, Director of Account Management; 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) Proposed Stormwater Utility Review - Will Simpson/Sam Driscoll
- 2) Economic Development Branding - Tommy Miller

Will Simpson, Assistant Director of Community Development/City Engineer; and Sam Driscoll, Stormwater Manager, presented an overview of the development of the proposed stormwater utility fee. An explanation of the need for a Stormwater

Enterprise Fund, the basis for the stormwater utility fee, and how the utility fees will be used was provided. The process for establishing this fee was also shared, in addition to an explanation of how billing will work and a system of credits that citizens and businesses will have the opportunity to apply for. Discussion was held, and Council was able to ask questions. Next steps in implementation of this system were provided. Council will consider an ordinance for the necessary code change to implement a Stormwater Utility Fee at their two August meetings with the fees effective January 1, 2027.

Tommy Miller, Director of Economic Development; Rebecca Marsh, Economic Development Specialist; Matt Brown, Director of Account Management, LeadPoint Digital; and Carrie Cousins, Vice President, LeadPoint Digital presented an Economic Development branding proposal for the City of Salem. Mr. Miller noted that this initiative supported the Strategic Plan. He reviewed the Economic Development branding initiative and provided brief background information on the process. Council provided feedback and requested time to discuss the proposal further before moving forward. It was noted that further costs would be incurred with redesign of the proposal.

3. Adjournment

There being no further business, Mayor Turk adjourned the meeting at 6:33 p.m.

REGULAR SESSION

1. Call to Order

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

2. Pledge of Allegiance

Mayor Turk noted that Councilman Saunders would be participating remotely per Virginia Code section 2.2-3708.3(B)(1) in this evening's meeting and that no vote was required for his participation.

3. Awards & Recognitions

There were none this evening.

4. Consent Agenda

A. **Citizen Comments**

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

John Breen, 142 Bogey Lane, expressed concerns that the City's planning and zoning processes provide limited opportunities for meaningful public participation and do not adequately protect neighborhoods and historic properties. Mr. Breen urged the City to take a more proactive approach by amending the Zoning Code, increasing transparency in rezoning decisions, and requiring more comprehensive analyses of traffic, economic, environmental, and infrastructure impacts. Additional recommendations included establishing an ad hoc committee to review the Zoning Code, creating an inventory of historic properties, improving preservation efforts through grants and owner outreach, and establishing an Architectural Review Board (ARB) to help protect Salem's historic resources.

B. **Minutes**

Consider acceptance of the July 13, 2026, Regular Meeting minutes.

The minutes were approved as written.

City Manager Dorsey provided an update on recent and upcoming activities and events in the City of Salem. He noted that tonight was the first meeting at which Salem City Council would record and provide a live video stream of the Council meeting, and that this would be available on the City website.

Councilman Holliday encouraged the public to participate in or attend the 52nd Salem Distance Run, noting it is the Roanoke Valley's oldest road race and expected to have one of its largest turnouts in recent years. He also announced that retired track and cross-country coaches Richard Browder, Darr Graham, and Tom Roth would be recognized with a special award during the post-race awards ceremony.

C. **Financial Reports**

Consider acceptance of the Statement of Revenues and Expenses for the nine months ending March 2026.

The Financial Reports were received.

5. Old Business

A. **Ordinance approving the Second Amended and Restated Intergovernmental Agreement Regarding the Roanoke Valley Greenway.**

Consider second reading of the ordinance authorizing the City Manager to finalize and execute the Second Amended and Restated Intergovernmental Agreement transitioning the Roanoke Valley Greenway Commission to the Roanoke Valley-Alleghany Regional Commission.

City Manager Dorsey explained that the proposed ordinances for items 5A and 5B would transition the former Roanoke Valley Greenway Commission to a Greenway Advisory Board. The change reflects the completion of many of the Commission's original objectives and establishes a new advisory structure to continue regional collaboration on greenway planning, grant opportunities, and related initiatives in coordination with the Roanoke Valley-Alleghany Regional Commission and the Transportation Planning Organization (TPO). The first ordinance approves the restated intergovernmental agreement creating the advisory board, and the second repeals the 2016 agreement that established the Greenway Commission.

Randy Foley motioned to approve the second reading of the ordinance authorizing the City Manager to finalize and execute the Second Amended and Restated Intergovernmental Agreement transitioning the Roanoke Valley Greenway Commission to the Roanoke Valley-Alleghany Regional Commission. Hunter Holliday seconded the motion.

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

B. Ordinance Repealing the Amended and Restated Intergovernmental Agreement Establishing the Roanoke Valley Greenway Commission.

Consider second reading of the ordinance to repeal the Amended and Restated Intergovernmental Agreement Establishing the Roanoke Valley Greenway Commission.

Anne Marie Green motioned to adopt the ordinance on second reading to repeal the Amended and Restated Intergovernmental Agreement establishing the Roanoke Valley Greenway Commission. Hunter Holliday seconded the motion.

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

6. New Business

A. Sale of City Surplus Vehicle

Consider authorizing the sale of a City surplus vehicle to the Roanoke Valley Resource Authority.

Mayor Turk requested that Mr. Light share information on this item for the benefit of the public.

Mr. Light noted that staff was requesting Council's approval to sell a vehicle to the Roanoke Valley Resource Authority. He explained that the Roanoke Valley Resource Authority (RVRA), a regional political subdivision of which the City of Salem is a member, would like to purchase a surplus 2000 GMC dump truck with a snowplow for

use at its facilities. He requested Council approval of the sale for \$10,000, noting that the proposed sale price is consistent with the vehicle's estimated public surplus value and that state law authorizes the transfer of surplus property between Virginia political subdivisions.

Hunter Holliday motioned to authorize the sale of the City surplus vehicle to the Roanoke Valley Resource Authority. Anne Marie Green seconded the motion.

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

Nays: None

Abstaining: None

Councilman Holliday noted that this was a historic day and commended City Administration for the work done to make it possible to have live stream recordings of the City Council meetings.

7. Closed Session

Hold a closed session in accordance with Section 2.2-3711 A(1) of the 1950 Code of Virginia, as amended, for: 1) A discussion of a personnel matter pertaining to the City Manager's annual evaluation 2) A discussion of a personnel matter pertaining to the Assistant City Manager's annual evaluation

Anne Marie Green motioned that, in accordance with Section 2.2-3711 (A)(1) of the 1950 Code of Virginia, as amended, Council hereby convenes to closed session at 6:54 p.m. for the purpose of discussing the following specific matters:

1. A discussion of a personnel matter pertaining to the City Manager's annual evaluation.
2. A discussion of a personnel matter pertaining to the Assistant City Manager's annual evaluation.

Randy Foley seconded the motion.

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

Nays: None

Abstaining: None

Mayor Turk noted that no action was anticipated.

Anne Marie Green motioned to reconvene at 8:08 p.m. in accordance with Section 2.2-3712 D. of the Code of Virginia, 1950 as amended to date. Council certifies that in closed session only items lawfully exempted from open meeting requirements under the Virginia Freedom of Information Act and only such items identified in the motion by which the closed session was convened were heard, discussed, or considered by the Council. Randy Foley seconded the motion.

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

8. Adjournment

The meeting was adjourned at 8:08 p.m.

Submitted by:

H. Robert Light
Clerk of Council

Approved by:

Renée Ferris Turk
Mayor

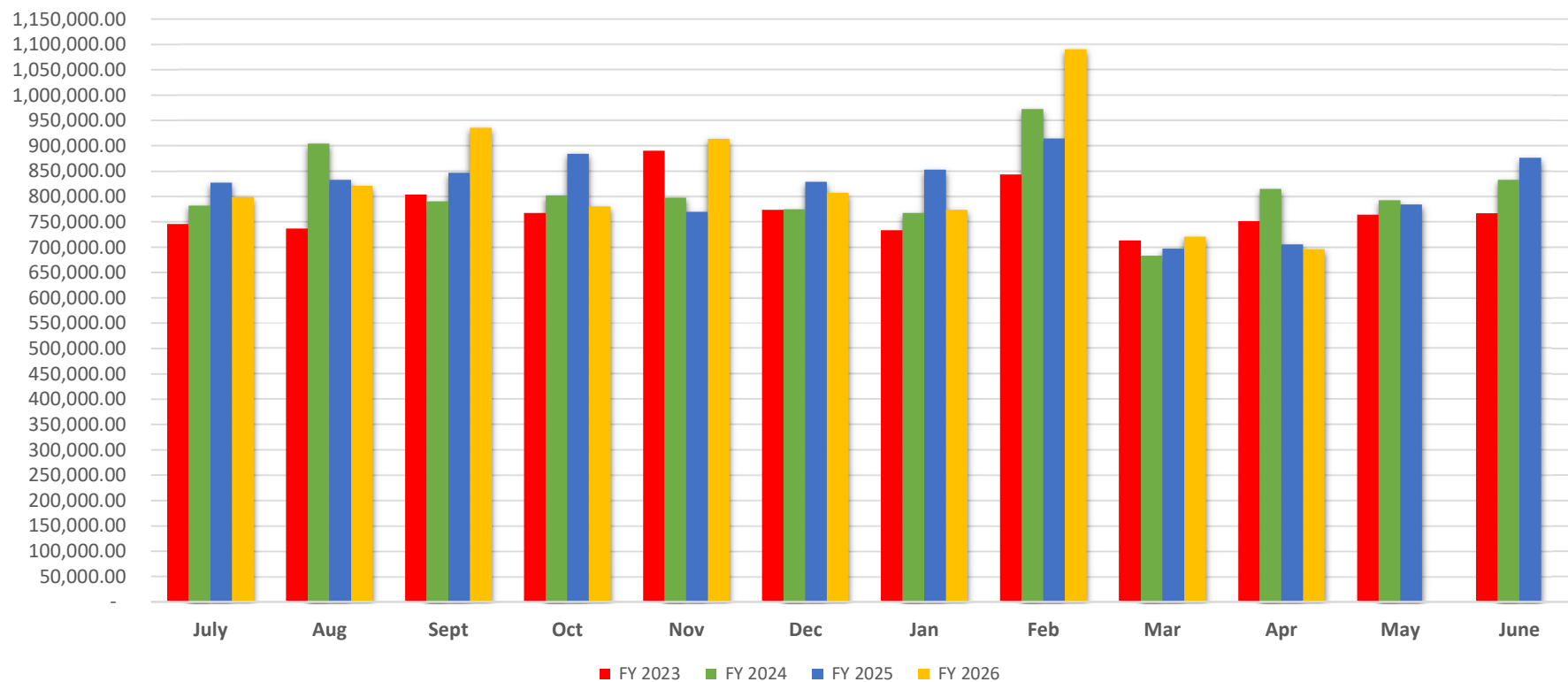
DRAFT

Schedule A

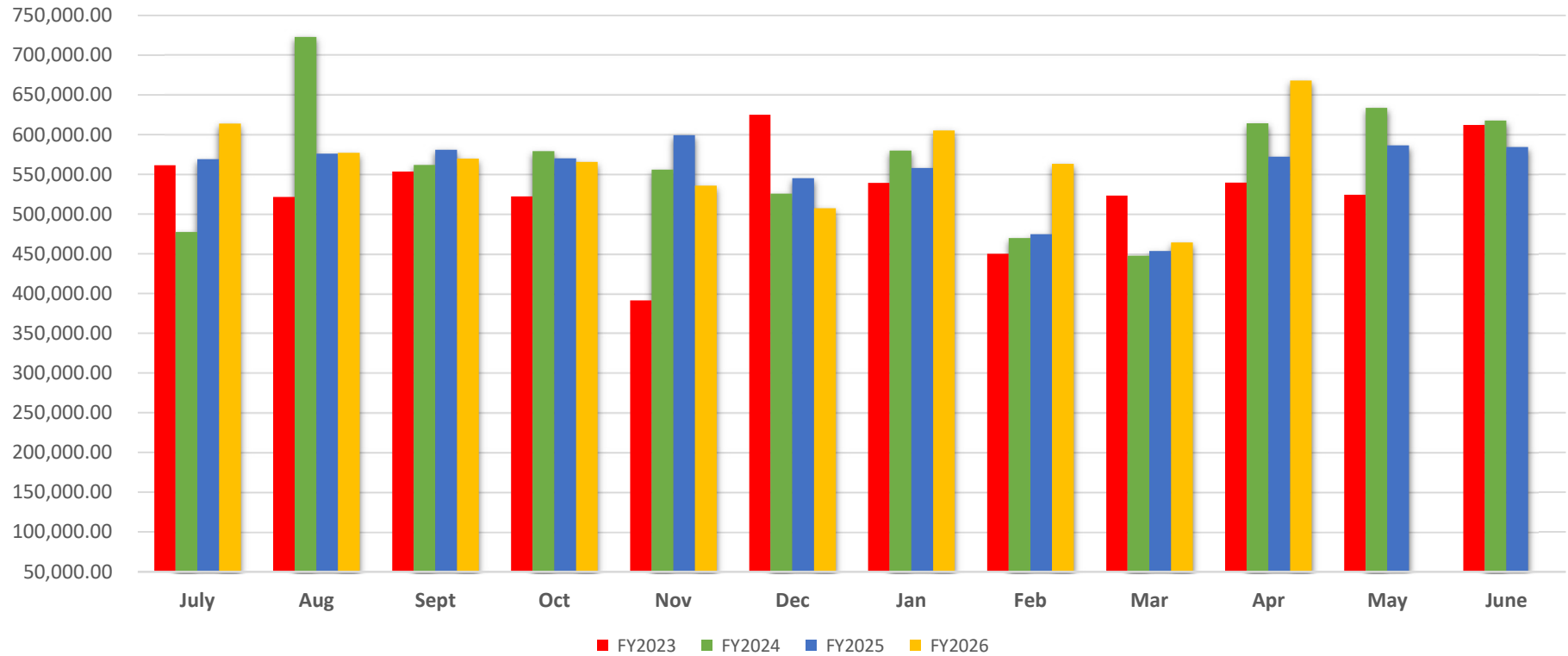
**City of Salem, Virginia
General Fund
Statement of Revenue and Expenditures
For Ten Months Ending April 30, 2026**

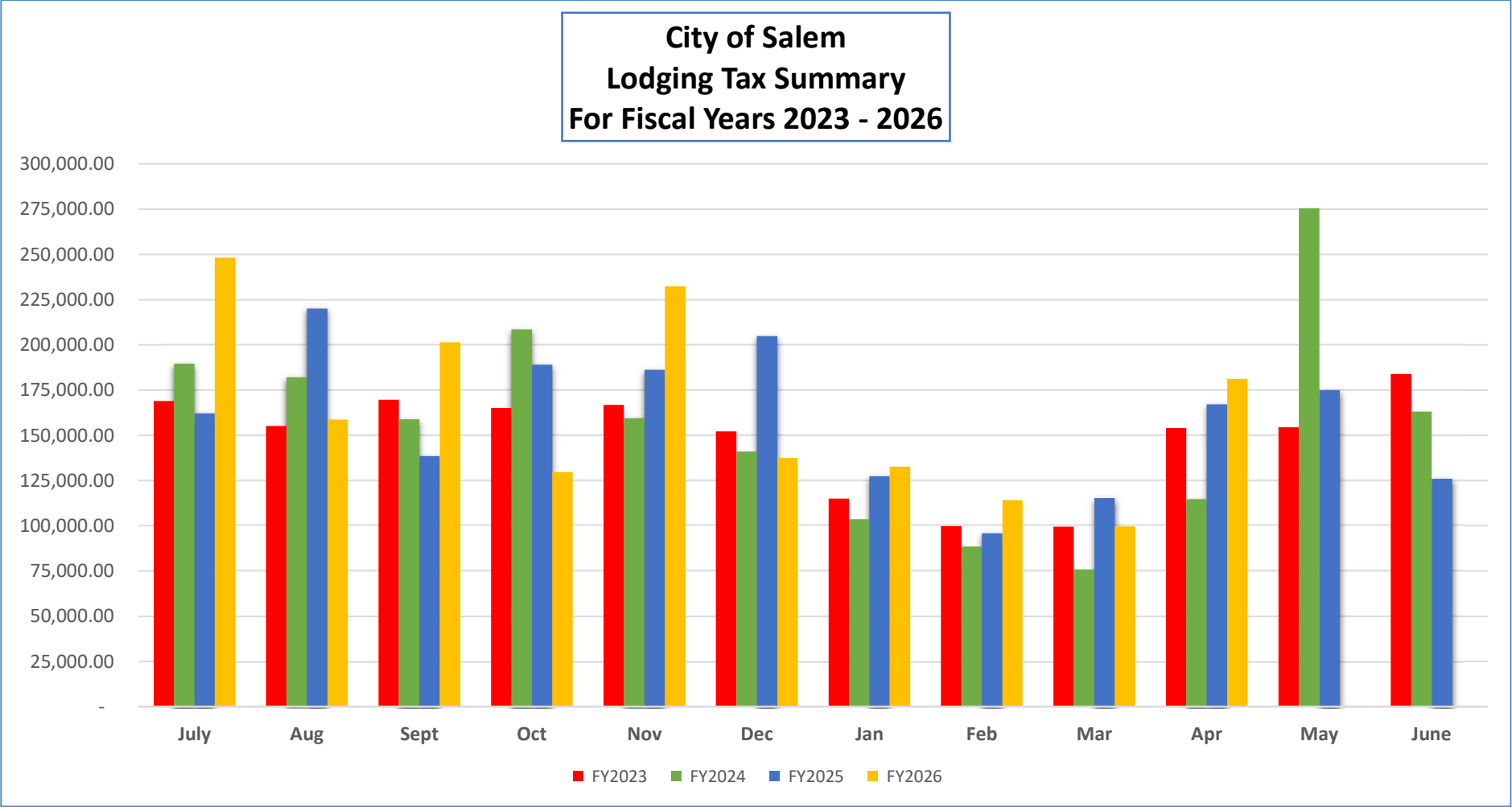
	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Revenues:					
Beginning Balance 7-1-25	\$ 14,100,923	\$ -	0%	\$ -	\$ -
General Property Taxes	55,392,153	23,250,250	42%	21,789,095	1,461,154
Other Local Taxes	29,773,315	23,874,348	80%	22,975,963	898,385
Permits and Licenses	368,940	412,543	112%	428,895	(16,352)
Fines and Forfeitures	120,000	80,245	67%	85,727	(5,482)
Revenues from Use of Money and Property	6,397,291	5,345,581	84%	6,183,218	(837,637)
Charges for Services	3,973,647	2,973,465	75%	2,951,484	21,982
Payment in Lieu of Taxes from Electric Fund	3,160,000	2,370,000	75%	2,633,333	(263,333)
Payment in Lieu of Taxes from Water Fund	154,000	129,013	84%	125,473	3,541
Miscellaneous revenues	537,148	526,869	98%	394,948	131,921
Non-Categorical Aid	3,590,803	769,779	21%	789,054	(19,275)
Shared Expenses	2,005,871	1,349,231	67%	1,378,403	(29,172)
Categorical Aid	12,248,114	8,060,718	66%	8,142,955	(82,238)
Non-revenues Receipts	54,598	54,595	100%	89,177	(34,582)
Proceeds from Indebtedness	54,000	-	0%	-	-
Total Revenues	131,930,803	69,196,636	52%	67,967,725	1,228,911
Expenditures:					
General Government	15,566,257	11,606,264	75%	9,463,922	2,142,342
Judicial Administration	3,525,659	2,633,371	75%	2,413,266	220,105
Public Safety	26,853,443	20,817,863	78%	19,880,107	937,756
Public Works	19,323,201	10,307,099	53%	9,084,177	1,222,921
Health and Welfare	9,850,176	5,585,684	57%	5,767,203	(181,519)
Education	26,948,396	24,747,211	92%	24,376,880	370,331
Parks, Recreation and Cultural	9,405,062	6,886,035	73%	7,104,130	(218,095)
Community Development	4,798,328	2,951,798	62%	2,972,377	(20,579)
Interest on long-term debt	524,815	-	0%	-	-
Transfers Out	13,773,311	11,781,008	86%	11,815,306	(34,297)
Contingency	1,362,155	1,362,155	100%	-	1,362,155
Total Expenditures	131,930,803	98,678,488	75%	92,877,367	5,801,121
Revenues Over/(Under) Expenditures	\$ -	\$ (29,481,852)		\$ (24,909,643)	\$ (4,572,209)

**City of Salem
Sales Tax Summary
For Fiscal Years 2023 - 2026**



**City of Salem
Meals Tax Summary
For Fiscal Years 2023 - 2026**





City of Salem, Virginia
Debt Outstanding
For Period Ending April 30, 2026

Schedule E

	Balance 7/1/2025	Issuances	Principal Payments	Balance 4/30/2026
City Debt Outstanding				
2013 Public Improvement Bonds	\$ 798,700	\$ -	\$ (89,425)	\$ 709,275
2016B Public Improvement Bonds	150,694	-	(150,694)	-
2019 Public Improvement Bonds	3,850,000	-	(222,000)	3,628,000
2020 Public Improvement Bonds	1,450,000	-	(260,000)	1,190,000
2020 Public Improvement Refunding Bonds	3,797,874	-	(636,809)	3,161,065
2021 Public Improvement Refunding Bonds	799,000	-	(7,000)	792,000
2022B Public Improvement Bonds	13,323,000	-	-	13,323,000
Total City Debt Outstanding	24,169,268	-	(1,365,928)	22,803,340
School Debt Outstanding				
2012A Public Improvement Bonds	3,818,000	-	(477,250)	3,340,750
2013 Public Improvement Bonds	2,461,300	-	(275,575)	2,185,725
2020 Public Improvement Bonds	22,340,000	-	(1,105,000)	21,235,000
Total School Debt Outstanding	28,619,300	-	(1,857,825)	26,761,475
Total Debt Outstanding	<u>\$ 52,788,568</u>	<u>\$ -</u>	<u>\$ (3,223,753)</u>	<u>\$ 49,564,815</u>

City of Salem, Virginia
Capital Projects Fund
Statement of Revenues and Expenditures
For Period Ending April 30, 2026

Schedule F

	Budget	Project To Date	Encumbrances	Total Project	Available Balance	Year To Date	
Fund Balance, July 1, 2025							\$ 11,843,156
<u>Revenues:</u>							
Federal Grants	\$ 21,254,536	\$ 6,062,050	\$ -	\$ 6,062,050	\$ 15,192,486	\$ (632,769)	
State Grants	17,134,985	8,842,982	-	8,842,982	8,292,003	1,759,433	
Transfer From General Fund	16,058,504	16,058,502	-	16,058,502	2	1,403,700	
Total Revenues	54,448,025	30,963,534	-	30,963,534	23,484,491		2,530,364
<u>Expenditures:</u>							
Fire Station #2 Renovations & Storage Building	1,930,143	1,780,564	60,635	1,841,199	88,944	550,125	
Fire Station #1 Renovations	654,000	8,826	-	8,826	645,174	-	
Fire Station #3 Renovations	454,000	7,051	-	7,051	446,949	-	
Fire Station Study	150,000	7,199	52,796	59,995	90,005	7,199	
Old Animal Shelter Refurbishment	75,000	6,691	47,386	54,077	20,923	6,691	
Colorado St Bridge Replacement	11,778,826	7,531,476	24,159	7,555,635	4,223,191	816,946	
Apperson Drive Bridge Replacement	10,329,896	4,678,417	4,062,314	8,740,731	1,589,165	2,362,478	
Valleydale Streetscape Improvements	1,500,000	552,909	-	552,909	947,091	-	
Upland Drive Storm Drain and Curb & Gutter	250,000	-	-	-	250,000	-	
4th Street/Union Street Storm Sewer Upgrades	650,000	30,470	17,140	47,610	602,390	30,470	
Roanoke Boulevard Storm Drain Upgrades	100,000	-	-	-	100,000	-	
Texas Street/Idaho Street Pond	100,000	-	-	-	100,000	-	
Bainbridge Drive Storm Drain Expansion	225,000	-	-	-	225,000	-	
Truck Storage Building	750,000	41,784	435,342	477,126	272,874	8,734	
Pedestrian Crossings	469,464	29,842	30,958	60,800	408,664	29,842	
Streambank Stabilization	241,200	-	-	-	241,200	-	
Courthouse Foundation Repairs	25,000	3,183	-	3,183	21,817	3,183	
Western Roanoke River Greenway	50,000	1,500	-	1,500	48,500	-	
Elizabeth Campus Greenway	951,317	812,822	24,954	837,776	113,541	217,255	
Moyer Sports Complex Renovation	229,344	219,520	-	219,520	9,824	62,454	
Mason Creek Greenway Phase 3	3,119,430	424,731	84,862	509,593	2,609,837	47,659	
Library Flooring Replacement	190,000	-	-	-	190,000	-	
Library Co-working Space	155,000	-	-	-	155,000	-	
Library Lawn Special Events Space	500,000	-	-	-	500,000	-	
Library Renovation	250,000	-	-	-	250,000	-	
Roanoke River Greenway - Apperson to Cook	2,121,155	-	-	-	2,121,155	-	
Concourse Public Restrooms Renovation	175,000	28,876	-	28,876	146,124	28,876	
Elizabeth Campus Greenway Phase 2	1,372,761	71,500	-	71,500	1,301,261	-	
Downtown Impr - E Main St/Market St	5,440,677	4,438,082	34,667	4,472,749	967,928	1,478	
Downtown Impr - E Main St/White Oak	2,311,825	90,246	5,250	95,496	2,216,329	2,285	
Downtown Impr - College Ave	3,256,307	7,100	189,100	196,200	3,060,107	7,100	
Downtown Impr - Boulevard	2,983,606	26,250	158,750	185,000	2,798,606	26,250	

City of Salem, Virginia
Capital Projects Fund
Statement of Revenues and Expenditures
For Period Ending April 30, 2026

Schedule F

	<u>Budget</u>	<u>Project To Date</u>	<u>Encumbrances</u>	<u>Total Project</u>	<u>Available Balance</u>	<u>Year To Date</u>	
Capital Projects Local Reserve	332,715	-	-	-	332,715	-	
Excess Local Funding Reserve	1,326,359	-	-	-	1,326,359	-	
Total Expenditures	\$ 54,448,025	\$ 20,799,039	\$ 5,228,313	\$ 26,027,352	\$ 28,420,673		<u>4,209,025</u>
Fund Balance, April 30, 2026							<u>\$ 10,164,495</u>

City of Salem, Virginia
Capital Reserve Fund
Statement of Revenues and Expenditures
For Period Ending April 30, 2026

Schedule G

	<u>Budget</u>	<u>Project To Date</u>	<u>Encumbrances</u>	<u>Total Project</u>	<u>Available Balance</u>	<u>Year To Date</u>	
Fund Balance, July 1, 2025							\$ 21,945,583
<u>Revenues:</u>							
Transfer From General Fund	\$ 29,009,284	\$ 29,009,284	\$ -	\$ 29,009,284	\$ 0	\$ 6,816,568	
Total Revenues	29,009,284	29,009,284	-	29,009,284	0		6,816,568
<u>Expenditures:</u>							
Capital Reserve	23,102,784	-	-	-	23,102,784	-	
Fire Equipment	2,400,000	2,330,268	51,414	2,381,682	18,318	2,330,268	
Police Vehicle Replacement	548,100	488,078	59,125	547,203	897	488,078	
Salem Stadium Scoreboard Replacement	200,000	200,000	-	200,000	-	121,382	
Spartan Field - New LED Lights	518,400	-	462,177	462,177	56,223	-	
Salem Memorial Park Renovations	1,240,000	1,233,538	21,296	1,254,834	(14,834)	1,233,538	
Salem Stadium LED Lighting	750,000	-	701,839	701,839	48,161	-	
Civic Center Scoreboard Replacement	250,000	225,907	-	225,907	24,093	57,392	
Total Expenditures	\$ 29,009,284	\$ 4,477,791	\$ 1,295,851	\$ 5,773,642	\$ 23,235,642		<u>4,230,658</u>
Fund Balance, April 30, 2026							<u>\$ 24,531,493</u>

**City of Salem, Virginia
Electric Fund
Statement of Operations
For Ten Months Ending April 30, 2026**

Operating Revenues	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Sale of Power	\$ 52,914,865	\$ 44,048,226	83%	\$ 44,353,544	\$ (305,318)
Other Electric Revenue	640,905	607,246	95%	561,264	45,982
Gain on Sale of Assets	-	210	0%	-	210
Reserve for Encumbrances	1,159,131	-	0%	-	-
Appropriated from Net Position	200,000	-	0%	-	-
Total Operating Revenues	54,914,901	44,655,682	81%	44,914,808	(259,126)
Operating Expenses					
Other Power Generation - Operation	100,000	36,106	36%	64,289	(28,183)
Other Power Generation - Maintenance	135,193	58,213	43%	56,206	2,007
Purchased Power	29,730,000	23,865,483	80%	23,610,673	254,810
Transmission - Operation	9,705,233	7,891,789	81%	7,784,458	107,331
Transmission - Maintenance	47,902	3,912	8%	7,362	(3,450)
Distribution - Operations	1,248,983	1,028,941	82%	929,260	99,681
Distribution - Maintenance	1,732,617	1,412,116	82%	1,351,219	60,897
Customer Service	739,842	575,414	78%	548,857	26,557
Administration & General - Operation	2,592,211	785,199	30%	749,170	36,029
Administration & General - Maintenance	256,694	219,857	86%	200,317	19,540
Depreciation	-	1,457,396	0%	1,464,882	(7,486)
Capital	4,869,835	3,059,987	63%	2,100,966	959,021
Contingency	596,391	-	0%	-	-
Total Operating Expenses	51,754,901	40,394,413	78%	38,867,659	1,526,754
Income (loss) Before Transfers	3,160,000	4,261,269		6,047,149	(1,785,880)
Transfers (Payment in Lieu of Taxes)	(3,160,000)	(2,370,000)	75%	(2,633,333)	263,333.00
Income (loss)	\$ -	\$ 1,891,269		\$ 3,413,816	\$ (1,522,547)

**City of Salem, Virginia
Water Fund
Statement of Operations
For Ten Months Ending April 30, 2026**

Operating Revenues	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Services	\$ 8,761,544	\$ 7,085,134	81%	\$ 6,913,535	\$ 171,599
Other Revenue	533,970	679,336	127%	408,917	270,419
Water Federal Grants Revenue	12,000	-	0%	11,780	(11,780)
Interest Income	-	36,177	0%	-	36,177
Gain On Sale Of Assets	-	2,385	0%	6,819	(4,434)
Reserve for Encumbrances	283,256	-	0%	-	-
Appropriated from Net Position	3,820,000	-	0%	-	-
Total Operating Revenues	13,410,770	7,803,032	58%	7,341,051	461,981
Operating Expenses					
<i><u>Production</u></i>					
Salaries of Personnel	1,174,952	895,309	76%	842,310	52,999
Fringe Benefits	517,726	411,515	79%	385,947	25,568
Contractual Services	690,706	487,406	71%	494,464	(7,058)
Printing and Binding	2,500	680	27%	671	9
Advertising	1,000	175	17%	-	175
Utilities	567,772	466,647	82%	453,342	13,305
Communications	5,900	2,816	48%	3,572	(756)
Insurance	36,500	24,868	68%	32,769	(7,901)
Travel and Training	9,800	8,275	84%	6,978	1,297
Miscellaneous	80,297	59,090	74%	69,804	(10,714)
Materials and Supplies	307,381	208,378	68%	199,654	8,724
Depreciation	-	729,143	0%	725,521	3,622
Capital	341,795	136,604	40%	237,324	(100,720)
Interest Obligations	-	41,313	0%	-	41,313
Bond Costs	-	-	0%	-	-
Contingency	186,576	-	0%	-	-
Total Production Expenses	3,922,905	3,472,218	89%	3,452,356	19,862
<i><u>Distribution</u></i>					
Salaries of Personnel	883,400	663,457	75%	677,650	(14,193)
Fringe Benefits	407,397	316,436	78%	317,089	(653)
Contractual Services	1,293,688	1,062,844	82%	910,135	152,709
Printing and Binding	500	75	15%	66	9
Advertising	-	175	0%	-	175
Communications	4,850	2,582	53%	3,912	(1,330)
Insurance	37,500	28,549	76%	36,204	(7,655)
Lease/Rent of Equipment	2,000	1,892	95%	1,126	766
Travel and Training	7,600	2,955	39%	3,419	(464)
Miscellaneous	34,597	31,017	90%	29,898	1,119
Miscellaneous Credits	(290,000)	(347,773)	120%	(349,059)	1,286
Materials and Supplies	260,528	201,732	77%	81,828	119,904
Depreciation	-	251,408	0%	193,277	58,131
Capital	1,400,957	158,906	11%	1,670,058	(1,511,152)
Interest Obligations	1,742,848	116,704	7%	156,419	(39,715)
Bond Costs	-	-	0%	150	(150)
Total Distribution Expenses	5,785,865	2,490,959	43%	3,732,172	(1,241,213)
Income (loss) Before Transfers	3,702,000	1,839,855		156,523	1,683,332
Transfer to Water Capital Fund	(3,548,000)	-	0%	(487,446)	487,446
Transfer (Payment in Lieu of Taxes)	(154,000)	(129,013)	84%	(125,473)	(3,540)
Income (loss)	\$ -	\$ 1,710,842		\$ (456,396)	\$ 2,167,238

City of Salem, Virginia
Sewer Fund
Statement of Operations
For Ten Months Ending April 30, 2026

Operating Revenues	<u>Current Year Budget</u>	<u>Current Year Year to Date</u>	<u>% of Budget</u>	<u>Prior Year Year to Date</u>	<u>Variance</u>
Services	\$ 7,706,888	\$ 6,266,355	81%	\$ 6,178,695	\$ 87,660
Other Revenue	210,000	221,235	105%	175,700	45,535
Reserve for Encumbrances	135,685	-	0%	-	-
Total Operating Revenues	<u>8,052,573</u>	<u>6,487,590</u>	<u>81%</u>	<u>6,354,395</u>	<u>133,195</u>
Operating Expenses					
Salaries of Personnel	1,027,292	652,529	64%	659,504	(6,975)
Fringe Benefits	480,351	308,205	64%	313,298	(5,093)
Contractual Services	3,564,455	2,190,992	61%	2,508,649	(317,657)
Printing and Binding	1,500	146	10%	133	13
Advertising	1,500	350	23%	-	350
Utilities	5,472	4,448	81%	5,147	(699)
Communications	14,850	11,512	78%	12,516	(1,004)
Insurance	16,500	18,482	112%	15,807	2,675
Lease/Rent of Equipment	1,800	380	21%	1,126	(746)
Travel and Training	12,000	7,760	65%	6,101	1,659
Miscellaneous	44,516	38,017	85%	37,201	816
Miscellaneous Credits	(270,000)	(191,856)	71%	(199,414)	7,558
Materials and Supplies	88,220	54,641	62%	60,877	(6,236)
Depreciation	-	1,253,885	0%	1,199,891	53,994
Capital	194,827	60,685	31%	279,516	(218,831)
Interest Obligations	1,932,079	51,517	3%	62,489	(10,972)
Contingency	457,211	-	0%	-	-
Total Operating Expenses	<u>7,572,573</u>	<u>4,461,693</u>	<u>59%</u>	<u>4,962,841</u>	<u>(501,148)</u>
Income (loss) before Transfers	<u>480,000</u>	<u>2,025,897</u>		<u>1,391,554</u>	<u>634,343</u>
Transfer to Sewer Capital Fund	<u>(480,000)</u>	<u>-</u>	<u>0%</u>	<u>(2,274,710)</u>	<u>2,274,710</u>
Income (loss)	<u>\$ -</u>	<u>\$ 2,025,897</u>		<u>\$ (883,156)</u>	<u>\$ 2,909,053</u>

**City of Salem, Virginia
Salem Civic Center
Statement of Operations
For Ten Months Ending April 30, 2026**

Operating Revenues	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Shows/rentals	\$ 405,023	\$ 331,906	82%	\$ 319,092	\$ 12,814
Box office shows	1,887,681	3,358,751	178%	849,981	2,508,770
Merchandise and commissions	310,800	401,502	129%	278,377	123,125
Static advertising	60,000	66,800	111%	38,125	28,675
Miscellaneous income	20,000	16,141	81%	26,978	(10,837)
Interest Income	1,500	5,466	364%	1,740	3,726
Salem Fair	690,000	606,369	88%	664,618	(58,249)
Reserve For Encumbrances	165,581	-	0%	-	-
Appropriated from Net Position	206,325	-	0%	-	-
Total Operating Revenues	3,746,910	4,786,935	128%	2,178,911	2,608,024
Operating Expenses					
Salaries of personnel	1,472,247	1,218,368	83%	1,118,467	99,901
Fringe benefits	554,190	440,088	79%	409,627	30,461
Maintenance and contractual services	406,834	353,405	87%	200,036	153,369
Printing and binding	500	1,026	205%	304	722
Advertising	25,000	22,407	90%	29,839	(7,432)
Utilities	427,363	328,674	77%	329,319	(645)
Communications	11,400	8,740	77%	9,116	(376)
Insurance	32,000	37,436	117%	30,570	6,866
Leases and Rentals	3,200	2,639	82%	5,815	(3,176)
Travel and training	53,700	42,478	79%	7,478	35,000
Miscellaneous	108,260	97,734	90%	111,364	(13,630)
Show expense	1,800,000	4,062,828	226%	960,890	3,101,938
Fair expense	646,681	578,679	89%	560,685	17,994
Materials and supplies	50,000	42,816	86%	30,114	12,702
Capital	808,891	344,095	43%	301,287	42,808
Depreciation	-	282,533	0%	261,007	21,526
Total Operating Expenses	6,400,266	7,863,946	123%	4,365,918	3,498,028
Income (loss) Before Transfers	(2,653,356)	(3,077,011)		(2,187,007)	(890,004)
Transfers	2,653,356	1,584,284	60%	1,639,703	(55,419)
Income (loss)	\$ -	\$ (1,492,727)		\$ (547,304)	\$ (945,423)

City of Salem, Virginia
Salem Catering and Concessions
Statement of Operations
For Ten Months Ending April 30, 2026

Operating Revenues:	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Catering	\$ 817,128	\$ 872,834	107%	\$ 541,223	\$ 331,611
Concessions	177,500	250,355	141%	134,671	115,684
Moyer Concessions	100,000	133,869	134%	93,182	40,687
Salem High Concessions	14,000	15,320	109%	11,856	3,464
Reserve For Encumbrances	74,210	-	0%	-	-
Total Operating Revenues	1,182,838	1,272,378	108%	780,932	491,446
Operating Expenses:					
<u>Catering</u>					
Salaries of personnel	354,775	257,045	72%	257,808	(763)
Fringe benefits	108,831	72,933	67%	80,930	(7,997)
Contractual services	33,465	26,973	81%	19,212	7,761
Printing and binding	300	-	0%	114	(114)
Advertising	2,000	-	0%	-	-
Laundry and Cleaning	1,500	-	0%	48	(48)
Communications	200	126	63%	161	(35)
Insurance	2,000	1,408	70%	1,522	(114)
Miscellaneous	40,612	74,235	183%	23,410	50,825
Materials and supplies	247,500	294,584	119%	189,917	104,667
Capital	74,210	74,711	101%	-	74,711
Depreciation	-	2,973	0%	2,953	20
Contingency	36,261	-	0%	-	-
Total Catering Expenses	901,654	804,988	89%	576,075	228,913
<u>Concessions</u>					
Salaries of Personnel	65,183	63,375	97%	63,507	(132)
Fringe Benefits	13,001	13,751	106%	13,866	(115)
Contractual services	25,000	41,941	168%	14,332	27,609
Miscellaneous	150	43	29%	(389)	432
Materials and Supplies	54,500	90,114	165%	44,322	45,792
Total Concessions Expenses	157,834	209,224	133%	135,638	73,586
<u>Moyer Concessions</u>					
Salaries of Personnel	37,740	31,010	82%	26,200	4,810
Fringe Benefits	11,713	7,321	63%	7,512	(191)
Contractual services	22,500	11,964	53%	16,580	(4,616)
Miscellaneous	-	4	0%	(22)	26
Materials and Supplies	33,000	44,265	134%	35,911	8,354
Total Moyer Expenses	104,953	94,564	90%	86,181	8,383
<u>Salem High Concessions</u>					
Salaries of Personnel	10,818	3,482	32%	5,479	(1,997)
Fringe Benefits	2,679	850	32%	1,117	(267)
Contractual	1,500	-	0%	-	-
Miscellaneous	-	(16)	0%	3	(19)
Materials and Supplies	3,400	(324)	-10%	2,923	(3,247)
Total Salem High Expenses	18,397	3,992	22%	9,522	(5,530)
Income (loss) Before Transfers	-	159,610		(26,484)	186,094
Transfers	-	-	0%	-	-
Income (loss)	\$ -	\$ 159,610		\$ (26,484)	\$ 186,094

City of Salem, Virginia
Water and Sewer Capital Funds
Statement of Revenues and Expenditures
For Period Ending April 30, 2026

Schedule M

	<u>Budget</u>	<u>Project To Date</u>	<u>Encumbrances</u>	<u>Total Project</u>	<u>Available Balance</u>	<u>Year To Date</u>
<u>Water Capital Fund</u>						
<u>Expenditures:</u>						
North Salem Water Improvements	\$ 7,650,000	\$ 54,900	\$ 5,989	\$ 60,889	\$ 7,589,111	\$ 38,855
Well Construction	2,792,843	2,609,688	180,405	2,790,093	2,750	1,069,384
Franklin St Water Tank Replacement	677,432	605,236	-	605,236	72,196	25,659
Blackwood Tank Rehab and Replacement	820,000	5,750	-	5,750	814,250	5,750
Litchell/Wildwood Pump Station Replace	350,000	15,321	8,250	23,571	326,429	15,321
Waterline - Howard Dr and Jackson Dr	170,880	46,416	124,464	170,880	-	46,416
Waterline Design and Replacement	1,225,566	-	-	-	1,225,566	-
Contingency	50,000	-	-	-	50,000	-
Total Expenditures	\$ 13,736,721	\$ 3,337,311	\$ 319,108	\$ 3,656,419	\$ 10,080,302	\$ 1,201,385
<u>Sewer Capital Fund</u>						
<u>Expenditures:</u>						
Roanoke River Upper Sewer Rehab	\$ 7,154,710	\$ -	\$ -	\$ -	\$ 7,154,710	\$ -
Wiley Ct Sewer Improvements	375,000	-	-	-	375,000	-
Pomeroy Sewer System Upgrade	1,860,000	48,600	14,400	63,000	1,797,000	48,600
Mason Creek Interceptor Upgrade	740,000	424,243	286,300	710,543	29,457	397,471
Contingency	50,000	-	-	-	50,000	-
Total Expenditures	\$ 10,179,710	\$ 472,843	\$ 300,700	\$ 773,543	\$ 9,406,167	\$ 446,071

**City of Salem, Virginia
Health Insurance Fund
Statement of Revenues and Expenses
For Ten Months Ending April, 2026**

	Budget	Current Year Year to Date	Percent to Date	Prior Year Year to Date	Variance
Beginning Net Position	\$ -	\$ 8,144,763		\$ 9,399,213	\$ (1,254,450)
Revenue					
Premiums Paid - City	6,153,355	5,323,893	87%	4,962,669	361,224
Premiums Paid - School	5,175,000	4,226,773	82%	4,204,898	21,875
Premiums Paid - Retirees	830,000	935,391	113%	754,337	181,054
Dental Premiums Paid	597,000	505,198	85%	501,885	3,313
Interest Earnings	470,000	279,505	59%	355,398	(75,893)
Miscellaneous	40,000	-	0%	64,865	(64,865)
Total Year to Date Revenues	13,265,355	11,270,760	85%	10,844,052	426,708
Expenses					
Health Claims	12,025,936	10,897,188	91%	11,000,668	(103,480)
Dental Claims	597,000	486,223	81%	436,411	49,812
Employee Health Clinic	546,469	381,350	70%	367,431	13,919
Consulting Services	91,050	44,337	49%	63,246	(18,909)
Miscellaneous	4,900	4,764	97%	4,408	356
Total Year to Date Expenses	13,265,355	11,813,862	89%	11,872,164	(58,302)
Ending Net Position	\$ -	\$ 7,601,661		\$ 8,371,101	\$ (769,440)

City of Salem, Virginia
Schedule of Deposits and Investments
For Period Ending April 30, 2026

Schedule O

	Cash Value 4/30/2026	Net Change in Fair Value	Accrued Income	Fair Value + Accrued Income 4/30/2026	FV + AI as a % of Portfolio
Demand & Time Deposits					
Concentration Account	\$ 33,839,649	\$ -	\$ -	\$ 33,839,649	20.8%
Payroll Account	10,398	-	-	10,398	0.0%
Revenue Recovery Account	10,740	-	-	10,740	0.0%
Utility Billing Account	20,348	-	-	20,348	0.0%
Box Office Account	3,110,429	-	-	3,110,429	1.9%
Held as Fiscal Agent of:					
Cardinal Academy	842,055	-	-	842,055	0.5%
Court Community Corrections	1,289,939	-	-	1,289,939	0.8%
Held on Behalf of:					
Economic Development Authority	125,696	-	-	125,696	0.1%
Total Demand & Time Deposits	<u>39,249,254</u>	<u>-</u>	<u>-</u>	<u>39,249,254</u>	<u>24.1%</u>
Investments					
Local Government Investment Pool (LGIP)	117,037,828	-	-	117,037,828	72.2%
VA State Non-Arbitrage Program (SNAP)	292,658	-	-	292,658	0.2%
Money Market Funds	2,061,207	-	5,832	2,067,039	1.3%
U.S. Government Agency Bonds	2,950,500	-	22,597	2,973,097	1.8%
Held on Behalf of:					
Economic Development Authority LGIP	719,833	-	-	719,833	0.4%
Total Investments	<u>123,062,026</u>	<u>-</u>	<u>28,429</u>	<u>123,090,455</u>	<u>75.9%</u>
Total Deposits and Investments	<u><u>\$ 162,311,280</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 28,429</u></u>	<u><u>\$ 162,339,709</u></u>	<u><u>100.0%</u></u>



Item #: 6.A.

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

MEETING DATE: August 10, 2026

AGENDA ITEM: **Stormwater Utility**
Hold a public hearing and consider an ordinance on first reading to amend, revise, reordain, and enact Chapter 30 Environment by adopting additional sections 30-189 through 30-199, Article VI, Stormwater Utility Fee of the CODE OF THE CITY OF SALEM, VIRGINIA (Advertised in the July 23 and 30, 2026, issues of *The Salem Times-Register*).

SUBMITTED BY: Will Simpson, Assistant Director Community Development/City Engineer

SUMMARY OF INFORMATION:

The City of Salem is required to obtain and maintain a Municipal Separate Storm Sewer System (MS4) permit. The MS4 permit is renewable every five (5) years. Included in this permit are ever-increasing, unfunded mandates from the Department of Environmental Quality (DEQ). The City's MS4 permit is subject to multiple Total Maximum Daily Load (TMDL) requirements, the most stringent of which is sediment allocations. The City is required to remove sediment loads from its creeks and streams and is also responsible for stormwater management throughout all areas of the City.

These ever-increasing regulations from the State are not accompanied by funding, and it is up to each individual locality subject to an MS4 permit to establish a funding source for the administration of their programs. The establishment of a Stormwater Utility Fee (SUF) is enabled by virtue of Virginia Code § 15.2-2114. Many of the MS4 localities in the State have already established a SUF.

The Community Development Department has been responsible for ensuring the City remains in compliance with its MS4 permit. It has relied on general fund money and the use of State Highway Maintenance funds (for eligible projects) to seek compliance. However, each year, the mandates from DEQ become more and more stringent, and there is not enough existing funding to keep up with these ever-moving standards.

The SUF would be a dedicated source of funding strictly for stormwater. Funds brought in by this fee would go towards program administration, maintenance of existing stormwater facilities, and capital projects for stormwater. Administration duties include, but are not limited to, compiling annual reports for DEQ, inspection of hundreds of stormwater facilities and drainage outfalls, citizen response, and construction inspection. Maintenance duties include, but are not limited to, repairs to existing stormwater facilities, cleaning out storm drains and pipes, street sweeping, and repairs to existing infrastructure. Capital projects would include, but are not limited to, upgrades to existing storm drains, streambank stabilization, curb and gutter installation, and river dredging.

On July 14, 2025, City Council adopted a resolution allowing for the establishment of a Stormwater Advisory Committee. The purpose of this committee was to explore different funding sources for stormwater. This committee was comprised of individuals from all backgrounds within the community. Representatives from educational institutions, industry, local retail, faith-based organizations, and residential were involved. The committee met multiple times to discuss options, led by Wetland Studies and Solutions (WSSI), the City's environmental consultant. The committee evaluated the City's needs and requirements and then developed a plan to establish a funding source to meet those needs. The committee and staff reached out to other localities in the area that have already been through this process to discuss their programs and the lessons they have learned.

The committee determined that a dedicated stormwater utility fee should be established utilizing a flat fee for residential properties and a tiered system for nonresidential properties. They were then tasked with deciding what the base rate for an equivalent residential unit (ERU) would be. An ERU is the average size of impervious area over all residential properties in the City. This data is collected through the Virginia Department of Emergency Management (VDEM) by analyzing aerial photography and establishing all impervious area on a parcel. The committee took this information, along with information gathered from other localities, and recommended a fee of ten dollars (\$10) per ERU.

This fee is charged as a flat fee for residential units, broken down by the following categories: \$10 for single-family residential (including townhomes and condominiums), \$5 for multifamily (apartments, duplex, triplex, quadplex, and multifamily homes), and \$3 for mobile home units. Nonresidential properties (commercial, industrial, churches, etc.) will be charged a tiered rate, which is shown in the ordinance. These rates are based on the size of the impervious area that is present on each individual lot.

Once the recommendations from the committee were finalized, the City held two public informational meetings at the Salem Civic Center on June 18, 2026, and June 24, 2026. These were advertised on social media as well as through a flyer insert in the utility bills. These meetings were well attended and consisted of staff and WSSI presenting the findings of the committee to the public and answering questions. Staff

presented an overview of the proposed program to City Council at a work session on July 27, 2026.

Per Virginia Code, if a stormwater fee is established, then the locality must offer a crediting system. The crediting system is based on how much stormwater a site is treating prior to discharging from the site. Credits can vary from 10% of the fee all the way up 90%. There are many different items that can qualify for a credit. Such items include trees, rain barrels, and rain gardens for residential properties and stormwater ponds and quality control facilities for nonresidential. All of these methods will be outlined in the Stormwater Utility Crediting Manual. There is a manual for residential and nonresidential, as the criteria for credits are different between the two.

The effective date to begin collection will be January 1, 2027. Fees will be assessed on the current utility bills and will be sent to the account holder for the utilities. If there is a case where a renter does not have the utilities in their name, the stormwater fee will be assessed to the property owner.

If Council chooses to approve the ordinance, there will be a re-evaluation of the program every four years. This evaluation will analyze what the program costs are and how much revenue is being generated by the fee. Staff will present a report to Council after the evaluation is complete. If the needs are being met and the fee is deemed adequate, then no action will be requested. However, if it is found that the needs of the program are not being met, then the fee can be amended at that time by Council, with the effective date being July 1 of the respective year. The first comprehensive evaluation will occur during the early part of 2031.

City staff will continue assisting the public to address questions and publish educational materials on the Community Development website and through social media.

FISCAL IMPACT:

Establishment of the Stormwater Utility Fee would allow for a dedicated stream of revenue that would be specific to stormwater administration and projects only.

STAFF RECOMMENDATION:

Staff recommends Council hold a public hearing and consider adoption of this ordinance on first reading, amending Chapter 30 Environment to incorporate Article VI, Stormwater Utility Fee of the City Code.

ATTACHMENTS:

1. Stormwater Ordinance
2. Legal Ad 7.23
3. Legal Ad 7.30

AN ORDINANCE TO AMEND, REVISE, AND REORDAIN, AND ENACT, CHAPTER 30, ENVIRONMENT, BY ADOPTING ADDITIONAL SECTIONS 30-189 THROUGH 30-199, ARTICLE VI, STORMWATER UTILITY FEE OF THE CODE OF THE CITY OF SALEM, VIRGINIA.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, THAT SECTION 30-189 THROUGH 30-199, ARTICLE VI, STORMWATER UTILITY FEE, CHAPTER 30, ENVIRONMENT, OF THE CODE OF THE CITY OF SALEM, VIRGINIA BE ADOPTED TO READ AS FOLLOWS:

Chapter 30

ENVIRONMENT

ARTICLE VI. STORMWATER UTILITY FEE

ARTICLE 6 – STORMWATER UTILITY FEE

Sec. 30-189. – Authority.

Pursuant to §15.2-2114 of the Code of Virginia, the City hereby establishes a Stormwater Enterprise Fund to enact a system of utility fees to support a local stormwater management program consistent with the Virginia Erosion and Stormwater Management Act (Virginia Code §16.1-44.15:24, et seq.) and all other state or federal regulations governing stormwater management.

Sec. 30-190. – Findings and purpose.

The City Council finds that an adequate, sustainable source of revenue for stormwater management activities is necessary to protect the general health, safety, and welfare of the residents of the City. Further, Council finds that property with higher amounts of impervious area contributes greater amounts of stormwater and pollutants to the stormwater management system and waters of the Commonwealth and should carry a proportionate burden of the cost of stormwater management. However, stormwater runoff is associated with all improved properties in the City, whether residential or nonresidential, and the individual property impacts of runoff are correlated to the amount of impervious surface on the property and land-disturbing activities on the property. The elements of stormwater management infrastructure provide benefits and services to properties within the City through direct protection of property, control of flooding and protection of the City's natural environment. Therefore, Council determines that it is in the best interests of the public to establish a stormwater management utility and stormwater utility fees that allocate program costs to all property owners or occupants based on impervious area.

Sec. 30-191. – Definitions.

The following words and terms used in this article shall have the following meanings:

Agricultural property means undeveloped property in the Agricultural Zoning District of the City of Salem used for the tilling, planting or harvesting of agricultural, horticultural or forest crops or land used for raising livestock.

Common area means land in a development that is not owned by an individual owner of the development but dedicated for shared use by all owners through a management organization, homeowners organization or cooperative board.

Developed property means real property that has been altered from its natural state by the addition of improvements such as buildings, structures, and other impervious surfaces. For new construction, property shall be considered developed pursuant to this section upon (a) issuance of a certificate of occupancy or (b) certification of the final building permit inspection for those facilities not requiring a certificate of occupancy.

Developed single-family residential property means a developed lot or parcel containing one (1) residence or dwelling unit, and accessory uses related to but subordinate to the purpose of providing permanent dwelling facilities. Such property may include, but is not limited to, houses, condominiums, and townhouses.

Developed multifamily residential property means developed property containing two (2) or more residences or dwelling units, and accessory uses related to but subordinate to the purpose of providing permanent dwelling facilities. Such property may include, but is not limited to, apartments, duplexes, triplexes, and multi-family homes.

Developed nonresidential property means developed property that does not serve a primary purpose of providing permanent dwelling units. Such property shall include, but is not limited to, commercial properties, industrial properties, parking lots, recreational and cultural facilities, hotels, offices and churches.

Equivalent residential unit or ERU: The equivalent impervious area of a typical single-family residential developed property based on the statistical average horizontal impervious area of a single-family detached dwelling unit in the City. An ERU equals 3,500 square feet of impervious surface area.

Impervious surface area means a surface that is compacted or covered with material that is highly resistant to infiltration by water, including, but not limited to, most conventionally surfaced streets, roofs, decks, pools, sidewalks, parking lots, gravel parking lots and roads, and other similar structures.

Mobile Home means any trailer, mobile home or any unit used for living and sleeping purposes, and which may be, or is, intended for transport from one place to another, whether by motive power or otherwise.

Permanent reduction means the reduction of flow or pollutant load achieved by verifiable stormwater practices. The practices available for use are limited to those contained in the Virginia Stormwater Management Handbook and designed consistent with the standards and specifications contained therein.

Revenues means all rates, fees, assessments, rentals or other charges or other income received by the stormwater management utility pursuant to this article in connection with the management and operation of the system, including amounts received from the investment or deposit of monies in any fund or account and any amounts contributed by the City, funds provided by developers or individual residents, and the proceeds from sale of general obligation bonds for stormwater projects or stormwater revenue bonds.

Stormwater management system or system means the stormwater management infrastructure and equipment of the City and all improvements thereto for stormwater control in the City. Infrastructure and equipment shall include structural and natural stormwater control systems of all types, including, without limitation, stormwater management facilities, roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains.

Stormwater management utility or utility means the specialized municipal services that plan, construct, operate, and maintain infrastructure to safely manage stormwater runoff, funded primarily through utility fees.

Stormwater utility fee means the monthly utility charge based upon the ERU rate applied and billed to property owners or occupants of developed residential property, developed multifamily residential property, developed nonresidential property and other property, all as more fully described in section 30-193.

Undeveloped property means any parcel which has not been altered from its natural state to disturb or alter the topography or soils on the property in a manner which substantially reduces the rate of infiltration of stormwater into the earth.

Sec. 30-192. – Establishment of stormwater management utility; stormwater utility fee.

- a. The stormwater management utility is hereby established to provide for the general health, safety and welfare of the City and its residents.
- b. A stormwater utility fee is hereby imposed on every parcel of developed real property in the City that appears on the real property assessment rolls as of December 31 of each year, and on any newly constructed developed property upon the issuance of its Certificate of Occupancy. All stormwater utility fees and other income from the charges shall be deposited into the stormwater management enterprise fund. The utility fee shall be applied to all utility accounts for bills issued on or after January 1, 2027. If a property does not have an

existing utility account, the City will create the account in the name of the property owner to allow for billing of the utility fee.

- c. The ERU rate to be used for calculating the stormwater utility fee shall be ten dollars (\$10.00) per month.
- d. Except as otherwise provided in this article, the impervious area for a property shall be determined by the City using aerial photography, as-built drawings, final approved site plans, field surveys or other appropriate engineering and mapping analysis tools.
- e. Notwithstanding subsection (b) above, and consistent with Virginia Code §15.2-2114, the stormwater utility fee shall be waived in its entirety for the following:
 - 1. A federal, state, or local government, or other public entity, that holds a permit to discharge stormwater from a municipal separate storm sewer system; except that the waiver of charges shall apply only to property covered by any such permit;
 - 2. Public roads and street rights-of-way that are owned and maintained by state or local agencies including property rights-of-way acquired through the acquisitions process; and
 - 3. Cemeteries.

Sec. 30-193. – Stormwater utility fee calculation.

Adequate revenues shall be generated to provide for a balanced operating and capital improvement budget for expansion and maintenance of the stormwater management system, as well as compliance with regulatory requirements by setting sufficient levels of stormwater utility fees. These fees shall be billed to owners of all property in the City subject to the stormwater utility fee; provided, however, where a tenant or occupant is the person to whom water or sewer service, or both, are billed, the utility fees may be billed to such tenant or occupant (See Section 30-197).

- a. For purposes of determining the stormwater utility fee, all properties in the City are classified into one (1) of the following classes:
 - 1. Developed residential property;
 - 2. Developed multifamily residential property;
 - 3. Developed nonresidential property;
 - 4. Undeveloped property; or
 - 5. Agricultural property.
- b. The monthly stormwater utility fee for developed single-family residential property shall equal the ERU rate.
- c. The monthly stormwater utility fee for developed multifamily residential property shall be fifty percent (50%) of the ERU rate per dwelling unit, billed to each property owner or occupant. For example, each half of a duplex will be charged fifty percent of an ERU; or each apartment in an apartment complex will be charged fifty percent of an ERU.
- d. The monthly stormwater utility fee for a mobile home shall be thirty percent (30%) of the ERU rate per dwelling unit, billed to each property owner or occupant.
- e. The monthly stormwater utility fee for developed nonresidential property shall be based on the total impervious surface area on the property as set forth in the tiered rate structure shown in subsection (i).
- f. The stormwater utility fee for vacant developed property, both residential and nonresidential, shall be the same as that for occupied property of the same class.
- g. Undeveloped property shall be exempt from the stormwater utility fee; provided, however, that any impervious areas on the property greater than three hundred-fifty (350) square feet shall be subject to the monthly stormwater utility fee for developed nonresidential property, as set forth above in subsection (e).
- h. Agricultural property shall be exempt from the stormwater utility fee; provided, however, that each developed residential unit situated on a parcel devoted to agricultural use shall be charged a stormwater utility fee equal to the ERU rate, and other impervious areas on the property greater than three hundred-fifty (350) square feet shall be subject to the monthly stormwater utility fee for developed nonresidential property, as set forth above in subsection (e).

i. Tiered nonresidential rates:

Square Feet of Impervious Surface Area		Monthly Stormwater Utility Fee
351	3,500	\$5.00
3,501	7,000	\$15.00
7,001	10,000	\$24.29
10,001	20,000	\$42.86
20,001	30,000	\$71.43
30,001	40,000	\$100.00
40,001	50,000	\$128.57
50,001	60,000	\$157.14
60,001	70,000	\$185.72
70,001	80,000	\$214.29
80,001	90,000	\$242.86
90,001	100,000	\$271.43
100,001	125,000	\$321.43
125,001	150,000	\$392.86
150,001	175,000	\$464.29

175,001	200,000	\$535.72
200,001	250,000	\$642.86
250,001	300,000	\$785.72
300,001	350,000	\$928.57
350,001	400,000	\$1,071.43
400,001	450,000	\$1,214.29
450,001	500,000	\$1,357.14
500,001	600,000	\$1,571.43
600,001	700,000	\$1,857.14
700,001	800,000	\$2,142.86
800,001	900,000	\$2,428.57
900,001	1,000,000	\$2,714.29
1,000,001 or greater		\$2,857.15

Sec. 30-194. – Rate adjustment and periodic review.

The City shall conduct a comprehensive review of the Stormwater Management Utility Fee, and associated rate structure every four (4) years. This comprehensive review shall evaluate the rational relationship between the fees charged and the services provided, ensuring the program remains consistent with the Virginia Stormwater Management Act.

Any necessary adjustment in fees as a result of any comprehensive review shall become effective on July 1 of said year. The first comprehensive review shall be conducted in 2031 in preparation of the Fiscal Year 2032 budget.

Sec. 30-195. – Stormwater utility fee credits and exemptions.

- a. In accordance with Virginia Code § 15.2-2114(D), the Department of Community Development will implement and maintain Salem Stormwater Utility Credit Manuals (Residential and Non-Residential). These credits will provide partial waivers of stormwater utility fees for any persons who install, operate, and maintain a stormwater management facility that achieves a permanent reduction in stormwater flow or pollutant loadings. The amount of the waiver is based in part on the percentage reduction in stormwater flow or pollutant loadings, or both, from pre-installation to post-installation of the facility, or for public or private entities under Virginia Code § 15.2-2114(E) that implement or participate in strategies, techniques, or programs that reduce stormwater flow or pollutant loadings or decrease the cost of maintaining or operating the public stormwater management system, with written implementation policies developed by the Department of Community Development, and kept on file with the Department. Nothing shall prevent the modification of the system of credits, and such modifications may apply to holders of existing credits. Credits shall not be issued retroactively. However, a one-time, six (6) month grace period will be granted for credit applications received prior to July 1, 2027. Complete applications submitted between January 1, 2027 and June 30, 2027 will receive retroactive credits as if the credit had been approved on January 1, 2027, and the credit will be reflected on a future bill. Applications submitted on or after July 1, 2027, will be processed prospectively with no retroactive credits allowed as described in subsection (b).
- b. Except for new construction, complete applications for credits shall be made each year by February 1, with the City providing a response within 45 days of receipt, and any approved credit taking effect on the following July 1; applications for credits received after February 1 will be accepted but not reviewed until the following year.
- c. An application submitted without the necessary technical documentation (such as as-built drawings or signed maintenance agreements) shall not be deemed to be a complete application until such deficiencies are corrected.

Sec. 30-196. – Stormwater management enterprise fund.

- a. The stormwater management enterprise fund is hereby established as a dedicated enterprise fund. The fund shall consist of revenues generated by stormwater utility fees, as well as all other revenues as defined in section 30-191.
- b. The stormwater management enterprise fund shall be a dedicated revenue only used to pay for or recover costs for the following:
 1. The acquisition, as permitted by Virginia Code §15.2-1800, of real and personal property, and interests therein, necessary to construct, operate, and maintain stormwater control facilities;
 2. The cost of administration of the stormwater management program;
 3. Planning, design, engineering, construction, and debt retirement for new facilities and enlargement or improvement of existing facilities, whether publicly or privately owned, that serve to control stormwater;
 4. Operation and maintenance of facilities that serve to control stormwater;
 5. Monitoring of stormwater control devices and ambient water quality; and
 6. Other activities consistent with the state or federal regulations or permits governing stormwater management, including, but not limited to, public education, watershed planning, inspection and enforcement activities, and pollution prevention planning and implementation.

Sec. 30-197 – Billing and enforcement.

- a. The stormwater utility fee is to be paid by the owner of each lot or parcel subject to the utility fees. However, where a tenant or occupant is the person to whom water or sewer service, or both, are billed, the stormwater utility fee may be charged to such tenant or occupant. In any case in which a tenant or occupant fails to pay

the utility fee, the delinquent utility fee shall be collected from the owner of the property. All properties subject to the utility fee shall be issued bills or statements for stormwater utility fees. As permitted by Virginia Code § 15.2-2114(G), such bills or statements may be combined with sewer and water bills levied pursuant to Chapter 90 of The Code of the City of Salem, Virginia, provided that all charges shall be separately stated. The combined bill shall be issued for one (1) total amount. The Director of Finance is hereby authorized and directed to create policies and procedures for the efficient billing and collection of the combined bill, including a payment priority for allocation to the separate charges stated on the combined bill. The bills or statements shall include a date by which payment shall be due. All bills for stormwater utility fees prescribed by this article shall be due and payable by the due date stated on the bill and shall be deemed delinquent if not paid in full within such time.

- b. Delinquent stormwater utility fees shall be subject to a penalty thereon of five dollars (\$5.00) for residential accounts or five percent (5%) for nonresidential accounts.
- c. A delinquent stormwater utility fee, along with penalty, may constitute a lien on the property, in accordance with Virginia Code § 15.2-104 ranking on a parity with liens for unpaid taxes and may be collected in the same manner as provided for the collection of unpaid taxes or otherwise permitted by law, in accordance with Virginia Code § 15.2-2114 (G).

Sec. 30-198. – Petitions for adjustments.

- a. Any property owner may request an adjustment of a stormwater utility bill by submitting a request in writing to the Department of Community Development within sixty (60) days after the date the bill is mailed or issued to the recipient of a stormwater utility bill. Grounds for adjustment of stormwater utility fees are limited to the following:
 - 1. An error was made regarding the square footage of the impervious area of the property;
 - 2. The property is exempt under the provisions of section 30-192(e);
 - 3. There is a mathematical error in calculating the stormwater utility fee; or
 - 4. An approved credit was incorrectly applied.
- b. The property owner or recipient of a stormwater utility bill shall complete a stormwater utility fee adjustment application form available on the City's website or supplied by the Department of Community Development.
- c. If the application alleges an error in the amount of impervious area, a plan view of the property's impervious area will be provided by the City depicting all impervious areas within the property boundaries, including buildings, patios, driveways, walkways, parking areas, compacted gravel areas, and any other separate impervious structures identified in the City's impervious area database. This assessment will be the City's initial response to the request for adjustment.
- d. If the applicant is not satisfied with this initial response, the applicant may:
 - 1. Request a meeting with the Director of Community Development; and/or
 - 2. Submit an appeal with a revised plan signed and sealed by a professional engineer or professional land surveyor licensed in the Commonwealth of Virginia attesting to the accuracy of the impervious area measurements.
- e. The requirement for a plan view of the property's impervious area required in subsection (c) above may be waived by the Director or their designee, if at the sole discretion of the Director or their designee the error is obvious and is the result of a technical error or oversight by the City. In such case, the City shall be responsible for recalculating the impervious area of the property.
- f. The Director or their designee shall make a determination within forty-five (45) days of receipt of a complete submittal for the request for adjustment. In the event that the Director or their designee finds that the appeal is deficient or incomplete, the Director or their designee shall offer the owner sixty (60) days to supply the missing information. The 45-day time for a decision will begin at such time as the requested information is provided. If the information requested is not provided to the Director or their designee within sixty (60) days of the original request, the petition will be deemed withdrawn.

-
- g. The Director's decision on a stormwater utility fee adjustment petition is a final decision from which an aggravated party may appeal to the Circuit Court for the City of Salem.

Sec. 30-199. – Severability.

The provisions of this article shall be deemed severable; and if any of the provisions hereof are adjusted to be invalid or unenforceable, the remaining portions of this article shall remain in full force and effect and their validity unimpaired.

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

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

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

Passed:
Effective:

Mayor

ATTEST:

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



Marketplace

ourvalley.org

The Fincastle Herald

The Vinton Messenger

The New Castle Record

SALEM TIMES-REGISTER

News Messenger

RADFORD News Journal

Help Wanted

Fincastle United Methodist Church is seeking a part-time Adult Choir Director

To join our worship team, lead our adult choir effectively and joyfully, and improve and encourage the musical capabilities of our musicians. Responsibilities include selecting music for the choir, leading weekly choir rehearsal (September - June), conducting the choir and congregation for Sunday morning and special services, planning and coordinating special music for summer services, and serving as coordinator/advisor for related musical groups. Qualifications:

- Experience directing church choirs.
- Formal education and background in music or music education.
- Ability to collaborate with, teach, and inspire volunteer musicians in an affirming manner.

Compensation:

- Choir Director: \$11,000 - \$13,000

Please reply to office@fincastleumc.org or call (540) 473-3001

Fincastle United Methodist Church is seeking a part-time Piano and/or Organist

Accompanist to join our worship team and help lead our congregation in meaningful, spirit-filled worship. Responsibilities include playing music for Sunday morning and special services, practicing with and accompanying the choir and other musicians, selecting music, and maintaining our instruments in good working order. Qualifications:

- Proficiency with piano and/or organ
- Ability to sight-read music
- Ability to work collaboratively with clergy, choir, and other musicians
- Strong sense of musicality and sensitivity to worship flow

Compensation:

- Pianist: \$5,000 - \$7,000
- Organist: \$12,000 - \$16,000

Please reply to office@fincastleumc.org or call (540) 473-3001

Retirement Notice

NOTICE

N. Laura Liles, D.O. is retiring from her medical practice as of 7/31/26. If you would like to send/obtain a copy, or part of a copy or a summary of your medical records, you may call 540-366-6729 until 7/31/26. After that date, you may send a Release of Records form to Dr. Liles at 10969 Freeman Court, Indianapolis, Indiana 46234. A reasonable cost-based fee will be associated with copying and sending."

Notice

NOTICE

Cellco Partnership and its controlled affiliates doing business as Verizon Wireless (Verizon Wireless) proposes to collocate wireless communications antennas at a top height of 29.5 feet on a 24-foot building at the approx. vicinity of 109 College Ave, 235 North Main St, Blacksburg, Montgomery County, VA 24060. In accordance with the requirements of Section 106 of the National Historic Preservation Act and the FCC regulations implementing Section 106 review, public comments regarding potential effects from this site on historic properties may be submitted to: Trileaf Corp, Maggie Vincent, m.vincent@trileaf.com, 303 International Circle, Suite 150, Hunt Valley, MD 21030, 410-853-7128.

House For Rent

House For Rent in Salem

2 bedroom, 1 bath on Wildwood Rd. No pets, 2 person, max occupancy. Good credit, references, & background check required 1325.00 month 540-387-2511 leave message

Legals - City of Salem

Order of Publication

Commonwealth of Virginia
VA Code §§ 1-211.1, 8.01-316, -317, 20-104
Case No. 26-1292
VIRGINIA, IN THE COURT FOR THE COUNTY OF ROANOKE
COUNTY OF ROANOKE, VIRGINIA,
Complainant,
Vs.

PURCELL BARRETT, et al,
Respondents.

TO: THE RESPONDENTS:

The object of this suit is to enforce the lien for taxes assessed by the County of Roanoke, Virginia against certain real property designated as Tax Map Parcel No. 026.19-01-27.00-0000. An affidavit having been made and filed that diligence has been used without effect to ascertain the location of Clyde B. Barrett and that there are or may be persons with an interest in the subject property, including heirs, devisees, and successors in title of Clyde B. Barrett and that there are or may be persons with an interest in the subject property, including heirs, devisees, and successors in title of Clyde B. Barrett, who may be deceased, whose names and addresses are unknown, it is hereby ORDERED that each of the parties appear on or before the August 12, 2026, and do whatever is necessary to protect their interests in said land.

It is further ORDERED, pursuant to Va. Code Ann §8.01-321, that this Order of Publication be published once a week for four (4) successive weeks in the Salem Times, a newspaper of general circulation in the County of Roanoke, and that a copy be posted at the front door of the Courthouse in County of Roanoke, Virginia.

Entered this 7th day of July 2026

Hon. Charles N. Dorsey,
Judge

I ask for this

Amy H. Geddes, Esquire
VSB#38650
OPN Law
3140 Chaparral Drive,
Suite 200-C
Roanoke Va 24018
Ph: (540) 725-8181
FX: (540) 772-0126
Email:
ageddes@opnlaw.com
Counsel for Complainant

NOTICE OF PUBLIC HEARING

Notice is hereby given to all interested persons that the Council of the City of Salem, at its regular meeting on August 10, 2026, at 6:30 p.m., in Council Chambers of the City Hall, 114 North Broad Street, in the City of Salem, Virginia, will hold a public hearing and consider the establishment of a Stormwater Utility and associated fees. Questions concerning the proposed Stormwater Utility may be addressed to the City of Salem Community Development Department, 21 South Bruffey Street, Salem, Virginia, at 540-375-3032. At said hearing, parties in interest and citizens shall have an opportunity to be heard relative to the said request.

THE COUNCIL OF THE CITY OF SALEM, VIRGINIA
H. Robert Light
Clerk of Salem City Council

NOTICE OF PUBLIC HEARING

Notice is hereby given to all interested persons that the Council of the City of Salem, at its regular meeting on Monday, August 10, 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 requests relative to the CODE OF THE CITY OF SALEM, VIRGINIA:

1. Consider the request of Community Church Inc, property owner and Cornerstone Classical Academy, lessee, for the issuance of a Special Exception Permit to allow for an Educational Facility, Primary/Secondary, on the property located at 1923 East Main Street (Tax Map #78-1-14).

2. Consider the request of Robertson Family Revocable Trust, property owner and Amer Alsayadi, lessee, for the issuance of a Special Exception Permit to

Legals - City of Salem

allow a retail sales, smoke shop on the property located at 501 West 4th Street (Tax Map #143-3-14).

3. Consider the request of The Preston Place Preservation Foundation Inc., property owner, for a Special Exception Permit to allow an assembly hall, nonresidential uses in an accessory structure, and nonresidential uses out of doors, and a Use Not Provided for Permit for outdoor gatherings of less than 500 people on the property located at 1936 West Main Street (Tax Map #138-2-7).

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

Legals - Montgomery County

NOTICE IS HEREBY GIVEN, By the Board of Supervisors of the County of Montgomery, Virginia

that the Board of Supervisors hereby schedules a public hearing on August 10, 2026, at 7:15 p.m. or as soon thereafter at the Montgomery County Government Center, 2nd Floor Board Room, 755 Roanoke Street, Christiansburg, Virginia, to hear citizen comments on the proposed Ordinance amending Chapter 2 entitled Administration, of the Code of the County of Montgomery, Virginia by amending Section 2-36 Return Check Fee, to include electronic payment of taxes or any other sum due, which is subsequently returned without payment by the receiving bank, depository institution of other recipient of the order. No fee shall be imposed under this section as the result of an electronic payment order that is not honored as the result of the nonexistence of any account matching the account information provided by the taxpayer, provided that the taxpayer has not tendered any other electronic payment order that was no honored during the 12 months preceding the tender of the payment order in question. This fee shall be in addition to any other fee or penalty provided by law. A copy of the full text of the Ordinance is on file in the Office of the County Administrator and is available for public inspection or copying. BY ORDER OF THE BOARD OF SUPERVISORS
Angela M. Hill
County Administrator

LEGAL NOTICE OF PUBLIC HEARING OF THE TOWN OF CHRISTIANSBURG TOWN COUNCIL

The Town of Christiansburg Town Council will hold a Public Hearing on Tuesday, August 11, 2026, at 7:00 PM in the Council Chambers of the Christiansburg Town Hall, 100 E. Main Street, Christiansburg, Virginia 24073. The purpose of the public hearing is to receive public comments concerning:

A. Conditional Use Permit request by Jeffrey T. and Jamie M. Zoellner, Applicants, and Ray D. Craggett Trust, c/o Anna C. Rogers, Trustee, Property Owner, to allow a Planned Housing Development consisting of one Two-Family Dwelling in the General Business (B-3) zoning district on property located at 185 New Street NW, identified as Tax Parcel 526 - (A) - 238; (Parcel ID 004144), and consisting of approximately of 0.465 acres. The property is designated as Business/Commercial on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

B. Conditional Use Permit request by Samuel Bishop, Property Owner and Applicant, to allow residential use in the General Business (B-3) zoning district on property located at 465 Stuart Street NE, identified as Tax Parcel 527-(3)-50A and 527-(3)-49B; (Parcel ID 001755 and 001755), and consisting of

Legals - Montgomery County

approximately 0.18 acres. The property is designated as Residential on the Future Land Use Map of the 2013 Christiansburg Comprehensive Plan.

Town Hall will be open and available to receive public comments in person at the time of this Public Hearing. A copy of the applications, the Town's Zoning Map, Zoning Ordinance, and Future Land Use Map may be viewed in the Planning Department Office, 100 E. Main Street, Christiansburg, VA 24073 during normal office hours of 8:00 a.m. - 5:00 p.m. Monday through Friday. Contact the Planning Department, at (540) 382-6128, ext. 1902 or by email at planning@christiansburg.org, with any questions or if you require reasonable accommodations.

TRUSTEE'S SALE OF 2676 DRY VALLEY ROAD, RADFORD, VA 24141.

In execution of a certain Deed of Trust dated June 25, 2003, in the original principal amount of \$60,900.00 recorded in the Clerk's Office, Circuit Court for Montgomery County, Virginia as Instrument No. 2003010550. The undersigned Substitute Trustee will offer for sale at public auction in the front of the Circuit Court building for the City of Radford, 619 Second St., W. Radford, VA, or any such temporary alternative Circuit Court location designated by the Judges of the Circuit Court, on September 16, 2026, at 11:00 AM, the property described in said Deed of Trust, located at the above address, and more particularly described as follows: ALL THAT UN-NUMBERED PARCEL OF LAND CONTAINING 0.731 ACRE DESIGNATED AS RETAINED BY OLLIE BAIN ON THAT CERTAIN PLAT OF SURVEY ENTITLED "PLAT FOR KYLE E. DAVIS AND SHARON B. DAVIS OF AN UN-NUMBERED 1.0005 AC. LOT NEAR BAINS CHAPEL IN RINER MAGISTERIAL DISTRICT MONTGOMERY COUNTY, VIRGINIA", PREPARED BY NEAL H. WIRT, LAND SURVEYOR, DATED MAY 5, 1997, DESIGNATED PLAT NO. 97-505, A COPY OF WHICH PLAT IS RECORDED IN THE CIRCUIT COURT CLERK'S OFFICE IN DEED BOOK 991, PAGE 410, AND TO WHICH PLAT REFERENCED IS HEREBY MADE FOR A MORE ACCURATE DESCRIPTION OF THE

Legals - Montgomery County

PROPERTY HEREIN CONVEYED. TERMS OF SALE: ALL CASH. A bidder's deposit of ten percent (10%) of the sale price or ten percent (10%) of the original principal balance of the subject Deed of Trust, whichever is lower, in the form of cash or certified funds payable to the Substitute Trustee must be present at the time of the sale. The balance of the purchase price will be due within fifteen (15) days of sale, otherwise Purchaser's deposit may be forfeited to Trustee. Time is of the essence. If the sale is set aside for any reason, the Purchaser at the sale shall be entitled to a return of the deposit paid. The Purchaser may, if provided by the terms of the Trustee's Memorandum of Foreclosure Sale, be entitled to a \$50 cancellation fee from the Substitute Trustee, but shall have no further recourse against the Mortgagee, the Mortgagee or the Mortgagee's attorney. A form copy of the Trustee's memorandum of foreclosure sale and contract to purchase real property is available for viewing at www.alldridgepte.com. Additional terms, if any, to be announced at the sale and the Purchaser may be given the option to execute the contract of sale electronically. This is a communication from a debt collector and any information obtained will be used for that purpose. The sale is subject to seller confirmation. Substitute Trustee: Equity Trustees, LLC, 8100 Three Chopt Road, Suite 240, Richmond, VA 23229. If you have any questions or concerns, please contact the Virginia Pre-Sale Department of counsel for Equity Trustees, LLC at 301-861-6555, website: www.alldridgepte.com. VA-378698-2.

ADVERTISE!
To place your ad, call 389-9355

GENERAC

#1 standby generator worldwide.

Get whole-home power, automatically.

Call 844-947-1479 to schedule your free quote today!

MAKE AN "A" IN ADVERTISING!

To place your ad, call 389-9355

STATEWIDE ADS

AUCTIONS

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 804-521-7570, advertising@commonwealthmediasolutions.com

HOME IMPROVEMENT

No more cleaning out gutters. Guaranteed! LeafFilter is backed by a no-clog guarantee and lifetime transferrable warranty. Call today 1-877-614-6667 to schedule a FREE inspection and no obligation estimate. Get 15% off your entire order. Plus, Military & Seniors get an additional 10% off. Limited time only. Restrictions apply, see representative for warranty and offer details.

Safe Step. North America's #1 Walk-In Tub. Comprehensive lifetime warranty. Top-of-the-line installation and service. Now featuring our FREE shower package and \$1600 Off for a limited time! Call today! Financing available. Call Safe Step 1-877-591-9950

Prepare for power outages today with a Generac Home Standby Generator. Act now to receive a FREE 5-Year warranty with qualifying purchase. Call 1-844-947-1479 today to schedule a free quote. It's a power move.

STATEWIDE ADS

Replace your roof with the best looking and longest lasting material steel from Erie Metal Roofs! Three styles and multiple colors available. Guaranteed to last a lifetime! Limited Time Offer up to 50% off installation + Additional 10% off install (for military, health workers & 1st responders.) Call Erie Metal Roofs: 1-844-902-4611

SERVICES

DIVORCE - Uncontested, \$525.00 + \$89.00 court cost. WILLS-\$295.00. No court appearance. Estimated completion time twenty-one days. Hilton Oliver, Attorney (Facebook). 757-490-0126. Se Habla Espanol. BBB Member. https://hiltonoliverattorneyva.com

Consumer Cellular - the same reliable, nationwide coverage as the largest carriers. No long-term contract, no hidden fees and activation is free. All plans feature unlimited talk and text, starting at just \$20/month. For more information, call 1-855-262-5564

We Buy Houses for Cash AS IS! No repairs. No fuss. Any condition. Easy three step process. Call, get cash offer and get paid. Get your fair cash offer today by calling Liz Buys Houses: 1-844-216-5028

Transform Your Bathroom and Change Your Life.

FREE TOILET + \$1,500 OFF

For your FREE information, call today 1-877-591-9950

safestep

*Free toilet with purchase and installation of a walk-in tub or walk-in shower only. Offer available while supplies last. No cash value. Must present offer at time of purchase. Cannot be combined with any other offer. Market restrictions may apply. Offer available in select markets only. ESLB 10021369 0020 0012009 005445 10011090002

LeafFilter

HELLO SUNSHINE

Goodbye Clogged Gutters

Upgrade your gutters this summer! LeafFilter blocks out common debris.

Save up to*

35% Off Promo code: 285

+ Free gutter inspection, quote good for 1 year

Call 1-877-614-6667

*Promotional offer expires 8/31/26. All bids are estimates. LeafFilter is not responsible for actual results. Quotes for completed work and other offers. See representative for full warranty details. AR 36692026L AZ 36692026L FL 36692026L GA 36692026L IL 36692026L IN 36692026L KY 36692026L MI 36692026L MN 36692026L MO 36692026L NC 36692026L ND 36692026L OH 36692026L OK 36692026L OR 36692026L PA 36692026L SC 36692026L TN 36692026L TX 36692026L VA 36692026L WA 36692026L WI 36692026L WY 36692026L. Promotion ends 8/31/2026.

SunSetter America's #1 Janting

SAVE \$350 when you transform your patio into an outdoor oasis.

Call 1-844-746-2332 now to SAVE \$350 TODAY!

- Instant shade at the touch of a button.
- Enjoy more quality time with family and friends.
- Up to 10-Year Limited Warranty.



Item #: 6.B.

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

MEETING DATE: August 10, 2026

AGENDA ITEM: **Special Exception Permit**
Hold a public hearing and consider the request of Community Church Inc, property owner, and Cornerstone Classical Academy, lessee, for the issuance of a Special Exception Permit to allow for an Educational Facility, Primary/Secondary, on the property located at 1923 East Main Street (Tax Map #78-1-14). (Advertised in the July 23 and 30, 2026, issues of *The Salem Times-Register*.) (Planning Commission recommended approval with conditions.)

SUBMITTED BY: Mary Ellen Wines, Planning & Zoning Administrator, Maxwell Dillon, Planner

SUMMARY OF INFORMATION:

Zoning: RSF Residential Single Family

Land Use Plan Designation: Commercial

Existing Use: Religious Assembly (Church)

Proposed Use: Religious Assembly (Church) and Education Facilities, Primary/Secondary

The subject property (1923 East Main Street) consists of a 2.26-acre tract of land which currently sits within the RSF Residential Single Family zoning designation. The property is currently utilized by CommUNITY Church for its operations. In the fall of 2025, CommUNITY Church began allowing Cornerstone Classical Academy, a hybrid school serving homeschooling families in the Roanoke Valley, to utilize a portion of its facility to conduct its activities. Cornerstone Classical Academy services approximately 285 K-12 students with 48 staff members, operating for 30 weeks during the year which equates to 90 days in attendance.

The applicant is requesting a Special Exception Permit for Education Facilities, Primary/Secondary which is required in order to operate a school in the RSF Residential Single Family zoning district. Cornerstone Classical Academy is also working

with the Building Official and Fire Marshal to verify that all structures utilized meet the applicable codes to ensure safety for students and staff.

If the Special Exception Permit is approved, a minor site plan displaying parking figures and traffic flow circulation may be required.

The Future Land Use Map (FLUM) identifies this parcel as commercial, though the historical and future use of the property as a church presents an opportunity for an educational facility to operate in conjunction with a Religious Assembly. Educational facilities are generally compatible with religious assemblies because they share similar operational characteristics such as parking and community focused activities and typically occupy the property on differing days and times.

FISCAL IMPACT:

STAFF RECOMMENDATION:

Staff recommends consideration of this request with the following conditions:

1. A minor site plan shall be submitted to the Department of Community Development within one month of approval to verify adequate on-site parking and ensure safe traffic circulation throughout the property and surrounding area.
2. Approval for the operation of the primary and secondary educational facility shall remain valid only while a religious assembly continues to operate on the property, ensuring that the educational use does not become an independent principal use.

ATTACHMENTS:

1. 1923 East Main Street SEP application
2. Architectural Drawings COMMUNITY Church
3. Chief Simon comments
4. Affidavit
5. 1923 East Main Street neighbor notification map
6. July 15 2026 PC minutes
7. Council meeting owner notification letter 1923 E Main St Special Exception Permit



Application Data for Application Number: Z26-30114

Application Type Zoning
Application Sub-Type Special Exception
Applicant Cornerstone Classical Academy
Location 1923 E MAIN ST SALEM VA 24153
Applicant Address 1862 Bridle Lane
Property Owner COMMUNITY CHURCH INC
Roanoke, VA, 24018
Owner Address 1923 E MAIN ST
Tax Parcel 78-1-14
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.	Cornerstone is a hybrid school that serves homeschooling families in the Roanoke Valley. We have 285 students and 48 teachers who meet two to three days a week depending on grade level. Cornerstone operates for 30 weeks which equates to 90 days in attendance. We serve a population of kindergarten through twelfth grade. CCA operates from 7:30 am through 3:00 pm on Monday, Wednesday and Thursday when in session during the months of September through mid-May.
Existing Structure Info	Year Built	1965
	Property Description	Church
	Number of Stories	3
	Number of Rooms	0
	Number of Bedrooms	0
	Number of Bathrooms	8
	Type of Roof	Comp Shg
	Type of Exterior	Brick
	Type of Basement	Full-Fin
Parcel Information	Finished Square footage of Primary Building	32520.00
	Lot Size Acres	2.26
	Lot Size SQFT	98446.00
	Zoning Classification	RSF
	Legal Description	PARCEL B1 2.341 AC TABERNACLE BAPTIST CH
Special Exception Details	PID	9722
	Please advise Current Zoning type	RSF - Residential Single Family District
	Please advise current use	Religious-Church
	Please advise future use	Church/Educational

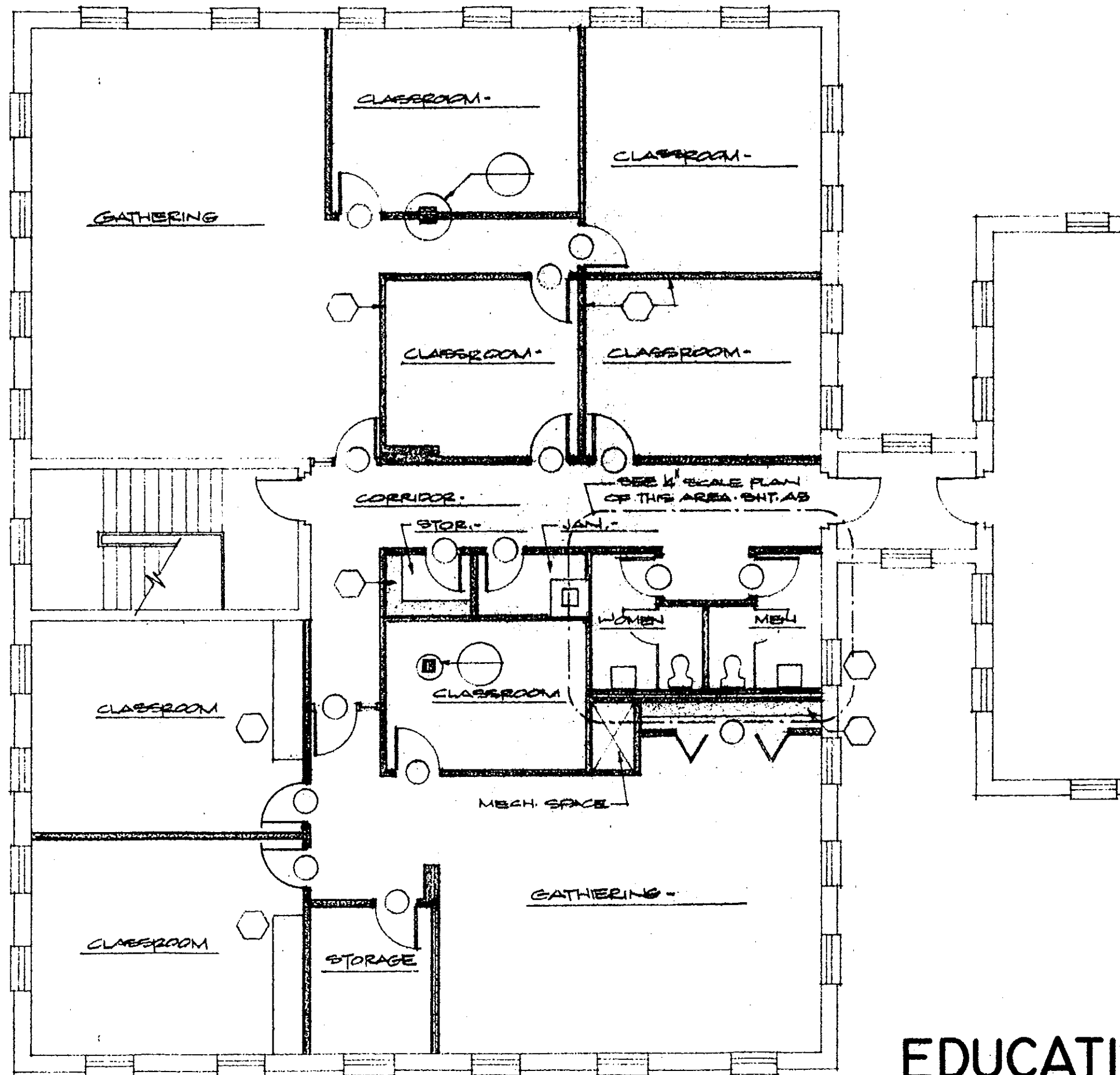
SALEM VA

COMMUNITY DEVELOPMENT

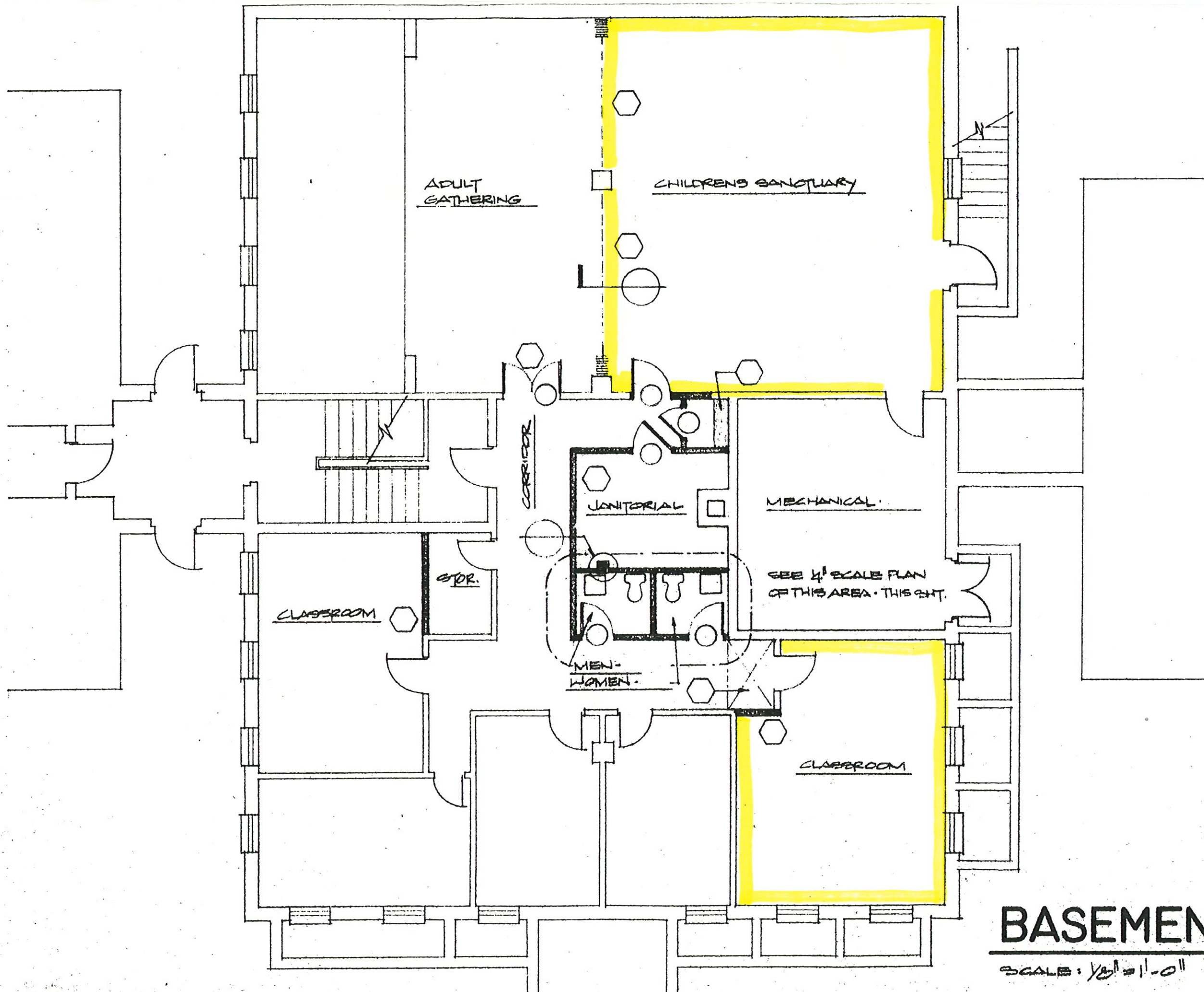
Special Exception Details	Please advise designation from the future land use map	Residential
	Is the building or parcel in a district currently designated as historic	No
	If yes, describe the proposed measures for meeting the standards of the Department of Historic Resources	N/A
	This Special Exception/Use Not Provided For is being requested in order to?	We are requesting this special exception to utilize the educational building attached to CommUNITY Church to operate a hybrid school. This will allow families to have access to this educational choice for their children. By serving as a ministry partner with CommUNITY Church, we are able to deliver this model at an affordable cost.
	Describe in detail how you plan to develop the property for the proposed use and any associated uses	No plans to develop the property outside of its existing structure.
	Describe why the proposed use or exception is desirable and appropriate for the area	Cornerstone will be good stewards are the neighborhood and provide access to a hybrid education in the Salem community. CommUNITY Church had an educational wing of their church being used minimally and offered the use of it to Cornerstone to continue our mission of serving homeschooling families in the Valley. The building serves our needs by providing multiple classrooms, access to the sanctuary for chapel, the fellowship hall for large events, and an outdoor playground for our students.
	What measures will be taken to assure that the proposed use or exception will not have a negative impact on the surrounding vicinity?	We strive to be good neighbors to all those in the community. When we first started, there were some traffic issues due to dropping off and picking up of students. Our school schedule conflicted with Salem City Schools bus drop off. We worked alongside the Salem City School system to make sure we didn't conflict with their current bus schedule and altered our dismissal plans promptly. We also spoke with the Salem Police Department to make sure we did not back up on East Main Street. Our desire is to make a positive impact in the neighborhood. CCA went door to door in the neighborhood and left information about our operation so the neighborhood was aware when we meet and at what times traffic will be heaviest.
	Is the subject property located within the Floodplain District?	No
	If yes, describe the proposed measures for meeting the standards of the Floodplain Ordinance	N/A

SALEM VA
COMMUNITY DEVELOPMENT

Special Exception Details	Have you provided a conceptual plan of the proposed development, including general lot configurations and road locations?	No
	Are the proposed lot sizes compatible with existing parcel sizes in the area?	N/A

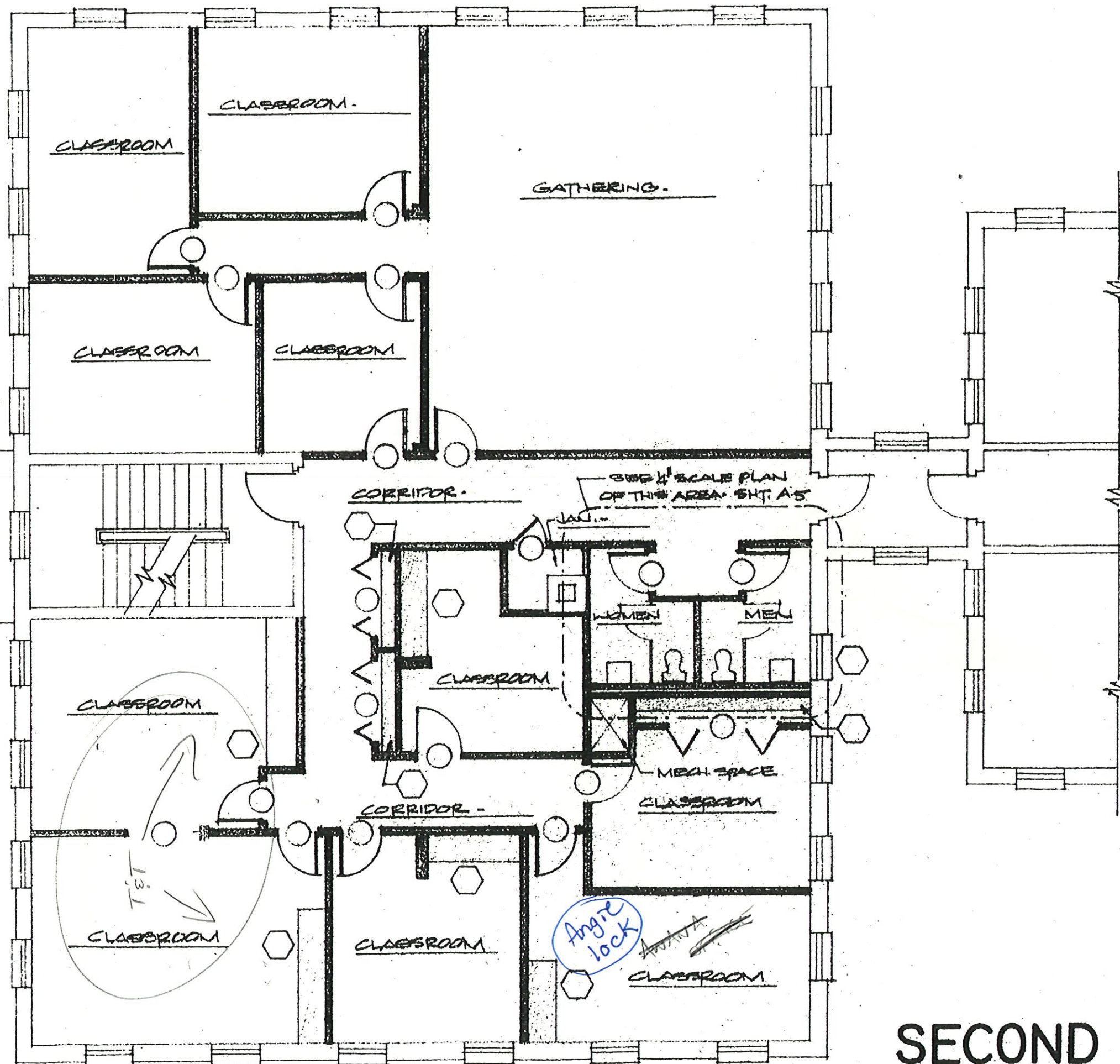


EDUCATION BLDG.
THIRD FLOOR PLAN



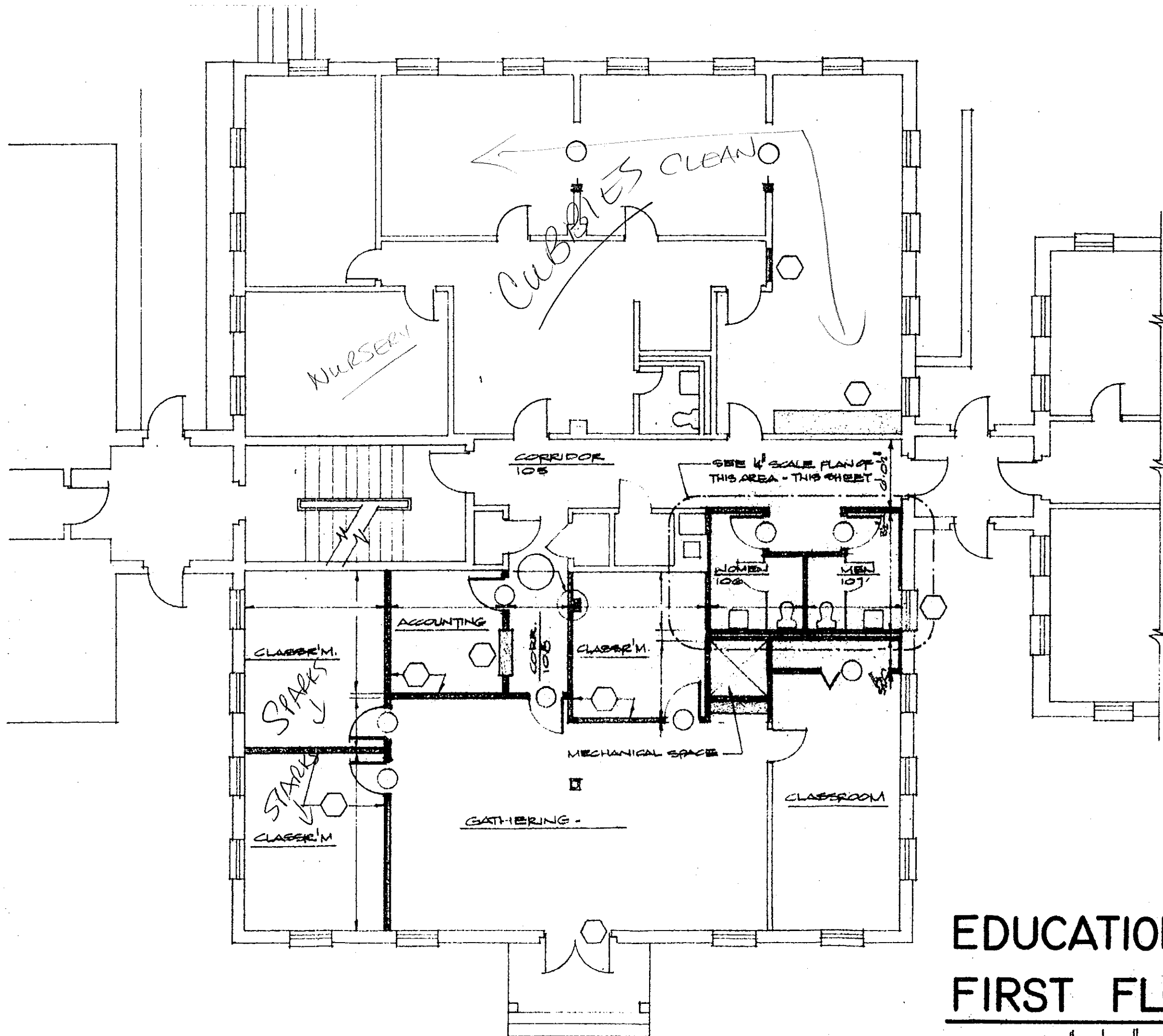
BASEMENT PLAN

SCALE: 1/8" = 1'-0"



SECOND FLOOR PLAN

SCALE: $\frac{1}{8}" = 1'-0"$



EDUCATION BLDG.
FIRST FLOOR PLAN



SALEM FIRE & EMS DEPARTMENT

216 SOUTH BROAD STREET SALEM, VIRGINIA 24153-0869
(540) 375-3080

To: Mary Ellen Wise, Planning and Zoning Administrator

From: Stephen Simon, Fire Chief 

Copy: Robert Paxton, Battalion Chief-Fire Marshal

Reference: Comments concerning Special Exception Request

Regarding the proposed Special Exception Permit, I have outlined the key public safety and code compliance requirements that I recommend incorporating into any approval recommended by the Planning Commission.

Because this project involves transitioning an existing building to an educational occupancy (Group E), a code evaluation is necessary to ensure the safety of all future occupants.

Recommended Permit Conditions & Code Requirements

- **Professional Design Services:** The property owner must retain a licensed Professional Engineer (PE) or Registered Architect to conduct a baseline evaluation. This professional must submit a formal code compliance report along with stamped architectural and engineering plans.
- **Code Compliance & Certificate of Occupancy:** The structure must undergo an evaluation to ensure full compliance with the Virginia Uniform Statewide Building Code (USBC) and the Virginia Statewide Fire Prevention Code (SFPC) before a new Certificate of Occupancy can be issued. This process handled by Community Development, but a key component.
- **Fire Protection Systems:** Depending on the total fire area, occupant load, or if any portion of the Group E occupancy is located on floors other than the level of exit discharge, the design professional must evaluate the necessity of:
 - An automatic fire sprinkler system (NFPA 13).
 - A manual/automatic fire alarm system equipped with an emergency voice/alarm communication system.

- **Means of Egress:** Exit widths, travel distances, common paths of travel, and emergency lighting must meet the higher thresholds required for educational occupancies. Corridor widths and door hardware (such as panic hardware) must be brought up to code if not compliant.
- **Fire-Rated Separations:** The design professional must evaluate the fire-resistance ratings of corridors, shafts, and any mixed-use separations within the building to ensure proper isolation of the educational space.
- **Interior Finishes:** All wall and ceiling finishes must meet the strict flame-spread and smoke-development indices required for Group E corridors and assembly spaces.

Review Process

Once the applicant's design professional completes the baseline evaluation and submits the compliance report and stamped plans, the Fire Marshal's office will conduct a joint plan review with the Community Development. This collaborative review will establish the exact scope of corrective measures the applicant must complete to successfully secure the new Certificate of Occupancy.

Please let me know if you need any adjustments to these recommendations or if you would like to discuss this further.

Best regards,

Steve

AFFIDAVIT OF MAILING PURSUANT TO S15.2-2204**CODE OF VIRGINIA****PLANNING COMMISSION****ITEM #****July 15, 2026**

This is to certify that I mailed letters in reference to the request of Community Church Inc, property owner and Cornerstone Classical Academy, lessee, for the issuance of a Special Exception Permit to allow for an Educational Facility, Primary/Secondary, on the property located at 1923 East Main Street (Tax Map # 78-1-14) to the following property owners and adjacent property owners on June 26, 2026 in the 2:00 p.m. mail.

Parcel	Owner Name	Address 1	City	State	Zip
77-5-10	RESTORATION TURNKEY INVESTMENTS LLC	925 1ST ST SW	ROANOKE	VA	24016
77-5-11	LYNCH, IAN ANDREW	113 BELLEVUE AVE	SALEM	VA	24153
77-5-12	NATIONAL BUSINESS COLLEGE CORPORATION	1813 E MAIN ST	SALEM	VA	24153
78-1-10	DICKERSON, DREW T	103 POINT PLEASANT AVE	SALEM	VA	24153
78-1-11	FERGUSON, WENDY C WHITE	653 HEMLOCK RD	SALEM	VA	24153
78-1-11.1	HUGGETT, BRENDA HAMLIN	1528 MASON ST	SALEM	VA	24153
78-1-12	JONES, RICHARD E	31 POINT PLEASANT AVE	SALEM	VA	24153
78-1-13	AUNE, SHAYNE C	29 POINT PLEASANT AVE	SALEM	VA	24153
78-1-14	COMMUNITY CHURCH INC	1923 E MAIN ST	SALEM	VA	24153
78-1-3	HERRERA, FREDY O	116 BELLEVUE AVE	SALEM	VA	24153
78-1-4	106 BELLEVUE LLC	3000 PEPPERS FERRY RD NW	RADFORD	VA	24141

78-1-5	UNDERWOOD, MARY E	100 BELLEVUE AVE	SALEM	VA	24153
78-1-9	HUGHES MICHELLE L	105 POINT PLEASANT AVE	SALEM	VA	24153
78-2-2	BOOKER, SHERILYN	7718 FERN HOLLOW DR	CHESTERFIELD	VA	23832-2547
78-2-2.1	HUFFMAN, DARRELL R	18 POINT PLEASANT AVE	SALEM	VA	24153
78-2-2.11	DOYLE PROPERTIES LLC	204 S JEFFERSON ST UNIT 5	ROANOKE	VA	24011
78-2-2.2	HUEMMER, MICHAEL J	22 PT PLEASANT AVE	SALEM	VA	24153
78-2-2.3	ALBRIGHT, CHARLES J JR	26 POINT PLEASANT AVE	SALEM	VA	24153
78-2-2.4	FIELDS, REBECCA L	30 POINT PLEASANT AVE	SALEM	VA	24153
78-2-2.5	SCHMIDT PEGGY J	34 POINT PLEASANT AVE	SALEM	VA	24153
78-2-2.6	HUBBLE LESLIE D	38 POINT PLEASANT AVE	SALEM	VA	24153
78-2-2.7	WINGO CHARLOTTE A	100 POINT PLEASANT AVE	SALEM	VA	24153
78-2-2.8	WAGONER, EDWARD M II	104 POINT PLEASANT AVE	SALEM	VA	24153
78-3-5	OAK PARK APARTMENTS LLC	3722 N PERSHING DR	ARLINGTON	VA	22203
79-1-1	BODE TIMOTHY D	1836 CONEHURST BLVD	SALEM	VA	24153
79-2-1	HAMLETT, DOLORES ELLEN	2 BURCHETTE ST	SALEM	VA	24153
79-2-17	CHERNAULT PROPERTIES LLC	2030 E MAIN ST	SALEM	VA	24153
79-2-18	MCLEOD FAMILY FOUNDATION INC	410 FIRST ST SW	ROANOKE	VA	24011
79-2-19	MCLEOD FAMILY FOUNDATION INC	410 FIRST ST SW	ROANOKE	VA	24011

79-2-2	ARRINGTON, JAMES L	28 BURCHETTE ST	SALEM	VA	24153
79-2-20	CHERNAULT, GEORGE ROBERT	2030 E MAIN ST	SALEM	VA	24153
80-2-14	KIBLER VICKIE S	1822 CONEHURST BLVD	SALEM	VA	24153
80-2-15	GREEN, SUSAN A-LIFE ESTATE	1828 CONEHURST BLVD	SALEM	VA	24153

Signed: Max Dillon Date: 6/26/26

Max Dillon

City of Salem

Commonwealth of Virginia

The foregoing instrument was acknowledged before me this 26th day of June, 2026, by

Tammy Dunn

Notary Public

My commission expires 10/31/2028





City of Salem, VA

1923E Main



Date Created: 6/8/2026
Created By: anonymous

1 inch = 296 feet
|-----|

This map should be used for reference purposes only and should not be considered a legal document. While every effort has been made to ensure the accuracy of this product, the publisher accepts no responsibility for any errors or omissions nor for any loss or damage alleged to be suffered by anyone as a result of the publication of this map and the notations on it, or as a result of the use or misuse of the information provided herein.

Powered By
actDataScout

www.actDataScout.com

 via DataScout OneMap®



PLANNING COMMISSION
MINUTES

Wednesday July 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

WORK SESSION

1. Call to Order

A work session meeting of the Planning Commission of the City of Salem, Virginia, was held in the Council Chambers Conference Room, City Hall, 114 North Broad Street, at 5:30 p.m., on Wednesday, July 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 Chris Dorsey, City Manager and Executive Secretary, ex officio member of said Commission. William L. Simpson Jr., Assistant Director of Community Development; Mary Ellen Wines, Planning and Zoning Administrator; 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 5:30 p.m.

A discussion was held on the following items:

2. New Business

A. Items for the July agenda

1. 1923 East Main Street -SEP – Educational Facilities, primary/secondary
2. 501 West 4th Street -SEP – Retail Sales, smoke shop
3. 1936 West Main Street – SEP & Use Not Provided For

B. August Agenda

1. 432 Chestnut Street -SEP – Two family dwelling

3. Adjournment

Chair King adjourned at 6:25 p.m.

REGULAR SESSION

1. Call to Order

A regular meeting of the Planning Commission of the City of Salem, Virginia, was held in the Council Chambers, City Hall, 114 North Broad Street, at 6:30 p.m., on Wednesday, July 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 Chris Dorsey, City Manager and Executive Secretary, ex officio member of said Commission, William L. Simpson Jr., Assistant Director of Community Development; Mary Ellen Wines, Planning and Zoning Administrator; Maxwell S. Dillon, Planner; and Jim Guynn, City Attorney, and the following business was transacted:

Chair King called the July meeting of the City of Salem Planning Commission to order at 6:30 p.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

2. Consent Agenda

A. Minutes

Consider acceptance of the minutes of May 13, 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

Mr. Dillon presented the Site Plan and Subdivision Plat Report, noting that no

Planning Commission meeting was held in June; therefore, the report encompassed activity for both May and June. He reported that no site plans were approved in May. One site plan was approved in June for the property located at 23 Dixie Drive, where the owners are completing building renovations and associated site improvements. He further reported that two subdivision plats were approved in May, one located on South Colorado Street and one at the corner of West 4th Street and Elm Street. No subdivision requests were approved in June.

Chair King asked if there were any questions, additions, or comments from the Commission. Hearing none, the Site Plan and Subdivision Plat Report was accepted.

4. Public Hearing Item

- A. Hold a public hearing and consider the request of Community Church Inc., property owner and Cornerstone Classical Academy, lessee, for the issuance of a Special Exception Permit to allow for an Educational Facility, Primary/Secondary, on the property located at 1923 East Main Street (Tax Map # 78-1-14). Proper legal notice had been given, and the property owner had been notified of the public hearing.

Chair King asked if the applicant's representative was present to provide information regarding the request.

Keith Dalton, 817 Craig Avenue, representing Community Church, Inc., appeared before the Commission stating that the church was requesting a Special Exception Permit to allow Cornerstone Classical Academy to operate as a ministry partner within the existing church facility.

Chair King asked Mr. Dalton to provide additional information regarding the academy.

Mr. Dalton deferred to Heather Case, Principal of Cornerstone Classical Academy.

Heather Case, 1862 Bridle Lane, Roanoke, appeared before the Commission explaining that Cornerstone Classical Academy is a hybrid homeschool academy serving students in kindergarten through twelfth grade. She stated that students attend classes two to three days per week, depending on the educational option selected. Current enrollment is 286 students. The academy operates approximately 87 to 90 instructional days during the school year, from September 9 through May 14, with classes held from 7:30 a.m. until 2:55 p.m. The academy operates on Mondays, Wednesdays, and Thursdays.

Chair King stated that concerns had been raised regarding traffic circulation, student drop-off, and pick-up procedures and asked how those concerns had been addressed.

Ms. Case explained that the academy experienced traffic issues during the

previous school year and had worked with both Salem City Schools Transportation and the Salem Police Department to improve traffic flow. She stated that dismissal times were adjusted to avoid conflicts with school bus routes, and staggered dismissal procedures were implemented. Students are dismissed in two groups, with the first dismissal occurring between 2:15 p.m. and 2:25 p.m., allowing Salem City School buses to pass through the area between approximately 2:30 p.m. and 2:35 p.m. A second dismissal begins at 2:45 p.m., with all students typically picked up by 2:55 p.m. She stated these adjustments had significantly improved traffic circulation.

Chair King asked if there were any questions from the Commission.

Mr. Beamer requested clarification regarding the academy's operating schedule of two to three days per week and approximately 87 to 90 instructional days annually.

Ms. Case explained that Cornerstone Classical Academy is designed to supplement homeschooling families by providing classroom instruction, teacher support, and opportunities for student interaction and community engagement. Because all enrolled students are homeschooled, the academy's annual instructional schedule is intentionally shorter than that of a traditional public school.

Mr. Beamer stated that he had previously resided on Hillmount Drive and recalled significant traffic congestion during morning drop-off periods. He noted that many motorists accessed the church through American National University's private property, making it difficult for nearby residents to enter or leave their driveways. He further disclosed that he had attended Tabernacle Baptist Church for many years and was familiar with the property's layout.

Ms. Case acknowledged that the academy had not anticipated the extent of the traffic congestion when operations first began, noting that similar issues had not occurred at previous locations.

Mr. Beamer observed that the presence of a dedicated turning lane at Hillmount Drive, but not at Point Pleasant Avenue, contributed to the traffic concerns.

Ms. Case stated that, after consulting with the Salem Police Department, the academy implemented revised traffic circulation procedures intended to prevent backups onto East Main Street. Parents were directed to utilize the turning lane where possible, and arrival and dismissal times were staggered to improve vehicle movement. She noted that while occasional backups still occur, they are generally brief and traffic clears within a few minutes.

Mr. Beamer asked approximately how many vehicles arrive each morning.

Ms. Case responded that approximately 100 to 115 vehicles arrive during the morning drop-off period.

Chair King confirmed that the revised traffic management procedures had been implemented before the end of the previous school year and appeared to be effective.

Ms. Case agreed and added that American National University had permitted parents to queue on its property rather than along the roadway. Parents were also instructed not to arrive before designated drop-off times.

Chair King requested that Mr. Dalton return to the podium. She asked whether there was a difference between a certificate of occupancy for a church and one for an educational facility, whether City staff had discussed those requirements with the applicant, and whether the church understood that additional building improvements could be required before occupancy.

Mr. Dalton stated that the church had retained an architectural engineer to evaluate the building and identify improvements necessary to comply with applicable City codes. He stated that the church intended to obtain the appropriate certificate of occupancy required for the proposed use.

Chair King stated that the Commission wanted to ensure applicants understood that additional requirements could apply before concluding the public hearing.

Mr. Dalton acknowledged that the church understood those requirements and was actively working with City staff to address them. He noted that the necessary improvements would likely not be completed before the beginning of the school year but appreciated staff's willingness to work cooperatively throughout the process.

Ms. Wines stated that, based upon discussions with the Building Official and the Fire Chief, several building deficiencies had been identified. While staff would work with the applicant regarding the timely submission and review of plans, life-safety requirements could not be waived. She emphasized that all life-safety issues must be corrected before the building could be occupied for the proposed educational use.

Chair King asked whether any comments or concerns had been received from neighboring property owners.

Ms. Wines stated that no correspondence had been received from neighboring property owners. She noted that the Fire Chief had submitted a memorandum outlining life-safety concerns and requested that it be entered into the official record.

Mr. Beamer asked when the academy would begin and end its school year.

Ms. Case stated that classes would begin on September 9 and conclude on May 14.

Chair King opened the public hearing at 6:42 p.m.

Chair King asked if anyone wished to speak regarding the request and hearing

none, she closed the public hearing at 6:42 p.m.

Mr. Henrickson asked whether the City would permit the school to open on September 9 if the required improvements had not yet been completed.

Ms. Wines stated that, based upon discussions with the Building Official and Fire Chief, the facility would not be permitted to open until all required life-safety improvements had been completed and approved.

Mr. Garst made a motion to recommend approval of the Special Exception Permit, subject to the following conditions:

1. A minor site plan shall be submitted to the Department of Community Development within one month of approval to verify adequate on-site parking and ensure safe traffic circulation throughout the property and surrounding area.
2. Approval for the operation of the primary and secondary educational facility shall remain valid only while a religious assembly continues to operate on the property, ensuring that the educational use does not become an independent principal use.

Mr. Henrickson seconded the motion.

Roll Call:
Mr. Routt Aye
Mr. Henrickson Aye
Mr. Beamer Aye
Mr. Garst Aye
Chair King Aye

Chair King stated that the Planning Commission serves as an advisory and recommending body to City Council. She noted that the request had been recommended for approval, subject to the stated conditions, and would be forwarded to City Council for final consideration.

-
- B. Hold a public hearing and consider the request of Robertson Family Revocable Trust, property owner and Amer Alsayadi, lessee, for the issuance of a Special Exception Permit to allow retail sales, smoke shop, on the property located at 501 West 4th Street (Tax Map # 143-3-14).

Chair King requested that the applicant come forward, state his name, and provide his address.

Amir Alsayadi appeared before the Commission and stated that he currently owns and manages tobacco retail businesses within the region. He explained that his experience has emphasized the importance of operating a clean, safe, and professional business in compliance with all applicable federal, state, and local regulations. He stated

that the proposed business would generate additional tax revenue, improve utilization of the property, and attract customers to neighboring businesses. Mr. Alsayadi then deferred to his manager to provide additional details regarding the request.

Badruddin Mustafa, 1508 Yang's Mill Road, Greensboro, North Carolina, stated that he has managed one of Mr. Alsayadi's tobacco retail establishments for several years. He explained that the business is committed to complying with all applicable federal, state, and local laws governing the sale of tobacco products and requests approval of a Special Exception Permit to operate a tobacco retail establishment at 501 West 4th Street.

Mr. Henrickson inquired whether a representative of the property owner was present.

Mr. Mustafa stated that Mr. Alsayadi had discussed the proposed use with the property owner, who had authorized the request and agreed to lease the property upon receipt of the necessary approvals.

Ms. Wines clarified that staff had received written authorization from the property owner supporting the request; however, the correspondence was received too late to be included in the Planning Commission agenda packet.

Chair King asked what products, in addition to tobacco, would be offered for sale.

Mr. Mustafa stated that the business would sell cigars, cigarillos, traditional tobacco products, and other tobacco-related merchandise.

Chair King asked whether vaping products would also be sold. Mr. Mustafa confirmed that vaping products would be available; however, the primary focus of the business would be the sale of traditional tobacco products, including cigarettes and cigars obtained through established distributors.

Chair King inquired whether customers would be permitted to sample tobacco products or smoke within the building.

Mr. Mustafa stated that the business would strictly enforce the minimum legal purchasing age of 21 by verifying customer identification. Employees would educate customers regarding available products and their intended use. He added that certain products may be sampled or distributed as promotional items where permitted by law.

Chair King expressed concern regarding the close proximity of adjacent residential properties. She noted that the building appeared to be located approximately ten feet from the neighboring residence and questioned whether smoking inside the establishment could negatively affect nearby homeowners.

Mr. Mustafa stated that the business intended to be a responsible neighbor and

would operate in a manner that was respectful of the surrounding residential community.

Chair King asked whether the applicant was aware that another smoke and vape shop was located approximately one and one-half blocks from the proposed location.

Mr. Mustafa stated that he was aware of the nearby business but believed the proposed establishment would distinguish itself through customer service, product knowledge, and honest business practices.

Chair King noted that there are currently eleven smoke and vape shops operating within the City of Salem and asked whether the applicant had considered the number of existing establishments when developing the business plan.

Mr. Mustafa stated that he believed the proposed location was well suited for the business and that it would complement surrounding commercial activity. Chair King asked whether any comments or concerns had been received by telephone or email regarding the request.

Ms. Wines stated that no written or telephone correspondence had been received. She did note that one individual, while visiting the Planning and Zoning Office on an unrelated matter, verbally expressed opposition to a smoke shop at the proposed location but declined to provide a name or address.

Chair King opened the public hearing at 6:55 p.m.

Chair King asked if anyone wished to speak regarding the request. Hearing no comments, she closed the public hearing at 6:56 p.m.

Mr. Garst explained that the requirement for a Special Exception Permit was established by legislation adopted by the Virginia General Assembly in 2004 authorizing localities to regulate tobacco retail establishments. He noted that while market competition or business saturation is generally not a land use consideration, the enabling legislation specifically permits consideration of the number and proximity of existing tobacco retailers. He referenced several existing tobacco retail establishments within the City, including WC Vapor, Tobacco City, Main Street Smoke City, Wildwood Tobacco, and Tobacco Hut, stating that the concentration and proximity of existing businesses may be considered when evaluating the appropriateness of an additional tobacco retail establishment at the proposed location.

Mr. Routt made a motion to recommend denial of the Special Exception Permit.

Mr. Henrickson seconded the motion.

Roll Call
Mr. Routt Aye

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

Chair King stated that the Planning Commission serves as an advisory and recommending body to City Council. She noted that the Commission had unanimously recommended denial of the Special Exception Permit and that the request would be forwarded to City Council for final consideration. She further advised the applicant that notification would be provided regarding the date and time of the City Council public hearing.

- C. Hold a public hearing and consider the request of Preston Place Preservation Foundation Inc., property owner, for a Special Exception Permit to allow an assembly hall and nonresidential uses in an accessory structure, nonresidential uses out of doors and a Use Not Provided For Permit for outdoor gatherings of fewer than 500 people on the property located at 1936 West Main Street (Tax Map # 138-2-7).

Chair King asked if there was a representative present to speak on behalf of the applicant.

Dave Robbins, 620 High Street, President of the Preston Place Preservation Foundation, Inc., introduced the request. He stated that the Foundation was seeking approval of a Special Exception Permit and a Use Not Provided For Permit to allow outdoor events on the property adjacent to Preston Place and to permit assembly and other nonresidential activities within a proposed accessory structure.

Mr. Robbins referenced materials distributed to the Commission, which included the Foundation's Articles of Incorporation, Board of Trustees, and conceptual illustrations of a Brown Swiss step-back barn. He explained that the proposed barn design represents a traditional German-Swiss step-back barn commonly found in Virginia's Shenandoah Valley and is recognized by the Virginia Department of Historic Resources as an architecturally appropriate historic building type.

Chair King asked whether the Virginia Department of Historic Resources had approved construction of the proposed barn at this location.

Mr. Robbins responded that no approval had been granted at this time. He explained that the Foundation's objective is to create revenue-generating opportunities through activities such as weddings, croquet tournaments, antique automobile shows, art events, and similar community functions. He stated that adequate parking remains the Foundation's greatest challenge.

Mr. Robbins noted that the Salem Economic Development Authority had awarded the Foundation \$50,000 toward construction of an expanded parking lot and that revised parking plans would provide approximately 14 additional parking spaces. He emphasized the Foundation's desire to preserve one of Salem's oldest historic properties while maintaining the remaining green space along West Main Street. He stated that preserving the landscape is important because additional paving would negatively affect both the property's historic character and existing stormwater conditions.

Mr. Robbins further explained that occupancy within the historic house is limited by the Fire Marshal to approximately 68 occupants at one time. With the existing parking and the proposed parking expansion, the Foundation estimates that approximately 96 attendees could be accommodated before off-site parking would become necessary. Larger events would require agreements with nearby businesses for overflow parking or the future acquisition of adjacent property.

Mr. Robbins stated that the Foundation was established after the Salem Museum declined to operate the property. The Foundation's mission is to preserve both the historic Brown House and its surrounding green space while ensuring continued public access. He noted that Preston Place is protected by a preservation easement held by the Virginia Department of Historic Resources, making it the only property within the City subject to such restrictions. As a result, no alterations to the property may occur without Department approval.

Mr. Robbins explained that discussions with representatives of the Department of Historic Resources confirmed that a historically appropriate barn could be considered on the property, provided it accurately reflects the architectural period. However, no approval has been granted regarding the proposed location of the structure.

Mr. Henrickson asked whether the proposed barn would have to be a relocated historic structure or whether it could be newly constructed to replicate a historic barn.

Mr. Robbins stated that either option would be acceptable, provided the final structure accurately reflected the historic period. He explained that preliminary concepts had been prepared with architect Sheldon Henderson. Due to the property's floodplain location, the building would likely be elevated above grade and designed as a three-story structure. The first level would accommodate weddings, civic meetings, and similar events, with accessibility provided by ramps and an elevator. Large barn doors would allow the facility to function as both an indoor and outdoor event venue depending upon the season.

Mr. Robbins stated that the upper floors could accommodate museum exhibits, meeting rooms, or potentially a Veterans Memorial Museum. He estimated that construction of such a facility would cost approximately \$1.7 million and noted that any future expansion would require additional parking improvements.

Mr. Garst asked about the Foundation's anticipated annual operating costs.

Mr. Robbins stated that the Foundation's first-year operating budget is approximately \$70,000. He explained that significant capital improvements have already been completed, including a new roof, HVAC system, and other building improvements. While annual maintenance costs remain uncertain because of the age of the structure, he estimated future maintenance expenses at approximately \$20,000 per year.

Mr. Garst asked whether the Foundation's business model depended upon the property generating sufficient revenue to support its ongoing preservation.

Mr. Robbins confirmed that it did, explaining that occupancy limitations within the historic house significantly restrict revenue opportunities and make outdoor events essential to the Foundation's long-term financial sustainability.

Mr. Garst observed that the Foundation has limited financial resources.

Mr. Robbins agreed, stating that expanded event opportunities are necessary to generate revenue for continued preservation of the property.

Chair King commented that the proposed event venue appeared to function primarily as a fundraising mechanism supporting preservation of the historic property.

Mr. Robbins agreed and stated that a future event barn could also provide space for a Veterans Memorial Museum, creating an additional attraction for visitors traveling through Salem.

Chair King asked approximately how many people the proposed barn could accommodate.

Mr. Robbins stated that a structure comparable to the barn at Smithfield Plantation accommodates approximately 120 people. The Foundation's conceptual design would likely be somewhat larger and could potentially accommodate approximately 200 attendees, although the upper floors would contain museum exhibits and therefore provide less usable assembly space.

Chair King asked whether the facility would also be suitable for reunions, anniversary celebrations, and similar social gatherings and whether kitchen facilities would be provided.

Mr. Robbins stated that the building would include restrooms, accessibility features, elevators, and climate control but that kitchen facilities had not been planned. Catering services would instead be provided by outside vendors. He emphasized that the Foundation's objective is to provide a community gathering place while preserving one of Salem's most significant historic resources.

Chair King asked about the existing tree line shown on the concept plan.

Mr. Robbins explained that the trees currently exist on the property and include a registered Osage orange tree recognized as the third-largest specimen in Virginia. He stated that the Foundation is working with regional garden clubs to raise funds for preservation of the tree and to restore the historic landscaping using plant materials appropriate to the property's period of significance.

Mr. Garst commended the Foundation for its preservation efforts. He noted that, while preserving Preston Place is an admirable goal, the Planning Commission must also evaluate the property's long-term viability and consider the limitations imposed by the historic preservation easement. He observed that relying exclusively upon the property itself to generate sufficient revenue for long-term preservation could present financial challenges.

Mr. Routt again asked about the Foundation's annual operating budget.

Mr. Robbins stated that the current operating budget is approximately \$70,000. He reviewed several recent improvements, including installation of a new garage roof, appliances, fire protection systems, security improvements, and a Knox Box for emergency responders. He also announced that Preston Place would hold a soft opening for invited donors and supporters on August 14, featuring one of Southwest Virginia's finest collections of Revolutionary War documents and artifacts. He explained that attendance at the opening would be staggered because of occupancy limitations.

Mr. Robbins added that Preston Place will also function as an informational resource for visitors to Salem by providing brochures and, eventually, digital resources highlighting local attractions, restaurants, sporting events, and community activities. He further described the Foundation's plans to develop educational programming centered on Dr. Esther Brown and the history of the property.

Chair King asked if there were any additional comments or questions from the Commission.

Mr. Henrickson asked whether the requested Use Not Provided For Permit could be modified to limit the maximum attendance, noting that the application referenced gatherings of fewer than 500 people.

Ms. Wines stated that the occupancy limit could be modified as a condition of approval. She explained that the application referenced fewer than 500 people because the City's Zoning Ordinance specifically identifies assemblies exceeding 500 occupants as a separate use category.

Mr. Routt asked what attendance level would be appropriate based upon the parking available on the property.

Mr. Robbins stated that the Foundation anticipates hosting primarily boutique weddings and similar events with attendance generally ranging from 75 to 100 people.

He noted that designated rooms within the historic house would be available for bridal parties and other event preparations.

Mr. Garst asked whether the Foundation intended to model its operations after the West Main Reserve Event Venue business plan prepared by a Roanoke College graduate class.

Mr. Robbins explained that the document represented a conceptual long-range planning exercise rather than the Foundation's actual business plan. He stated that the study proposed borrowing funds to acquire additional property and construct facilities; however, the Foundation does not intend to pursue that approach. He further explained that the building illustrated in the study would not likely receive approval from the Virginia Department of Historic Resources because it would not meet the required historic design standards.

Mr. Robbins discussed his previous fundraising experience with the Salem Museum, noting that successful historic preservation projects require significant community support and private fundraising. While he remains optimistic, he acknowledged that generating similar financial support today presents additional challenges.

Mr. Beamer asked whether the projected event revenue identified in the study, approximately \$8,400 for a small wedding, was a realistic estimate.

Mr. Robbins stated that a typical wedding would more likely generate approximately \$6,000, depending upon the services requested. He explained that tents would likely be rented from an outside vendor and retained for multiple weekends to maximize their use. He also discussed the possibility of hosting additional community events, including gospel music performances, to increase public use of the property.

Chair King asked whether staff had received any comments or concerns regarding the request.

Ms. Wines stated that no comments had been received by the Planning and Zoning Office.

Mr. Dorsey advised the Commission that an email had been submitted in support of the request.

Mr. Dorsey read into the record an email from John Breen expressing support for the application.

Chair King opened the public hearing at 7:47 p.m.

Karita Knisely, 115 Union Street, addressed the Commission. Ms. Knisely stated that although she had originally planned to reside at Preston Place as the caretaker, she

would instead remain at her current residence. She encouraged the Commission to view Preston Place as a historic property in the early stages of restoration, noting that the Preston Place Preservation Foundation had owned the property for only a few months but had already accomplished a significant amount of preservation work.

Ms. Knisely explained that many comparable historic properties in the region benefit from municipal or parks and recreation funding, whereas Preston Place must rely almost entirely upon community support and private fundraising. She highlighted several examples of community involvement, including sponsorship proceeds from the Salem Distance Run, strong enrollment in educational programming, and partnerships with local garden clubs supporting preservation of the historic Osage orange tree.

Ms. Knisely stated that public awareness of Preston Place continues to grow and expressed confidence that ongoing community support would contribute to the Foundation's long-term success.

Chair King asked if anyone else wished to speak regarding the request. Hearing none, closed the public hearing at 7:50 p.m.

Chair King clarified that any conditions attached to the Special Exception Permit, including occupancy limitations based upon available parking, could be amended in the future should additional parking become available through property acquisition or other approved improvements.

Chair King requested a motion regarding the Special Exception Permit for an assembly hall and nonresidential uses within an accessory structure and for nonresidential uses conducted outdoors.

Mr. Beamer confirmed that approval of the request would not require the Foundation to pave additional portions of the existing green space for parking.

Mr. Garst clarified that the proposal relied upon the existing parking facilities together with the planned parking improvements.

1. Mr. Henrickson made a motion to recommend approval of the Special Exception Permit.

Mr. Routt seconded the motion.

Roll Call
Mr. Routt Aye
Mr. Henrickson Aye
Mr. Beamer Aye
Mr. Garst Aye
Chair King Aye

Chair King then requested a motion regarding the Use Not Provided For Permit.

2. Mr. Garst made a motion to recommend approval of the Use Not Provided For Permit, subject to the following conditions:

- a. An updated site plan shall be submitted for review illustrating both the existing parking configuration and the proposed parking lot expansion. Any future site development shall require submission and approval of an amended site plan.
- b. The existing brownstone parking surface shall be properly maintained through the removal of grass, weeds, and other vegetation. Routine maintenance shall preserve the approved brownstone surface, and standard gravel shall not be substituted.
- c. Because the City's standard parking requirements do not apply to a Use Not Provided For Permit, a parking overflow and traffic management plan, together with any supporting documentation, including parking agreements or property owner authorizations, shall be submitted to and approved by the City prior to the operation of any special event.
- d. Total occupancy on the property at any one time shall be limited to 200 persons, including attendees, staff, vendors, volunteers, and participants.

Mr. Routt seconded the motion.

Roll Call
Mr. Routt Aye
Mr. Henrickson Aye
Mr. Beamer Aye
Mr. Garst Aye
Chair King Aye

Chair King stated that the Planning Commission serves as an advisory and recommending body to City Council. She noted that both requests had been unanimously recommended for approval, subject to the stated conditions, and would be forwarded to City Council for final consideration. She further advised the applicant that notification would be provided regarding the date and time of the City Council public hearing.

5. A. Consider resolution to adopt a remote participation policy for commissioner participation in Planning Commission meetings for fiscal year 2026-2027.

Chair King asked for a motion.

Mr. Henrickson made a motion for approval.

Mr. Jackson 2nd the motion.

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

B. Election of Vice Chair for the remainder of 2026.

Chair King announced that Mr. Garst had expressed his desire to step down as Vice Chair of the Planning Commission and requested nominations to fill the position for the remainder of the 2026 term.

Mr. Henrickson expressed his appreciation for Mr. Garst's service to the Commission, noting that his knowledge, attention to detail, and thoughtful contributions had been invaluable. He encouraged Mr. Garst to reconsider his decision, emphasizing the significant value he brings to the Commission.

Mr. Garst thanked Mr. Henrickson for his remarks and placed the name of Nathan Routt into nomination for the position of Vice Chair.

Chair King called for a second to the nomination. Hearing none, the nomination failed for lack of a second.

There being no further business to come before the Commission, Chair King adjourned the meeting at 8:00 p.m.

SALEM VA



CITY COUNCIL

July 17, 2026

Community Church, Inc.
1923 E. Main Street
Salem, VA 24153

RE: Petition For Special Exception Permit
1923 E. Main Street
Salem VA 24153
Tax Map # 78-1-14

To Whom It May Concern:

You and/or your agent shall appear before City Council on **Monday, August 10, 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 Special Exception request for the above-referenced property.

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

Sincerely,



H. Robert Light
Assistant City Manager/Clerk of Council



Item #: 6.C.

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

MEETING DATE: August 10, 2026

AGENDA ITEM: **Special Exception Permit**
Hold a public hearing and consider the request of Robertson Family Revocable Trust, property owner, and Amer Alsayadi, lessee, for the issuance of a Special Exception Permit to allow retail sales, smoke shop, on the property located at 501 West 4th Street (Tax Map #143-3-14). (Advertised in the July 23 and 30, 2026, issues of *The Salem Times-Register*.) (Planning Commission recommended denial.)

SUBMITTED BY: Mary Ellen Wines, Planning & Zoning Administrator, Maxwell Dillon, Planner

SUMMARY OF INFORMATION:

Zoning: HBD Highway Business District
Land Use Plan Designation: Commercial
Existing Use: Vacant (previously restaurant)
Proposed Use: Retail Sales, smoke shop

The subject property (501 West 4th Street) consists of a 0.255-acre tract of land which currently sits within the HBD Highway Business District zoning designation. The applicant, who currently manages two tobacco retail stores in the region, is requesting a Special Exception Permit in order to operate a retail sales, smoke shop at that location.

In July of 2024, the Virginia General Assembly adopted legislation allowing localities to regulate the retail sale locations of tobacco products, nicotine vapor products, alternative nicotine products, or hemp products intended for smoking for any such retail sale location and may prohibit a retail sale location on property within 1000 linear feet of a child day center of a public, private, or parochial school.

As a result, in October of 2024, City Council adopted an adjustment to the zoning

ordinance which created a use type, "Retail Sales, smoke shop," distinguishing general retail sales from the retail sale of tobacco, nicotine, or hemp products. That new use type is now permitted in the HBD Highway Business District zoning designation by Special Exception Permit, and applicable businesses are subject to the following use and design standards:

- No retail sale location of tobacco products, nicotine vapor products, alternative nicotine products, or hemp shall be located within 1000 feet of a child day care center or a public, private, or parochial school.
- All windows and doors facing the street right of way shall be maintained as transparent and shall not be tinted or obscured. Smoking, vaping or other related products and paraphernalia shall not be displayed as to be seen from adjacent properties.

There are currently eleven operational smoke shops in the City of Salem, all of which are considered legal nonconforming due to their existence prior to the Special Exception Permit requirement.

FISCAL IMPACT:

STAFF RECOMMENDATION:

Staff recommends Council consideration of this Special Exception Permit request.

ATTACHMENTS:

1. 501 West 4th Street SEP application
2. 501 West 4th Street signage concept
3. Retail Sales, smoke shop map
4. Affidavit
5. 501 West 4th Street neighbor notification map
6. Council meeting lessee notification letter 501 W4th St Special Exception Permit
7. Council meeting owner notification letter 501 W4th St Special Exception Permit



Application Data for Application Number: Z26-30101

Application Type Zoning
Application Sub-Type Special Exception
Applicant Amer Alsayadi
Location 501 W 4TH ST SALEM VA 24153
Applicant Address 501 west 4th street
Property Owner ROBERTSON FAMILY REVOCABLE TRUST
Salem,VA,24153
Owner Address C/O ROBERT H ROBERTSON & JEAN G ROBERTSON-TR 3332 SOMERCROFT CT
Tax Parcel 143-3-14 ROANOKE, VA,24014-1369

Application Information

Section	Question	Answer
Details and Scope of Work	Please provide a detailed description of the work associated with this application.	
Existing Structure Info	Year Built	1988
	Property Description	Fast Food Restaurant
	Number of Stories	1
	Number of Rooms	0
	Number of Bedrooms	0
	Number of Bathrooms	1
	Type of Roof	Metal
	Type of Exterior	Wood
	Type of Basement	None
	Finished Square footage of Primary Building	1500.00
Parcel Information	Lot Size Acres	0.26
	Lot Size SQFT	11090.00
	Zoning Classification	HBD
	Legal Description	PT LT 2 SEC 203 LT ELM ST
	PID	1959
Special Exception Details	Please advise Current Zoning type	HBD - Highway Business District
	Please advise current use	Vacant commercial retail space
	Please advise future use	Tobacco retail store
	Please advise designation from the future land use map	Commercial
	Is the building or parcel in a district currently designated as historic	No

SALEM VA

COMMUNITY DEVELOPMENT

Special Exception Details	If yes, describe the proposed measures for meeting the standards of the Department of Historic Resources	
	This Special Exception/Use Not Provided For is being requested in order to?	Operate a tobacco retail business within the existing commercial space.
	Describe in detail how you plan to develop the property for the proposed use and any associated uses	The existing vacant commercial retail space will be used as a tobacco retail store. Minor interior improvements may include shelving, counters, lighting, flooring, painting, and display fixtures. No structural changes or expansion of the building are proposed.
	Describe why the proposed use or exception is desirable and appropriate for the area	The proposed tobacco retail use is appropriate for the Highway Business District and is consistent with surrounding commercial uses. The project will occupy an existing vacant retail space and provide additional retail services for the area.
	What measures will be taken to assure that the proposed use or exception will not have a negative impact on the surrounding vicinity?	The business will operate within the existing commercial building with no major exterior changes. The property will be maintained in a clean and safe condition, adequate parking already exists, and the business will comply with all city regulations and operating requirements.
	Is the subject property located within the Floodplain District?	No
	If yes, describe the proposed measures for meeting the standards of the Floodplain Ordinance	
	Have you provided a conceptual plan of the proposed development, including general lot configurations and road locations?	No
	Are the proposed lot sizes compatible with existing parcel sizes in the area?	Yes. The existing parcel and building size are consistent with surrounding commercial properties in the area.

24 TOBACCO
SIGNAGE CONCEPT

SIGN TYPE:
ILLUMINATED
CHANNEL LETTERS

DIMENSIONS:
24" HIGH x 168" WIDE
(2' HIGH x 14' WIDE)

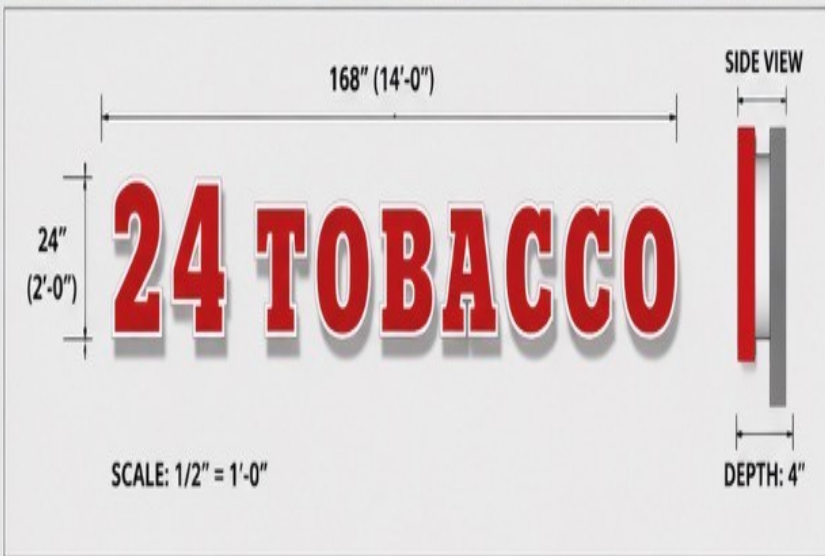
AREA:
28 SQ FT

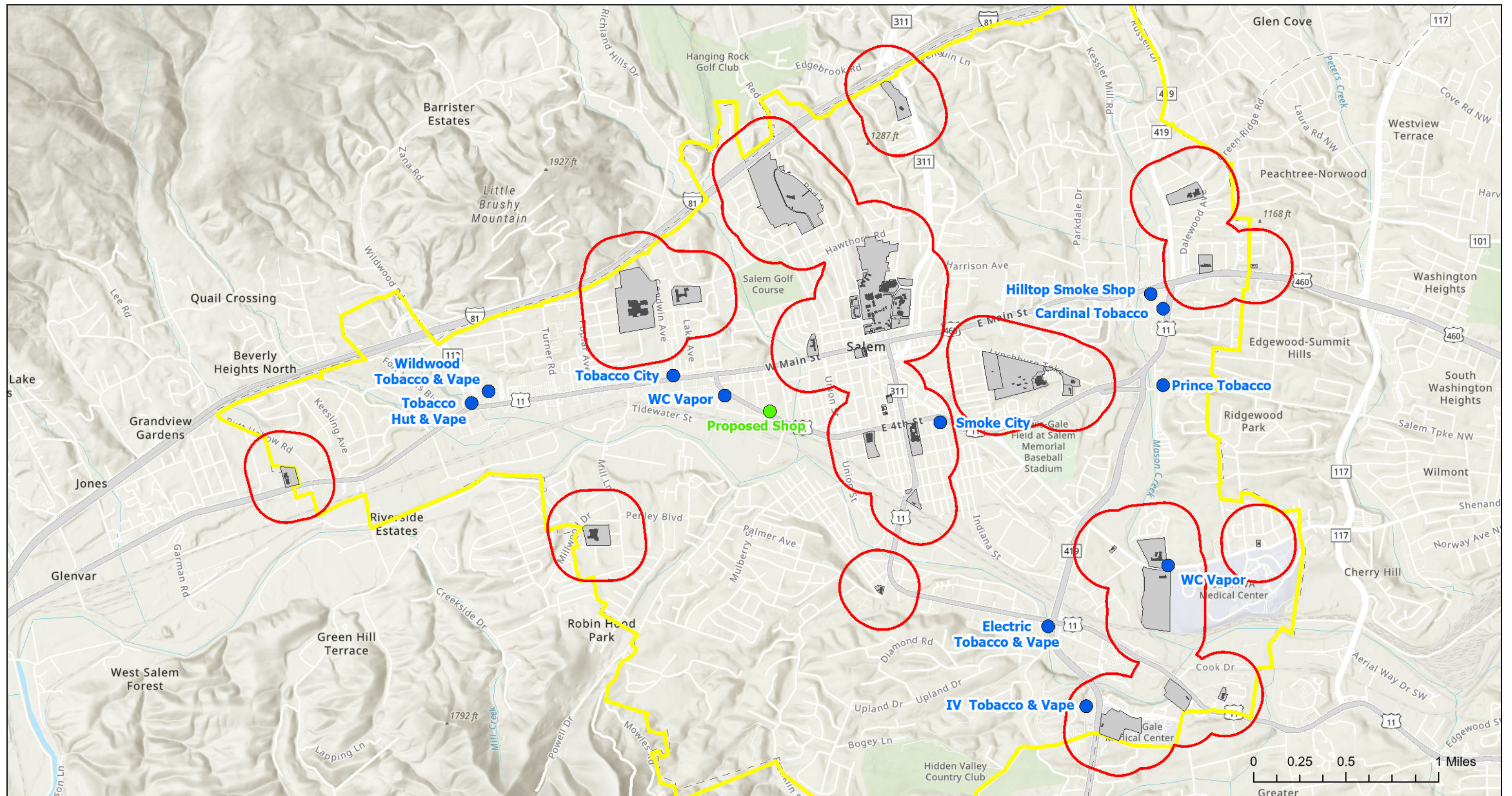
LOCATION:
WALL MOUNTED ABOVE
MAIN ENTRANCE

ILLUMINATION:
INTERNAL LED
ILLUMINATION



NIGHT VIEW (ILLUMINATED)





N

CITY OF SALEM

SCHOOL AND DAYCARE FACILITIES

Legend

School/Daycare Facility	Smoke Shops
School/Daycare Property	Existing
1,000 ft	Proposed

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

**PLANNING COMMISSION
July 15, 2026**

ITEM #

This is to certify that I mailed letters in reference to the request of Robertson Family Revocable Trust, property owner and Amer Alsayadi, lessee, for the issuance of a Special Exception Permit to allow a retail sales, smoke shop on the property located at 501 West 4th Street (Tax Map # 143-3-14) to the following property owners and adjacent property owners on June 26, 2026 in the 2:00 p.m. mail:

Parcel	Owner Name	Address 1	City	State	Zip
143-1-11	FERGUSON LIVING TRUST	8158 BENT MOUNTAIN RD	ROANOKE	VA	24018
143-2-5	UTT, JASON	5328 GRANDIN RD EXT	ROANOKE	VA	24018
143-2-6	HIGINBOTHAM M FERRELL	1143 MOONVIEW LN	MONTVALE	VA	24122-2850
143-3-10	SOUTH SALEM LLC	5466 W RIVER RD	SALEM	VA	24153
143-3-11	WITT, GORDON	1502 EMERALD LAKE CIR APT 102	ELIZABETH CITY	NC	27909-3148
143-3-12	COLLINS ZENDA G	238 WILSON ST	SALEM	VA	24153-3524
143-3-13	MONAHAN JEAN	3332 SOMERCROFT CT	ROANOKE	VA	24014
143-3-14	GLASGOW ROBERTSON FAMILY REVOCABLE TRUST	3332 SOMERCROFT CT	ROANOKE	VA	24014-1369
143-3-15	WATSON, JANE AYERS- SALIBRICI	2860 TIMBERVIEW RD	ROANOKE	VA	24019-5918
143-3-16	BRADLEY JAMES W	303 ELM ST	SALEM	VA	24153-3541
143-3-17	HARRELL, PHILIP JORDAN	243 ELM ST	SALEM	VA	24153
143-3-18	MCLEOD FOUNDATION, INC	410 FIRST ST SW	ROANOKE	VA	24011
143-3-19	RALSTON, ROSE	232 ELM ST	SALEM	VA	24153
143-4-1	SAVORY VENTURES SALEM LLC	7000 WAYLAND DR	WARRENTON	VA	20187-4401

143-5-10	REIMAN, SEAN R	242 ELM ST	SALEM	VA	24153
143-5-11	BIRLS LLC	874 HUTSON RD	DRY FORK	VA	24549
143-5-12	BIRLS LLC	874 HUTSON RD	DRY FORK	VA	24549
143-5-16	LAPRAD PATRICIA O	325 MCCLELLAND ST	SALEM	VA	24153
143-5-17	WEBB, JEFFREY A	319 MCCLELLAND ST	SALEM	VA	24153
143-5-18	HART JAMES G	504 HIGH ST	SALEM	VA	24153
143-5-19	RIVERROCK PROPERTIES LLC	433 SMALLEY LN	KINGSTON	TN	37763-6114
143-5-6	RALSTON, ROSE MARIE F	232 ELM ST	SALEM	VA	24153
143-5-8	VOLDAHL, EMILY	238 ELM ST	SALEM	VA	24153
143-5-9	RAHMOELLER, KATHERINE ANNE	240 ELM ST	SALEM	VA	24153
162-1-2	JENETH INVESTMENTS LLC	5828 CASTLEROCK RD	ROANOKE	VA	24018
162-1-3	BLAKE'S RENTALS LLC	270 HYDE PARK RD	WINFIELD	WV	25213
162-1-4	HYLTON NELSON R-TRUSTEE OF NELSON R HYLTON REV TRU	594 ROANOKE ST	SALEM	VA	24153
162-1-6	ABNA LLC	1392 TEXAS ST	SALEM	VA	24153
162-3-2	MCGUIRE INVESTMENTS LLC	4915 INDIAN HEAD RD	SALEM	VA	24153

Signed

Max Dillon
Max Dillon

Date

6/26/26

City of Salem
 Commonwealth of Virginia

The foregoing instrument was acknowledged before me this 26th day of June, 2026, by

Tammy Dunn

Notary Public

My commission expires: 10/31/2028





City of Salem, VA

501 W 4th St



Date Created: 6/8/2026
Created By: anonymous

1 inch = 148 feet

This map should be used for reference purposes only and should not be considered a legal document. While every effort has been made to ensure the accuracy of this product, the publisher accepts no responsibility for any errors or omissions nor for any loss or damage alleged to be suffered by anyone as a result of the publication of this map and the notations on it, or as a result of the use or misuse of the information provided herein.

Powered By
actDataScout

www.actDataScout.com

via DataScout OneMap®

SALEM VA



CITY COUNCIL

July 17, 2026

Amer Alsayadi
190 Club Drive Apt. 202
Ruckersville, VA 22968

RE: Petition For Special Exception Permit
501 W. 4th Street
Salem VA 24153
Tax Map # 143-3-14

To Whom It May Concern:

You and/or your agent shall appear before City Council on **Monday, August 10, 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 Special Exception request for the above-referenced property.

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

Sincerely,



H. Robert Light
Assistant City Manager/Clerk of Council

SALEM VA



CITY COUNCIL

July 17, 2026

Robertson Family Revocable Trust
3332 Somercroft Ct.
Roanoke, VA 24014

RE: Petition For Special Exception Permit
501 W. 4th Street
Salem VA 24153
Tax Map # 143-3-14

To Whom It May Concern:

You and/or your agent shall appear before City Council on **Monday, August 10, 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 Special Exception request for the above-referenced property.

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

Sincerely,



H. Robert Light
Assistant City Manager/Clerk of Council



Item #: 6.D.

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

MEETING DATE: August 10, 2026

AGENDA ITEM: **Special Exception Permit and Use Not Provided For Permit**

Hold a public hearing at the request of The Preston Place Preservation Foundation Inc., property owner, for a Special Exception Permit to allow an assembly hall, nonresidential uses in an accessory structure, and nonresidential uses out of doors; and a Use Not Provided for Permit for outdoor gatherings of less than 500 people on the property located at 1936 West Main Street (Tax Map #138-2-7). (Advertised in the July 23 and 30, 2026, issues of *The Salem Times-Register*.)

SUBMITTED BY: Mary Ellen Wines, Planning & Zoning Administrator, Maxwell Dillon, Planner

SUMMARY OF INFORMATION:

Zoning: CBD Community Business District

Land Use Plan Designation: Commercial

Existing Use: Vacant

Proposed Use: Mixed-Use

The subject property (1936 West Main Street) consists of a 9.398-acre tract of land which currently sits within the CBD Community Business District zoning designation. The Preston Place Preservation Foundation Inc, now the owner and operator of the property, seeks to incorporate a variety of different uses on the property over time – museum exhibits for rotating displays, a City information center, an assembly hall, and outdoor gatherings. Additionally, a live-in caretaker will oversee and manage the property. As is the case with any zoning district, the CBD Community Business District allows a number of uses by-right and others by Special Exception Permit. In this case, the applicant is requesting a Special Exception Permit for several planned uses, and a Use Not Provided For Permit to accommodate gatherings not necessarily defined by the zoning ordinance.

The museum exhibit portion of the operation is classified as a cultural service, and the live-in caretaker renders the parcel mixed-use –both of those activities are allowed by-right. That said, the mixed-use element in the CBD zoning district triggers additional Use and Design Standards which require a Special Exception Permit be granted for non-residential uses in accessory structures (e.g. a City information center) and non-residential uses out of doors (e.g. fundraising events, music events, etc.). Further, an assembly hall, potentially constructed at a later date to accommodate various public and private events, requires a Special Exception Permit. Lastly, because the zoning ordinance only provides for outdoor assemblies of 500 or more people, a Use Not Provided For permit to allow outdoor gatherings of less than 500 people is required. See table below for a summation of requests are the methods of allowance.

Summary of Requests	
Proposed Use	Method of Allowance
Cultural Service (museum exhibits)	By-right
Mixed Use (live-in caretaker)	By-right – additional Use and Design Standards
Non-Residential use in accessory structure(s)	Special Exception Permit
Non-Residential uses outdoors	Special Exception Permit
Assembly Hall	Special Exception Permit
Outdoor gatherings of less than 500 people	Use Not Provided For Permit

While a definitive plan for the exact combination of uses for the parcel and sequence of development is not yet crystallized, the ultimate goal for this project is to attract visitors and residents alike to the property for both regular activities (e.g. rotating museum exhibits) and special events (i.e. weddings, music events, fundraisers, etc.). As a result, access to the property, along with parking for guests, is of paramount consideration. A 2017 site plan indicates that there are 19 existing parking spaces (including a handicap space), though a recent site inspection indicates that a few of those spaces have since been dedicated for a fire lane. In 2019, a site plan to construct 14 additional spaces on the eastern portion of the property was approved, though that plan will have to move back through the review process since its mandated 5-year approval period has expired. If re-approved in its current form, the property would contain approximately 30 total off-street parking spaces which is enough to accommodate guests for standard operations, though insufficient to park guests for a special event (e.g. a wedding with a significant number of guests). Because of this constraint, the applicant should demonstrate a detailed plan for accommodating scenarios comprising a large guest attendance.

The site will be subject to site plan requirements to ensure that relevant construction

standards (including, but not limited to paving, landscaping, and stormwater management - if applicable) are satisfied prior to development of any kind.

FISCAL IMPACT:

STAFF RECOMMENDATION:

Item 6D 1) Special Exception Permit

Staff recommends Council consideration of this request.

Item 6D 2) Use Not Provided For Permit

Staff recommends Council consideration of this request, with the following conditions as recommended by the Planning Commission:

1. An updated site plan shall be submitted for review illustrating both the existing parking configuration and the proposed parking lot expansion. Any future site development shall require submission and approval of an amended site plan.
2. The existing brownstone parking surface shall be properly maintained through the removal of grass, weeds, and other vegetation. Routine maintenance shall preserve the approved brownstone surface, and standard gravel shall not be substituted.
3. Because the City's standard parking requirements do not apply to a Use Not Provided For Permit, a parking overflow and traffic management plan, together with any supporting documentation, including parking agreements or property owner authorizations, shall be submitted to and approved by the City prior to the operation of any special event.
4. Total occupancy on the property at any one time shall be limited to 200 persons, including attendees, staff, vendors, volunteers, and participants.

ATTACHMENTS:

1. 1936 West Main Street SEP & Use Not Provided For application
2. Email description of potential activities
3. Currently Approved Site Plan
4. Proposed Site Plan - Parking Lot Expansion
5. Affidavit
6. 1936 West Main Street neighbor notification map
7. Council meeting owner notification letter1936 W Main St Special Exception Permit



Application Data for Application Number: Z26-30094

Application Type	Zoning		
Application Sub-Type	Special Exception		
Applicant	Preston Place		
Location	1936 W MAIN ST SALEM VA 24153		
Applicant Address	P. O. Box 235	Property Owner	THE PRESTON PLACE PRESERVATION FOUNDATION INC
	Salem,VA,24153	Owner Address	212 N BROAD ST
Tax Parcel	138-2-7		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.	We are requesting a Special Exception Permit for Outdoor Gatherings (public and private) such as weddings, fundraisers, music festivals, croquet tournaments, graduation parties, educational workshops, garden tours & lawn events, auctions/market vendors, volunteer appreciation cookout, information center, food trucks. In addition, a Special Exception Permit for Mixed Use Structure for a live-in occupancy in 1 bedroom on 2nd floor for on-site security.
Existing Structure Info	Year Built	
	Property Description	Vacant W/Outbuildings
	Number of Stories	
	Number of Rooms	
	Number of Bedrooms	
	Number of Bathrooms	
	Type of Roof	
	Type of Exterior	
	Type of Basement	
	Finished Square footage of Primary Building	0.00
Parcel Information	Lot Size Acres	9.40
	Lot Size SQFT	409377.00
	Zoning Classification	CBD
	Legal Description	TR 3A 9.331 AC SALEM HISTORICAL SOCIETY
	PID	1817
Special Exception Details	Please advise Current Zoning type	CBD - Community Business District
	Please advise current use	vacant
	Please advise future use	Outdoor events, info center, live-in

SALEM VA

COMMUNITY DEVELOPMENT

Special Exception Details	Please advise designation from the future land use map	Commercial
	Is the building or parcel in a district currently designated as historic	Yes
	If yes, describe the proposed measures for meeting the standards of the Department of Historic Resources	We are in constant contact with DHR in meeting the standards for historic resources for the building and grounds.
	This Special Exception/Use Not Provided For is being requested in order to?	To operate a non-profit for the various uses described above and residence for caretaker to live-in year round.
	Describe in detail how you plan to develop the property for the proposed use and any associated uses	In keeping with historic requirements, yards, buildings, and entire property will be maintained to required standards. Additional parking is planned and already approved. Outdoor uses would include rental equipment such as tents, chairs and tables. Additional landscaping. Fencing along perimeter of property may be installed to prevent trespass and debris from neighboring businesses and Main Street.
	Describe why the proposed use or exception is desirable and appropriate for the area	Preservation of the oldest home in Salem has shown support from local citizens for many years. The addition of usable greenspace and gardens for private and public events will supplement the offerings of Salem and enhance West Main Street and provide environmental stewardship for the future.
	What measures will be taken to assure that the proposed use or exception will not have a negative impact on the surrounding vicinity?	Currently surrounded by a commercial district, no negative impact can be foreseen to affect the area. In contrast, Preston Place outdoor events will promote the patronizing of local gas stations, restaurants and retail stores with the attendance that is drawn to public and private gatherings. This venue will create a positive impact to the area and community in demonstrating our commitment to the preservation of history, bringing tourism and revenue.
	Is the subject property located within the Floodplain District?	Yes
	If yes, describe the proposed measures for meeting the standards of the Floodplain Ordinance	Any future development will meet the requirements of the Floodplain Ordinance.
	Have you provided a conceptual plan of the proposed development, including general lot configurations and road locations?	No
Are the proposed lot sizes compatible with existing parcel sizes in the area?	N/A	

From: [Maxwell S Dillon](#)
To: [Mary Ellen H Wines](#)
Subject: FW: [Ext.] Re: Preston Place Special Exception Permit
Date: Friday, May 29, 2026 10:40:30 AM
Attachments: [image001.png](#)

FYI.

Max Dillon, CZA
Planner II
21 South Bruffey Street
Salem, VA 24153



From: Preston Place <prestonplace1821@gmail.com>
Sent: Friday, May 29, 2026 8:24 AM
To: Maxwell S Dillon <msdillon@salemva.gov>
Subject: [Ext.] Re: Preston Place Special Exception Permit

CAUTION: This message has originated from an external source. Please use proper judgment and caution when opening attachments, clicking links or responding to this email.

Max,
The \$500 fee was paid in full today.

To answer your question for additional information, we plan:

Weddings	8 per year
Music venues	6 per year
Antiques, art, pottery & craft shows	3 per year
Croquet/frisbee golf tournaments	2 per year
Flea Mkt - Fund raisers	2 per year
Educational workshops	4 per year (garden, birding, environmental, history, nature etc)

Maximum attendance is 125 people per event with current parking requirements.

If you need additional information, please let us know,
Karita Knisely

On Wed, May 20, 2026 at 1:31 PM Maxwell S Dillon <msdillon@salemva.gov> wrote:

Good morning,

We have received the Preston Place Special Exception Permit application, and I believe the \$500 application fee should be available to be paid in the Cityworks portal.

The information provided on the application is very helpful. At your convenience, please provide a description of the intended frequency and maximum capacity of outdoor events planned. We may need some additional information throughout the process, but that will help us move forward.

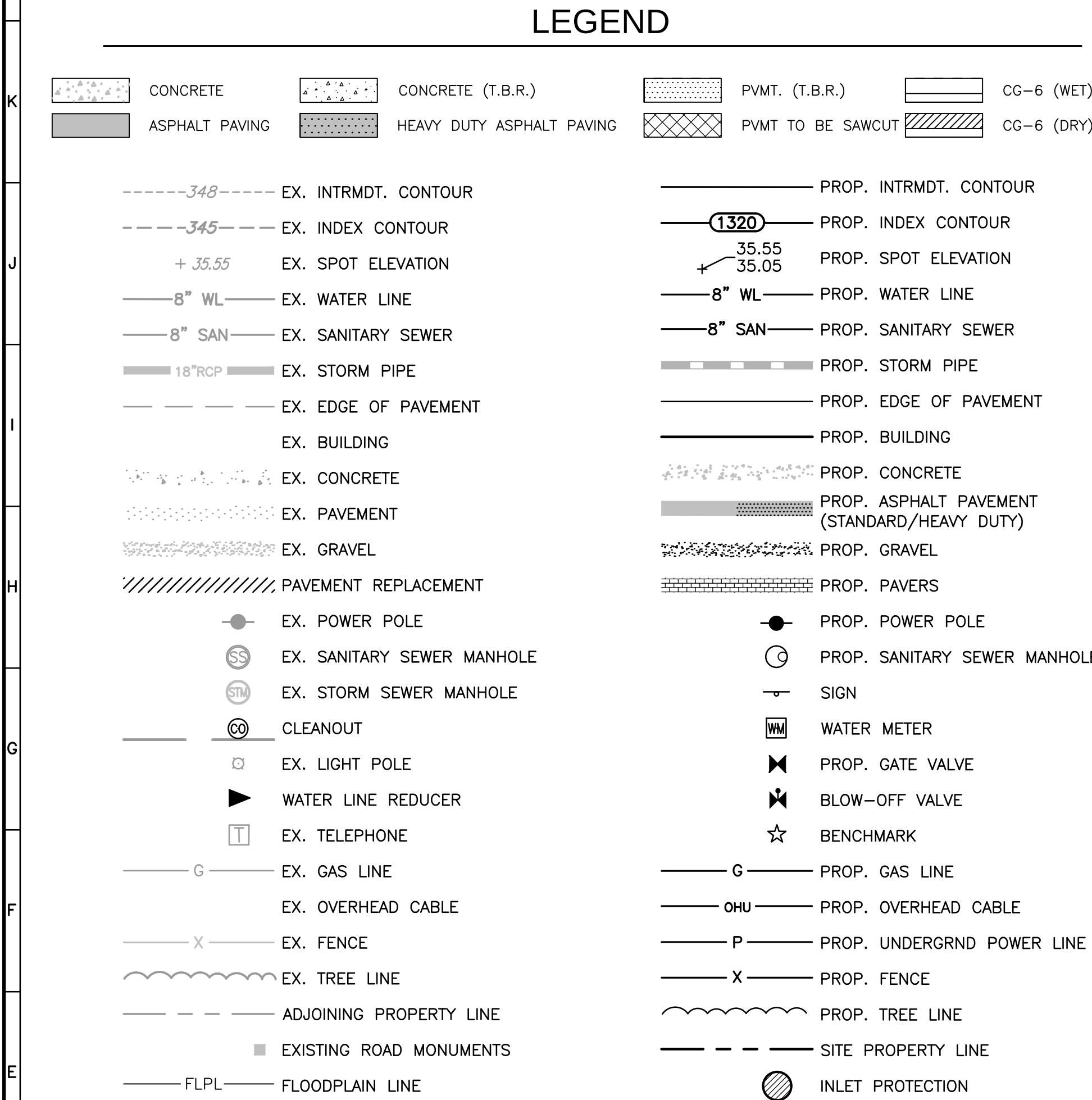
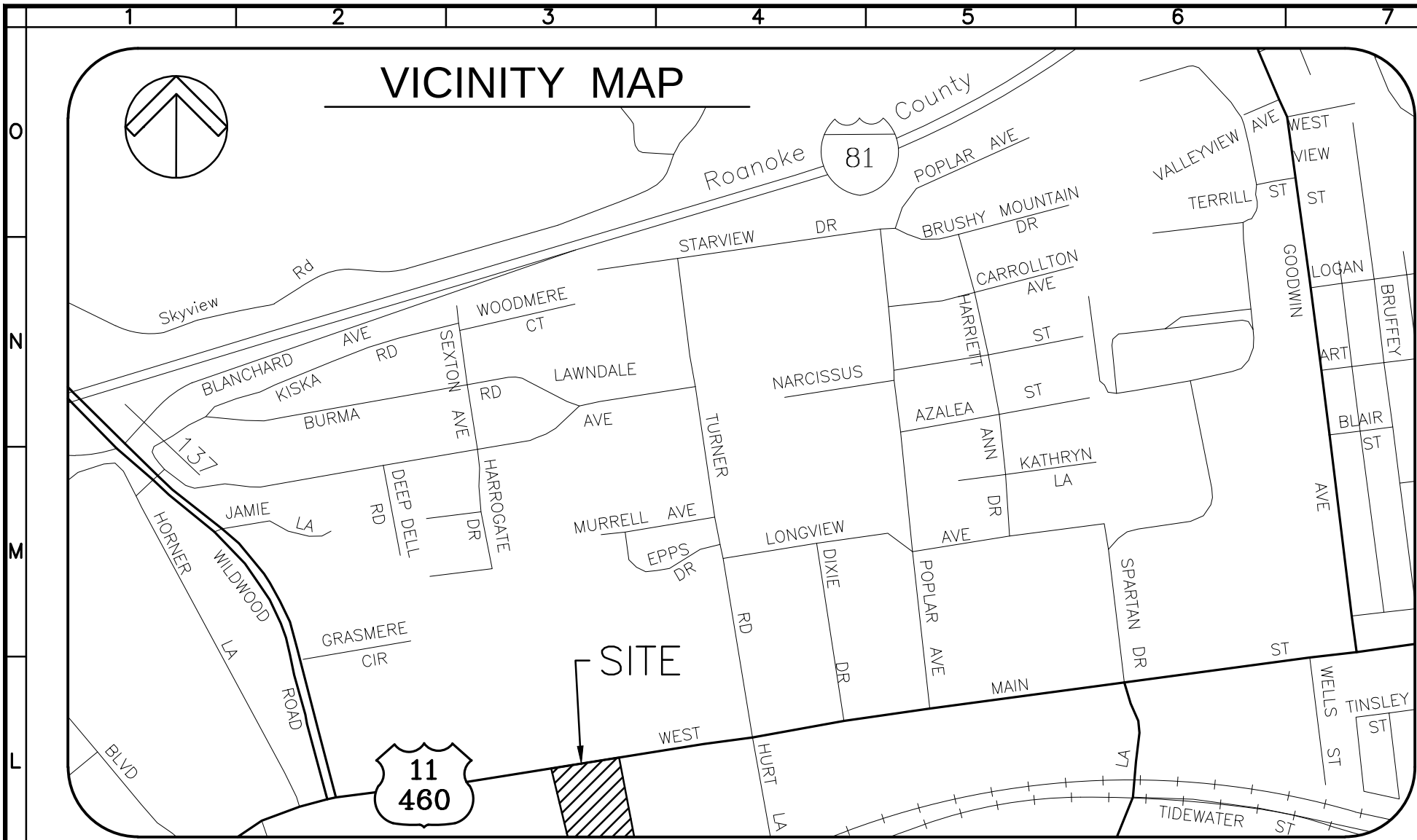
If you have any questions, please let me know.

Best,

Max Dillon, CZA
Planner II
21 South Bruffey Street
Salem, VA 24153



This e-mail message is for the sole use of the intended recipient(s) and may contain privileged and/or confidential information. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message.



ABBREVIATIONS

AHFH	ARROW HEAD TOP OF FIRE HYDRANT	EW	ENDWALL	RR	RAILROAD
APPROX	APPROXIMATE	EXIST	EXISTING	RR	RAILROAD
ASPH	ASPHALT	FDN	FOUNDATION	RR	RAILROAD
BC	BOTTOM OF CURB	FF	FINISHED FLOOR	RR	RAILROAD
BIT	BITUMINOUS	GBE	GRADE BREAK ELEVATION	RR	RAILROAD
BLDG	BUILDING	GBS	GRADE BREAK STATION	RR	RAILROAD
BLK	BLOCK	HOA	HOMEOWNERS ASSOCIATION	RR	RAILROAD
BM	BENCHMARK	HPT	HIGH POINT	RR	RAILROAD
BVCE	BEGIN VERT. CURVE STA.	HSD	HEADLIGHT SIGHT DISTANCE	RR	RAILROAD
BVCS	BEGIN VERT. CURVE ELEV.	INTX	INTERSECTION	RR	RAILROAD
BW	BOTTOM OF WALL	INV	INVERT	RR	RAILROAD
CB	CINDER BLOCK	IP	IRON PIN	RR	RAILROAD
C&G	CURB & GUTTER	LT	LEFT	RR	RAILROAD
CMP	CORRUGATED METAL PIPE	LVC	LENGTH OF VERTICAL CURVE	RR	RAILROAD
CONC	CONCRETE	MH	MANHOLE	RR	RAILROAD
COR	CORNER	MIN	MINIMUM	RR	RAILROAD
DBL	DOUBLE	MBL	MINIMUM BUILDING LINE	RR	RAILROAD
DEFL	DEFLECTION	MON	MONUMENT	RR	RAILROAD
DI	DROP INLET	NBL	NORTH BOUND LANE	RR	RAILROAD
DIA	DIAMETER	PROF	PROPOSED	RR	RAILROAD
DE	DRAINAGE EASEMENT	PUE	PUBLIC UTILITY EASEMENT	RR	RAILROAD
ELEC	ELECTRIC	PVMT	PAVEMENT	RR	RAILROAD
ELEV	ELEVATION	R	RADIUS	RR	RAILROAD
ENTR	ENTRANCE	RT	RIGHT	RR	RAILROAD
EP	EDGE OF PAVEMENT	R.O.W.	RIGHT OF WAY	RR	RAILROAD
EVCE	END VERT. CURVE STA.	REQD	REQUIRED	RR	RAILROAD
EVCS	END VERT. CURVE ELEV.	RR	RAILROAD	RR	RAILROAD

PRESTON PLACE

1936 WEST MAIN STREET

SHEET INDEX

C1	COVER SHEET
C2	NOTES & DETAILS
C3	EX. CONDITIONS & LAYOUT PLAN
C4	GRADING & E.S.C. PLAN
C5	E.S.C. NOTES & DETAILS

GENERAL NOTES

ALL CONSTRUCTION METHODS AND MATERIALS SHALL CONFORM TO THE CONSTRUCTION STANDARDS AND SPECIFICATIONS OF THE CITY OF SALEM AND/OR THE VIRGINIA DEPARTMENT OF TRANSPORTATION.

THE CONTRACTOR OR DEVELOPER IS REQUIRED TO NOTIFY THE CITY OF SALEM ENGINEERING DEPARTMENT AT LEAST THREE (3) DAYS PRIOR TO ANY CONSTRUCTION, INCLUDING BUT NOT LIMITED TO THE FOLLOWING:

- INSTALLATION OF APPROVED EROSION CONTROL DEVICES.
- DEMOLITION OF EXISTING STRUCTURES.
- SUBGRADE EXCAVATION.
- INSTALLING STORM SEWERS OR CULVERTS.
- PLACING GRAVEL BASE.
- PLACING ANY ROADWAY SURFACE/CURBING

A PRE-CONSTRUCTION CONFERENCE SHALL BE SCHEDULED WITH THE CITY OF SALEM ENGINEERING DEPARTMENT, TO BE HELD AT LEAST ONE DAY PRIOR TO ANY CONSTRUCTION.

AN APPROVED SET OF PLANS AND ALL PERMITS MUST BE AVAILABLE AT THE CONSTRUCTION SITE.

FIELD CONSTRUCTION SHALL HONOR PROPOSED DRAINAGE DIVIDES AS SHOWN ON PLANS.

CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AT THE JOB SITE.

THE CONTRACTOR SHALL VERIFY BUILDING SIZE WITH THE ARCHITECTURAL PLANS DURING CONSTRUCTION FOR THE STRUCTURAL FOOTING LOCATIONS, ANY BUILDING OVERHANGS, ETC. THE CONTRACTOR SHALL ALSO REFER TO THESE DRAWINGS FOR THE EXACT UTILITY CONNECTION LOCATIONS AND SIZING. THE CONTRACTOR SHALL NOTIFY THE ENGINEER AND/OR THE ARCHITECT OF ANY DISCREPANCIES THAT WILL CAUSE A CONSTRUCTION CONFLICT.

THE CONTRACTOR SHALL PROVIDE ADEQUATE MEANS OF CLEANING MUD FROM TRUCKS AND/OR OTHER EQUIPMENT PRIOR TO ENTERING PUBLIC STREETS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE THE THAT STREETS ARE IN A CLEAN, MUD AND DUST-FREE CONDITION AT ALL TIMES.

THE DEVELOPER AND/OR CONTRACTOR SHALL SUPPLY ALL UTILITY COMPANIES WITH COPIES OF APPROVED PLANS, ADVISING THEM THAT ALL GRADING AND INSTALLATION SHALL CONFORM TO APPROVED PLANS.

CONTRACTORS SHALL NOTIFY UTILITIES OF PROPOSED CONSTRUCTION AT LEAST TWO, BUT NOT MORE THAN TEN WORKING DAYS IN ADVANCE. AREA PUBLIC UTILITIES MAY BE NOTIFIED THROUGH MISS UTILITY AT (800) 552-7001.

LOCATION OF UNDERGROUND UTILITIES IS BASED ON FIELD SURVEYS, AS SHOWN BY AVAILABLE RECORDS, AND AS LOCATED BY THE UTILITY LOCATOR SERVICE. CONTRACTOR SHALL VERIFY LOCATION OF ALL UTILITIES PRIOR TO BEGINNING CONSTRUCTION.

THE SITE WORK AND LANDSCAPING CONTRACTOR(S) SHALL COMPLY WITH LOCAL CODES IN OBSERVING EROSION CONTROL MEASURES, BOTH ON AND OFF THE SITE. REFER TO THE VIRGINIA UNIFORM CODING SYSTEM CONTAINED IN THE VIRGINIA SOIL EROSION AND SEDIMENT CONTROL HANDBOOK, LATEST EDITION, FOR DETAILS AND SPECIFICATIONS OF EROSION CONTROL ITEMS SHOWN ON THESE PLANS.

ALL STORM DRAINAGE, SANITARY SEWER AND UNDERGROUND FUEL PIPING SHALL HAVE RIGHT-OF-WAY OVER ALL ELECTRICAL, GAS, IRRIGATION, TELEPHONE, AND CABLE TELEVISION AND WATERLINE WORK.

ALL PAVING AND CURBING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE VIRGINIA DEPARTMENT OF TRANSPORTATION STANDARDS AND SPECIFICATIONS.

ALL STORM DRAIN CONSTRUCTION SHALL BE IN CONFORMANCE WITH THE VIRGINIA DEPARTMENT OF TRANSPORTATION STANDARDS AND SPECIFICATIONS.

ALL PARKING LOT STRIPING SHALL BE WHITE STANDARD TRAFFIC PAINT FOUR INCHES (4") WIDE UNLESS OTHERWISE NOTED.

THE EXISTING CURB AND GUTTER, PAVEMENT, AND OTHER PHYSICAL FEATURES THAT REQUIRE DEMOLITION SHALL BE REMOVED FROM THE SITE IN ACCORDANCE WITH THE REQUIREMENTS OF THE CITY OF SALEM. THE CONTRACTOR SHALL SAW CUT ALL EXISTING FEATURES THAT ARE TO BE DEMOLISHED AND WHERE NEW CONSTRUCTION JOINS THE EXISTING.

ALL NEW SIGNAGE ERRECTED ON-SITE SHALL BE IN CONFORMANCE WITH THE CITY OF SALEM SIGN ORDINANCE. A PERMIT WILL BE REQUIRED FROM THE BUILDING INSPECTOR'S OFFICE.

THE CONSTRUCTION OF THE ON-SITE WATER AND SANITARY SEWER LATERALS ARE TO BE CONSTRUCTED IN ACCORDANCE WITH THE LATEST WESTERN VIRGINIA REGIONAL DESIGN AND CONSTRUCTION STANDARDS AND THE VIRGINIA BOCA CODE, LATEST EDITION.

CONSTRUCTION DEBRIS SHALL BE CONTAINED IN ACCORDANCE WITH THE VIRGINIA LITTER CONTROL ACT. NO LESS THAN ONE LITTER RECEPTACLE SHALL BE PROVIDED ON-SITE.

I, _____, HAVE BEEN INFORMED BY THE CITY OF SALEM ENGINEERING DEPARTMENT THAT I WILL BE RESPONSIBLE FOR OBTAINING THE PROPER PERMITS FOR THIS PROJECT FROM THE VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY.

SIGNATURE DATE

SITE INFORMATION:

OWNER:	SALEM HISTORICAL SOCIETY 801 EAST MAIN STREET SALEM, VA 24153
TAX PARCEL NO.:	138-2-7
PROPOSED USE:	RESTAURANT, GENERAL
ZONING:	HBD - HIGHWAY BUSINESS DISTRICT W/CONDITIONS
SITE AREA:	9.331 ACRES
DISTURBED AREA:	0.27 ACRES
WATER/SEWER:	EXISTING SERVICES
BUILDING AREA/NO. OF STORIES:	EXISTING BUILDING
MINIMUM PARKING REQUIRED:	1 SPACE/4 SEATS PLUS 1 SEAT PER EMPLOYEE ON SHIFT 64 SEATS PLUS 3 EMPLOYEES 64/4 + 3 = 19
MAXIMUM PARKING ALLOWED:	NO MAX FOR PROPOSED USE
PARKING PROVIDED:	19 SPACES (INCLUDING 1 HANDICAPPED SPACES)
PARKING SURFACE PROVIDED:	GRAVEL PER ZONING ORDINANCE 106.404.11(B)
SETBACKS:	FRONT: 55' MINIMUM FROM CENTERLINE OF ROAD SIDE: 0' REAR: 0'
MINIMUM FRONTAGE REQUIRED/PROVIDED:	60'/EXISTING 303.17'
MAXIMUM BUILDING HEIGHT ALLOWED/PROPOSED:	80'/EXISTING BLDG.



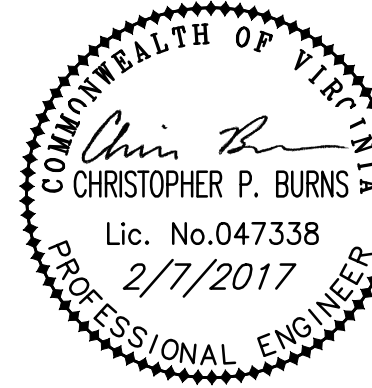
Roanoke
New River Valley
Richmond
Staunton
Harrisonburg

RESIDENTIAL LAND DEVELOPMENT ENGINEERING
SITE DEVELOPMENT ENGINEERING
LAND USE PLANNING & ZONING
LANDSCAPE ARCHITECTURE
LAND SURVEYING
ARCHITECTURE
STRUCTURAL ENGINEERING
TRANSPORTATION ENGINEERING
ENVIRONMENTAL & SOIL SCIENCE
WETLAND DELINEATIONS & STREAM EVALUATIONS

Balzer and Associates, Inc.

1208 Corporate Circle
Roanoke, VA 24018

540-772-9580
FAX 540-772-8050



PRESTON PLACE
1936 WEST MAIN STREET
COVER SHEET
CITY OF SALEM, VIRGINIA

DRAWN BY BTC
DESIGNED BY BTC
CHECKED BY CPB
DATE 12/23/2016
SCALE N/A

REVISIONS:
1/25/2017
2/7/2017

SHEET NO.

C1

JOB NO. 04160090.00

LAYOUT PLAN NOTES:

1. NO CONSTRUCTION/FIELD CHANGES WITHOUT THE APPROVAL OF THE CONSULTING ENGINEER AND CITY OF SALEM.
2. CONTRACTOR TO ENSURE POSITIVE DRAINAGE AWAY FROM ALL STRUCTURES.
3. EXISTING PAVEMENT TO BE SAWCUT AT LEAST 1' FROM THE EX. EDGE OF PAVEMENT OR THE DISTANCE REQUIRED TO REACH THE FULL DEPTH OF PAVEMENT.
4. A SIGN PERMIT MUST BE OBTAINED FOR EXISTING AND PROPOSED SIGNAGE FROM CITY OF SALEM PRIOR TO THE INSTALLATION OF ANY SIGNAGE ONSITE. NOTE THAT NO SIGN SHALL EXCEED 25' IN HEIGHT IN THE HBD - HIGHWAY BUSINESS DISTRICT AND MUST BE SETBACK A MINIMUM OF 10' FROM THE PUBLIC RIGHT-OF-WAY.
5. ANY EXTERIOR LIGHTING FIXTURES SHALL BE DESIGNED, LOCATED, AND ARRANGED SO AS NOT TO DIRECT GLARE ON ADJOINING STREETS OR RESIDENTIAL PROPERTIES.
6. ALL STANDARD PARKING LOT STRIPING SHALL BE PAINTED WITH 4" WHITE COMMERCIAL TRAFFIC PAINT. HANDICAP SPACES SHALL BE PAINTED WITH 4" BLUE COMMERCIAL TRAFFIC PAINT. A MINIMUM OF 2 COATS SHALL BE APPLIED TO ALL STRIPING.
7. COORDINATE ELECTRICAL SERVICE WITH KARL MASON WITH THE CITY OF SALEM ELECTRIC DEPARTMENT. (540) 375-3030

LANDSCAPE SCHEDULE:

RIGHT OF WAY LANDSCAPING:
106-402.7

WEST MAIN STREET:

1 DEC. TREE PER 320 S.F. OF LANDSCAPE AREA
(280 +/- S.F.)
REQUIRED: 2 TREES
PROVIDED: 2 TREES

PROPERTY LINE LANDSCAPING 106-402.7(C)
(ADJACENT TO PARKING AREAS):

WESTERN PROPERTY LINE:

1 DEC. TREE PER 160 S.F. OF LANDSCAPE AREA
(1,976 S.F.)
REQUIRED: 13 TREES
PROVIDED: 19 TREES

EASTERN PROPERTY LINE:

1 DEC. TREE PER 160 S.F. OF LANDSCAPE AREA
(1,440 S.F.)
REQUIRED: 9 TREES
PROVIDED: 3 EX. TREES TO REMAIN AND COUNT AS 9
(EX. ELM A, WHITE PINE, & BLACK WALNUT A)

SOUTHERN PROPERTY LINE:

N/A - EXISTING GARAGE BUILDING & FORESTED AREA

PARKING LOT LANDSCAPING:

(106-402-7(A)(1))
1 TREE PER 10 PARKING SPACES
(20 PARKING SPACES SHOWN)

REQUIRED: 2 TREES
PROVIDED: 1 EXISTING TREE TO REMAIN AND COUNT AS 2
(EXISTING MAPLE TREE)

URBAN FOREST OVERLAY DISTRICT: (106-230.5(A)(1))

REQUIRED: 5 TREES
PROVIDED: 2 EXISTING LARGE SHADE TREES IN LEIU OF
PLANTING 5 NEW TREES
(EXISTING ELM B & EXISTING HICKORY - WITHIN FENCED AREA TO SOUTHEAST OF HOUSE)

URBAN FOREST OVERLAY DISTRICT: 106-230.5

REQUIRED: 3 TREES
PROVIDED: 2 EXISTING TREES TO REMAIN
(EXISTING CHESNUT & CrapeMyrtle)
1 ADDITIONAL CRAPE MYRTLE TO BE PLANTED DUE TO OVERHEAD UTILITY LINES.

HANDICAP SIGN NOTES:

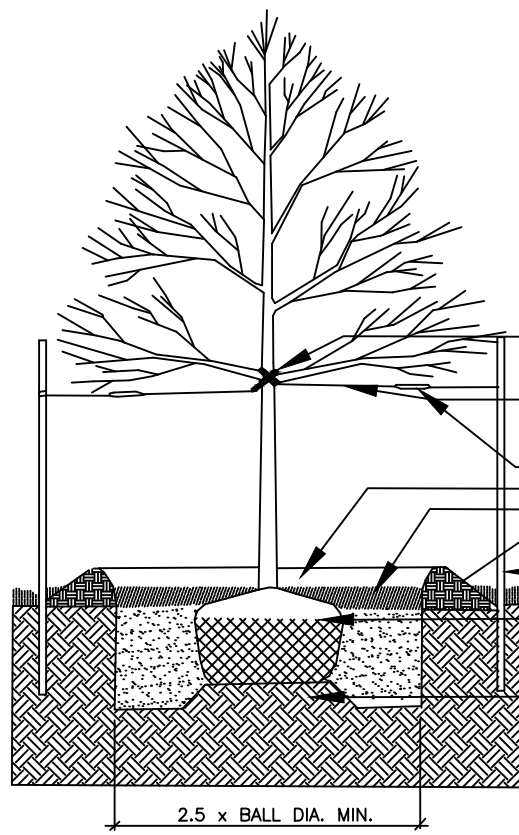
1. THE PROPOSED SIGNAGE SHALL BE INSTALLED PER ADA STANDARDS.
2. ALL SIGNS SHALL BE REFLECTORIZED
3. ALL SIGNS SHALL BE SECURELY MOUNTED TO A POST, BOLLARD, OR BUILDING.
4. ALL HANDICAP PARKING SPACE SIGNS SHALL HAVE THE BOTTOM EDGE OF THE SIGN NO LOWER THAN FOUR FEET NOR HIGHER THAN SEVEN FEET ABOVE THE PARKING SURFACE.

HANDICAP SIGN DETAIL

NO SCALE

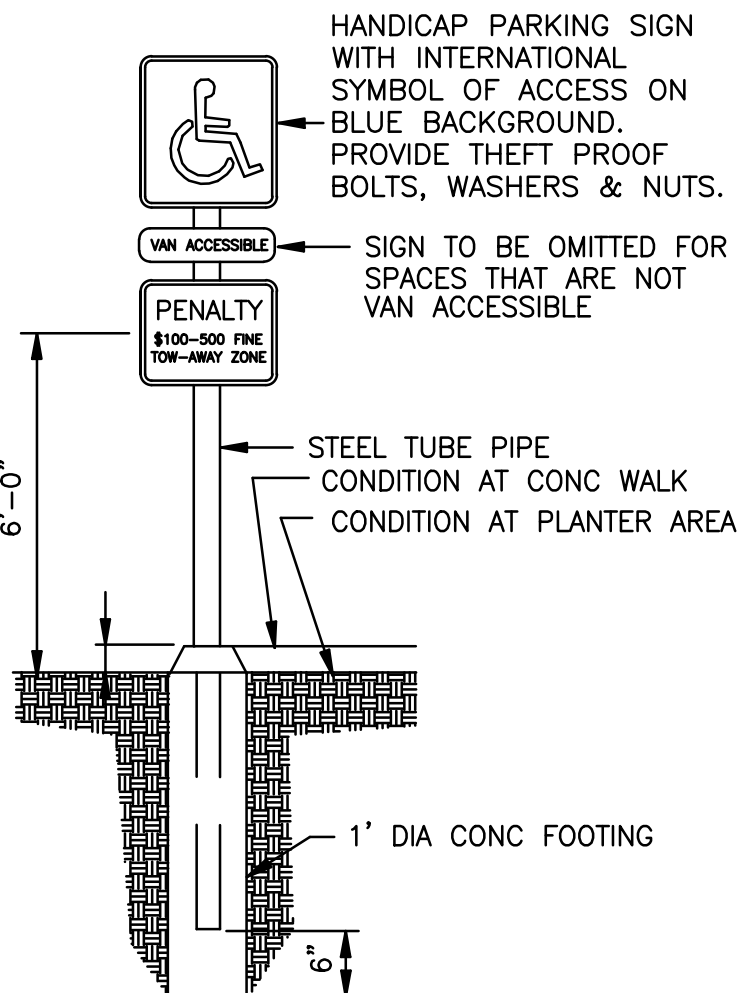
LANDSCAPE SCHEDULE:

SYMBOL	BOTANICAL NAME:	COMMON NAME:	PLANTING SPECS:	TOTAL QUANTITY:
	LAGERSTROEMIA X 'NATCHEZ'	'NATCHEZ' CrapeMyrtle	MIN. PLANTING HEIGHT 5'	7
	THUJA X 'GIGANTEOIDES'	GREEN GIANT ARBORVITAE	MIN. PLANTING HEIGHT 5'	13



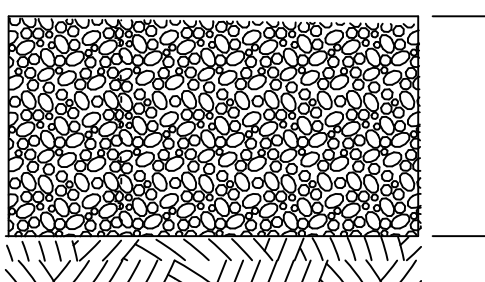
DEC. TREE PLANTING DETAIL

NO SCALE



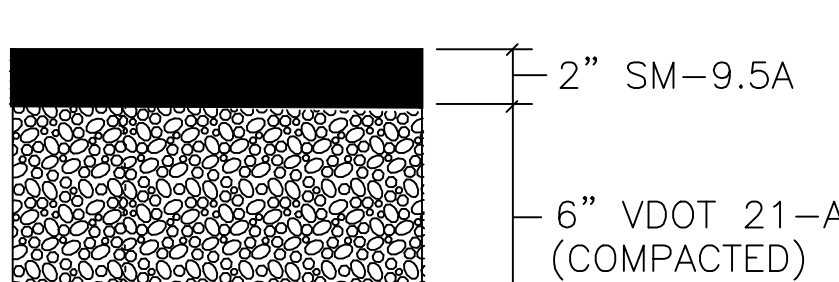
HANDICAP SIGNPOST DETAIL

NO SCALE



GRAVEL PARKING
ACCESS DRIVE SECTION

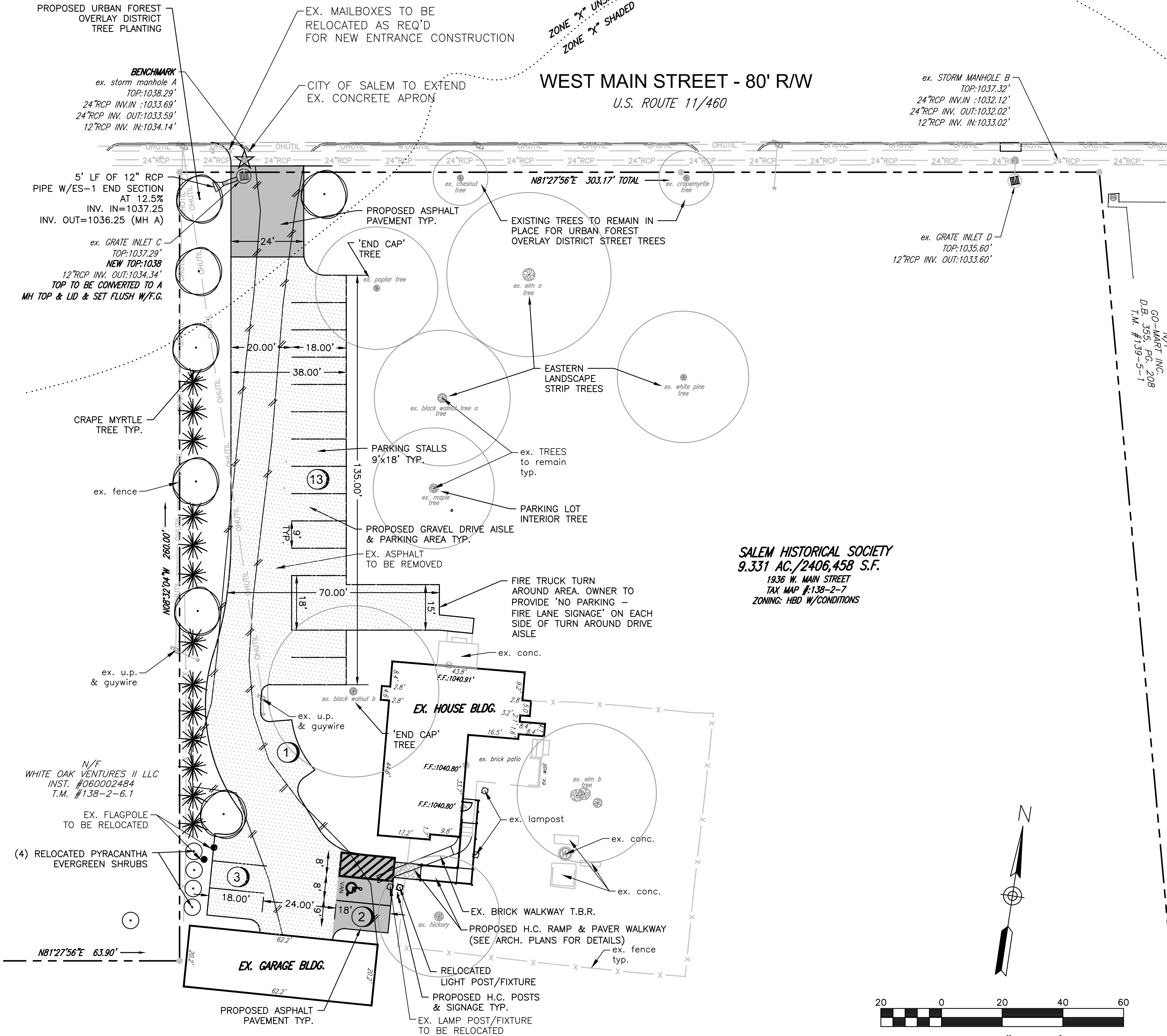
NO SCALE



ASPHALT PAVEMENT SECTION

NO SCALE

1. 6" STONE BASE MUST BE PLACED IN TWO LIFTS OF NO MORE THAN 4" EACH.
2. A TACK COAT SHALL BE APPLIED BETWEEN ASPHALT PAVEMENT LAYERS.
3. G.C. TO ENSURE A MINIMUM OF 95% COMPACTION OF THE SUBGRADE PRIOR TO STONE/ASPHALT PLACEMENT.



SALEM HISTORICAL SOCIETY
9.331 AC./2406,458 S.F.
1936 W. MAIN STREET
TAX MAP #138-2-7
ZONING: HBD W/CONDITIONS

EROSION & SEDIMENT CONTROL LEGEND:

3.02	TEMPORARY STONE CONSTRUCTION ENTRANCE	CE	3.31	TEMPORARY SEEDING	TS
3.05	SILT FENCE	SF	3.32	PERMANENT SEEDING	PS
3.07	STORM DRAIN INLET PROTECTION	IP	3.35	MULCHING	MU

CONSTRUCTION SEQUENCING NOTES:

1. THE CONSTRUCTION ENTRANCE SHALL BE INSTALLED AS A FIRST STEP. THE EXISTING ASPHALT AND GRAVEL BASE SHALL BE UTILIZED TO THE MAXIMUM EXTENT POSSIBLE TO MINIMIZE ANY POTENTIAL FOR EROSION ON-SITE. THE EXISTING GRAVEL SHALL SERVE AS THE CONSTRUCTION ENTRANCE.
2. SILT FENCE TO BE INSTALLED AS SHOWN. THE SILT FENCE SHALL BE MAINTAINED THROUGHOUT THE DURATION OF THE PROJECT. THE R.L.D. ASSIGNED TO THE PROJECT SHALL ENSURE ALL REGULATIONS ARE FOLLOWED AND DOCUMENTED THROUGHOUT THE ENTIRE PROJECT TO PREVENT THE EXCESSIVE BUILD-UP OF SEDIMENT.
3. INLET PROTECTION SHALL BE PROVIDED FOR THE EXISTING STORMWATER INLET.
4. SITE DEMOLITION OPERATIONS SHALL TAKE PLACE AT THIS TIME AFTER ALL REQUIRED PERMITS HAVE BEEN OBTAINED.
5. G.C. SHALL PAY SPECIAL ATTENTION TO ENSURE SEDIMENT LADEN RUNOFF IS NOT DIRECTED TOWARDS THE ADJACENT PUBLIC RIGHT OF WAY AND THERE SHALL BE NO MUD 'TRACKING' FROM THE SITE INTO THE PUBLIC RIGHT OF WAY.
6. GRADING OPERATIONS SHALL TAKE PLACE AT THIS TIME.
7. TEMPORARY SEEDING SHALL BE PROVIDED WITHIN 7 DAYS FOR ALL AREAS THAT WILL NOT RECEIVE PAVEMENT OR OTHER PERMANENT IMPROVEMENTS WITHIN 14 DAYS.
8. G.C. SHALL PAY SPECIAL ATTENTION DURING THE CONSTRUCTION OF THE PARKING AREAS & DRIVE AISLES ALONG WEST MAIN STREET TO ENSURE NO SEDIMENT OR SEDIMENT LADEN RUNOFF IS TRANSPORTED DOWNSTREAM ALONG THE PAVEMENT, CURB & GUTTER, OR WITHIN THE STORM SEWER SYSTEM.
9. PAVEMENT AND LANDSCAPING SHALL BE INSTALLED AT THIS TIME.
10. AFTER FINAL SITE STABILIZATION AND AT VARIOUS CONSTRUCTION STAGES OF THE PROJECT AND CITY OF SALEM APPROVAL, INLET PROTECTION, SILT FENCE, AND THE CONSTRUCTION ENTRANCE CAN BE REMOVED.
11. G.C. SHALL ENSURE THAT THE LIMITS OF DISTURBANCE ARE STRICTLY ADHERED TO DURING THE PROJECT.
12. NO DEVIATIONS TO THE PLANS SHALL TAKE PLACE UNLESS PRIOR APPROVAL FROM THE OWNER, PROJECT ENGINEER, AND THE APPROPRIATE REVIEW AGENCIES.

*NOTE: CITY OF SALEM INSPECTION AND APPROVAL IS REQUIRED PRIOR TO THE REMOVAL OF EROSION AND SEDIMENT CONTROL MEASURES.

GENERAL EROSION AND SEDIMENT CONTROL NOTES

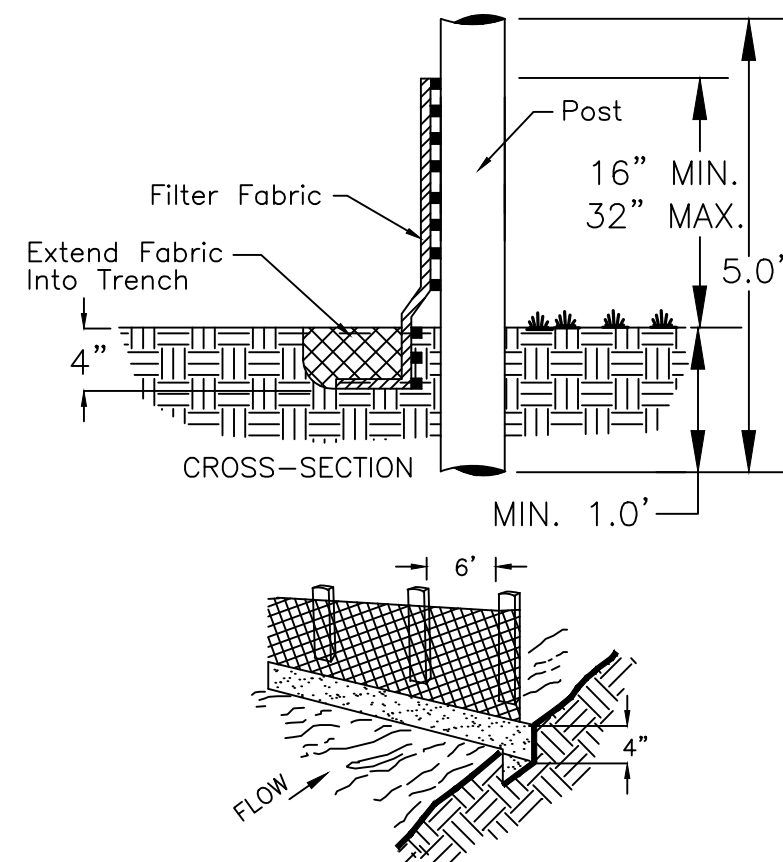
1. ALL SOIL EROSION & SEDIMENT CONTROL MEASURES SHALL BE ACCOMPLISHED IN STRICT ACCORDANCE WITH THE STANDARDS AND SPECIFICATIONS CONTAINED IN THE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK, LATEST EDITION.
2. THE APPROVING AUTHORITY MAY ADD TO, DELETE, RELOCATE, CHANGE, OR OTHERWISE MODIFY CERTAIN EROSION AND SEDIMENT CONTROL MEASURES WHERE FIELD CONDITIONS ARE ENCOUNTERED THAT WARRANT SUCH MODIFICATIONS.
3. ALL SOIL EROSION AND SEDIMENT CONTROL MEASURES AS SHOWN ON THE PLAN SHALL BE PLACED IN ADVANCE OF THE WORK BEING PERFORMED, AS FAR AS PRACTICAL.
4. IN NO CASE DURING CONSTRUCTION SHALL WATER RUNOFF BE DIVERTED OR ALLOWED TO FLOW TO LOCATIONS WHERE ADEQUATE PROTECTION HAS NOT BEEN PROVIDED.
5. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO LEAVE THE SITE ADEQUATELY PROTECTED AGAINST EROSION, SEDIMENTATION, OR ANY DAMAGE TO ANY ADJACENT PROPERTY AT THE END OF EACH DAY'S WORK.
6. FOR THE EROSION CONTROL KEY SYMBOLS SHOWN ON THE PLANS, REFER TO THE VIRGINIA UNIFORM CODING SYSTEM FOR EROSION AND SEDIMENT CONTROL PRACTICES CONTAINED IN THE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK, LATEST EDITION. THESE SYMBOLS AND KEYS ARE TO BE UTILIZED ON ALL EROSION CONTROL PLANS SUBMITTED TO ROANOKE COUNTY.
7. THE LOCATION OF ALL OFF-SITE FILL OR BORROW AREAS ASSOCIATED WITH THE CONSTRUCTION PROJECT WILL BE PROVIDED TO ROANOKE COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT. AN EROSION CONTROL PLAN OR MEASURES MAY BE REQUIRED FOR THIS AREA.

8. THIS SHEET MAY NOT BE MODIFIED EXCEPT FOR TABLES

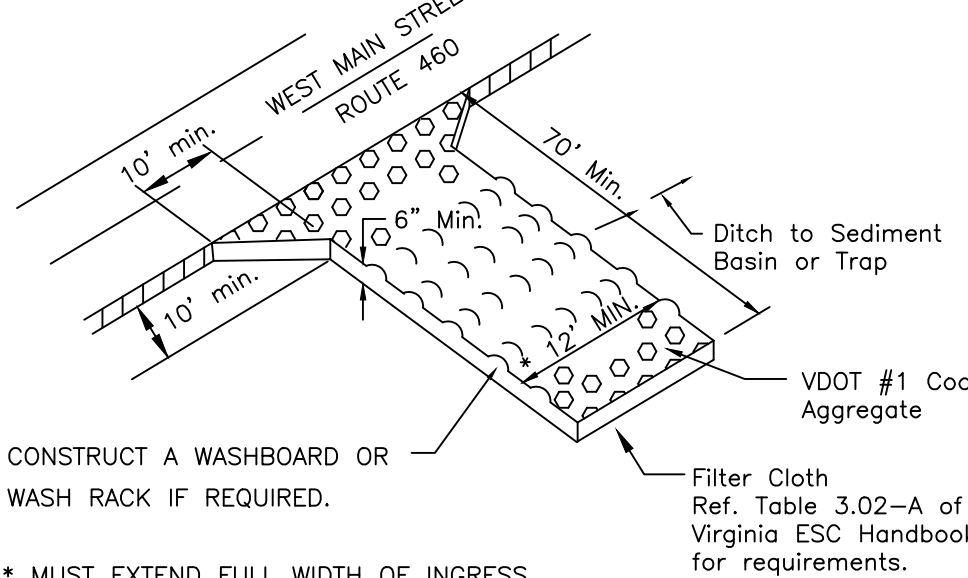
TOTAL DISTURBED AREA = 0.27 AC. = 11,761 SQ. FT.

GENERAL GRADING NOTES:

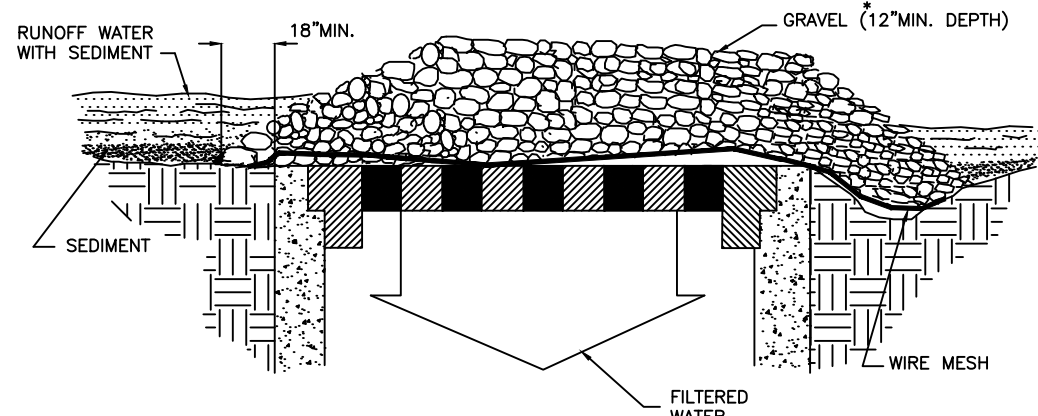
1. NO CONSTRUCTION/FIELD CHANGES WITHOUT THE APPROVAL OF THE CONSULTING ENGINEER AND THE CITY OF SALEM.
2. ANY NEW ALIGNMENTS, CHANGES IN GRADES, ALTERNATIVE PIPE SIZE OR MANHOLES OR ESC MEASURES WILL REQUIRE A NEW SET OF PLANS STAMPED BY THE CONSULTING ENGINEER.
3. G.C. SHALL ENSURE POSITIVE DRAINAGE AWAY FROM PROPOSED BUILDING.



(SF) CONSTRUCTION OF A SILT FENCE
EROSION AND SEDIMENT CONTROL STANDARD - 3.05



(CE) TEMPORARY GRAVEL CONSTRUCTION ENTRANCE

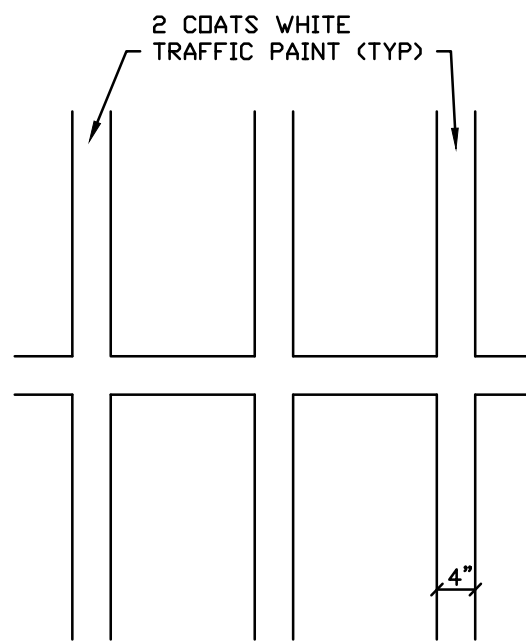


SPECIFIC APPLICATION

This method of inlet protection is applicable where heavy concentrated flows are expected, but not where ponding around the structure might cause excessive inconvenience or damage to adjacent structures and unprotected areas.

- * Gravel shall be VDOT #3, #357 or #5 coarse aggregate.

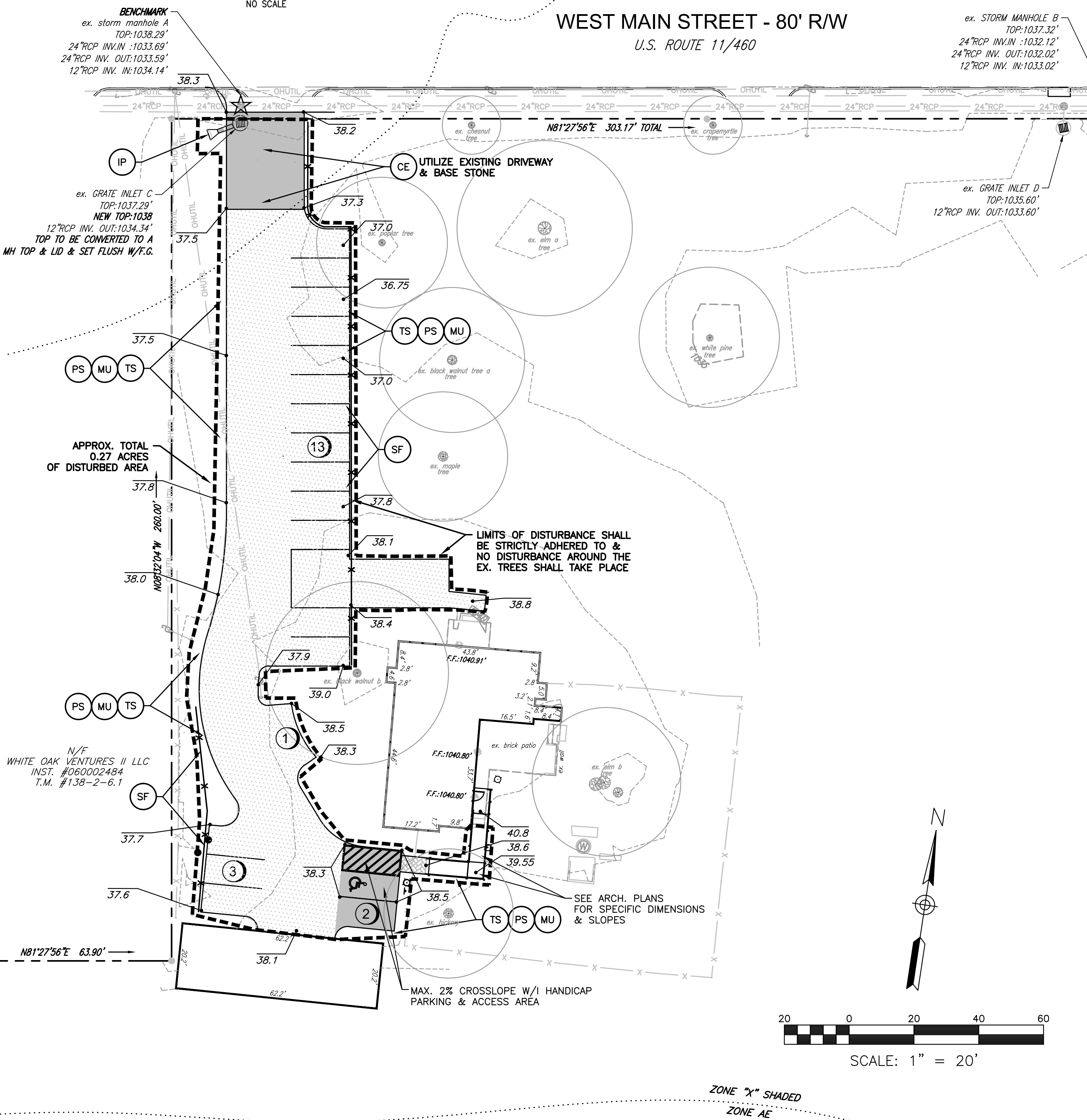
(IP) GRAVEL AND WIRE MESH DROP INLET SEDIMENT FILTER



NOTE: SEE SITE PLAN FOR LAYOUT OF PARKING LOT STRIPING.

PAVEMENT STRIPING DETAIL

NO SCALE



EROSION AND SEDIMENT CONTROL NARRATIVE

PROJECT DESCRIPTION: THE PURPOSE OF THIS PROJECT IS FOR THE CONSTRUCTION OF A PARKING AREA AND ACCESS DRIVE TO SERVE THE EXISTING HISTORICAL BUILDING. MINIMAL GRADING WILL OCCUR WITH THE PROJECT AND ONLY THAT NECESSARY TO INSTALL THE PROPOSED PARKING SPACES. ACCESS TO THE SITE WILL BE FROM THE EXPANDED COMMERCIAL CONCRETE ENTRANCE. THE LIMITS OF DISTURBANCE ARE 0.27 AC AND THEREFORE A VSPM PERMIT IS NOT REQUIRED FOR THE PROJECT SINCE THE LIMITS OF DISTURBANCE ARE LESS THAN 1 ACRE.

EXISTING SITE CONDITIONS: THE EXISTING SITE CONTAINS A HISTORICAL BUILDING, GARAGE, DRIVEWAY, DRAINAGEWAY, AND MISCELLANEOUS LANDSCAPING. THE NORTHERN PORTION OF THE SITE INFILTRATES INTO THE SOIL AND THE SOUTHERN PORTION OF THE SITE FLOWS TO THE EXISTING DRAINAGEWAY.

ADJACENT PROPERTY: THE DEVELOPMENT AREA IS BOUNDED BY WEST MAIN STREET (RTE. 11/460) TO THE NORTH, AND COMMERCIAL PROPERTIES TO THE SOUTH, WEST, AND EAST.

OFF-SITE AREAS: ANY EXCESS MATERIAL WILL BE TRANSPORTED OFF-SITE TO AN APPROVED FILL LOCATION.

SOILS: THE "SOIL SURVEY OF ROANOKE COUNTY AND THE CITIES OF ROANOKE AND SALEM, VIRGINIA" AS PREPARED BY THE UNITED STATES DEPARTMENT OF AGRICULTURE IDENTIFIES THE SITE AS 57A--WHEELING URBAN LAND COMPLEX ALONG WEST MAIN STREET AND 42A SINDIAON LOAM FOR THE REMAINING PORTION OF THE SITE.

CRITICAL EROSION AREAS: CRITICAL AREAS FOR THIS PROJECT INCLUDE THE RIGHT OF WAY OF WEST MAIN STREET.

EROSION AND SEDIMENT CONTROL MEASURES:

UNLESS OTHERWISE INDICATED, ALL VEGETATIVE AND STRUCTURAL EROSION AND SEDIMENT CONTROL PRACTICES SHALL BE CONSTRUCTED AND MAINTAINED ACCORDING TO MINIMUM STANDARDS AND SPECIFICATIONS OF THE "VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK, THIRD EDITION" (VESCCH). THE MINIMUM STANDARDS OF THE VESCCH SHALL BE ADHERED TO UNLESS OTHERWISE DIRECTED BY THE LOCAL PROGRAM ADMINISTRATOR.

STRUCTURAL -- CONSTRUCTION ENTRANCE--STD. 3.02.....A STONE PAD, LOCATED AT POINTS OF VEHICULAR INGRESS AND EGRESS TO THE CONSTRUCTION SITE, TO REDUCE THE SOIL TRANSPORTED ONTO PUBLIC ROADS AND OTHER PAVED AREAS.

SILT FENCE--STD. 3.05.....A TEMPORARY BARRIER CONSTRUCTED ALONG THE PERIMETER OF THE DISTURBED AREA AS REQUIRED TO INTERCEPT AND DETAIN SEDIMENT.

INLET PROTECTION--STD. 3.07.....A SEDIMENT FILTER TO PREVENT SEDIMENT FROM ENTERING, ACCUMULATING IN AND BEING TRANSFERRED INTO AN INLET AND ASSOCIATED DRAINAGE SYSTEM PRIOR TO PERMANENT STABILIZATION OF A DISTURBED PROJECT AREA.

VEGETATIVE --

TEMPORARY SEEDING--STD. 3.31.....ESTABLISHMENT OF A TEMPORARY VEGETATIVE COVER ON DISTURBED AREAS THAT WILL NOT BE BROUGHT TO FINAL GRADE FOR PERIODS OF 30 DAYS TO 1-YEAR BY SEEDING WITH AN APPROPRIATE RAPIDLY GROWING SEED MIXTURE.

PERMANENT SEEDING--STD. 3.32.....ESTABLISHMENT OF A VEGETATIVE COVER BY PLANTING SEED ON ALL FINAL GRADED AREAS THAT WILL NOT RECEIVE AN IMPERVIOUS COVER OR RECEIVE TOPSOIL MATERIAL TO PROVIDE A STABILIZED SITE AFTER THE PROJECT IS COMPLETE.

MULCHING--3.35.....MULCH SHALL BE APPLIED TO ALL TEMPORARY AND PEMANENT SEEDING OPERATIONS TO PROMOTE THE GROWTH OF VEGETATION AND TO PROTECT THE SOIL SURFACE FROM RAINDROP IMPACTS.

MANAGEMENT STRATEGIES:

- A) CONSTRUCTION WILL BE SEQUENCED SO THAT GRADING OPERATIONS CAN BEGIN AND END AS QUICKLY AS POSSIBLE.
B) SEDIMENT TRAPPING MEASURES WILL BE INSTALLED AS A FIRST STEP IN GRADING.
C) THE LOCAL PROGRAM ADMINISTRATOR RESERVES THE RIGHT TO ADD TO, DELETE OR OTHERWISE CHANGE THE EROSION CONTROL MEASURES AS DEEMED NECESSARY DUE TO ACTUAL FIELD CONDITIONS BY WRITTEN NOTIFICATION TO THE CONTRACTOR.
D) ALL FILL AND CUT SLOPES SHALL BE SEEDDED WITHIN SEVEN (7) DAYS OF ACHIEVING FINAL GRADE.
E) ONLY AFTER INSPECTION AND APPROVAL FROM THE LOCAL PROGRAM ADMINISTRATOR MAY ITEMS BE REMOVED FOLLOWING THE STABILIZATION OF THE CONTRIBUTING AREAS.

INSPECTIONS:

THE GENERAL CONTRACTOR SHALL INSPECT DISTURBED AREAS OF THE SITE THAT HAVE NOT BEEN FINALLY STABILIZED, AND AREAS USED FOR STORAGE OF MATERIALS THAT ARE EXPOSED TO PRECIPITATION, STRUCTURAL CONTROL MEASURES, AND THE AREA OF CONSTRUCTION VEHICLE ACCESS AT LEAST EVERY FOURTEEN (14) CALENDAR DAYS, AND WITHIN 48 HOURS OF THE END OF A STORM EVENT PRODUCING 1/2" OR GREATER OF PRECIPITATION. WHERE AREAS HAVE BEEN FINALLY OR TEMPORARILY STABILIZED OR RUNOFF IS UNLIKELY DUE TO WINTER CONDITIONS (SITE IS COVERED WITH SNOW, ICE, OR FROZEN GROUND EXISTS) SUCH INSPECTIONS SHALL BE CONDUCTED AT LEAST ONCE EVERY MONTH.

A) INSPECT DISTURBED AREAS AND AREAS OF MATERIALS STORAGE THAT ARE EXPOSED TO PRECIPITATION FOR EVIDENCE OF, OR THE POTENTIAL FOR SEDIMENT ENTERING THE STORM DRAIN SYSTEM. INSPECT E&S CONTROLS IN ACCORDANCE WITH REQUIREMENTS STATED HEREIN, AND INSPECT POINTS OF STORM DRAIN DISCHARGE FOR EXCESSIVE SEDIMENTATION, CORRECT SITE CONTROLS AS REQUIRED TO REDUCE SEDIMENTATION OF STORM DRAINS, CULVERTS, AND RECEIVING CHANNELS.

B) IF CONTROLS OR SEDIMENT PREVENTION AREAS ARE FOUND TO BE IN NEED OF REPAIR OR MODIFICATION, THE GENERAL CONTRACTOR SHALL PROVIDE ADDITIONAL MEASURES OR MODIFICATIONS TO EXISTING MEASURES AS REQUIRED. ANY ADDITIONAL MEASURES OR MODIFICATIONS TO EXISTING MEASURES SHALL BE RECORDED AS FIELD REVISIONS TO THESE PLANS. IN THE EVENT THAT ADDITIONAL CONTROLS ARE FOUND TO BE REQUIRED, THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR IMPLEMENTING THESE CONTROLS BEFORE THE NEXT ANTICIPATED STORM EVENT. IF IMPLEMENTATION BEFORE THE NEXT STORM EVENT IS IMPRACTICAL, THEY SHALL BE IMPLEMENTED AS SOON AS PRACTICAL.

C) A REPORT SUMMARIZING THE SCOPE OF INSPECTIONS, NAME OF INSPECTOR, INSPECTOR'S QUALIFICATIONS, DATES OF INSPECTIONS, MAJOR OBSERVATIONS PERTAINING TO THE IMPLEMENTATION OF THESE EROSION CONTROL PLANS, AND ACTIONS TAKEN SHALL BE MADE AND RETAINED AS A PART OF THESE PLANS. MAJOR OBSERVATIONS OF THESE REPORTS SHALL INCLUDE: THE LOCATIONS OF EXCESSIVE SEDIMENTATION FROM THE SITE; LOCATIONS OF CONTROLS IN NEED OF REPAIR; LOCATIONS OF FAILED OR INADEQUATE CONTROLS; AND LOCATIONS WHERE ADDITIONAL CONTROLS ARE NEEDED.

STORMWATER MANAGEMENT:

THIS PROJECT IS UTILIZING LOW IMPACT DEVELOPMENT TECHNIQUES FOR THIS HISTORICAL SITE BY UTILIZING GRAVEL ACCESS DRIVES AND PARKING SPACES FOR THE VAST MAJORITY OF THE PROJECT. THE POST DEVELOPMENT PEAK RUNOFF RATES ARE LESS THAN PRE-DEVELOPMENT PEAK RUNOFF RATES THEREFORE NO STORMWATER MANAGEMENT IS REQUIRED FOR THE PROJECT. THE SITE DISTURBANCE AREA IS LESS THAN 1 ACRE THEREFORE NO STORMWATER QUALITY MEASURES ARE REQUIRED FOR THE SITE.

MINIMUM STANDARDS

THE FOLLOWING STANDARDS ARE TO BE PROVIDED OR ADDRESSED ON EVERY DEVELOPMENT PROJECT EXCEEDING

5000 S.F. IN AREA OF DISTURBANCE THESE STANDARDS ARE CONSIDERED A MINIMUM AND MAY REQUIRE

ADDITIONAL MEASURES AS DEEMED NECESSARY BY THE LOCAL APPROVING AUTHORITY OR THE CONSULTING ENGINEER.

No.	CRITERIA, TECHNIQUE OR METHOD	PRACTICES PROVIDED
1	PERMANENT OR TEMPORARY SOIL STABILIZATION SHALL BE APPLIED TO DENUDED AREAS WITHIN SEVEN (7) DAYS AFTER FINAL GRADE HAS BEEN REACHED ON ANY PORTION OF THE SITE. TEMPORARY SOIL STABILIZATION SHALL BE APPLIED WITHIN SEVEN (7) DAYS TO DENUDED AREAS THAT MAY BE AT FINAL GRADE BUT WILL REMAIN DORMANT (UNDISTURBED) FOR LONGER THAN FOURTEEN (14) DAYS. PERMANENT STABILIZATION SHALL BE APPLIED TO AREAS THAT ARE TO BE LEFT DORMANT FOR MORE THAN ONE (1) YEAR.	TS PS MU
2	DURING CONSTRUCTION OF THE PROJECT, SOIL STOCKPILES SHALL BE STABILIZED OR PROTECTED WITH SEDIMENT TRAPPING MEASURES. THE CONTRACTOR IS RESPONSIBLE FOR THE TEMPORARY PROTECTION AND PERMANENT STABILIZATION OF ALL SOIL STOCKPILES ON SITE AS WELL AS SOIL INTENTIONALLY TRANSPORTED FROM THE PROJECT SITE.	SF TS PS MU
3	A PERMANENT VEGETATIVE COVER SHALL BE ESTABLISHED ON DENUDED AREAS NOT OTHERWISE PERMANENTLY STABILIZED. PERMANENT VEGETATION SHALL NOT BE CONSIDERED ESTABLISHED UNTIL A GROUND COVER IS ACHIEVED THAT, IN THE OPINION OF THE LOCAL PROGRAM ADMINISTRATOR OR DESIGNATED AGENT, IS UNIFORM, MATURE ENOUGH TO SURVIVE AND WILL INHIBIT EROSION.	TS PS MU
4	SEDIMENT BASINS AND TRAPS, PERIMETER DIKES, SEDIMENT BARRIERS AND OTHER MEASURES INTENDED TO TRAP SEDIMENT SHALL BE CONSTRUCTED AS A FIRST STEP IN ANY LAND-DISTURBING ACTIVITY AND SHALL BE MADE FUNCTIONAL BEFORE UPSLOPE LAND DISTURBANCE TAKES PLACE.	NOT APPLICABLE
5	STABILIZATION METHODS SHALL BE APPLIED TO EARTHEN STRUCTURES SUCH AS DAMS, DIKES AND DIVERSIONS IMMEDIATELY AFTER INSTALLATION.	TS PS MU
6	SEDIMENT TRAPS AND BASINS SHALL BE DESIGNED AND CONSTRUCTED BASED UPON THE TOTAL DRAINAGE AREA TO BE SERVED BY THE TRAP OR BASIN.	NOT APPLICABLE
7	CUT AND FILL SLOPES SHALL BE CONSTRUCTED IN A MANNER THAT WILL MINIMIZE EROSION. SLOPES THAT ARE FOUND TO BE ERODING EXCESSIVELY WITHIN ONE (1) YEAR OF PERMANENT STABILIZATION SHALL BE PROVIDED WITH ADDITIONAL SLOPE STABILIZATION MEASURES UNTIL THE PROBLEM IS CORRECTED.	TS PS MU
8	CONCENTRATED RUNOFF SHALL NOT FLOW DOWN CUT OR FILL SLOPES UNLESS CONTAINED WITHIN AN ADEQUATE TEMPORARY OR PERMANENT CHANNEL, FLUME OR SLOPE DRAIN STRUCTURE.	NOT APPLICABLE
9	WHENEVER WATER SEEPS FROM A SLOPE FACE, ADEQUATE DRAINAGE OR OTHER PROTECTION SHALL BE PROVIDED.	SHOULD SEEPS OCCUR IN ANY EXISTING OR NEW CUT OR FILL SLOPE, THE CONTRACTOR SHALL FIRST ENSURE THAT THERE ARE NOT AREAS OF POOLED WATER AT THE TOPS OF THE SLOPES, AND THEN SHALL CONTACT BOTH THE DESIGN ENGINEER AND THE PROJECT GEOTECHNICAL ENGINEER FOR ON-SITE EVALUATION OF THE AREAS OF SEEPAGE.
10	ALL STORM SEWER INLETS THAT ARE MADE OPERABLE DURING CONSTRUCTION SHALL BE PROTECTED SO THAT SEDIMENT-LADEN WATER CANNOT ENTER THE CONVEYANCE SYSTEM WITHOUT FIRST BEING FILTERED OR OTHERWISE TREATED TO REMOVE SEDIMENT.	IP
11	BEFORE NEWLY CONSTRUCTED STORMWATER CONVEYANCE CHANNELS ARE MADE OPERATIONAL, ADEQUATE OUTLET PROTECTION AND ANY REQUIRED TEMPORARY OR PERMANENT CHANNEL LINING SHALL BE INSTALLED IN BOTH THE CONVEYANCE CHANNEL AND RECEIVING CHANNEL.	NOT APPLICABLE
12	WHEN WORK IN A LIVE WATERCOURSE IS PERFORMED, PRECAUTIONS SHALL BE TAKEN TO MINIMIZE ENCROACHMENT, CONTROL SEDIMENT TRANSPORT AND STABILIZE THE WORK AREA TO THE GREATEST EXTENT POSSIBLE DURING CONSTRUCTION. NONERODIBLE MATERIAL SHALL BE USED FOR THE CONSTRUCTION OF CAUSEWAYS AND COFERDAMS. EARTHEN FILL MAY BE USED FOR THESE STRUCTURES IF ARMORED BY NONERODIBLE COVER MATERIALS.	NO DISTURBANCE OF SURFACE WATERS IS PROPOSED WITH THIS PROJECT.
13	WHEN A LIVE WATERCOURSE MUST BE CROSSED BY CONSTRUCTION VEHICLES MORE THAN TWICE IN ANY SIX (6) MONTH PERIOD, A TEMPORARY STREAM CROSSING CONSTRUCTED OF NONERODIBLE MATERIAL.	
14	ALL APPLICABLE FEDERAL, STATE AND LOCAL CHAPTERS PERTAINING TO WORKING IN OR CROSSING LIVE WATERCOURSES SHALL BE MET. THE BEDS AND BANKS OF ANY WATERCOURSE SHALL BE STABILIZED IMMEDIATELY AFTER WORK IN THE WATERCOURSE IS COMPLETED.	
15	THE BEDS AND BANKS OF A WATERCOURSE SHALL BE STABILIZED IMMEDIATELY AFTER WORK IN THE WATERCOURSE IS COMPLETED.	
16	UNDERGROUND UTILITY LINES SHALL BE INSTALLED IN ACCORDANCE WITH THE FOLLOWING STANDARDS IN ADDITION TO OTHER APPLICABLE CRITERIA: 1)NO MORE THAN 500 LINEAR FEET OF ANY TRENCH MAY BE OPENED AT ONE TIME. 2)EXCAVATED MATERIAL SHALL BE PLACED ON THE UPHILL SIDE OF TRENCHES. 3)EFFLUENT FROM DEWATERING OPERATIONS SHALL BE FILTERED OR PASSED THROUGH AN APPROVED SEDIMENT TRAPPING DEVICE, OR BOTH, AND DISCHARGED IN A MANNER THAT DOES NOT ADVERSELY AFFECT FLOWING STREAMS OR OFF-SITE PROPERTY. 4)MATERIAL USED FOR BACKFILLING TRENCHES SHALL BE PROPERLY COMPACTED IN ORDER TO MINIMIZE EROSION AND PROMOTE STABILIZATION. 5)RESTALLIZATION SHALL BE ACCOMPLISHED IN ACCORDANCE WITH THESE CHAPTERS. 6)APPLICABLE SAFETY REGULATIONS SHALL BE COMPLIED WITH.	SF
17	WHERE CONSTRUCTION VEHICLE ACCESS ROUTES INTERSECT PAVED OR PUBLIC ROADS, PROVISIONS SHALL BE MADE TO MINIMIZE THE TRANSPORT OF SEDIMENT BY VEHICULAR TRACKING ONTO THE PAVED SURFACE. WHERE SEDIMENT IS TRANSPORTED ONTO A PAVED OR PUBLIC ROAD SURFACE, THE ROAD SURFACE SHALL BE CLEANED THOROUGHLY AT THE END OF EACH DAY. SEDIMENT SHALL BE REMOVED FROM THE ROADS BY SHOVELING OR SWEEPING AND TRANSPORTED TO A SEDIMENT CONTROL DISPOSAL AREA. STREET WASHING SHALL BE ALLOWED ONLY AFTER SEDIMENT IS REMOVED IN THIS MANNER.	CE
18	ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES SHALL BE REMOVED WITHIN THIRTY (30) DAYS AFTER FINAL SITE STABILIZATION OR AFTER THE TEMPORARY MEASURES ARE NO LONGER NEEDED, UNLESS OTHERWISE AUTHORIZED BY THE VESCP AUTHORITY. TRAPPED SEDIMENT AND THE DISTURBED SOIL AREAS RESULTING FROM THE DISPOSITION OF TEMPORARY MEASURES SHALL BE PERMANENTLY STABILIZED TO PREVENT FURTHER EROSION AND SEDIMENTATION.	TS PS MU
19	PROPERTIES AND WATERWAYS DOWNSTREAM FROM DEVELOPMENT SITES SHALL BE PROTECTED FROM SEDIMENT DEPOSITION, EROSION AND DAMAGE DUE TO INCREASES IN VOLUME, VELOCITY AND PEAK FLOW RATE OF STORMWATER RUNOFF FOR THE STATED FREQUENCY STORM OF 24-HOUR DURATION IN ACCORDANCE WITH THE FOLLOWING STANDARDS AND CRITERIA. STREAM RESTORATION AND RELOCATION PROJECTS THAT INCORPORATE NATURAL CHANNEL DESIGN CONCEPTS ARE NOT MAN-MADE CHANNELS AND SHALL BE EXEMPT FROM ANY FLOW RATE CAPACITY AND VELOCITY REQUIREMENTS FOR NATURAL OR MAN-MADE CHANNELS. a. CONCENTRATED STORMWATER RUNOFF LEAVING A DEVELOPMENT SITE SHALL BE DISCHARGED DIRECTLY INTO AN ADEQUATE OR MAN-MADE RECEIVING CHANNEL, PIPE OR STORM SEWER SYSTEM. FOR THOSE SITES WHERE RUNOFF IS DISCHARGED INTO A PIPE OR PIPE SYSTEM, DOWNSTREAM STABILITY ANALYSES AT THE OUTFALL OF THE PIPE OR PIPE SYSTEM SHALL BE PERFORMED. b. ADEQUACY OF ALL CHANNELS AND PIPES SHALL BE VERIFIED IN THE FOLLOWING MANNER: (1) THE APPLICANT SHALL DEMONSTRATE THAT THE TOTAL DRAINAGE AREA TO THE POINT OF ANALYSIS WITHIN THE CHANNEL IS ONE HUNDRED TIMES GREATER THAN THE CONTRIBUTING DRAINAGE AREA OF THE PROJECT IN QUESTION OR (2) (a) NATURAL CHANNELS SHALL BE ANALYZED BY THE USE OF THE TWO-YEAR STORM TO VERIFY THAT STORMWATER WILL NOT OVERTOP CHANNEL BANKS NOR CAUSE EROSION OF CHANNEL BED OR BANKS; AND (b) ALL PREVIOUSLY CONSTRUCTED MAN-MADE CHANNELS SHALL BE ANALYZED BY THE USE OF THE 10-YEAR STORM TO VERIFY THAT STORMWATER WILL NOT OVERTOP ITS BANKS AND BY THE USE OF A 2-YEAR STORM TO DEMONSTRATE THAT STORMWATER WILL NOT CAUSE EROSION OF CHANNEL BED OR BANKS; AND (c) PIPES AND STORM SEWER SYSTEMS SHALL BE ANALYZED BY THE USE OF A TEN-YEAR STORM TO VERIFY THAT STORMWATER WILL BE CONTAINED WITHIN THE PIPE SYSTEM c. IF EXISTING NATURAL RECEIVING CHANNELS OR PREVIOUSLY CONSTRUCTED MAN-MADE CHANNELS OR PIPES ARE NOT ADEQUATE, THE APPLICANT SHALL: (1) IMPROVE THE CHANNEL TO A CONDITION WHERE A 10-YEAR STORM WILL NOT OVERTOP THE BANKS AND A 2-YEAR STORM WILL NOT CAUSE EROSION TO THE CHANNEL BED OR BANKS; OR (2) IMPROVE THE PIPE OR PIPE SYSTEM TO A CONDITION WHERE THE 10-YEAR STORM IS CONTAINED WITHIN THE APPURTANCES; OR (3) DEVELOP A SITE DESIGN THAT WILL NOT CAUSE THE PRE-DEVELOPMENT PEAK RUNOFF RATE FROM A TWO-YEAR STORM TO INCREASE WHEN RUNOFF OUTFALLS INTO A NATURAL CHANNEL OR WILL NOT CAUSE THE PRE-DEVELOPMENT PEAK RUNOFF RATE FROM A 10-YEAR STORM TO INCREASE WHEN RUNOFF OUTFALLS INTO A MAN-MADE CHANNEL; OR (4) PROVIDE A COMBINATION OF CHANNEL IMPROVEMENT, STORMWATER DETENTION OR OTHER MEASURES WHICH IS SATISFACTORY TO THE VESCP AUTHORITY TO PREVENT DOWNSTREAM EROSION. d. THE APPLICANT SHALL PROVIDE EVIDENCE OF PERMISSION TO MAKE THE IMPROVEMENTS e. ALL HYDROLOGIC ANALYSES SHALL BE BASED ON THE EXISTING WATERSHED CHARACTERISTICS AND THE ULTIMATE DEVELOPMENT CONDITION OF THE SUBJECT PROJECT. f. IF THE APPLICANT CHOOSES AN OPTION THAT INCLUDES STORMWATER DETENTION, HE SHALL OBTAIN APPROVAL FROM THE VESCP OF A PLAN FOR MAINTENANCE OF THE DETENTION FACILITIES. THE PLAN SHALL SET FORTH THE MAINTENANCE REQUIREMENTS OF THE FACILITY AND THE PERSON RESPONSIBLE FOR PERFORMING THE MAINTENANCE. g. OUTFALL FROM A DETENTION FACILITY SHALL BE DISCHARGED TO A RECEIVING CHANNEL, AND ENERGY DISSIPATORS SHALL BE PLACED AT THE OUTFALL OF ALL DETENTION FACILITIES AS NECESSARY TO PREVENT A STABILIZED TRANSITION FROM THE FACILITY TO THE RECEIVING CHANNEL. h. ALL ON-SITE CHANNELS MUST BE VERIFIED TO BE ADEQUATE. i. INCREASED VOLUMES OF SHEET FLOWS THAT MAY CAUSE EROSION OR SEDIMENTATION ON ADJACENT PROPERTY SHALL BE DIVERTED TO A STABLE OUTLET, ADEQUATE CHANNEL, PIPE OR PIPE SYSTEM, OR TO A DETENTION FACILITY. j. IN APPLYING THESE STORMWATER MANAGEMENT CRITERIA, INDIVIDUAL LOTS OR PARCELS IN A RESIDENTIAL, COMMERCIAL OR INDUSTRIAL DEVELOPMENT SHALL NOT BE CONSIDERED TO BE SEPARATE DEVELOPMENT PROJECTS. INSTEAD, THE DEVELOPMENT, AS A WHOLE, SHALL BE CONSIDERED TO BE A SINGLE DEVELOPMENT PROJECT. HYDROLOGIC PARAMETERS THAT REFLECT THE ULTIMATE DEVELOPMENT CONDITION SHALL BE USED IN ALL ENGINEERING CALCULATIONS. k. ALL MEASURES USED TO PROTECT PROPERTIES AND WATERWAYS SHALT BE EMPLOYED IN A MANNER WHICH MINIMIZES IMPACTS ON THE PHYSICAL, CHEMICAL AND BIOLOGICAL INTEGRITY OF RIVERS, STREAMS AND OTHER WATERS OF THE STATE. l. ANY PLAN APPROVED PRIOR TO JULY 1, 2014, THAT PROVIDES FOR STORMWATER MANAGEMENT THAT ADDRESSES ANY FLOW RATE CAPACITY AND VELOCITY REQUIREMENTS FOR NATURAL OR MAN-MADE CHANNELS SHALL, SATISFY THE FLOW RATE CAPACITY AND VELOCITY REQUIREMENTS FOR NATURAL OR MAN-MADE CHANNELS IF THE PRACTICES ARE DESIGNED TO (i) DETAIN THE WATER QUALITY VOLUME AND TO RELEASE IT OVER 48 HOURS, (ii) DETAIN AND RELEASE OVER A 24-HOUR PERIOD THE EXPECTED RAINFALL RESULTING FROM THE ONE YEAR, 24-HOUR STORM; AND (iii) REDUCE THE ALLOWABLE PEAK FLOW RATE RESULTING FROM THE 1.5, 2, AND 10-YEAR, 24-HOUR STORMS TO A LEVEL THAT IS LESS THAN OR EQUAL TO THE PEAK FLOW RATE FROM SITE ASSUMING IT WAS IN A GOOD FORESTED CONDITION, ACHIEVED THROUGH MULTIPLICATION OF THE FORESTED PEAK RATE BY A REDUCTION FACTOR THAT IS EQUAL TO THE RUNOFF VOLUME FROM THE SITE WHEN IT WAS IN A GOOD FORESTED CONDITION DIVIDED BY THE RUNOFF VOLUME FROM THE SITE IN ITS PROPOSED CONDITION, AND SHALL BE EXEMPT FROM ANY FLOW RATE CAPACITY AND VELOCITY REQUIREMENTS FOR NATURAL OR MAN-MADE CHANNELS AS DEFINED IN ANY REGULATIONS PROMULGATED PURSUANT TO 101-562 OR 101-570 OF THE ACT. m. FOR PLANS APPROVED ON AND AFTER JULY 1, 2014, THE FLOW RATE CAPACITY AND VELOCITY REQUIREMENTS OF 101-561 A OF THE ACT AND THIS SUBSECTION SHALL BE SATISFIED BY COMPLIANCE WITH WATER QUANTITY REQUIREMENTS IN THE STORMWATER MANAGEMENT ACT (101-563.2 ET SEQ. OF THE CODE OF VIRGINIA) AND ATTENDANT REGULATIONS, UNLESS SUCH LAND-DISTURBING ACTIVITIES ARE IN ACCORDANCE WITH 4VAC50-60-48 OF THE VIRGINIA STORMWATER MANAGEMENT PROGRAM (VSPM) PERMIT REGULATIONS. n. COMPLIANCE WITH THE WATER QUANTITY MINIMUM STANDARDS SET OUT IN 4VAC50-60-66 OF THE VIRGINIA STORMWATER MANAGEMENT PROGRAM (VSPM) PERMIT REGULATIONS SHALL BE DEEMED TO SATISFY THE REQUIREMENTS OF MINIMUM STANDARD 19.	SEE SUPPLEMENTAL CALCULATIONS FOR FLOOD AND CHANNEL PROTECTION REQUIREMENTS FOR THE PROPOSED DEVELOPMENT.

TABLE 3.32-C (Revised June 2003) PERMANENT SEEDING SPECIFICATIONS FOR APPALACHIAN/MOUNTAIN AREA		
LAND USE	SEED ¹ SPECIES	APPLICATION RATES
Minimum Care Lawn (Commercial or Residential)	Tall Fescue ¹ Perennial Ryegrass ² Kentucky Bluegrass ³	90-100% 0-10% 0-10% TOTAL: 200-250 lbs
High-Maintenance Lawn	Minimum of three (3) up to five (5) varieties of Kentucky Bluegrass from approved list for use in Virginia ⁴	TOTAL: 125 lbs 2 lbs 20 lbs
General Slope (0.1 or less)	Tall Fescue ¹ Red Top Grass or Creeping Red Fescue Seasonal Nurse Crop ³	128 lbs 2 lbs 20 lbs TOTAL: 150 lbs
Low-Maintenance Slope (Steeper than 3:1)	Tall Fescue ¹ Red Top Grass or Creeping Red Fescue Seasonal Nurse Crop ³ Crownvetch ⁴	108 lbs 2 lbs 20 lbs TOTAL: 150 lbs
1- When selecting varieties of turfgrass, use the Virginia Crop Improvement Association (VCIA) recommended turfgrass variety list. Quality seed will bear a label indicating that they are approved by VCIA. A current turfgrass variety list is available at the local County Extension office or through VCIA at 804-746-4884 or at http://vegan.ces.uga.edu/infoc/turf/turfinfo/selections/selections2.html 2- Perennial Ryegrass will germinate faster and at lower soil temperatures than Tall Fescues, thereby providing cover and erosion resistance for seedbed. 3- Use seasonal nurse crop in accordance with seeding dates as stated below: March, April - May 15 th Annual Ryegrass May 16 th - August 15 th Foxtail Millet August 16 th - September, October Annual Ryegrass November - February Winter Ryegrass 4 - All legume seed must be properly inoculated. If Flapleaf is used, increase to 30 lbs/acre. If Weeping Lovegrass is used, include in any slope or low maintenance mixture during warmer seeding periods, increase to 30-40 lbs/acre.		
FERTILIZER & LIME		
● Apply 10-20-10 fertilizer at a rate of 500 lbs. / acre (or 12 lbs. / 1,000 sq. ft.) ● Apply Pulverized Agricultural Limestone at a rate of 2 tons/acre (or 90 lbs. / 1,000 sq. ft.)		
NOTE: - A soil test is necessary to determine the actual amount of lime required to adjust the soil pH of site. - Incorporate the lime and fertilizer into the top 4 - 6 inches of the soil by diskling or by other means. - When applying Slowly Available Nitrogen, use rates available in Erosion & Sediment Control Technical Bulletin # 4. - 2003 Nutrient Management for Development Sites at http://www.dor.state.va.us/ew&ds.htm#pubs		

Erosion & Sediment Control Technical Bulletin No. 4
Nutrient Management for Development Sites

C. When applying maintenance fertilizer on established sod,

Pounds of nitrogen per 1,000 sq. ft. if the fertilizer is less than 50 percent WIN					
Type of Grass					
Month	Tall Fescue Perennial Ryegrass	Kentucky Bluegrass	Bermudagrass	Zoysiagrass	
September	1	1	0	0	
October	1	1	0	0	
Early November	0	0	0	0	
April	0	0	0	0	
May	0-0.5	0-0.05	1	1	
June	0	0	1	0	
July/August	0	0	0	1	
Yearly Lbs. N/1000 sq ft	2.5	2.5	2	2	
Pounds of nitrogen per 1,000 sq. ft. if the fertilizer is more than 50 percent WIN					
Type of Grass					
Month	Tall Fescue Perennial Ryegrass	Kentucky Bluegrass	Bermudagrass	Zoysiagrass	
August 15	1.5	1.5	0	0	
October 1	1.5	1.5	0	0	
April	0	0	1.5	1.5	
May 15	0	0	0	0	
June	0	0	1.5	1.5	
Yearly Lbs. N/1000 sq ft	3	3	3	3	

FERTILIZER SPECIFICATIONS AND
RATES FOR MANAGEMENT

TABLE 3.31-B (Revised June 2003) TEMPORARY SEEDING SPECIFICATIONS QUICK REFERENCE FOR ALL REGIONS		
APPLICATION DATES	SEED SPECIES	APPLICATION RATES
Sept. 1 - Feb. 15	50/50 Mix of Annual Ryegrass (lolium multi-florum) & Cereal (Winter) Ryegrass (Secale cereale)	50 -100 (lbs/acre)
Feb. 16 - Apr. 30	Annual Ryegrass (lolium multi-florum)	60 - 100 (lbs/acre)
May 1 - Aug. 31	German Millet	50 (lbs/acre)
FERTILIZER & LIME		
● Apply 10-10-10 fertilizer at a rate of 450 lbs. / acre (or 10 lbs. / 1,000 sq. ft.) ● Apply Pulverized Agricultural Limestone at a rate of 2 tons/acre (or 90 lbs. / 1,000 sq. ft.)		
NOTE: 1 - A soil test is necessary to determine the actual amount of lime required to adjust the soil pH of site. 2 - Incorporate the lime and fertilizer into the top 4 - 6 inches of the soil by diskling or by other means. 3 - When applying Slowly Available Nitrogen, use rates available in Erosion & Sediment Control Technical Bulletin # 4. 2003 Nutrient Management for Development Sites at http://www.dor.state.va.us/ew&ds.htm#pubs		

TEMPORARY SEEDING
SPECIFICATIONS



REFLECTING TOMORROW
www.balzer.cc

Roanoke
New River Valley
Richmond
Staunton
Harrisonburg

RESIDENTIAL LAND DEVELOPMENT ENGINEERING
SITE DEVELOPMENT ENGINEERING
LAND USE PLANNING & ZONING
LAND SURVEYING
LANDSCAPE ARCHITECTURE
ARCHITECTURE
STRUCTURAL ENGINEERING
TRANSPORTATION ENGINEERING
ENVIRONMENTAL & SOIL SCIENCE
WETLAND DELINEATIONS & STREAM EVALUATIONS

Balzer and Associates, Inc.

1208 Corporate Circle
Roanoke, VA 24018

540-772-9580
FAX 540-772-8050



PRESTON PLACE
1936 WEST MAIN STREET

E.S.C. NOTES & DETAILS

CITY OF SALEM, VIRGINIA

DRAWN BY BTC

DESIGNED BY BTC

CHECKED BY CPB

DATE 12/23/2016

SCALE AS SHOWN

REVISIONS:
1/25/2017
2/7/2017

SHEET NO.

C5

JOB NO. 04160090.00

PRESTON PLACE
PARKING EXPANSION

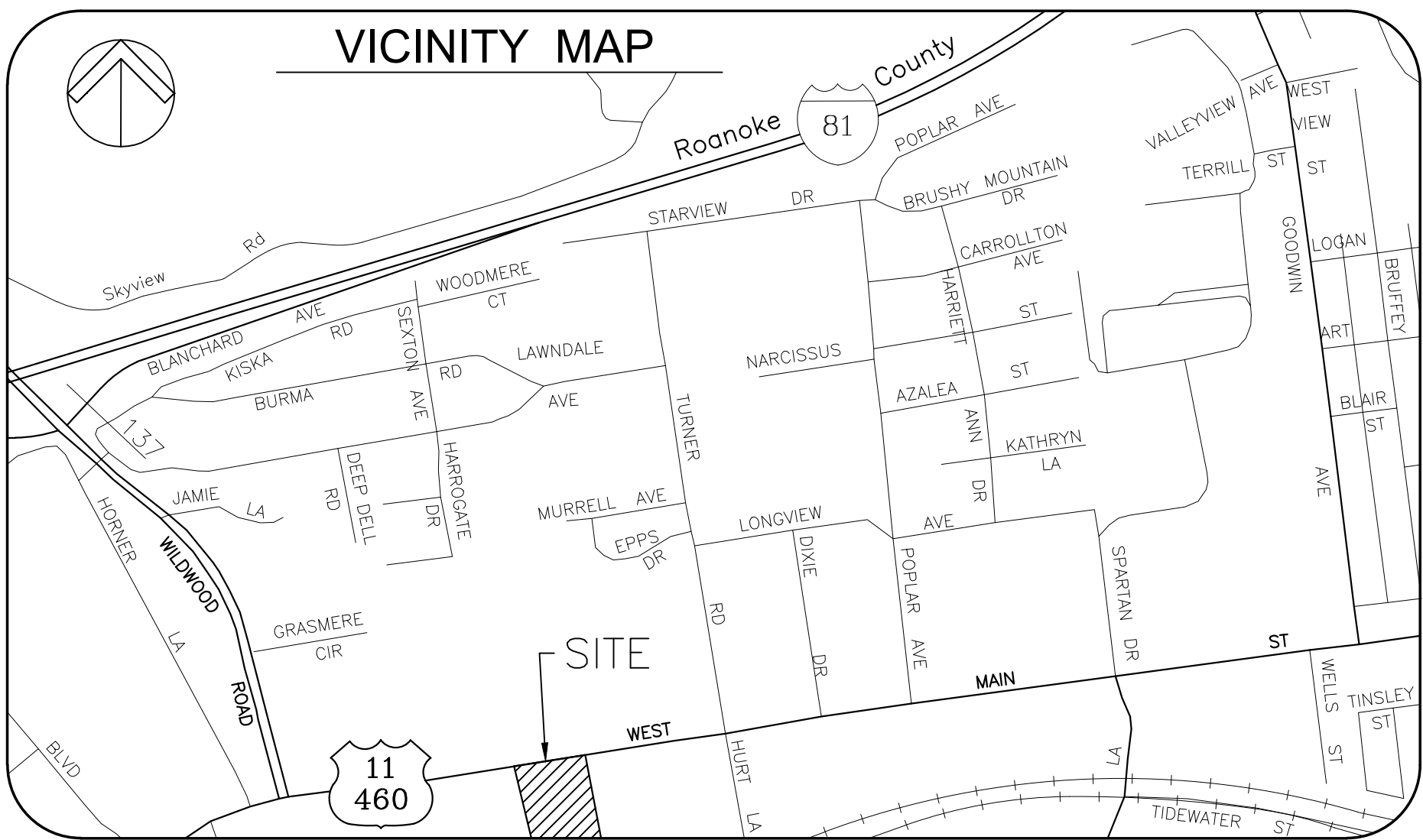
1936 WEST MAIN STREET
CITY OF SALEM
ROANOKE COUNTY, VIRGINIA

SHEET INDEX

- C1 COVER
C2 EXISTING CONDITIONS & LAYOUT PLAN
C3 GRADING, EROSION & SEDIMENT CONTROL PLAN
C4 NOTES & DETAILS
C5 EROSION & SEDIMENT CONTROL NOTES & DETAILS

SITE INFORMATION:

OWNER:	SALEM HISTORICAL SOCIETY 801 EAST MAIN STREET SALEM, VA 24153
TAX PARCEL NO.:	138-2-7
PROPOSED USE:	RESTAURANT, GENERAL
ZONING:	HBD - HIGHWAY BUSINESS DISTRICT W/CONDITIONS
SITE AREA:	9.331 ACRES
DISTURBED AREA:	0.22 ACRES
PROPOSED PARKING:	14 SPACES
MAXIMUM PARKING ALLOWED:	NO MAX FOR PROPOSED USE
PARKING SURFACE PROVIDED:	GRAVEL PER ZONING ORDINANCE 106.404.11(B)



GENERAL NOTES

ALL CONSTRUCTION METHODS AND MATERIALS SHALL CONFORM TO THE CONSTRUCTION STANDARDS AND SPECIFICATIONS OF THE CITY OF SALEM AND/OR THE VIRGINIA DEPARTMENT OF TRANSPORTATION.

THE CONTRACTOR OR DEVELOPER IS REQUIRED TO NOTIFY THE CITY OF SALEM ENGINEERING DEPARTMENT AT LEAST THREE (3) DAYS PRIOR TO ANY CONSTRUCTION, INCLUDING BUT NOT LIMITED TO THE FOLLOWING:

- A. INSTALLATION OF APPROVED EROSION CONTROL DEVICES.
- B. DEMOLITION OF EXISTING STRUCTURES.
- C. SUBGRADE EXCAVATION.
- D. INSTALLING STORM SEWERS OR CULVERTS.
- E. PLACING GRAVEL BASE.
- F. PLACING ANY ROADWAY SURFACE/CURBING

A PRE-CONSTRUCTION CONFERENCE SHALL BE SCHEDULED WITH THE CITY OF SALEM ENGINEERING DEPARTMENT, TO BE HELD AT LEAST ONE DAY PRIOR TO ANY CONSTRUCTION.

AN APPROVED SET OF PLANS AND ALL PERMITS MUST BE AVAILABLE AT THE CONSTRUCTION SITE.

FIELD CONSTRUCTION SHALL HONOR PROPOSED DRAINAGE DIVIDES AS SHOWN ON PLANS.

CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS AT THE JOB SITE.

THE CONTRACTOR SHALL VERIFY BUILDING SIZE WITH THE ARCHITECTURAL PLANS DURING CONSTRUCTION FOR THE STRUCTURAL FOOTING LOCATIONS, ANY BUILDING OVERHANGS, ETC. THE CONTRACTOR SHALL ALSO REFER TO THESE DRAWINGS FOR THE EXACT UTILITY CONNECTION LOCATIONS AND SIZING. THE CONTRACTOR SHALL NOTIFY THE ENGINEER AND/OR THE ARCHITECT OF ANY DISCREPANCIES THAT WILL CAUSE A CONSTRUCTION CONFLICT.

THE CONTRACTOR SHALL PROVIDE ADEQUATE MEANS OF CLEANING MUD FROM TRUCKS AND/OR OTHER EQUIPMENT PRIOR TO ENTERING PUBLIC STREETS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO ENSURE THE THAT STREETS ARE IN A CLEAN, MUD AND DUST-FREE CONDITION AT ALL TIMES.

THE DEVELOPER AND/OR CONTRACTOR SHALL SUPPLY ALL UTILITY COMPANIES WITH COPIES OF APPROVED PLANS, ADVISING THEM THAT ALL GRADING AND INSTALLATION SHALL CONFORM TO APPROVED PLANS.

CONTRACTORS SHALL NOTIFY UTILITIES OF PROPOSED CONSTRUCTION AT LEAST TWO, BUT NOT MORE THAN TEN WORKING DAYS IN ADVANCE. AREA PUBLIC UTILITIES MAY BE NOTIFIED THROUGH MISS UTILITY AT (800) 552-7001.

LOCATION OF UNDERGROUND UTILITIES IS BASED ON FIELD SURVEYS, AS SHOWN BY AVAILABLE RECORDS, AND AS LOCATED BY THE UTILITY LOCATOR SERVICE. CONTRACTOR SHALL VERIFY LOCATION OF ALL UTILITIES PRIOR TO BEGINNING CONSTRUCTION.

THE SITE WORK AND LANDSCAPING CONTRACTOR(S) SHALL COMPLY WITH LOCAL CODES IN OBSERVING EROSION CONTROL MEASURES, BOTH ON AND OFF THE SITE. REFER TO THE VIRGINIA UNIFORM CODING SYSTEM CONTAINED IN THE VIRGINIA SOIL EROSION AND SEDIMENT CONTROL HANDBOOK, LATEST EDITION, FOR DETAILS AND SPECIFICATIONS OF EROSION CONTROL ITEMS SHOWN ON THESE PLANS.

ALL PAVING AND CURBING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE VIRGINIA DEPARTMENT OF TRANSPORTATION STANDARDS AND SPECIFICATIONS.

CONSTRUCTION DEBRIS SHALL BE CONTAINED IN ACCORDANCE WITH THE VIRGINIA LITTER CONTROL ACT. NO LESS THAN ONE LITTER RECEPTACLE SHALL BE PROVIDED ON-SITE.

I, _____, HAVE BEEN INFORMED BY THE CITY OF SALEM ENGINEERING DEPARTMENT THAT I WILL BE RESPONSIBLE FOR OBTAINING THE PROPER PERMITS FOR THIS PROJECT FROM THE VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY.

SIGNATURE

DATE

LEGEND

-----348-----	EX. INTRMDT. CONTOUR	-----345-----	EX. INDEX CONTOUR	-----348-----	EX. INTRMDT. CONTOUR
-----345-----	EX. INDEX CONTOUR	-----345-----	EX. INDEX CONTOUR	-----345-----	EX. INDEX CONTOUR
+ 35.55	EX. SPOT ELEVATION	+ 35.55	EX. SPOT ELEVATION	+ 35.55	EX. SPOT ELEVATION
8" WL	EX. WATER LINE	8" WL	EX. WATER LINE	8" WL	EX. WATER LINE
8" SAN	EX. SANITARY SEWER	8" SAN	EX. SANITARY SEWER	8" SAN	EX. SANITARY SEWER
18" RCP	EX. STORM PIPE	18" RCP	EX. STORM PIPE	18" RCP	EX. STORM PIPE
-----	EX. EDGE OF PAVEMENT	-----	EX. EDGE OF PAVEMENT	-----	EX. EDGE OF PAVEMENT
-----	EX. BUILDING	-----	EX. BUILDING	-----	EX. BUILDING
-----	EX. CONCRETE	-----	EX. CONCRETE	-----	EX. CONCRETE
-----	EX. PAVEMENT	-----	EX. PAVEMENT	-----	EX. PAVEMENT
-----	EX. GRAVEL	-----	EX. GRAVEL	-----	EX. GRAVEL
-----	PAVEMENT REPLACEMENT	-----	PAVEMENT REPLACEMENT	-----	PAVEMENT REPLACEMENT
-----	EX. POWER POLE	-----	EX. POWER POLE	-----	EX. POWER POLE
-----	EX. SANITARY SEWER MANHOLE	-----	EX. SANITARY SEWER MANHOLE	-----	EX. SANITARY SEWER MANHOLE
-----	EX. STORM SEWER MANHOLE	-----	EX. STORM SEWER MANHOLE	-----	EX. STORM SEWER MANHOLE
-----	CLEANOUT	-----	CLEANOUT	-----	CLEANOUT
-----	EX. LIGHT POLE	-----	EX. LIGHT POLE	-----	EX. LIGHT POLE
-----	WATER LINE REDUCER	-----	WATER LINE REDUCER	-----	WATER LINE REDUCER
-----	EX. TELEPHONE	-----	EX. TELEPHONE	-----	EX. TELEPHONE
-----	EX. GAS LINE	-----	EX. GAS LINE	-----	EX. GAS LINE
-----	EX. OVERHEAD CABLE	-----	EX. OVERHEAD CABLE	-----	EX. OVERHEAD CABLE
-----	EX. FENCE	-----	EX. FENCE	-----	EX. FENCE
-----	EX. TREE LINE	-----	EX. TREE LINE	-----	EX. TREE LINE
-----	ADJOINING PROPERTY LINE	-----	ADJOINING PROPERTY LINE	-----	ADJOINING PROPERTY LINE
-----	EXISTING ROAD MONUMENTS	-----	EXISTING ROAD MONUMENTS	-----	EXISTING ROAD MONUMENTS
-----	WETLAND AREA	-----	WETLAND AREA	-----	WETLAND AREA
-----	PROP. INTRMDT. CONTOUR	-----	PROP. INTRMDT. CONTOUR	-----	PROP. INTRMDT. CONTOUR
-----	PROP. INDEX CONTOUR	-----	PROP. INDEX CONTOUR	-----	PROP. INDEX CONTOUR
-----	PROP. SPOT ELEVATION	-----	PROP. SPOT ELEVATION	-----	PROP. SPOT ELEVATION
-----	PROP. WATER LINE	-----	PROP. WATER LINE	-----	PROP. WATER LINE
-----	PROP. SANITARY SEWER	-----	PROP. SANITARY SEWER	-----	PROP. SANITARY SEWER
-----	PROP. STORM PIPE	-----	PROP. STORM PIPE	-----	PROP. STORM PIPE
-----	PROP. EDGE OF PAVEMENT	-----	PROP. EDGE OF PAVEMENT	-----	PROP. EDGE OF PAVEMENT
-----	PROP. BUILDING	-----	PROP. BUILDING	-----	PROP. BUILDING
-----	PROP. CONCRETE	-----	PROP. CONCRETE	-----	PROP. CONCRETE
-----	PROP. ASPHALT PAVEMENT (STANDARD/HEAVY DUTY)	-----	PROP. ASPHALT PAVEMENT (STANDARD/HEAVY DUTY)	-----	PROP. ASPHALT PAVEMENT (STANDARD/HEAVY DUTY)
-----	PROP. GRAVEL	-----	PROP. GRAVEL	-----	PROP. GRAVEL
-----	PROP. PAVERS	-----	PROP. PAVERS	-----	PROP. PAVERS
-----	PROP. POWER POLE	-----	PROP. POWER POLE	-----	PROP. POWER POLE
-----	PROP. MANHOLE	-----	PROP. MANHOLE	-----	PROP. MANHOLE
-----	SIGN	-----	SIGN	-----	SIGN
-----	WATER METER	-----	WATER METER	-----	WATER METER
-----	PROP. GATE VALVE	-----	PROP. GATE VALVE	-----	PROP. GATE VALVE
-----	BLOW-OFF VALVE	-----	BLOW-OFF VALVE	-----	BLOW-OFF VALVE
-----	BENCHMARK	-----	BENCHMARK	-----	BENCHMARK
-----	PROP. GAS LINE	-----	PROP. GAS LINE	-----	PROP. GAS LINE
-----	PROP. OVERHEAD CABLE	-----	PROP. OVERHEAD CABLE	-----	PROP. OVERHEAD CABLE
-----	PROP. UNDERGRND POWER LINE	-----	PROP. UNDERGRND POWER LINE	-----	PROP. UNDERGRND POWER LINE
-----	PROP. FENCE	-----	PROP. FENCE	-----	PROP. FENCE
-----	PROP. TREE LINE	-----	PROP. TREE LINE	-----	PROP. TREE LINE
-----	SITE PROPERTY LINE	-----	SITE PROPERTY LINE	-----	SITE PROPERTY LINE
-----	INLET PROTECTION	-----	INLET PROTECTION	-----	INLET PROTECTION

ABBREVIATIONS

AHFH	ARROW HEAD TOP OF FIRE HYDRANT	EVCS	END VERT. CURVE STA.	RR	RAILROAD
APPROX	APPROXIMATE	EW	ENDWALL	RYS	REAR YARD SETBACK
ASPH	ASPHALT	EXIST	EXISTING	SAN	SANITARY
BC	BACK OF CURB	FDN	FOUNDATION	SBL	SOUTH BOUND LANE
BIT	BITUMINOUS	FF	FINISHED FLOOR	SD	STORM DRAIN
BLDG	BUILDING	FG	FINISH GRADE	SECT	SECTION
BLK	BLOCK	GBE	GRADE BREAK ELEVATION	SE	SLOPE EASEMENT
BM	BENCHMARK	GBS	GRADE BREAK STATION	SS	SANITARY SEWER
BS	BOTTOM OF BOTTOM STEP	HOA	HOMEOWNERS ASSOCIATION	SSD	STOPPING SIGHT DISTANCE
BVCE	BEGIN VERT. CURVE ELEV.	HPT	HIGH POINT	SSE	SANITARY SEWER EASEMENT
BVCS	BEGIN VERT. CURVE STA.	HSD	HEADLIGHT SIGHT DISTANCE	STA	STATION
BW	BOTTOM OF WALL	INTX	INTERSECTION	STD	STANDARD
CB	CINDER BLOCK	INV	INVERT	STO	STORAGE
C&G	CURB & GUTTER	IP	IRON PIN	SYS	SIDE YARD SETBACK
CMP	CORRUGATED METAL PIPE	LT	LEFT	TBM	TEMPORARY BENCHMARK
CONC	CONCRETE	LVC	LENGTH OF VERTICAL CURVE	TBR	TO BE REMOVED
COR	CORNER	MH	MANHOLE	TC	TOP OF CURB
DBL	DOUBLE	MIN	MINIMUM	TEL	TELEPHONE
DEFL	DEFLECTION	MBL	MINIMUM BUILDING LINE	TRANS	TRANSFORMER
DI	DROP INLET	MON	MONUMENT	TS	TOP OF TOP STEP
DIA	DIAMETER	NBL	NORTH BOUND LANE	TW	TOP OF WALL
DE	DRAINAGE EASEMENT	PROP	PROPOSED	TYP	TYPICAL
ELEC	ELECTRIC	PUE	PUBLIC UTILITY EASEMENT	VDOT	VIRGINIA DEPARTMENT OF TRANSPORTATION
ELEV	ELEVATION	PVMT	PAVEMENT	VERT	VERTICAL
ENTR	ENTRANCE	R	RADIUS	WBL	WEST BOUND LANE
EP	EDGE OF PAVEMENT	RT	RIGHT	YD	YARD
EVCE	END VERT. CURVE ELEV.	R.O.W.	RIGHT OF WAY		
		REQD	REQUIRED		



ENGINEERS NOTES:

BALZER AND ASSOCIATES, INC. ASSUMES NO RESPONSIBILITY FOR ADEQUACY OF PLANS OR FOR INFORMATION ON PLANS UNTIL SUCH PLANS HAVE BEEN APPROVED BY THE REQUIRED PUBLIC AGENCIES.

ANY WORK COMMENCED ON A PROJECT PRIOR TO PLAN APPROVAL IS AT SOLE RISK OF THE DEVELOPER.

BALZER AND ASSOCIATES, INC. WILL NOT BE RESPONSIBLE FOR THE CONTRACTORS FAILURE TO CARRY OUT THE WORK IN ACCORDANCE WITH THE PLANS OR WILL NOT BE RESPONSIBLE FOR ACTS OR OMISSIONS OF THE CONTRACTOR, SUBCONTRACTORS, OR THEIR AGENTS OR EMPLOYEES, OR OF ANY OTHER PERSONS PERFORMING PORTIONS OF THE WORK.

SOURCE OF TOPOGRAPHIC MAPPING IS FIELD SURVEY PERFORMED BY BALZER AND ASSOCIATES, INC., DATED DECEMBER 2015 & SUPPLEMENTAL COMPILED AERIAL GIS INFORMATION.



BALZER & ASSOCIATES
PLANNERS / ARCHITECTS
ENGINEERS / SURVEYORS

Roanoke / Richmond
New River Valley / Staunton
Harrisonburg / Lynchburg
www.balzer.cc

1208 Corporate Circle
Roanoke, VA 24018
540.772.9580



PRESTON PLACE PARKING EXPANSION

COVER

DRAWN BY: CLL
DESIGNED BY: BTC
CHECKED BY: BTC
DATE: 4/30/2019
SCALE: AS SHOWN
REVISIONS: 6/5/2019

C1
PROJECT NO: 04190026.00

1. NO CONSTRUCTION/FIELD CHANGES WITHOUT THE APPROVAL OF THE CONSULTING ENGINEER AND CITY OF SALEM.

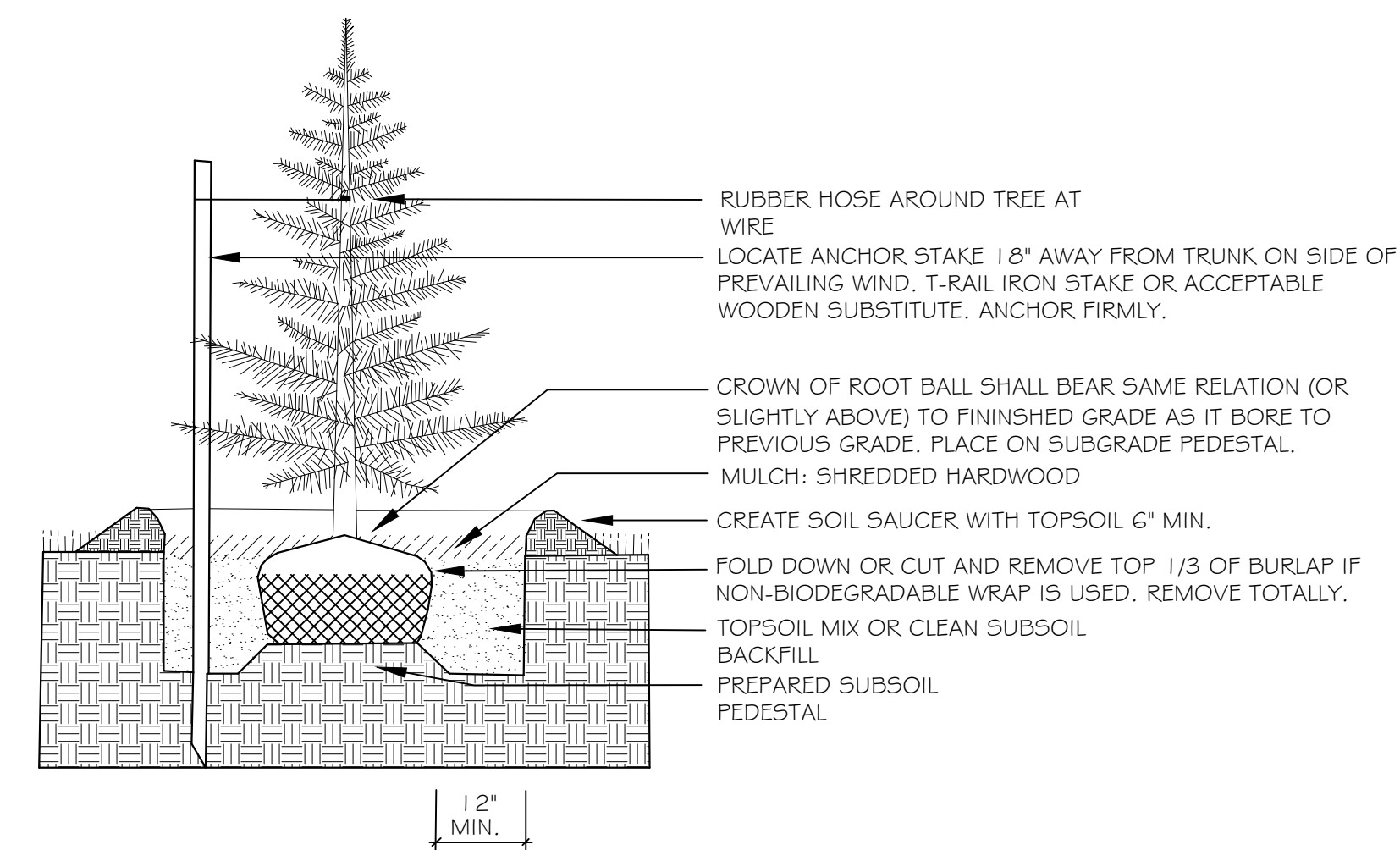
RIGHT OF WAY LANDSCAPING: WEST MAIN STREET
1 DEC. TREE PER 320 S.F. OF LANDSCAPE AREA
(552 S.F.)
REQUIRED: 2 TREES
PROVIDED: 2 TREES

1 DEC. TREE PER 160 S.F. OF LANDSCAPE AREA
(480 S.F.)
REQUIRED: 3 TREES
PROVIDED: 4 TREES & 5 EX. TREES TO REMAIN

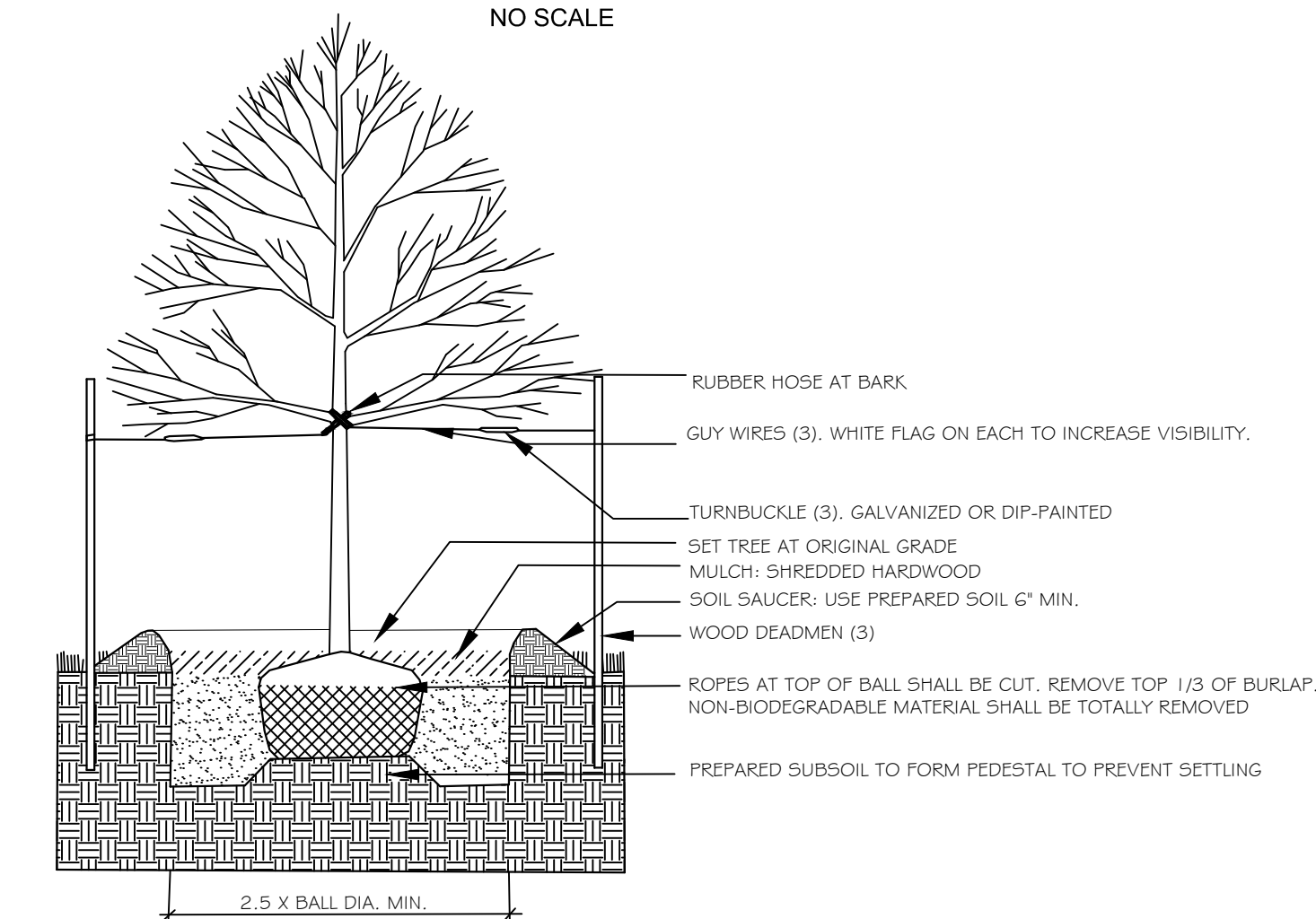
1 TREE PER 10 PARKING SPACES
(14 PARKING SPACES SHOWN)
REQUIRED: 2 TREES
PROVIDED: 2 TREES

REQUIRED: 1 TREE
PROVIDED: 1 TREE

SYMBOL	BOTANICAL NAME:	COMMON NAME:	PLANTING SPECS:	TOTAL QUANTITY
	ACER RUBRUM AUTUMN GLORY	AUTUMN GLORY RED MAPLE	MIN. 2" CALIPER	8
	ACER RUBRUM AUTUMN GLORY	AUTUMN GLORY RED MAPLE	MIN. 3" CALIPER & 5' HEIGHT (URBAN FOREST OVERLAY TREE)	1
	THUJA X 'GIGANTEOIDES'	GREEN GIANT ARBOREVITAE	MIN. PLANTING HEIGHT 5'	4

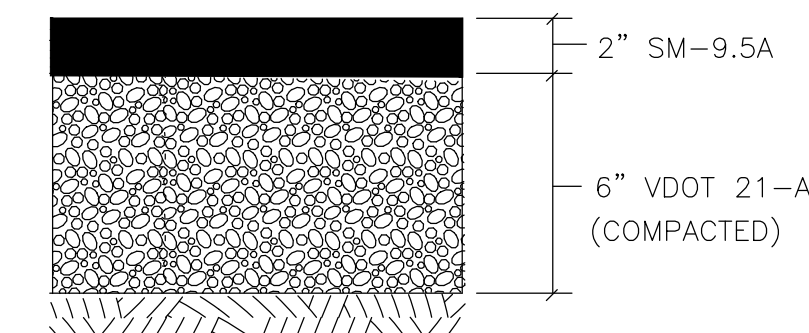


NO SCALE

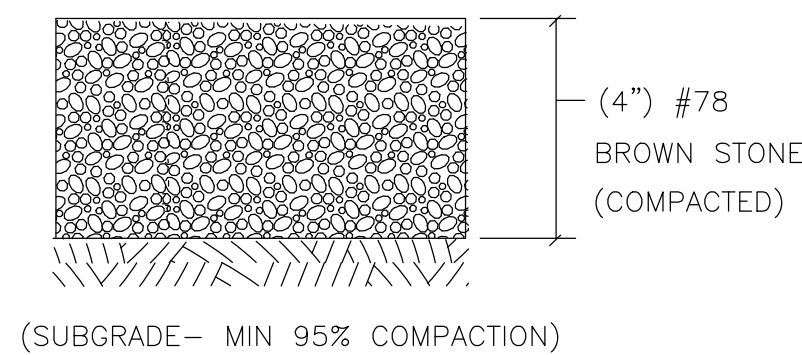


NO SCALE

1. 6" STONE BASE MUST BE PLACED IN TWO LIFTS OF NO MORE THAN 4" EACH.
2. A TACK COAT SHALL BE APPLIED BETWEEN ASPHALT PAVEMENT LAYERS
3. G.C. TO ENSURE A MINIMUM OF 95% COMPACTION OF THE SUBGRADE PRIOR TO STONE/ASPHALT PLACEMENT.



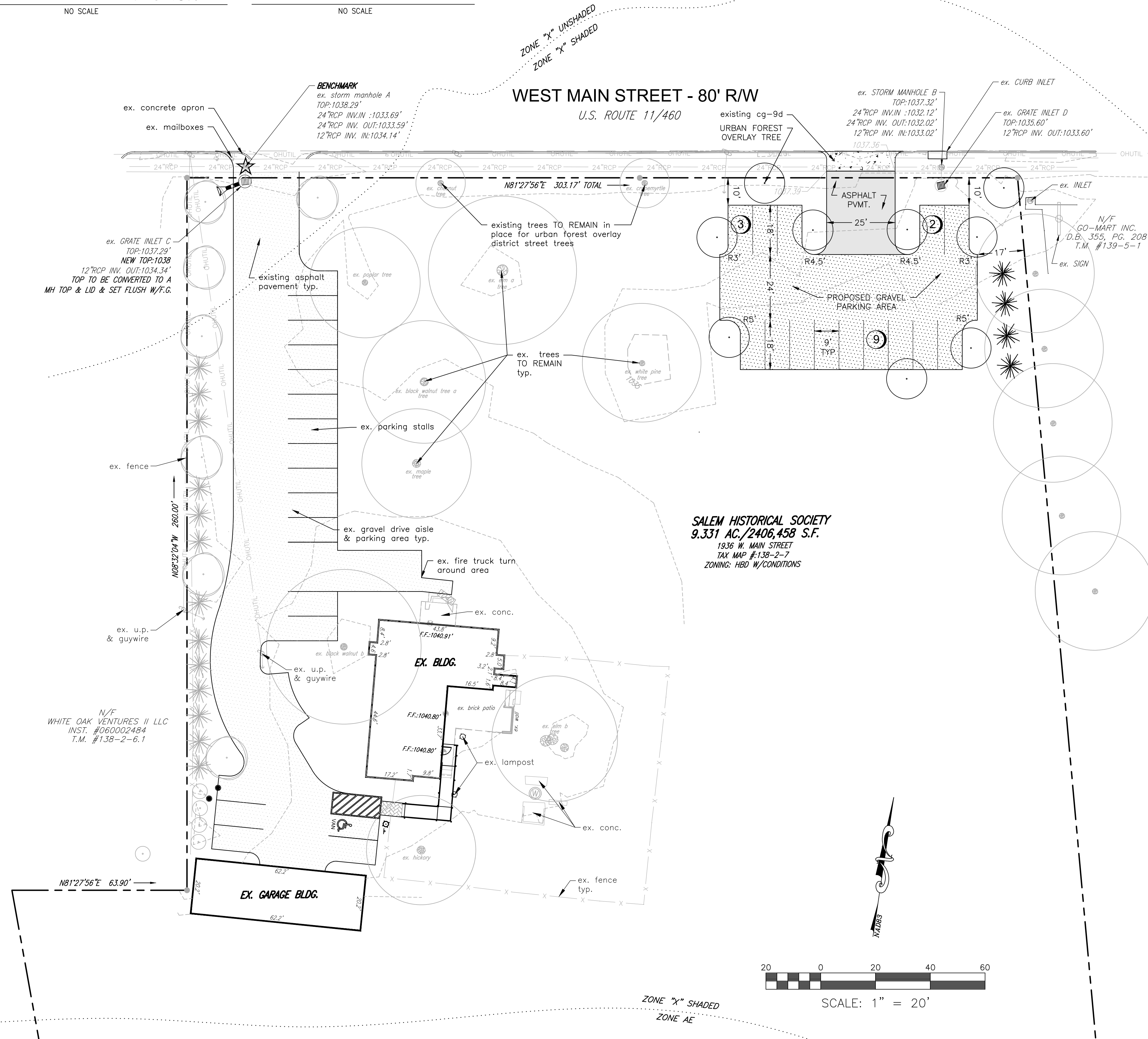
(SUBGRADE— MIN 95% COMPACTION)



(SUBGRADE— MIN 95% COMPACTION)

NO SCALE

NO SCALE

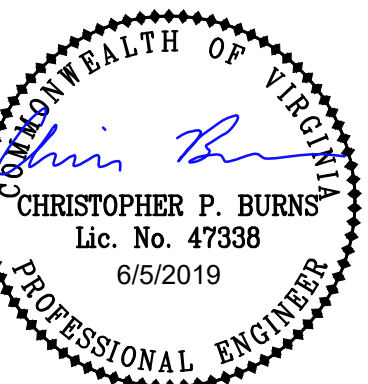


BALZER
& ASSOCIATES
 PLANNERS / ARCHITECTS
 ENGINEERS / SURVEYORS

Roanoke / Richmond
New River Valley / Staunton
Harrisonburg / Lynchburg

www.balzer.cc

208 Corporate Circle
Roanoke, VA 24018
540.772.9580



PRESSION PLACE PARKING EXPANSION

EXISTING CONDITIONS & LAYOUT PLAN

CITY OF SALEM, ROANOKE COUNTY, VIRGINIA

DRAWN BY	CLL
DESIGNED BY	BTC
CHECKED BY	BTC
DATE	4/30/2019
SCALE	1" = 20'
REVISIONS	
6/2019	

C2

EROSION & SEDIMENT CONTROL LEGEND:

3.02	TEMPORARY STONE CONSTRUCTION ENTRANCE	CE	3.31	TEMPORARY SEEDING	TS
3.05	SILT FENCE	SF	3.32	PERMANENT SEEDING	PS
3.07	STORM DRAIN INLET PROTECTION	IP	3.35	MULCHING	MU

CONSTRUCTION SEQUENCING NOTES:

1. THE CONSTRUCTION ENTRANCE SHALL BE INSTALLED AS A FIRST STEP. THE EXISTING GRAVEL BASE SHALL BE UTILIZED TO THE MAXIMUM EXTENT POSSIBLE FOR CONSTRUCTION ACCESS.
2. SILT FENCE TO BE INSTALLED AS SHOWN. THE SILT FENCE SHALL BE MAINTAINED THROUGHOUT THE DURATION OF THE PROJECT. THE R.L.D. ASSIGNED TO THE PROJECT SHALL ENSURE ALL REGULATIONS ARE FOLLOWED AND DOCUMENTED THROUGHOUT THE ENTIRE PROJECT TO PREVENT THE EXCESSIVE BUILD-UP OF SEDIMENT.
3. INLET PROTECTION SHALL BE PROVIDED FOR THE EXISTING STORMWATER INLET.
4. G.C. SHALL PAY SPECIAL ATTENTION TO ENSURE SEDIMENT LADEN RUNOFF IS NOT DIRECTED TOWARDS THE ADJACENT PUBLIC RIGHT OF WAY AND THERE SHALL BE NO MUD 'TRACKING' FROM THE SITE INTO THE PUBLIC RIGHT OF WAY.
5. GRADING OPERATIONS SHALL TAKE PLACE AT THIS TIME AFTER ALL REQUIRED PERMITS HAVE BEEN OBTAINED.
6. TEMPORARY SEEDING SHALL BE PROVIDED WITHIN 7 DAYS FOR ALL AREAS THAT WILL NOT RECEIVE PAVEMENT OR OTHER PERMANENT IMPROVEMENTS WITHIN 14 DAYS.
7. G.C. SHALL PAY SPECIAL ATTENTION DURING THE CONSTRUCTION OF THE PARKING AREAS & DRIVE AISLES ALONG WEST MAIN STREET TO ENSURE NO SEDIMENT OR SEDIMENT LADEN RUNOFF IS TRANSPORTED DOWNSTREAM ALONG THE PAVEMENT, CURB & GUTTER, OR WITHIN THE STORM SEWER SYSTEM.
8. PAVEMENT AND LANDSCAPING SHALL BE INSTALLED AT THIS TIME.
9. AFTER FINAL SITE STABILIZATION AND AT VARIOUS CONSTRUCTION STAGES OF THE PROJECT AND CITY OF SALEM APPROVAL, INLET PROTECTION, SILT FENCE, AND THE CONSTRUCTION ENTRANCE CAN BE REMOVED.
10. G.C. SHALL ENSURE THAT THE LIMITS OF DISTURBANCE ARE STRICTLY ADHERED TO DURING THE PROJECT.
12. NO DEVIATIONS TO THE PLANS SHALL TAKE PLACE UNLESS PRIOR APPROVAL FROM THE OWNER, PROJECT ENGINEER, AND THE APPROPRIATE REVIEW AGENCIES.

*NOTE: CITY OF SALEM INSPECTION AND APPROVAL IS REQUIRED PRIOR TO THE REMOVAL OF EROSION AND SEDIMENT CONTROL MEASURES.

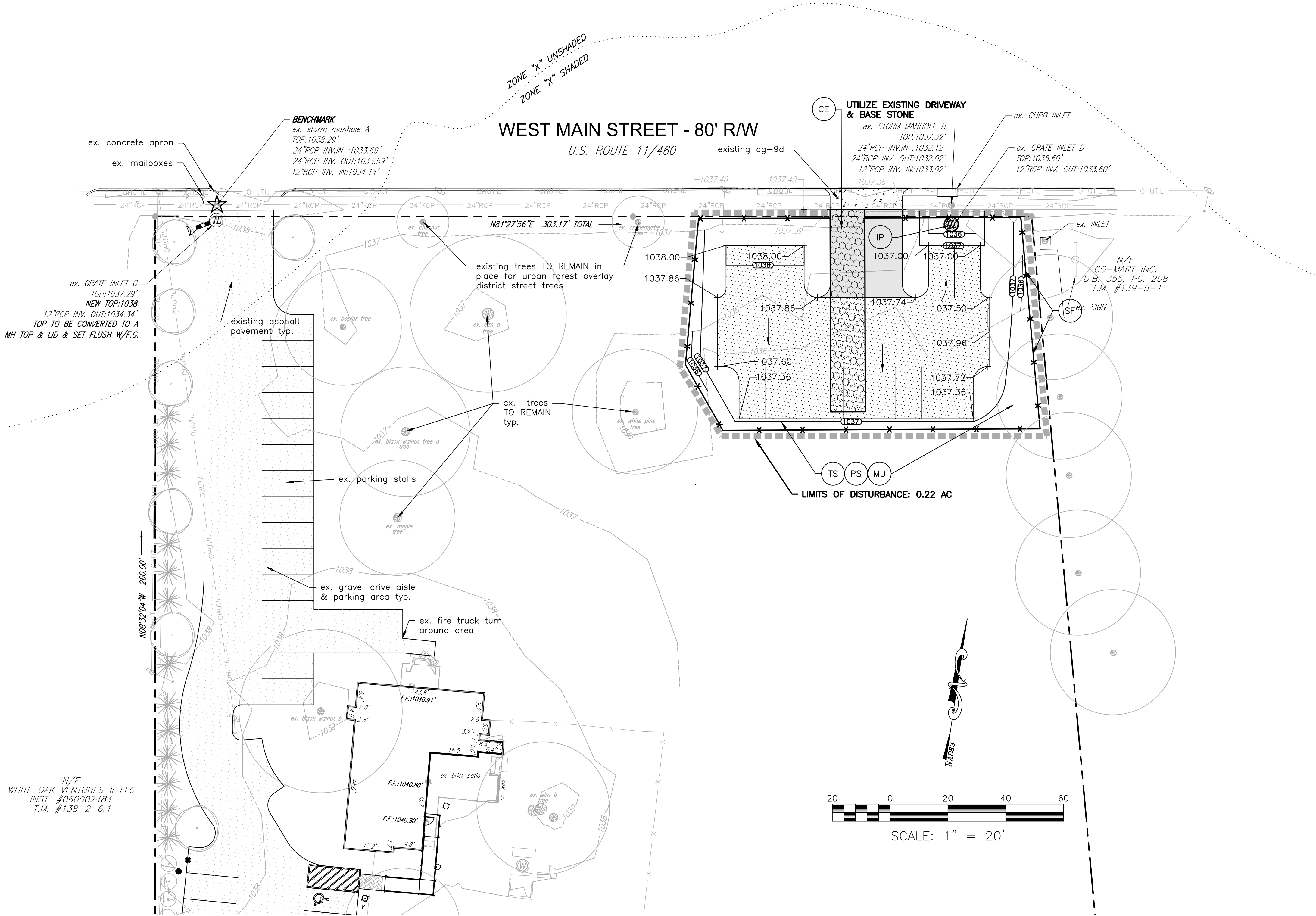
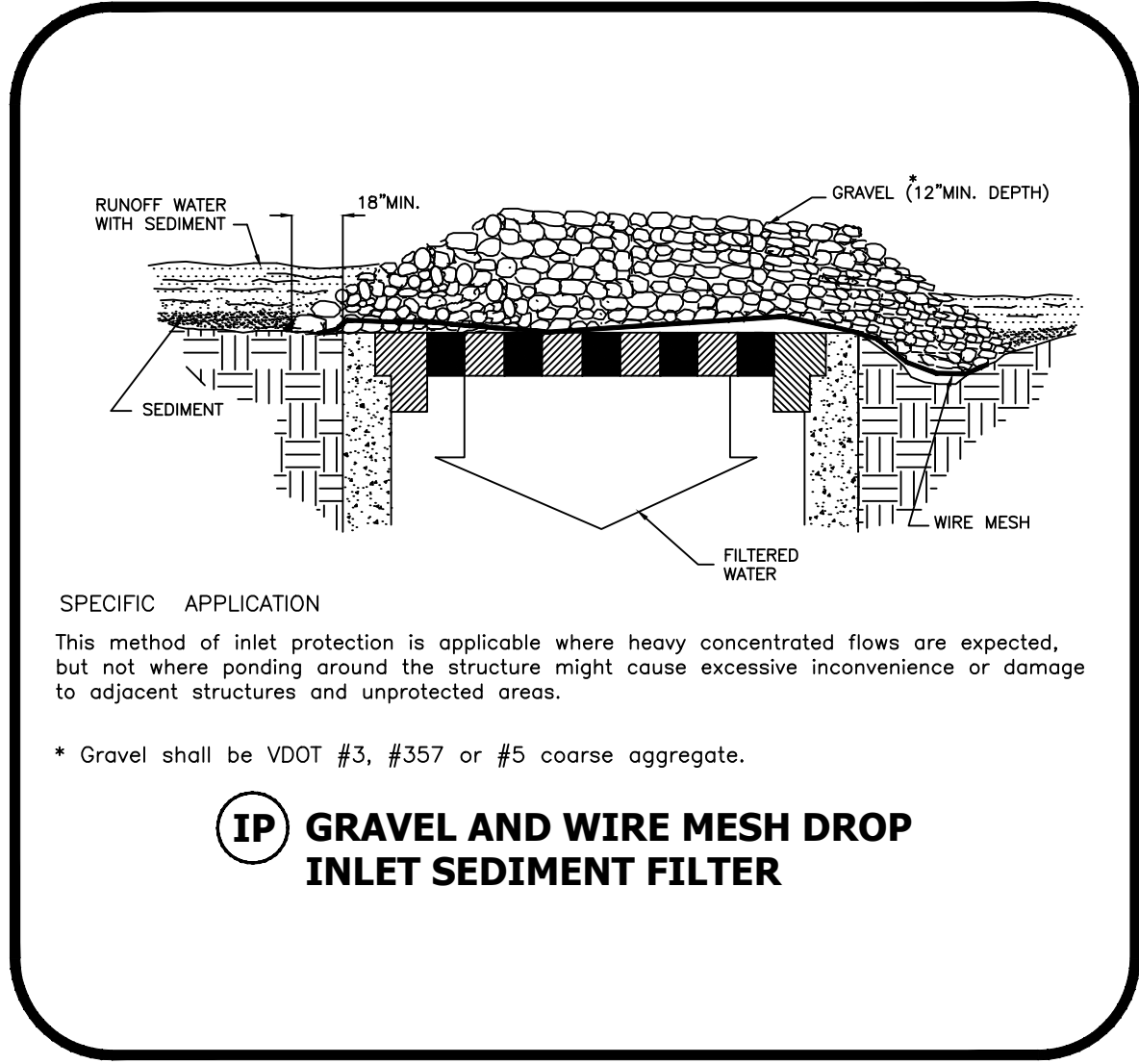
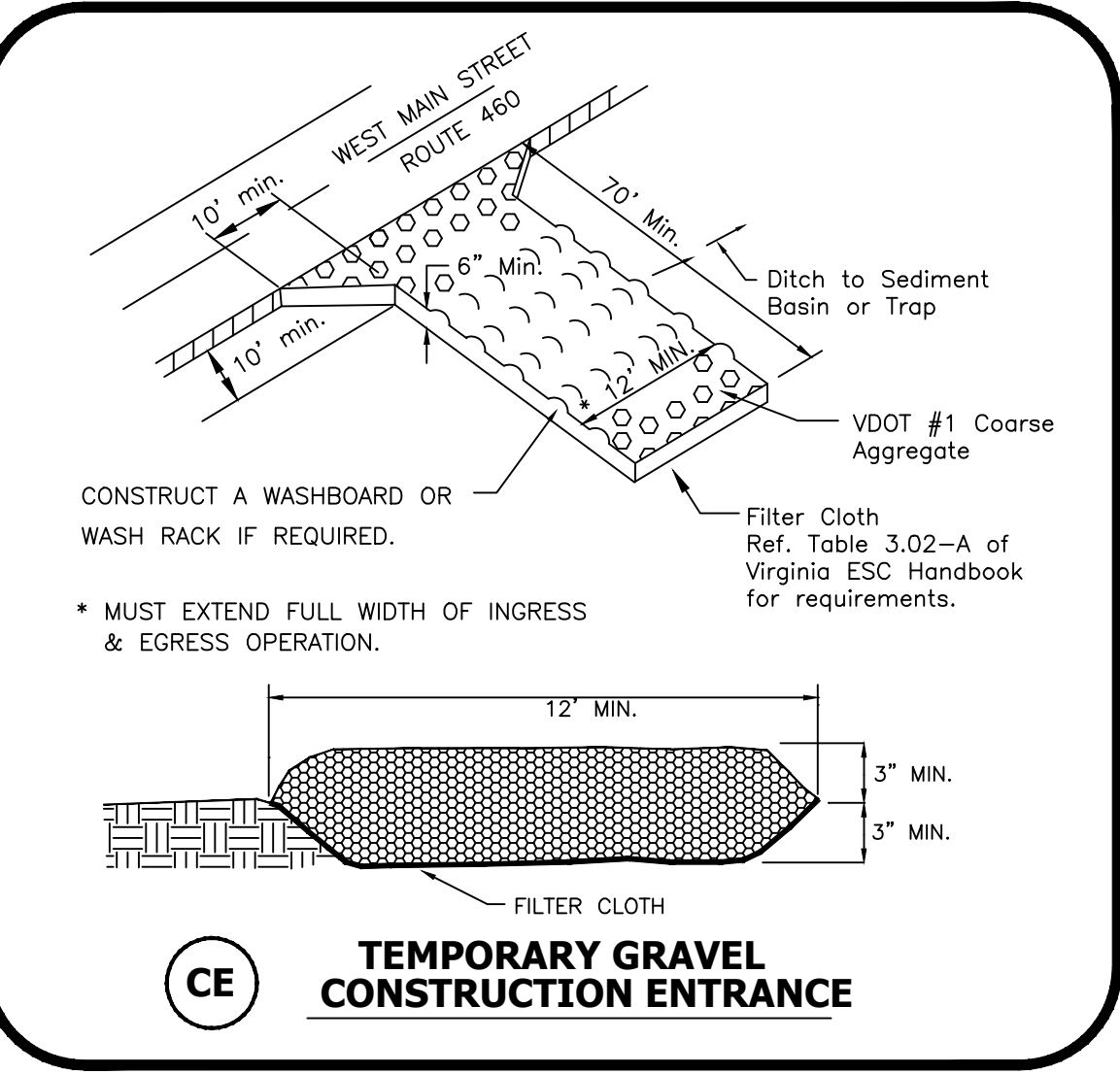
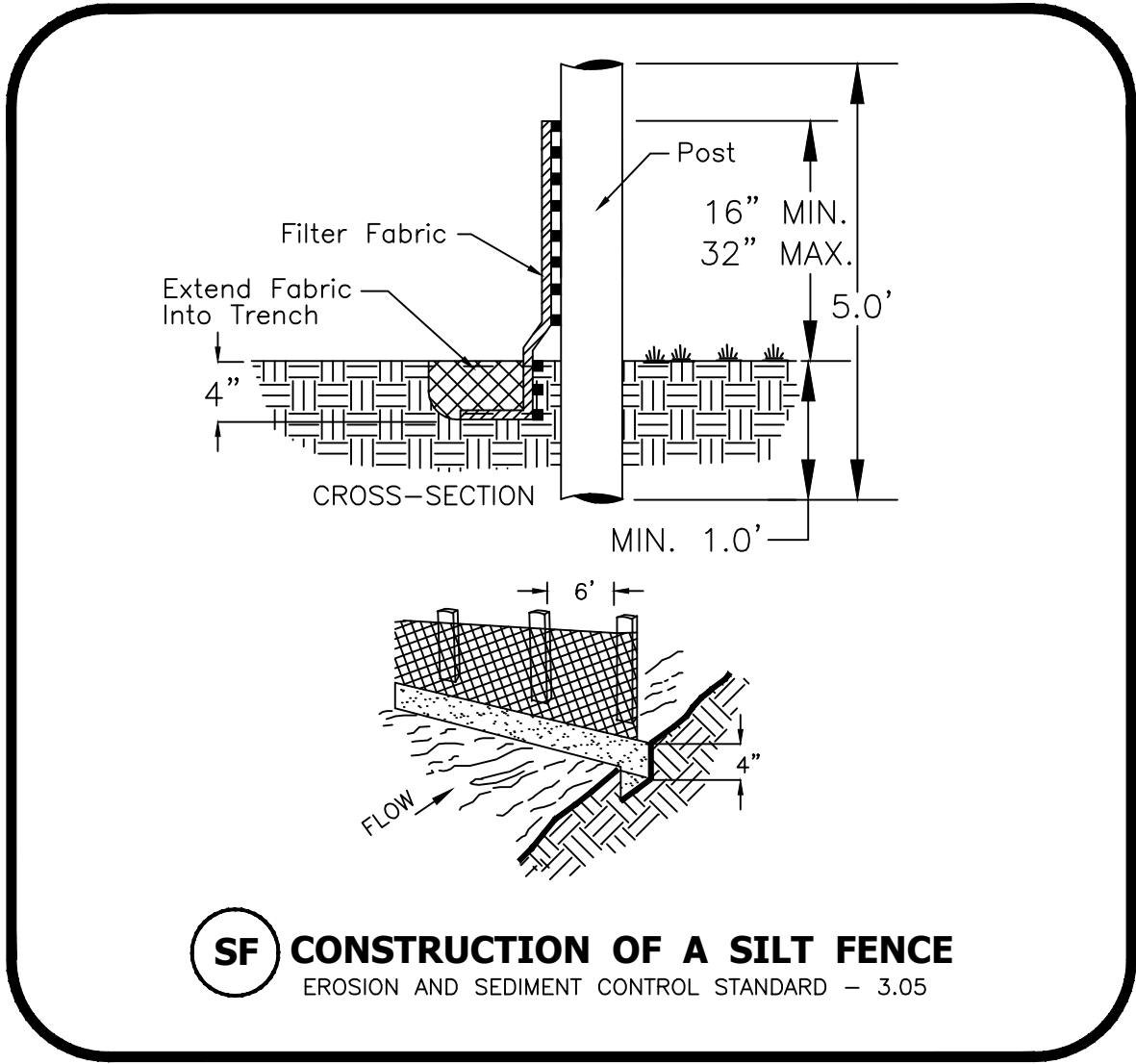
GENERAL EROSION AND SEDIMENT CONTROL NOTES

1. ALL SOIL EROSION & SEDIMENT CONTROL MEASURES SHALL BE ACCOMPLISHED IN STRICT ACCORDANCE WITH THE STANDARDS AND SPECIFICATIONS CONTAINED IN THE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK, LATEST EDITION.
2. THE APPROVING AUTHORITY MAY ADD TO, DELETE, RELOCATE, CHANGE, OR OTHERWISE MODIFY CERTAIN EROSION AND SEDIMENT CONTROL MEASURES WHERE FIELD CONDITIONS ARE ENCOUNTERED THAT WARRANT SUCH MODIFICATIONS.
3. ALL SOIL EROSION AND SEDIMENT CONTROL MEASURES AS SHOWN ON THE PLAN SHALL BE PLACED IN ADVANCE OF THE WORK BEING PERFORMED, AS FAR AS PRACTICAL.
4. IN NO CASE DURING CONSTRUCTION SHALL WATER RUNOFF BE DIVERTED OR ALLOWED TO FLOW TO LOCATIONS WHERE ADEQUATE PROTECTION HAS NOT BEEN PROVIDED.
5. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO LEAVE THE SITE ADEQUATELY PROTECTED AGAINST EROSION, SEDIMENTATION, OR ANY DAMAGE TO ANY ADJACENT PROPERTY AT THE END OF EACH DAY'S WORK.
6. FOR THE EROSION CONTROL KEY SYMBOLS SHOWN ON THE PLANS, REFER TO THE VIRGINIA UNIFORM CODING SYSTEM FOR EROSION AND SEDIMENT CONTROL PRACTICES CONTAINED IN THE VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK, LATEST EDITION. THESE SYMBOLS AND KEYS ARE TO BE UTILIZED ON ALL EROSION CONTROL PLANS SUBMITTED TO ROANOKE COUNTY.
7. THE LOCATION OF ALL OFF-SITE FILL OR BORROW AREAS ASSOCIATED WITH THE CONSTRUCTION PROJECT WILL BE PROVIDED TO ROANOKE COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT. AN EROSION CONTROL PLAN OR MEASURES MAY BE REQUIRED FOR THIS AREA.
8. THIS SHEET MAY NOT BE MODIFIED EXCEPT FOR TABLES

TOTAL DISTURBED AREA = 0.22 AC. = 9,585 SQ. FT.

GENERAL GRADING NOTES:

1. NO CONSTRUCTION/FIELD CHANGES WITHOUT THE APPROVAL OF THE CONSULTING ENGINEER AND THE CITY OF SALEM.
2. ANY CHANGES IN GRADES OR ESC MEASURES WILL REQUIRE A NEW SET OF PLANS STAMPED BY THE CONSULTING ENGINEER.



BALZER & ASSOCIATES
PLANNERS / ARCHITECTS
ENGINEERS / SURVEYORS

Roanoke / Richmond
New River Valley / Staunton
Harrisonburg / Lynchburg
www.balzer.cc

1208 Corporate Circle
Roanoke, VA 24018
540.772.9580



PRESTON PLACE PARKING EXPANSION

GRADING, EROSION & SEDIMENT CONTROL PLAN

1938 WEST MAIN STREET
CITY OF SALEM, ROANOKE COUNTY, VIRGINIA

DRAWN BY: CLL
DESIGNED BY: BTC
CHECKED BY: BTC
DATE: 4/30/2019
SCALE: 1" = 20'
REVISIONS:
6/5/2019

SITE CONSTRUCTION PLAN GENERAL NOTES

ALL MATERIALS AND CONSTRUCTION WITHIN THE PUBLIC RIGHT-OF-WAY SHALL BE IN ACCORDANCE WITH CURRENT VDOT STANDARDS AND SPECIFICATIONS.

THE CONTRACTOR SHALL VERIFY THE ELEVATIONS OF ALL POINTS OF CONNECTION OR PROPOSED WORK TO EXISTING CURBS, SANITARY LINES, WATER LINES, ETC., PRIOR TO CONSTRUCTION. CONTACT THE CONSULTING ENGINEER IF ANY DISCREPANCIES ARE FOUND.

UPON THE DISCOVERY OF SOILS THAT ARE UNSUITABLE FOR FOUNDATIONS, SUBGRADES, OR OTHER ROADWAY CONSTRUCTION PURPOSES, THE CONTRACTOR SHALL IMMEDIATELY CONTACT A GEOTECHNICAL ENGINEER AND/OR ROANOKE COUNTY. THESE AREAS SHALL BE EXCAVATED BELOW PLAN GRADE AS DIRECTED BY THE GEOTECHNICAL ENGINEER, BACKFILLED WITH SUITABLE MATERIAL AND COMPACTED IN ACCORDANCE WITH CURRENT VDOT SPECIFICATIONS.

ALL STORM SEWER DESIGN AND CONSTRUCTION TO BE IN ACCORDANCE WITH VDOT STANDARDS AND SPECIFICATIONS.

ALL ENTRANCES ARE TO BE DESIGNED AND CONSTRUCTED IN ACCORDANCE WITH CURRENT VDOT STANDARDS.

CONTRACTOR SHALL VERIFY LOCATION AND ELEVATION OF ALL UNDERGROUND UTILITIES SHOWN ON PLANS IN AREAS OF CONSTRUCTION PRIOR TO STARTING WORK. CONTACT ENGINEER IMMEDIATELY IF LOCATION OR ELEVATION IS DIFFERENT FROM THAT SHOWN ON PLAN. IF THERE APPEARS TO BE A CONFLICT, AND/OR UPON DISCOVERY OF ANY UTILITY SHOWN ON THIS PLAN, CALL MISS UTILITY OF CENTRAL VIRGINIA AT 1-800-552-7001. THE DEVELOPER SHALL BE RESPONSIBLE FOR THE RELOCATION OF ANY UTILITY WITHIN EXISTING AND/OR PROPOSED RIGHT-OF-WAY REQUIRED BY THE DEVELOPMENT.

CASING SLEEVES SHALL BE PLACED AT ALL PAVEMENT CROSSINGS FOR GAS, POWER, TELEPHONE, CABLE TV AND IRRIGATION SERVICE LINES.

THE INSTALLATION OF SEWER, WATER, AND GAS MAINS (INCLUDING SERVICE LATERALS AND/OR SLEEVES) SHALL BE COMPLETED PRIOR TO PLACEMENT OF AGGREGATE BASE COURSE.

A PRIME COAT SEAL BETWEEN THE AGGREGATE BASE AND BITUMINOUS CONCRETE WILL BE REQUIRED AT A RATE OF 0.30 GALLONS PER SQUARE YARD (REC-250 PRIME COAT) PER VDOT STANDARDS AND SPECIFICATIONS.

THE SCHEDULING OF AGGREGATE BASE INSTALLATION AND SUBSEQUENT PAVING ACTIVITIES SHALL ACCOMMODATE FORECAST WEATHER CONDITIONS PER SECTION 315 OF THE VDOT ROAD AND BRIDGE SPECIFICATIONS (LATEST EDITION).

ALL VEGETATION AND ORGANIC MATERIAL IS TO BE REMOVED FROM THE RIGHT-OF-WAY LIMITS PRIOR TO CONDITIONING OF THE SUBGRADE.

G.C. SHALL SUBMIT A TRAFFIC CONTROL PLAN TO THE CITY OF SALEM PRIOR TO ANY CONSTRUCTION WITHIN THE RIGHT-OF-WAY.

GRADING NOTES

- 1. G.C. SHALL PROVIDE POSITIVE DRAINAGE AWAY FROM ALL BUILDINGS.
- 2. REFER TO BUILDING PLANS FOR SUBGRADE AND UTILITY TRENCHES WITHIN 5' OF THE BUILDING ENVELOPE.
- 3. REMOVE TREES, SHRUBS, GRASS, AND OTHER VEGETATION, IMPROVEMENTS OR OBSTRUCTIONS AS REQUIRED TO PERMIT INSTALLATION OF NEW CONSTRUCTION. REMOVE TREES AND OTHER VEGETATION, INCLUDING STUMPS AND ROOTS, COMPLETELY IN AREAS REQUIRED FOR SUBSEQUENT SEEDING. CUT OFF TREES AND STUMPS IN AREAS TO RECEIVE FILL MORE THAN THREE FEET IN DEPTH TO WITHIN EIGHT INCHES OF THE ORIGINAL GROUND SURFACE.
- 4. BARRICADE OPEN EXCAVATIONS OCCURRING AS PART OF THIS WORK AND OPERATE WARNING LIGHTS AS RECOMMENDED BY AUTHORITIES HAVING JURISDICTION.
- 5. EXCAVATION FOR STRUCTURES:
 - a. CONFORM TO ELEVATIONS AND DIMENSIONS SHOWN WITHIN A TOLERANCE OF 0.1"
 - b. PROVIDE TRUE AND STRAIGHT FOOTING EXCAVATIONS WITH UNIFORM AND LEVEL BOTTOMS OF THE WIDTH INDICATED TO ENSURE PROPER PLACEMENT AND COVER OF ALL REINFORCEMENT.
 - c. REMOVE LOOSE MATERIALS FROM THE EXCAVATION PRIOR TO PLACEMENT OF CONCRETE.
 - d. FOOTINGS WHICH SUPPORT CONCRETE MASONRY UNITS MAY BE STEPPED PROVIDED THE VERTICAL STEP DOES NOT EXCEED ONE HALF OF THE HORIZONTAL DISTANCE BETWEEN STEPS AND HORIZONTAL DISTANCE BETWEEN STEPS IS NOT LESS THAN TWO FEET.
 - e. IF ROCK IS ENCOUNTERED IN A FOOTING EXCAVATION, CONTACT GEOTECHNICAL TESTING FIRM FOR SPECIFIC INSTRUCTIONS.
- 6. CUT SURFACE UNDER PAVEMENTS TO COMPLY WITH CROSS SECTIONS, ELEVATIONS, AND GRADES AS INDICATED.
- 7. EXCAVATE TRENCHES TO UNIFORM WIDTH CONFORMING TO VDOT STANDARD PB-1 FOR STORM DRAINAGE PIPING.
- 8. PREVENT SURFACE WATER AND SUBSURFACE OR GROUND WATER FROM FLOWING INTO EXCAVATIONS AND FROM FLOODING PROJECT SITE AND SURROUNDING AREA. DO NOT ALLOW WATER TO ACCUMULATE IN EXCAVATIONS. REMOVE WATER TO PREVENT SOFTENING OF FOUNDATION BOTTOMS, UNDERCUTTING FOOTINGS, AND SOIL CHANGES DETRIMENTAL TO STABILITY OF SUBGRADES AND FOUNDATIONS.
- 9. PROTECT EXCAVATED BOTTOMS OF ALL FOOTINGS AND TRENCHES AGAINST FREEZING WHEN ATMOSPHERIC TEMPERATURE IS LESS THEN 35°F (1").
- 10. PLACE ALL FILL AND BACKFILL PER GEOTECHNICAL REPORT.
- 11. FINISH LAWN AREAS TO WITHIN ONE INCH ABOVE OR BELOW REQUIRED SUBGRADE ELEVATIONS. SHAPE SURFACE UNDER WALKS AND PAVEMENTS TO LINE, GRADE, AND CROSS SECTION, WITH NOT MORE THAN 1/2" ABOVE OR BELOW REQUIRED SUBGRADE ELEVATION.
- 12. GRADE SURFACE UNDER BUILDING SLABS SMOOTH AND EVEN, FREE OF VOIDS.
- 13. PROTECT GRADED AREAS FROM TRAFFIC AND EROSION. REPAIR AREAS WHICH HAVE SETTLED, ERODED, OR BECOME DAMAGED DUE TO CONSTRUCTION ACTIVITIES AT NO ADDITIONAL COST TO OWNER.
- 14. PREPARE AREA FOR SOD INSTALLATION BY SPREADING TOPSOIL TO A DEPTH OF 4" OVER ALL DISTURBED AREAS NOT RECEIVING WALKS, PAVEMENT, WALLS OR BUILDING INCLUDING TRENCHES. IMMEDIATELY FOLLOWING PLACEMENT OF TOPSOIL, DISK THE ENTIRE TOPSOILED AREA AND RAKE FREE OF STONES AND DEBRIS OVER 1/2" IN ANY DIMENSION. PROVIDE A FINISHED SURFACE FREE OF DEPRESSIONS OR HIGH SPOTS. PREPARE FOR SOD IMMEDIATELY.
- 15. OWNER (CONTRACTOR) SHALL EMPLOY QUALIFIED SOILS TESTING LABORATORY TO INSPECT EARTHWORK OPERATIONS. NOTIFY LABORATORY PRIOR TO PERFORMING EARTHWORK OPERATIONS.

CONSTRUCTION SITE PLAN GENERAL NOTES
CONSTRUCTION METHODS

- 1.ALL CONSTRUCTION AND MATERIALS SHALL BE IN ACCORDANCE WITH THE CURRENT VIRGINIA DEPARTMENT OF TRANSPORTATION ROAD AND BRIDGE SPECIFICATIONS, VIRGINIA DEPARTMENT OF TRANSPORTATION ROAD AND BRIDGE STANDARDS, AND LOCAL JURISDICTIONAL STANDARDS AND SPECIFICATIONS, WHERE APPLICABLE.
- 2.THE LOCATION OF EXISTING UTILITIES AS SHOWN IS APPROXIMATE. THE CONTRACTOR SHALL VERIFY THE LOCATION OF EXISTING UTILITIES PRIOR TO ANY CONSTRUCTION WORK AND NOTIFY ENGINEER IMMEDIATELY IF LOCATIONS DIFFER FROM PLANS.
- 3.THE CONTRACTOR SHALL NOTIFY 'MISS UTILITY' AT 1-800-552-7001 OR 811 PRIOR TO ANY CONSTRUCTION WORK IN THIS AREA.
- HANDICAPPED ACCESSIBILITY / ADA COMPLIANCE
 - 1.THE MAXIMUM ALLOWABLE CROSS SLOPE ACROSS ACCESSIBLE PARKING SPACES AND ACCESSIBLE AISLES IS 2%. NO SLOPE IN ANY DIRECTION SHALL EXCEED 2% WITHIN ADA PARKING SPACES OR AISLES.
 - 2.THE MAXIMUM ALLOWABLE LONGITUDINAL SLOPE ALONG ACCESSIBLE AISLES IS 5%.
- 3.THE CONTRACTOR SHALL VERIFY SLOPES AND GRADES FOR ALL ACCESSIBLE PARKING SPACES AND ACCESS AISLES AFTER STAKING IS COMPLETE AND BOTH BEFORE AND AFTER INSTALLATION.
- 4.ANY SLOPE DISCREPANCIES DETECTED BY THE SURVEYOR AND/OR CONTRACTOR SHALL BE REPORTED TO THE ENGINEER PRIOR TO INSTALLATION.
- 5.UNLESS SPECIFICALLY NOTED ON THE SITE PLAN, DETECTABLE WARNINGS STRIPS ARE REQUIRED AT ALL CURB RAMPS AND FLUSH CURB TRANSITIONS TO PARKING LOTS.
- 6.HAND RAILS ARE REQUIRED FOR ANY ACCESSIBLE SITE PEDESTRIAN RAMPS WITH LONGITUDINAL SLOPES THAT EXCEED 5% AND / OR 6-INCHES IN RISE.
- 7.SITE HAND RAILS SHALL BE PER VDOT / ADA / ANSI STANDARDS AND SPECIFICATIONS, UNLESS NOTED OTHERWISE.
- 8.SITE HAND RAILS SHALL BE INSTALLED ON BOTH SIDES OF THE SITE SIDEWALKS WHERE HAND RAILS ARE REQUIRED.
- 9.PER VDOT STANDARDS, THE MAXIMUM PERMISSIBLE CURB RAMP SLOPE IS 12:1.
- 10.GUTTER PAN INSTALLED IN ACCESSIBLE PARKING SPACES SHALL NOT EXCEED 2% SLOPE.
- 11.NO VERTICAL TRANSITIONS IN ADA ACCESSIBLE ROUTES SHALL EXCEED 1/4".

CURB AND GUTTER

- 1.THE CONTRACTOR SHALL USE A MINIMUM OF THREE (3) RUNNING CONSTRUCTION STAKES TO AVOID HARD BREAK LINES IN THE CURB - UNLESS SPECIFICALLY CALLED FOR ON THE PLANS.
- 2.THE MINIMUM LONGITUDINAL SLOPE FOR GUTTER PAN IS 0.5%, UNLESS OTHERWISE NOTED ON PLANS.
- 3.A MINIMUM 20-FOOT TRANSITION FROM CG-6 TO CG-7 IS REQUIRED, UNLESS OTHERWISE NOTED ON THE PLANS.
- 4.ALL CURB AND GUTTER SHOWN ON THE PLANS SHALL BE VDOT CG-6, CG-2, OR CG-7, UNLESS SPECIFICALLY NOTED OTHERWISE.

UNDERGROUND UTILITIES

- 1.THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING LINE AND GRADE FOR ALL DRY UTILITIES PRIOR TO THE START OF CONSTRUCTION.
- 2.THE CONTRACTOR IS RESPONSIBLE FOR REVIEWING DRY UTILITY LINES AND GRADES AGAINST ALL PROPOSED UTILITIES SHOWN ON THE PLANS. POTENTIAL CONFLICTS SHALL BE REPORTED TO THE ENGINEER AS SOON AS POSSIBLE.
- 3.THE CONTRACTOR IS RESPONSIBLE FOR COORDINATING TELEPHONE, CABLE, FIBER OPTIC, AND ELECTRICAL SERVICES TO THE PROJECT. CONTACT UTILITY PROVIDERS AS SOON AS POSSIBLE TO BEGIN COORDINATION.
- 4.THE CONTRACTOR SHALL REVIEW SITE AND BUILDING DRAWINGS TO VERIFY COORDINATION OF UTILITY INVERTS. ANY DISCREPANCIES SHALL BE REPORTED TO THE ARCHITECT AND ENGINEER PRIOR TO INSTALLATION.

SIDEWALKS AND SITE STAIRS

- 1.ALL SITE STAIRS SHALL BE FURNISHED WITH VDOT HR-1 ON BOTH SIDES OF THE STAIRS.
- 2.ALL SITE STAIRS SHALL BE CONSTRUCTED IN ACCORDANCE WITH VDOT / ADA / ANSI STANDARDS AND SPECIFICATIONS, UNLESS SPECIFICALLY NOTED OTHERWISE.
- 3.SIDEWALKS SHALL BE INSTALLED WITH A MAXIMUM 2% CROSS-SLOPE
- 4.SIDEWALKS SHALL BE BROOM FINISHED, UNLESS NOTED OTHERWISE ON THE PLANS.
- 5.SIDEWALKS SHALL BE 5-FEET IN WIDTH, UNLESS NOTED OTHERWISE ON THE PLANS.

ROOF DRAINS AND DOWN SPOUTS

- 1.ALL DOWNSPOUTS NOT CONNECTED TO STORM SEWER SHALL BE FURNISHED WITH SPLASH BLOCKS.
- 2.ALL DOWN SPOUTS SHALL BE FURNISHED WITH A DOWNSPOUT/ROOFDRAIN TRANSITION BOOT. STUBBING OF DOWNSPOUT INTO ROOF DRAIN LATERAL WITHOUT A SUITABLE BOOT TRANSITION IS NOT PERMITTED.
- 3.ALL ROOF DRAIN LATERALS SHALL BE INSTALLED IN ACCORDANCE WITH THE PREVAILING LOCAL JURISDICTIONAL PLUMBING CODE OR THE INTERNATIONAL PLUMBING CODE, WHICHEVER IS MORE STRINGENT.
- 4.MINIMUM ALLOWABLE SLOPE FOR 4-INCH ROOF DRAIN LATERAL IS 2.08%.
- 5.MINIMUM ALLOWABLE SLOPE FOR 6-INCH ROOF DRAIN LATERAL IS 1.04%.
- 6.ROOF DRAIN LATERALS SHALL BE 6-INCH DIAMETER (SMOOTH-WALLED), UNLESS NOTED OTHERWISE ON THE PLANS.

TELEPHONE, FIBER OPTIC, CABLE, AND GAS LINE SERVICES

- 1.CONTRACTOR SHALL HAVE 'MISS UTILITY' MARK EXISTING UTILITY LINES PRIOR TO START OF CONSTRUCTION AND AS NECESSARY THROUGHOUT CONSTRUCTION.
- 2.CONTRACTOR SHALL REVIEW PLANS TO VERIFY EXISTING LOCATIONS MARKED IN THE FIELD MATCH THOSE SHOWN ON THE PLANS.
- 3.CONTRACTOR SHALL NOTIFY ENGINEER OF ANY POTENTIAL DISCREPANCIES PRIOR TO THE START OF CONSTRUCTION.
- 4.CONTRACTOR SHALL POT-HOLE EXISTING UTILITIES AT CRITICAL CROSSING LOCATIONS PRIOR TO THE START OF CONSTRUCTION AND PROVIDE ENGINEER WITH LINE AND GRADE INFORMATION.

BUILDING DOORS AND GRADES

- 1. A MINIMUM 5'X5' PAD SHALL BE INSTALLED AT ALL BUILDING DOOR LOCATIONS (MAXIMUM 2% SLOPE IN ANY DIRECTION). COMPLY WITH ADA DOOR CLEARANCE REQUIREMENTS FOR PAD POSITIONING OUTSIDE OF THE DOOR.
- 2. FINISHED GRADE SHALL BE 6-INCHES BELOW FINISHED FLOOR ELEVATION ALONG ALL BUILDING WALLS, IN AREAS WHERE PERVIOUS SURFACES ARE PROVIDED, UNLESS OTHERWISE NOTED. FINISHED GRADE FOR AREAS TO BE MULCHED SHALL BE AT TOP OF MULCH. FINISHED GRADE FOR AREAS TO RECEIVE SOD SHALL BE TO TOP OF SOD.
- 3. ALL PERVIOUS SURFACES SHALL BE INSTALLED WITH A MINIMUM OF 2% SLOPE AWAY FROM THE BUILDING (FOR A MINIMUM OF 10-FEET), TO PROVIDE FOR POSITIVE DRAINAGE.
- 4. CONTRACTOR SHALL COORDINATE LOCATION OF WEEP HOLES ALONG ALL BUILDING WALLS AND VERIFY REQUIRED SEPARATION BETWEEN WEEP HOLES AND FINISHED GRADES.
- 5. CONTRACTOR SHALL REVIEW GRADING ALONG BUILDINGS WITH STOREFRONTS TO VERIFY REQUIRED SEPARATION IS PROVIDED.

DEMOLITION NOTES

DEMOLITION SHALL INCLUDE, UNLESS OTHERWISE NOTED ON DRAWINGS, REMOVAL OF EXISTING OBJECTS OR IMPROVEMENTS, WHETHER INDICATED ON THE DRAWINGS OR NOT, THAT WOULD IN THE OPINION OF THE OWNER, PREVENT OR INTERFERE WITH THE PROGRESS OR COMPLETION OF THE PROPOSED WORK.

PERMITS, FEES AND LICENSES SHALL BE SECURED AND PAID FOR BY THE CONTRACTOR, INCLUDING DISPOSAL CHARGES AS REQUIRED.

WORK SHALL COMPLY WITH THE REQUIREMENTS OF THE GOVERNING AUTHORITIES IN DEMOLITION OF EXISTING PAVEMENT, CURBS AND GUTTERS, DRAINAGE STRUCTURES AND UTILITIES AS MAY BE REQUIRED.

CONTRACTOR SHALL SAW-CUT ALL JOINTS WHERE EXISTING CURBING, PAVEMENT AND SIDEWALK IS TO BE DEMOLISHED AND NEW CONSTRUCTION JOINS THE EXISTING.

CONTRACTOR SHALL COMPLETELY FILL BELOW GRADE AREAS AND VOIDS FROM DEMOLITION OR REMOVAL OF STRUCTURES (UNDERGROUND FUEL STORAGE TANK, BASEMENTS, WELLS, ETC.) USING APPROVED SELECT FILL MATERIAL.

ALL EXISTING CURBING, CONCRETE SIDEWALK, ENTRANCES, BUILDING FOUNDATIONS AND TREES AND BRUSH THAT ARE DEMOLISHED SHALL BE REMOVED FROM THE SITE AND DISPOSED OF BY THE CONTRACTOR. BUILDING DEBRIS, ETC. SHALL NOT BE USED AS FILL MATERIAL ON THE SITE.

CONTRACTOR SHALL PROVIDE THE FOLLOWING PROTECTIONS AT THE JOB SITE:

MAKE ARRANGEMENTS, BEFORE INITIATING DEMOLITION, FOR RELOCATING, DISCONNECTION, REROUTING, ABANDONING, OR SIMILAR ACTION AS MAY BE REQUIRED RELATIVE TO UTILITIES AND OTHER UNDERGROUND PIPING, TO PERMIT WORK TO PROCEED WITHOUT DELAY. ARRANGEMENTS SHALL BE MADE IN ACCORDANCE WITH REGULATIONS OF AUTHORITIES OF UTILITIES MENTIONED, SUCH AS OVERHEAD AND UNDERGROUND POWER AND TELEPHONE LINES AND EQUIPMENT, GAS PIPING, STORM SEWERS, SANITARY SEWERS, OR WATER PIPING. CONTRACTOR SHALL NOT USE WATER WHEN IT MAY CREATE HAZARDOUS OR OBJECTIONABLE CONDITIONS, SUCH AS ICE, FLOODING AND/OR POLLUTION.

ENSURE SAFE PASSAGE OF PERSONS AROUND ALL AREAS OF DEMOLITION.

CONDUCT OPERATIONS TO PREVENT DAMAGE TO ADJACENT BUILDINGS, STRUCTURES, OTHER FACILITIES, OR INJURY TO PERSONS.

PROMPTLY REPAIR DAMAGES CAUSED TO ADJACENT FACILITIES BY DEMOLITION OPERATIONS AT NO ADDITIONAL COST TO THE OWNER.

MAINTAIN EXISTING UTILITIES INDICATED TO REMAIN. KEEP IN SERVICE, AND PROTECT AGAINST DAMAGE DURING DEMOLITION OPERATIONS. PREVENT INTERRUPTION OF EXISTING UTILITIES SERVING OCCUPIED OR USED FACILITIES, EXCEPT WHEN AUTHORIZED IN WRITING BY AUTHORITIES HAVING JURISDICTION. PROVIDE TEMPORARY SERVICES DURING INTERRUPTIONS TO EXISTING UTILITIES AS ACCEPTABLE TO GOVERNING AUTHORITIES.

USE WATER SPRINKLING AND OTHER SUITABLE METHODS TO LIMIT DUST AND DIRT RISING AND SCATTERING IN AIR TO LOWEST PRACTICAL LEVEL.

COMPLY WITH GOVERNING REGULATIONS PERTAINING TO ENVIRONMENTAL PROTECTION.

G.C. TO VERIFY THE LOCATIONS OF ALL EXISTING UTILITIES PRIOR TO CONSTRUCTION & NOTIFY THE ENGINEER OF ANY CONFLICTS PRESENT.

LANDSCAPE SPECIFICATIONS

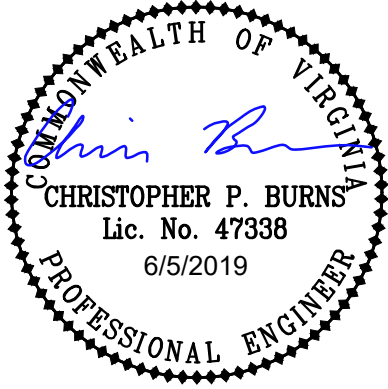
- 1. PLANT MATERIAL SIZES AND GRADING ARE TO COMPLY WITH THE LATEST EDITION OF AMERICAN STANDARDS FOR NURSERY STOCK, PUBLISHED BY THE AMERICAN NURSERY & LANDSCAPE ASSOCIATION (ANLA).
- 2. ALL WORK SHALL BE COORDINATED WITH TRADES.
- 3. USE EXISTING TOPSOIL AND/OR PROVIDE NEW TOPSOIL, WHICH IS FERTILE, FRIABLE, NATURAL LOAM, SURFACE SOIL, REASONABLY FREE OF SUBSOIL, FOREIGN MATTER AND ROOTS, STUMPS AND STONES LARGER THAN 2" IN DIMENSION.
- 4. CONTRACTOR SHALL ASCERTAIN LOCATION OF ALL UTILITIES PRIOR TO EXCAVATION.
- 5. CONTRACTOR SHALL MAINTAIN PLANT MATERIAL DURING INSTALLATION AND MAINTENANCE SHALL BE THE RESPONSIBILITY OF OWNER UPON ACCEPTANCE OF WORK.
- 6. WHERE THE LANDSCAPE WORK IS COMPLETED, THE OWNER'S REPRESENTATIVE WILL, UPON WRITTEN REQUEST, MAKE AN INSPECTION TO DETERMINE ACCEPTABILITY. IF WORK IS NOT ACCEPTABLE,REPLACE REJECTED WORK AND CONTINUE MAINTENANCE UNTIL REINSPECTION AND APPROVAL.
- 7. GUARANTEE ALL MATERIALS AND LABOR FOR 12 CALENDAR MONTHS AFTER ACCEPTANCE.
 - A. MAKE REPLACEMENTS OF ALL DEAD PLANTS IN IMPAIRED CONDITIONS IN EARLY FALL FOLLOWING PLANTING.
 - B. REPLACE ADDITIONAL MATERIAL IN THE EARLY SPRING WHICH ARE DEAD OR IMPAIRED FROM THE WINTER CONDITIONS.
- 8. WITHIN 10 DAYS AFTER ACCEPTANCE, THE CONTRACTOR SHALL DELIVER AN OUTLINE OF MAINTENANCE PROCEDURES RECOMMENDED FOR THIS PLANTING FOR THE OWNER.
- 9. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY DURING THE GUARANTEE PERIOD TO PROVIDE WRITTEN NOTICE TO THE OWNER OF ANY MAINTENANCE PRACTICE WHICH IN THEIR OPINION WILL AFFECT THE GUARANTEE IF NOT REMEDIED PROMPTLY.
- 10.DO NOT MAKE SUBSTITUTIONS. BID MATERIALS SHOWN ON PLANS. CONTRACTOR IS ENCOURAGED TO PROVIDE WRITTEN ALTERNATE LIST OF MATERIALS, SIZES AND NUMBERS SUBSTITUTION FOR COST-EFFECTIVE MAINTENANCE OF DESIGN INTEGRITY.
- 11.THE LANDSCAPE ARCHITECT RESERVES THE RIGHT TO ACCEPT OR REJECT ANY MATERIAL THAT HE/SHE DEEMS UNACCEPTABLE. REJECTED MATERIAL SHALL BE REMOVED PROMPTLY FROM THE SITE.
- 12.BALLED AND BURLAPPED PLANTS SHALL BE DUG WITH FIRM NATURAL BALLS OF EARTH. BALL SIZES SHALL BE IN ACCORDANCE WITH A.A.N.SPECIFICATIONS. ALL CONTAINER GROWN STOCK SHALL BE WELL ROOTED AND ESTABLISHED IN THE CONTAINER IN WHICH IT IS SOLD. AN ESTABLISHED CONTAINER GROWN PLANT SHALL HAVE A ROOT SYSTEM DEVELOPED SUFFICIENTLY TO RETAIN ITS SHAPE WHEN REMOVED FROM THE CONTAINER.
- 13.ALL PLANT MATERIAL SHALL BE NURSERY GROWN UNLESS OTHERWISE SPECIFIED. PRUNING SHALL BE DONE BEFORE PLANTING OR DURING THE PLANTING OPERATION.
- 14.ALL PLANT MATERIAL SHALL BE COVERED AND PROTECTED FROM EXCESSIVE DRYING DURING TRANSIT.
- 15.ANTIDESICCANTS SHALL BE APPLIED ON ALL MATERIAL DUG WHILE IN FOLIAGE.
- 16.MULCH MATERIAL SHALL BE EITHER SHREDDED HARDWOOD MULCH OR APPROVED EQUAL. MATERIAL SHALL BE MULCHING GRADE, UNIFORM IN SIZE AND FREE OF FOREIGN MATTER.
- 17.TOPSOIL MIXTURE SHALL BE 2 PARTS EXISTING SOIL MIXED EVENLY WITH 1 PART SPAGNUM PEAT MOSS OR PEAT HUMUS. EXISTING SOIL SHALL BE FREE OF STONES, LUMPS, PLANTS,ROOTS AND OTHER DEBRIS OVER 1 1/2 INCHES. IT SHALL NOT CONTAIN TOXIC SUBSTANCES HARMFUL TO PLANT GROWTH. TOPSOIL SHALL HAVE A PH RANGE OF 5.0 TO 7.0.
- 18.PLANTING PROCEDURES FOR TREES AND SHRUBS
 - A. PLANTING SHALL OCCUR IN ACCORDANCE WITH ALL DETAILS.
 - B. TREES AND SHRUBS SHALL BE PLACED IN THE PLANTING PIT, BY LIFTING FROM THE BALL (NEVER FORM THE BRANCHES OR TRUNK). ALL PLANT MATERIAL SHALL BE PLACED IN A STRAIGHT POSITION WITHIN THE PLANTING PIT. WITH THE MOST DESIRABLE SIDE PLACED TOWARDS THE PROMINENT VIEW (SIDEWALK, STREET, ETC.).
 - C. THE TREE PIT SHALL BE BACKFILLED WITH A SOIL MIXTURE AS PER SPECIFICATIONS. THE PIT SHALL BE FILLED HALFWAY INITIALLY AND TAMPED FIRMLY. ALL ROPES, WIRES, ETC. ON THE ROOTBALL SHALL BE CUT AND THE BURLAP OR BALL WRAP PULLED BACK TO THE EDGE OF THE ROOTBALL. COMPLETE BACKFILLING PLANT PIT AND TAMP FIRMLY. BACKFILL SOIL SHALL NOT COVER TOP OF ROOTBALL. MULCH ROOTBALL AND SAUCER WITH MINIMUM OF 3 INCHES SHREDDED OR CHIPPED HARDWOOD OR PINE MULCH. WATER THOROUGHLY OR UNTIL PLANT PIT IS FILLED.



BALZER & ASSOCIATES
PLANNERS / ARCHITECTS
ENGINEERS / SURVEYORS

Roanoke / Richmond
New River Valley / Staunton
Harrisonburg / Lynchburg
www.balzer.cc

1208 Corporate Circle
Roanoke, VA 24018
540.772.9580



DRAWN BY	CLL
DESIGNED BY	BTC
CHECKED BY	BTC
DATE	4/30/2019
SCALE	AS SHOWN
REVISIONS	
6/5/2019	

EROSION AND SEDIMENT CONTROL NARRATIVE

PROJECT DESCRIPTION: THE PURPOSE OF THIS PROJECT IS FOR THE CONSTRUCTION OF A PARKING AREA AND ACCESS DRIVE TO SERVE THE EXISTING HISTORICAL BUILDING. MINIMAL GRADING WILL OCCUR WITH THE PROJECT AND ONLY THAT NECESSARY TO INSTALL THE PROPOSED PARKING SPACES. ACCESS TO THE SITE WILL BE FROM THE EXISTING COMMERCIAL CONCRETE ENTRANCE. THE LIMITS OF DISTURBANCE IS 0.22 AC AND THEREFORE A VSMF PERMIT IS NOT REQUIRED FOR THE PROJECT SINCE THE LIMITS OF DISTURBANCE IS LESS THAN 1 ACRE.

EXISTING SITE CONDITIONS: THE EXISTING SITE CONTAINS A HISTORICAL BUILDING, GARAGE, DRIVEWAY, DRAINAGEWAY, AND MISCELLANEOUS LANDSCAPING. THE NORTHERN PORTION OF THE SITE INFILTRATES INTO THE SOIL AND THE SOUTHERN PORTION OF THE SITE FLOWS TO THE EXISTING DRAINAGEWAY.

ADJACENT PROPERTY: THE DEVELOPMENT AREA IS BOUNDED BY WEST MAIN STREET (RTE. 11/460) TO THE NORTH, AND COMMERCIAL PROPERTIES TO THE SOUTH, WEST, AND EAST.

OFF-SITE AREAS: ANY EXCESS MATERIAL WILL BE TRANSPORTED OFF-SITE TO AN APPROVED FILL LOCATION.

SOILS: THE "SOIL SURVEY OF ROANOKE COUNTY AND THE CITIES OF ROANOKE AND SALEM, VIRGINIA" AS PREPARED BY THE UNITED STATES DEPARTMENT OF AGRICULTURE IDENTIFIES THE SITE AS 57A--WHEELING URBAN LAND COMPLEX ALONG WEST MAIN STREET AND 42A SINDIAON LOAM FOR THE REMAINING PORTION OF THE SITE.

CRITICAL EROSION AREAS: CRITICAL AREAS FOR THIS PROJECT INCLUDE THE RIGHT OF WAY OF WEST MAIN STREET.

EROSION AND SEDIMENT CONTROL MEASURES: UNLESS OTHERWISE INDICATED, ALL VEGETATIVE AND STRUCTURAL EROSION AND SEDIMENT CONTROL PRACTICES SHALL BE CONSTRUCTED AND MAINTAINED ACCORDING TO MINIMUM STANDARDS AND SPECIFICATIONS OF THE "VIRGINIA EROSION AND SEDIMENT CONTROL HANDBOOK, THIRD EDITION" (VESCH). THE MINIMUM STANDARDS OF THE VESCH SHALL BE ADHERED TO UNLESS OTHERWISE DIRECTED BY THE LOCAL PROGRAM ADMINISTRATOR.

STRUCTURAL -- CONSTRUCTION ENTRANCE--STD. 3.02.....A STONE PAD, LOCATED AT POINTS OF VEHICULAR INGRESS AND EGRESS TO THE CONSTRUCTION SITE, TO REDUCE THE SOIL TRANSPORTED ONTO PUBLIC ROADS AND OTHER PAVED AREAS.

SILT FENCE--STD. 3.05.....A TEMPORARY BARRIER CONSTRUCTED ALONG THE PERIMETER OF THE DISTURBED AREA AS REQUIRED TO INTERCEPT AND DETAIN SEDIMENT.

INLET PROTECTION--STD. 3.07.....A SEDIMENT FILTER TO PREVENT SEDIMENT FROM ENTERING, ACCUMULATING IN AND BEING TRANSFERRED INTO AN INLET AND ASSOCIATED DRAINAGE SYSTEM PRIOR TO PERMANENT STABILIZATION OF A DISTURBED PROJECT AREA.

VEGETATIVE --

TEMPORARY SEEDING--STD. 3.31.....ESTABLISHMENT OF A TEMPORARY VEGETATIVE COVER ON DISTURBED AREAS THAT WILL NOT BE BROUGHT TO FINAL GRADE FOR PERIODS OF 30 DAYS TO 1-YEAR BY SEEDING WITH AN APPROPRIATE RAPIDLY GROWING SEED MIXTURE.

PERMANENT SEEDING--STD. 3.32.....ESTABLISHMENT OF A VEGETATIVE COVER BY PLANTING SEED ON ALL FINAL GRADED AREAS THAT WILL NOT RECEIVE AN IMPERVIOUS COVER OR RECEIVE TOPSOIL MATERIAL TO PROVIDE A STABILIZED SITE AFTER THE PROJECT IS COMPLETE.

MULCHING--3.35.....MULCH SHALL BE APPLIED TO ALL TEMPORARY AND PEMANENT SEEDING OPERATIONS TO PROMOTE THE GROWTH OF VEGETATION AND TO PROTECT THE SOIL SURFACE FROM RAINDROP IMPACTS.

MANAGEMENT STRATEGIES:

- A) CONSTRUCTION WILL BE SEQUENCED SO THAT GRADING OPERATIONS CAN BEGIN AND END AS QUICKLY AS POSSIBLE.
B) SEDIMENT TRAPPING MEASURES WILL BE INSTALLED AS A FIRST STEP IN GRADING.
C) THE LOCAL PROGRAM ADMINISTRATOR RESERVES THE RIGHT TO ADD TO, DELETE OR OTHERWISE CHANGE THE EROSION CONTROL MEASURES AS DEEMED NECESSARY DUE TO ACTUAL FIELD CONDITIONS BY WRITTEN NOTIFICATION TO THE CONTRACTOR.
D) ALL FILL AND CUT SLOPES SHALL BE SEEDED WITHIN SEVEN (7) DAYS OF ACHIEVING FINAL GRADE!
E) ONLY AFTER INSPECTION AND APPROVAL FROM THE LOCAL PROGRAM ADMINISTRATOR MAY ITEMS BE REMOVED FOLLOWING THE STABILIZATION OF THE CONTRIBUTING AREAS.

INSPECTIONS:

THE GENERAL CONTRACTOR SHALL INSPECT DISTURBED AREAS OF THE SITE THAT HAVE NOT BEEN FINALLY STABILIZED, AND AREAS USED FOR STORAGE OF MATERIALS THAT ARE EXPOSED TO PRECIPITATION, STRUCTURAL CONTROL MEASURES, AND THE AREA OF CONSTRUCTION VEHICLE ACCESS AT LEAST EVERY FOURTEEN (14) CALENDAR DAYS, AND WITHIN 48 HOURS OF THE END OF A STORM EVENT PRODUCING 1/2" OR GREATER OF PRECIPITATION. WHERE AREAS HAVE BEEN FINALLY OR TEMPORARILY STABILIZED OR RUNOFF IS UNLIKELY DUE TO WINTER CONDITIONS (SITE IS COVERED WITH SNOW, ICE, OR FROZEN GROUND EXISTS) SUCH INSPECTIONS SHALL BE CONDUCTED AT LEAST ONCE EVERY MONTH.

- A) INSPECT DISTURBED AREAS AND AREAS OF MATERIALS STORAGE THAT ARE EXPOSED TO PRECIPITATION FOR EVIDENCE OF, OR THE POTENTIAL FOR SEDIMENT ENTERING THE STORM DRAIN SYSTEM. INSPECT E&S CONTROLS IN ACCORDANCE WITH REQUIREMENTS STATED HEREIN, AND INSPECT POINTS OF STORM DRAIN DISCHARGE FOR EXCESSIVE SEDIMENTATION, CORRECT SITE CONTROLS AS REQUIRED TO REDUCE SEDIMENTATION OF STORM DRAINS, CULVERTS, AND RECEIVING CHANNELS.
B) IF CONTROLS OR SEDIMENT PREVENTION AREAS ARE FOUND TO BE IN NEED OF REPAIR OR MODIFICATION, THE GENERAL CONTRACTOR SHALL PROVIDE ADDITIONAL MEASURES OR MODIFICATIONS TO EXISTING MEASURES AS REQUIRED. ANY ADDITIONAL MEASURES OR MODIFICATIONS TO EXISTING MEASURES SHALL BE RECORDED AS FIELD REVISIONS TO THESE PLANS. IN THE EVENT THAT ADDITIONAL CONTROLS ARE FOUND TO BE REQUIRED, THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR IMPLEMENTING THESE CONTROLS BEFORE THE NEXT ANTICIPATED STORM EVENT. IF IMPLEMENTATION BEFORE THE NEXT STORM EVENT IS IMPRACTICAL, THEY SHALL BE IMPLEMENTED AS SOON AS PRACTICAL.
C) A REPORT SUMMARIZING THE SCOPE OF INSPECTIONS, NAME OF INSPECTOR, INSPECTOR'S QUALIFICATIONS, DATES OF INSPECTIONS, MAJOR OBSERVATIONS PERTAINING TO THE IMPLEMENTATION OF THESE EROSION CONTROL PLANS, AND ACTIONS TAKEN SHALL BE MADE AND RETAINED AS A PART OF THESE PLANS. MAJOR OBSERVATIONS OF THESE REPORTS SHALL INCLUDE: THE LOCATIONS OF EXCESSIVE SEDIMENTATION FROM THE SITE; LOCATIONS OF CONTROLS IN NEED OF REPAIR; LOCATIONS OF FAILED OR INADEQUATE CONTROLS; AND LOCATIONS WHERE ADDITIONAL CONTROLS ARE NEEDED.

STORMWATER MANAGEMENT:

THE POST DEVELOPMENT CONDITION UTILIZES A DRAINAGE PATTERN WHICH MAINTAINS THE PRE-DEVELOPMENT CONDITION OF RUNOFF DISCHARGED AS SHEET FLOW TOWARD AN EXISTING INFILTRATION AREA, AS WELL AS UTILIZING LOW IMPACT DEVELOPMENT TECHNIQUES WITH A PERVIOUS PAVING MATERIAL, THEREFORE NO STORMWATER MANAGEMENT IS REQUIRED FOR THE PROJECT. THE SITE DISTURBANCE AREA IS LESS THAN 1 ACRE THEREFORE NO STORMWATER QUALITY MEASURES ARE REQUIRED FOR THE SITE.

MINIMUM STANDARDS

THE FOLLOWING STANDARDS ARE TO BE PROVIDED OR ADDRESSED ON EVERY DEVELOPMENT PROJECT EXCEEDING 5000 S.F. IN AREA OF DISTURBANCE THESE STANDARDS ARE CONSIDERED A MINIMUM AND MAY REQUIRE ADDITIONAL MEASURES AS DEEMED NECESSARY BY THE LOCAL APPROVING AUTHORITY OR THE CONSULTING ENGINEER.

No.	CRITERIA, TECHNIQUE OR METHOD	PRACTICES PROVIDED
1	PERMANENT OR TEMPORARY SOIL STABILIZATION SHALL BE APPLIED TO DENUDED AREAS WITHIN SEVEN (7) DAYS AFTER FINAL GRADE HAS BEEN REACHED ON ANY PORTION OF THE SITE. TEMPORARY SOIL STABILIZATION SHALL BE APPLIED WITHIN SEVEN (7) DAYS TO DENUDED AREAS THAT MAY BE AT FINAL GRADE BUT WILL REMAIN DORMANT (UNDISTURBED) FOR LONGER THAN FOURTEEN (14) DAYS. PERMANENT STABILIZATION SHALL BE APPLIED TO AREAS THAT ARE TO BE LEFT DORMANT FOR MORE THAN ONE (1) YEAR.	TS PS MU
2	DURING CONSTRUCTION OF THE PROJECT, SOIL STOCKPILES SHALL BE STABILIZED OR PROTECTED WITH SEDIMENT TRAPPING MEASURES. THE CONTRACTOR IS RESPONSIBLE FOR THE TEMPORARY PROTECTION AND PERMANENT STABILIZATION OF ALL SOIL STOCKPILES ON SITE AS WELL AS SOIL INTENTIONALLY TRANSPORTED FROM THE PROJECT SITE.	SF TS PS MU
3	A PERMANENT VEGETATIVE COVER SHALL BE ESTABLISHED ON DENUDED AREAS NOT OTHERWISE PERMANENTLY STABILIZED. PERMANENT VEGETATION SHALL NOT BE CONSIDERED ESTABLISHED UNTIL A GROUND COVER IS ACHIEVED THAT, IN THE OPINION OF THE LOCAL PROGRAM ADMINISTRATOR OR DESIGNATED AGENT, IS UNIFORM, MATURE ENOUGH TO SURVIVE AND WILL INHIBIT EROSION.	TS PS MU
4	SEDIMENT BASINS AND TRAPS, PERIMETER DIKES, SEDIMENT BARRIERS AND OTHER MEASURES INTENDED TO TRAP SEDIMENT SHALL BE CONSTRUCTED AS A FIRST STEP IN ANY LAND-DISTURBING ACTIVITY AND SHALL BE MADE FUNCTIONAL BEFORE UPSLOPE LAND DISTURBANCE TAKES PLACE.	NOT APPLICABLE
5	STABILIZATION METHODS SHALL BE APPLIED TO EARTHEN STRUCTURES SUCH AS DAMS, DIKES AND DIVERSIONS IMMEDIATELY AFTER INSTALLATION.	TS PS MU
6	SEDIMENT TRAPS AND BASINS SHALL BE DESIGNED AND CONSTRUCTED BASED UPON THE TOTAL DRAINAGE AREA TO BE SERVED BY THE TRAP OR BASIN.	NOT APPLICABLE
7	CUT AND FILL SLOPES SHALL BE CONSTRUCTED IN A MANNER THAT WILL MINIMIZE EROSION. SLOPES THAT ARE FOUND TO BE ERODING EXCESSIVELY WITHIN ONE (1) YEAR OF PERMANENT STABILIZATION SHALL BE PROVIDED WITH ADDITIONAL SLOPE STABILIZATION MEASURES UNTIL THE PROBLEM IS CORRECTED.	TS PS MU
8	CONCENTRATED RUNOFF SHALL NOT FLOW DOWN CUT OR FILL SLOPES UNLESS CONTAINED WITHIN AN ADEQUATE TEMPORARY OR PERMANENT CHANNEL, FLUME OR SLOPE DRAIN STRUCTURE.	NOT APPLICABLE
9	WHENEVER WATER SEEPS FROM A SLOPE FACE, ADEQUATE DRAINAGE OR OTHER PROTECTION SHALL BE PROVIDED.	
10	ALL STORM SEWER INLETS THAT ARE MADE OPERABLE DURING CONSTRUCTION SHALL BE PROTECTED SO THAT SEDIMENT AND DEBRIS CANNOT ENTER THE CONVEYANCE SYSTEM WITHOUT FIRST BEING FILTERED OR OTHERWISE TREATED TO REMOVE SEDIMENT.	IP
11	BEFORE NEWLY CONSTRUCTED STORMWATER CONVEYANCE CHANNELS ARE MADE OPERATIONAL, ADEQUATE OUTLET PROTECTION AND ANY REQUIRED TEMPORARY OR PERMANENT CHANNEL LINING SHALL BE INSTALLED IN BOTH THE CONVEYANCE CHANNEL AND RECEIVING CHANNEL.	NOT APPLICABLE
12	WHEN WORK IN A LIVE WATERCOURSE IS PERFORMED, PRECAUTIONS SHALL BE TAKEN TO MINIMIZE ENCROACHMENT, CONTROL SEDIMENT TRANSPORT AND STABILIZE THE WORK AREA TO THE GREATEST EXTENT POSSIBLE DURING CONSTRUCTION. NONERODIBLE MATERIAL SHALL BE USED FOR THE CONSTRUCTION OF CAUSEWAYS AND COFFERDAMS. EARTHEN FILL MAY BE USED FOR THESE STRUCTURES IF ARMORED BY NONERODIBLE COVER MATERIALS.	NO DISTURBANCE OF SURFACE WATERS IS PROPOSED WITH THIS PROJECT.
13	WHEN A LIVE WATERCOURSE MUST BE CROSSED BY CONSTRUCTION VEHICLES MORE THAN TWICE IN ANY SIX (6) MONTH PERIOD, A TEMPORARY STREAM CROSSING CONSTRUCTED OF NONERODIBLE MATERIAL.	
14	ALL APPLICABLE FEDERAL, STATE AND LOCAL CHAPTERS PERTAINING TO WORKING IN OR CROSSING LIVE WATERCOURSES SHALL BE MET. THE BEDS AND BANKS OF ANY WATERCOURSE SHALL BE STABILIZED IMMEDIATELY AFTER WORK IN THE WATERCOURSE IS COMPLETED.	
15	THE BEDS AND BANKS OF A WATERCOURSE SHALL BE STABILIZED IMMEDIATELY AFTER WORK IN THE WATERCOURSE IS COMPLETED.	
16	UNDERGROUND UTILITY LINES SHALL BE INSTALLED IN ACCORDANCE WITH THE FOLLOWING STANDARDS IN ADDITION TO OTHER APPLICABLE CRITERIA: 1)NO MORE THAN 500 LINEAL FEET OF ANY TRENCH MAY BE OPENED AT ONE TIME. 2)EXCAVATED MATERIAL SHALL BE PLACED ON THE UPHILL SIDE OF TRENCHES. 3)EFFLUENT FROM DEWATERING OPERATIONS SHALL BE FILTERED OR PASSED THROUGH AN APPROVED SEDIMENT TRAPPING DEVICE, OR BOTH, AND DISCHARGED IN A MANNER THAT DOES NOT ADVERSELY AFFECT FLOWING STREAMS OR OFF-SITE PROPERTY. 4)MATERIAL USED FOR BACKFILLING TRENCHES SHALL BE PROPERLY COMPACTED IN ORDER TO MINIMIZE EROSION AND PROMOTE STABILIZATION. 5)RESTALLIZATION SHALL BE ACCOMPLISHED IN ACCORDANCE WITH THESE CHAPTERS. 6)APPLICABLE SAFETY REGULATIONS SHALL BE COMPLIED WITH.	SF
17	WHERE CONSTRUCTION VEHICLE ACCESS ROUTES INTERSECT PAVED OR PUBLIC ROADS, PROVISIONS SHALL BE MADE TO MINIMIZE THE TRANSPORT OF SEDIMENT BY VEHICULAR TRACKING ONTO THE PAVED SURFACE. WHERE SEDIMENT IS TRANSPORTED ONTO A PAVED OR PUBLIC ROAD SURFACE, THE ROAD SURFACE SHALL BE CLEANED THOROUGHLY AT THE END OF EACH DAY. SEDIMENT SHALL BE REMOVED FROM THE ROADS BY SHOVELING OR SNEEPEL AND TRANSPORTED TO A SEDIMENT CONTROL DISPOSAL AREA. STREET WASHING SHALL BE ALLOWED ONLY AFTER SEDIMENT IS REMOVED IN THIS MANNER.	CE
18	ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES SHALL BE REMOVED WITHIN THIRTY (30) DAYS AFTER FINAL SITE STABILIZATION OR AFTER THE TEMPORARY MEASURES ARE NO LONGER NEEDED, UNLESS OTHERWISE AUTHORIZED BY THE VESCP AUTHORITY. TRAPPED SEDIMENT AND THE DISTURBED SOIL AREAS RESULTING FROM THE DISPOSITION OF TEMPORARY MEASURES SHALL BE PERMANENTLY STABILIZED TO PREVENT FURTHER EROSION AND SEDIMENTATION.	TS PS MU
19	PROPERTIES AND WATERWAYS DOWNSTREAM FROM DEVELOPMENT SITES SHALL BE PROTECTED FROM SEDIMENT DEPOSITION, EROSION AND DAMAGE DUE TO INCREASES IN VOLUME, VELOCITY AND PEAK FLOW RATE OF STORMWATER RUNOFF FOR THE STATED FREQUENCY STORM OF 24-HOUR DURATION IN ACCORDANCE WITH THE FOLLOWING STANDARDS AND CRITERIA. STREAM RESTORATION AND RELOCATION PROJECTS THAT INCORPORATE NATURAL CHANNEL DESIGN CONCEPTS ARE NOT MAN-MADE CHANNELS AND SHALL BE EXEMPT FROM ANY FLOW RATE CAPACITY AND VELOCITY REQUIREMENTS FOR NATURAL OR MAN-MADE CHANNELS. a. CONCENTRATED STORMWATER RUNOFF LEAVING A DEVELOPMENT SITE SHALL BE DISCHARGED DIRECTLY INTO AN ADEQUATE OR MAN-MADE RECEIVING CHANNEL, PIPE OR STORM SEWER SYSTEM. FOR THOSE SITES WHERE RUNOFF IS DISCHARGED INTO A PIPE OR PIPE SYSTEM, DOWNSTREAM STABILITY ANALYSES AT THE OUTFALL OF THE PIPE OR PIPE SYSTEM SHALL BE PERFORMED. b. ADEQUACY OF ALL CHANNELS AND PIPES SHALL BE VERIFIED IN THE FOLLOWING MANNER: (1) THE APPLICANT SHALL DEMONSTRATE THAT THE TOTAL DRAINAGE AREA TO THE POINT OF ANALYSIS WITHIN THE CHANNEL IS ONE HUNDRED TIMES GREATER THAN THE CONTRIBUTING DRAINAGE AREA OF THE PROJECT IN QUESTION OR (2) (a) NATURAL CHANNELS SHALL BE ANALYZED BY THE USE OF THE TWO-YEAR STORM TO VERIFY THAT STORMWATER WILL NOT OVERTOP CHANNEL BANKS NOR CAUSE EROSION OF CHANNEL BED OR BANKS; AND (b) ALL PREVIOUSLY CONSTRUCTED MAN-MADE CHANNELS SHALL BE ANALYZED BY THE USE OF THE 10-YEAR STORM TO VERIFY THAT STORMWATER WILL NOT OVERTOP ITS BANKS AND BY THE USE OF A 2-YEAR STORM TO DEMONSTRATE THAT STORMWATER WILL NOT CAUSE EROSION OF CHANNEL BED OR BANKS; AND (c) PIPES AND STORM SEWER SYSTEMS SHALL BE ANALYZED BY THE USE OF A TEN-YEAR STORM TO VERIFY THAT STORMWATER WILL BE CONTAINED WITHIN THE PIPE SYSTEM c. IF EXISTING NATURAL RECEIVING CHANNELS OR PREVIOUSLY CONSTRUCTED MAN-MADE CHANNELS OR PIPES ARE NOT ADEQUATE, THE APPLICANT SHALL: (1) IMPROVE THE CHANNEL TO A CONDITION WHERE A 10-YEAR STORM WILL NOT OVERTOP THE BANKS AND A 2-YEAR STORM WILL NOT CAUSE EROSION TO THE CHANNEL BED OR BANKS; OR (2) IMPROVE THE PIPE OR PIPE SYSTEM TO A CONDITION WHERE THE 10-YEAR STORM IS CONTAINED WITHIN THE APPURTENANCES; OR (3) DEVELOP A SITE DESIGN THAT WILL NOT CAUSE THE PRE-DEVELOPMENT PEAK RUNOFF RATE FROM A TWO-YEAR STORM TO INCREASE WHEN RUNOFF OUTFALLS INTO A NATURAL CHANNEL OR WILL NOT CAUSE THE PRE-DEVELOPMENT PEAK RUNOFF RATE FROM A 10-YEAR STORM TO INCREASE WHEN RUNOFF OUTFALLS INTO A MAN-MADE CHANNEL; OR (4) PROVIDE A COMBINATION OF CHANNEL IMPROVEMENT, STORMWATER DETENTION OR OTHER MEASURES WHICH IS SATISFACTORY TO THE VESCP AUTHORITY TO PREVENT DOWNSTREAM EROSION. d. THE APPLICANT SHALL PROVIDE EVIDENCE OF PERMISSION TO MAKE THE IMPROVEMENTS e. ALL HYDROLOGIC ANALYSES SHALL BE BASED ON THE EXISTING WATERSHED CHARACTERISTICS AND THE ULTIMATE DEVELOPMENT CONDON OF THE SUBJECT PROJECT. f. IF THE APPLICANT CHOOSES AN OPTION THAT INCLUDES STORMWATER DETENTION, HE SHALL OBTAIN APPROVAL FROM THE VESCP OF A PLAN FOR MAINTENANCE OF THE DETENTION FACILITIES. THE PLAN SHALL SET FORTH THE MAINTENANCE REQUIREMENTS OF THE FACILITY AND THE PERSON RESPONSIBLE FOR PERFORMING THE MAINTENANCE. g. OUTFALL FROM A DETENTION FACILITY SHALL BE DISCHARGED TO A RECEIVING CHANNEL, AND ENERGY DISSIPATORS SHALL BE PLACED AT THE OUTFALL OF ALL DETENTION FACILITIES AS NECESSARY TO PROVIDE A STABILIZED TRANSITION FROM THE FACILITY TO THE RECEIVING CHANNEL. h. ALL ON-SITE CHANNELS MUST BE VERIFIED TO BE ADEQUATE. i. INCREASED VOLUMES OF SHEET FLOWS THAT MAY CAUSE EROSION OR SEDIMENTATION ON ADJACENT PROPERTY SHALL BE DIVERTED TO A STABLE OUTLET, ADEQUATE CHANNEL, PIPE OR PIPE SYSTEM, OR TO A DETENTION FACILITY. j. IN APPLYING THESE STORMWATER MANAGEMENT CRITERIA, INDIVIDUAL LOTS OR PARCELS IN A RESIDENTIAL, COMMERCIAL OR INDUSTRIAL DEVELOPMENT SHALL NOT BE CONSIDERED TO BE SEPARATE DEVELOPMENT PROJECTS. INSTEAD, THE DEVELOPMENT, AS A WHOLE, SHALL BE CONSIDERED TO BE A SINGLE DEVELOPMENT PROJECT. k. ALL MEASURES USED TO PROTECT PROPERTIES AND WATERWAYS SHALL BE EMPLOYED IN A MANNER WHICH MINIMIZES IMPACTS ON THE PHYSICAL, CHEMICAL AND BIOLOGICAL INTEGRITY OF RIVERS, STREAMS AND OTHER WATERS OF THE STATE. l. ANY PLAN APPROVED PRIOR TO JULY 1, 2014, THAT PROVIDES FOR STORMWATER MANAGEMENT THAT ADDRESSES ANY FLOW RATE CAPACITY AND VELOCITY REQUIREMENTS FOR NATURAL OR MAN-MADE CHANNELS SHALL SATISFY THE FLOW RATE CAPACITY AND VELOCITY REQUIREMENTS FOR NATURAL OR MAN-MADE CHANNELS IF THE PRACTICES ARE DESIGNED TO (i) DETAIN THE WATER QUALITY VOLUME AND TO RELEASE IT OVER 48 HOURS; (ii) DETAIN AND RELEASE OVER A 24-HOUR PERIOD THE EXPECTED RAINFALL RESULTING FROM THE ONE YEAR, 24-HOUR STORM; AND (iii) REDUCE THE ALLOWABLE PEAK FLOW RATE RESULTING FROM THE 1.5, 2, AND 10-YEAR, 24-HOUR STORMS TO A LEVEL THAT IS LESS THAN OR EQUAL TO THE PEAK FLOW RATE FROM SITE ASSUMING IT WAS IN A GOOD FORESTED CONDITION, ACHIEVED THROUGH MULTIPLICATION OF THE FORESTED PEAK RATE BY A REDUCTION FACTOR THAT IS EQUAL TO THE RUNOFF VOLUME FROM THE SITE WHEN IT WAS IN A GOOD FORESTED CONDITION DIVIDED BY THE RUNOFF VOLUME FROM THE SITE IN ITS PROPOSED CONDITION, AND SHALL BE EXEMPT FROM ANY FLOW RATE CAPACITY AND VELOCITY REQUIREMENTS FOR NATURAL OR MAN-MADE CHANNELS AS DEFINED IN ANY REGULATIONS PROMULGATED PURSUANT TO 101-562 OR 101-570 OF THE ACT. FOR PLANS APPROVED ON AND AFTER JULY 1, 2014, THE FLOW RATE CAPACITY AND VELOCITY REQUIREMENTS OF 101-561 A OF THE ACT AND THIS SUBSECTION SHALL BE SATISFIED BY COMPLIANCE WITH WATER QUANTITY REQUIREMENTS IN THE STORMWATER MANAGEMENT ACT (101-603.2 ET SEQ. OF THE CODE OF VIRGINIA) AND ATTENDANT REGULATIONS, UNLESS SUCH LAND-DISTURBING ACTIVITIES ARE IN ACCORDANCE WITH 4VCAS0-60-48 OF THE VIRGINIA STORMWATER MANAGEMENT PROGRAM (VSMF) PERMIT REGULATIONS. n. COMPLIANCE WITH THE WATER QUANTITY MINIMUM STANDARDS SET OUT IN 4VCAS0-60-66 OF THE VIRGINIA STORMWATER MANAGEMENT PROGRAM (VSMF) PERMIT REGULATIONS SHALL BE DEEMED TO SATISFY THE REQUIREMENTS OF MINIMUM STANDARD 19.	SEE SUPPLEMENTAL CALCULATIONS FOR FLOOD AND CHANNEL PROTECTION REQUIREMENTS FOR THE PROPOSED DEVELOPMENT.

TABLE 3.32-C (Revised June 2003) PERMANENT SEEDING SPECIFICATIONS FOR APPALACHIAN/MOUNTAIN AREA		
LAND USE	SEED ¹ SPECIES	APPLICATION RATES
Minimum Care Lawn (Commercial or Residential)	Tall Fescue ¹ Perennial Ryegrass ² Kentucky Bluegrass ³	90-100% 0-10% 0-10% TOTAL: 200-250 lbs.
High-Maintenance Lawn	Minimum of three (3) up to five (5) varieties of Kentucky Bluegrass from approved list for use in Virginia ¹	TOTAL: 125 lbs.
General Slope (3:1 or less)	Tall Fescue ¹ Red Top Grass or Creeping Red Fescue Seasonal Nurse Crop ³	125 lbs. 2 lbs. 20 lbs. TOTAL: 150 lbs.
Low-Maintenance Slope (Steeper than 3:1)	Tall Fescue ¹ Red Top Grass or Creeping Red Fescue Seasonal Nurse Crop ³ Crownvetch ⁴	125 lbs. 2 lbs. 20 lbs. 20 lbs. TOTAL: 150 lbs.
1 - When selecting varieties of turfgrass, use the Virginia Crop Improvement Association (VCIA) recommended turfgrass variety list. Quality seed will bear a label indicating that they are approved by VCIA. A current turfgrass variety list is available at the local County Extension office or through VCIA at 804-746-4884 or at http://euden.ces.vt.edu/html/turf/turfpublicatons/publications.htm 2 - Perennial Ryegrass will germinate faster and at lower soil temperatures than Tall Fescues, thereby providing cover and erosion resistance for seedbed. 3 - Use seasonal nurse crop in accordance with seeding dates as stated below: March, April - May 15 th Annual Ryegrass May 16 th - August 15 th Annual Ryegrass August 16 th - September, October Annual Ryegrass November - February Winter Ryegrass 4 - All legume seed must be properly inoculated. If Flatpea is used, increase to 30 lbs/acre. If Weeping Lovegrass is used, include in any slope or low maintenance mixture during warmer seeding periods, increase to 30-40 lbs/acre.		
FERTILIZER & LIME		
● Apply 10-20-10 fertilizer at a rate of 500 lbs. / acre (or 12 lbs. / 1,000 sq. ft.) ● Apply Pulverized Agricultural Limestone at a rate of 2 tons/acre (or 90 lbs. / 1,000 sq. ft.)		
NOTE: - A soil test is necessary to determine the actual amount of lime required to adjust the soil pH of site. - Incorporate the lime and fertilizer into the top 4 - 6 inches of the soil by disk or by other means. - When applying Slowly Available Nitrogen, use rates available in Erosion & Sediment Control Technical Bulletin #4, 2003 Nutrient Management for Development Sites at http://www.dcr.state.va.us/esw/e&s.htm#pubs		

PS PERMANENT SEEDING SPECIFICATIONS

Erosion & Sediment Control Technical Bulletin No. 4 Nutrient Management for Development Sites (Revised June 2003)					
C. When applying maintenance fertilizer on established sod,					
Pounds of nitrogen per 1,000 sq. ft. if the fertilizer is less than 50 percent WIN					
Type of Grass					
Month	Tall Fescue Perennial Ryegrass	Kentucky Bluegrass	Bermudagrass	Zoysiagrass	
September	1	1	0	0	
October	1	1	0	0	
Early November	0	0	0	0	
April	0	0	0	0	
May	0-0.5	0-0.05	1	1	
June	0	0	1	0	
July/August	0	0	0	1	
Yearly Lbs. N/1000 sq ft	2.5	2.5	2	2	
Pounds of nitrogen per 1,000 sq. ft. if the fertilizer is more than 50 percent WIN					
Type of Grass					
Month	Tall Fescue Perennial Ryegrass	Kentucky Bluegrass	Bermudagrass	Zoysiagrass	
August 15	1.5	1.5	0	0	
October 1	1.5	1.5	0	0	
April	0	0	1.5	1.5	
May 15	0	0	0	0	
June	0	0	1.5	1.5	
Yearly Lbs. N/1000 sq ft	3	3	3	3	

FERTILIZER SPECIFICATIONS AND RATES FOR MANAGEMENT

TABLE 3.31-B (Revised June 2003) TEMPORARY SEEDING SPECIFICATIONS QUICK REFERENCE FOR ALL REGIONS		
APPLICATION DATES	SEED SPECIES	APPLICATION RATES
Sept. 1 - Feb. 15	50/50 Mix of Annual Ryegrass (lolium multi-florum) & Cereal (Winter) Ryegrass (Secale cereale)	50 -100 (lbs/acre)
Feb. 16 - Apr. 30	Annual Ryegrass (lolium multi-florum)	60 - 100 (lbs/acre)
May 1 - Aug. 31	German Millet	50 (lbs/acre)
FERTILIZER & LIME		
● Apply 10-10-10 fertilizer at a rate of 450 lbs. / acre (or 10 lbs. / 1,000 sq. ft.) ● Apply Pulverized Agricultural Limestone at a rate of 2 tons/acre (or 90 lbs. / 1,000 sq. ft.)		
NOTE: 1 - A soil test is necessary to determine the actual amount of lime required to adjust the soil pH of site. 2 - Incorporate the lime and fertilizer into the top 4 - 6 inches of the soil by disk or by other means. 3 - When applying Slowly Available Nitrogen, use rates available in Erosion & Sediment Control Technical Bulletin #4, 2003 Nutrient Management for Development Sites at http://www.dcr.state.va.us/esw/e&s.htm#pubs		

TS TEMPORARY SEEDING SPECIFICATIONS

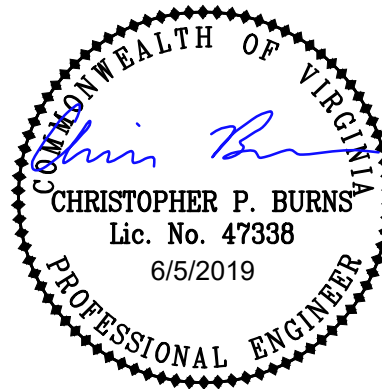


BALZER & ASSOCIATES
PLANNERS / ARCHITECTS
ENGINEERS / SURVEYORS

Roanoke / Richmond
New River Valley / Staunton
Harrisonburg / Lynchburg

www.balzer.cc

1208 Corporate Circle
Roanoke, VA 24018
540.772.9580



PRESTON PLACE PARKING EXPANSION

EROSION & SEDIMENT CONTROL NOTES & DETAILS

1938 WEST MAIN STREET
CITY OF SALEM, ROANOKE COUNTY, VIRGINIA

DRAWN BY CLL
DESIGNED BY BTC
CHECKED BY BTC
DATE 4/30/2019
SCALE AS SHOWN
REVISIONS
6/5/2019

CLL
BTC
BTC
4/30/2019
AS SHOWN
6/5/2019

C5
PROJECT NO 04190026.00
Page 98 of 116

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

**PLANNING COMMISSION
July 15, 2026**

ITEM #

This is to certify that I mailed letters in reference to the request of The Preston Place Preservation Foundation Inc., property owner and Karita Knisely, for the issuance of a Special Exception Permit to allow an assembly hall, nonresidential uses, in an accessory structure, and nonresidential uses out of doors, and a Use Not Provided for Permit for outdoor gatherings of less than 500 people on the property located at 1936 West Main Street (Tax Map #138-2-7) to the following property owners and adjacent property owners on June 26, 2026 in the 2:00 p.m. mail:

Parcel	Owner Name	Address 1	City	State	Zip
138-1-10	CSTORE SALEM MAIN LLC	260 WEST BALTIMORE PKE	WAWA	PA	19063
138-1-10.1	CARILION CLINIC PROPERTIES LLC	PO BOX 12385	ROANOKE	VA	24025-2385
138-1-11	Q REALTY LLC	PO BOX 8050 MS 0555	BENTONVILLE	AR	72712-8050
138-1-12	MONRO MUFFLER BRAKE INC	6920 POINTE INVERNESS WAY STE 301	FORT WAYNE	IN	46804
138-1-6	RENT-A-SPACE INC	3501 CONCORD RD STE 350	YORK	PA	17402
138-1-7	WAFFLE HOUSE INC	5986 FINANCIAL DR	NORCROSS	GA	30071
138-1-8	CARILION CLINIC PROPERTIES LLC	PO BOX 12385	ROANOKE	VA	24025-2385
138-2-3	ORNELAS MAIN STREET LLC	2032 W MAIN ST	SALEM	VA	24153
138-2-4	DESAI BROTHER REAL ESTATE LLC	3303 CIRCLE BROOK DR	ROANOKE	VA	24018
138-2-6.1	ROBO LLC	5942 COLEMAN RD	ROANOKE	VA	24018
138-2-7	THE PRESTON PLACE PRESERVATION FOUNDATION INC	PO BOX 235	SALEM	VA	24153
139-1-1	WAL-MART REAL ESTATE BUSINESS TRUST	PO BOX 8050 MS 0555	BENTONVILLE	AR	72712-0555
139-5-1	GO-MART INC	915 RIVERSIDE DR	GASSAWAY	WV	26624
139-5-2	81 REALTY INC	PO BOX 2170	LELAND	NC	28451
139-5-3	81 REALTY INC	PO BOX 2170	LELAND	NC	28451
139-5-7	PINE RIDGE	3052	FLOYD	VA	24091

166-1-1	1972 SALEM INDUSTRIAL DR OWNER LLC	10275 W HIGGINS RD STE 810	ROSEMONT	IL	60018
168-2-6	USF PROPCO I LLC	PO BOX 30308	CHARLOTTE	NC	28230
177-1-1.1	QUALICHEM INC	PO BOX 926	SALEM	VA	24153
177-1-2	HELM BUILDING ENTERPRISES LTD	PO BOX 2789	SALEM	VA	24153-0580

Signed: Max Dillon Date: 6/26/26

Max Dillon

City of Salem

Commonwealth of Virginia

The foregoing instrument was acknowledged before me this 26th day of June, 2026 by

Tammy Dunn

Notary Public

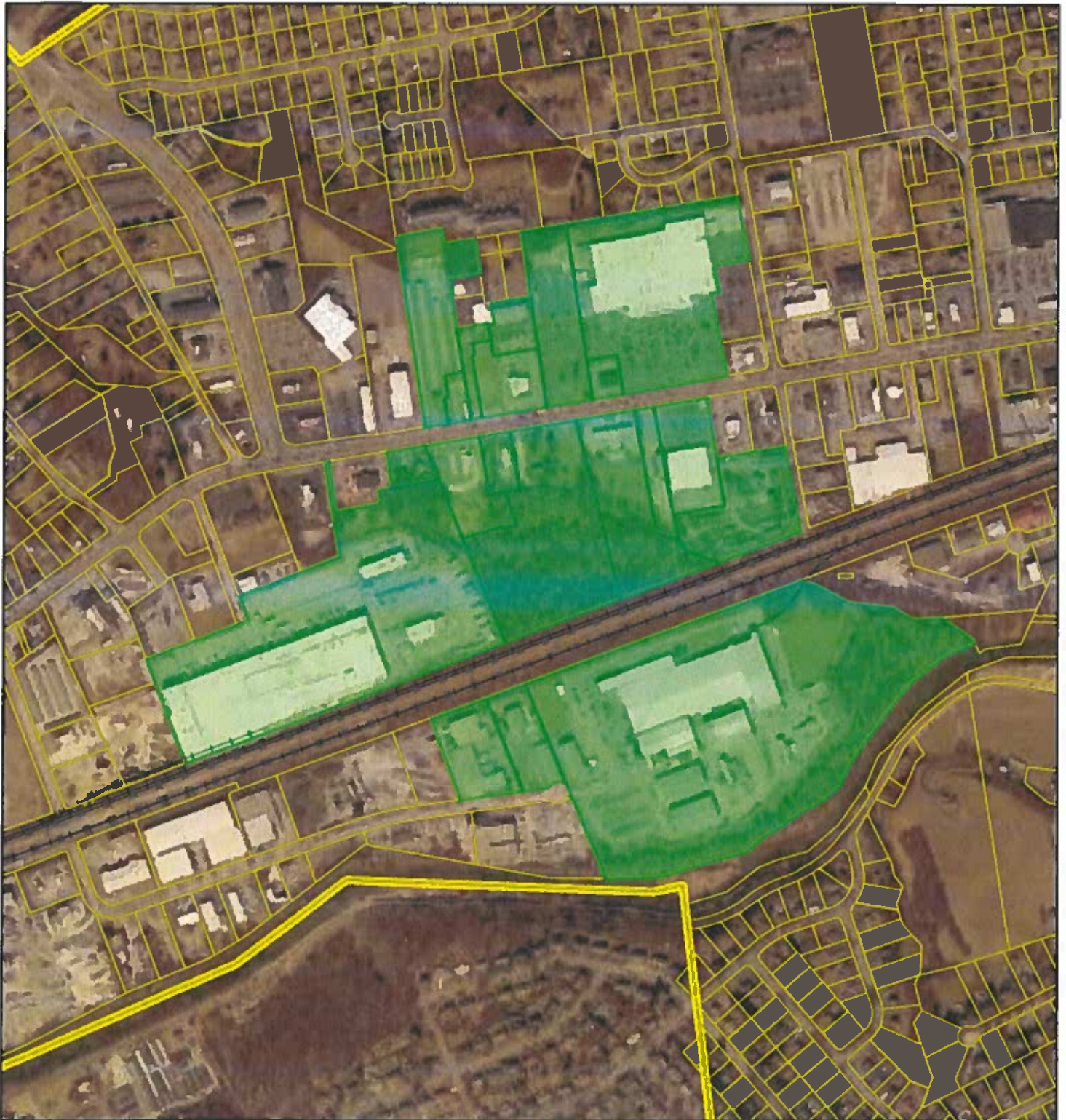
My commission expires 10/31/2028





City of Salem, VA

1936 W main



Date Created: 6/8/2026
Created By: anonymous

1 inch = 591 feet
|-----|

This map should be used for reference purposes only and should not be considered a legal document. While every effort has been made to ensure the accuracy of this product, the publisher accepts no responsibility for any errors or omissions nor for any loss or damage alleged to be suffered by anyone as a result of the publication of this map and the notations on it, or as a result of the use or misuse of the information provided herein.

Powered By
actDataScout

www.actDataScout.com

 via DataScout OneMap®

SALEM VA



CITY COUNCIL

July 17, 2026

The Preston Place Preservation Foundation, Inc.
P. O. Box 235
Salem, VA 24153

RE: Petition For Special Exception Permit and Use Not Provided For Permit
1936 W. Main Street
Salem VA 24153
Tax Map # 138-2-7

To Whom It May Concern:

You and/or your agent shall appear before City Council on **Monday, August 10, 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 Special Exception and Use Not Provided For requests for the above-referenced property.

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

Sincerely,



H. Robert Light
Assistant City Manager/Clerk of Council



Item #: 6.E.

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

MEETING DATE: August 10, 2026

AGENDA ITEM: **Resolution Authorizing a Referendum**
Consider adoption of Resolution 1535 authorizing a referendum on a not to exceed one percent general retail sales and use tax used solely for capital projects for new construction and major renovation of Salem City schools.

SUBMITTED BY: Chris Dorsey, City Manager

SUMMARY OF INFORMATION:

Effective July 1, 2026, the Virginia General Assembly enacted its biennial budget and appropriation legislation ("Budget Bill") for the biennium beginning July 1, 2026, and ending June 30, 2028. This Budget Bill enacts amendments to Sections 58.1-605.1 and 58.1-606.1 of the Code of Virginia of 1950, as amended, ("the Code") authorizing the governing body of any county or city to levy a general retail sales and use tax at a rate not to exceed one percent, provided that such tax is approved by referendum and the revenues are used solely for capital projects for the new construction or major renovation of schools serving the county or city, including related bond and loan financing costs.

If approved by the qualified voters in the City and imposed by Ordinance of Salem City Council, a general retail sales and use tax of not to exceed one percent shall be added to the rates of the state and local sales and use taxes, shall be administered and collected by the City's Tax Commissioner as provided by law, and shall not be levied on food purchased for human consumption or essential personal hygiene products as defined in Section 58.1-611.1 of the Code.

Section 58.1-605.1 of the Code, as amended by the Budget Bill, requires that the referendum be initiated by resolution of the local governing body, that the resolution state the date by which any bonds or loans financing the school capital projects shall be repaid or, if bonds or loans are not used, the date on which the sales tax shall expire, and that the expiration date shall not be more than twenty years after the date of the initiating resolution. Section 24.2-684 of the Code provides that no referendum shall be placed on the ballot unless specifically authorized by statute or charter.

If Council desires to allow the qualified voters in the City to approve or deny this local option by referendum through the adoption of Resolution 1535, Council will request that the Circuit Court of the City of Salem, Virginia enter an order calling a referendum to be held on November 3, 2026, on whether the City may levy a general retail sales tax at a rate not to exceed one percent solely for school capital projects for new construction or major renovation of Salem City schools.

The City Attorney has prepared the attached Resolution 1535.

FISCAL IMPACT:

Should Council adopt Resolution 1535 and the qualified voters in the City approve by subsequent referendum at the November 3, 2026 general election, Council will retain the option to subsequently levy a general sales and use tax not to exceed one percent for eligible school capital projects.

STAFF RECOMMENDATION:

Staff recommends that Council consider Resolution 1535.

ATTACHMENTS:

1. Resolution 1535 for Special Election for Sales Tax

THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, AUGUST 10, 2026:

RESOLUTION 1535

**RESOLUTION OF THE COUNCIL OF THE CITY OF SALEM, VIRGINIA
REQUESTING A REFERENDUM ON A LOCAL GENERAL RETAIL SALES TAX
FOR SCHOOL CAPITAL PROJECTS**

WHEREAS, effective July 1, 2026, the Virginia General Assembly has enacted its biennial budget and appropriation legislation (**“Budget Bill”**) for the biennium commencing July 1, 2026 and ending June 30, 2028;

WHEREAS, the Budget Bill enacts amendments to Sections 58.1-605.1 and 58.1-606.1 of the Code of Virginia of 1950, as amended, (**the “Code”**), authorizing the governing body of any county or city to levy a general retail sales and use tax at a rate not to exceed one percent, provided that such tax is approved by referendum and the revenues are used solely for capital projects for the new construction or major renovation of schools serving the county or city, including related bond and loan financing costs;

WHEREAS, such general retail sales and use tax, if approved by the qualified voters and imposed by ordinance of the Council (**the “Council”**) of the City of Salem, Virginia (**the “City”**), shall be added to the rates of the state and local sales and use taxes, shall be administered and collected by the City’s Tax Commissioner as provided by law, and shall not be levied on food purchased for human consumption or essential personal hygiene products as defined in Section 58.1-611.1 of the Code;

WHEREAS, Section 58.1-605.1 of the Code, as amended by the Budget Bill, requires that the referendum be initiated by resolution of the local governing body, that the resolution state the date by which any bonds or loans financing the school capital projects shall be repaid or, if bonds or loans are not used, the date on which the sales tax shall expire, and that the expiration date shall not be more than twenty years after the date of the initiating resolution;

WHEREAS, Section 24.2-684 of the Code provides that no referendum shall be placed on the ballot unless specifically authorized by statute or charter and that any referendum question submitted to the voters of a city shall be held pursuant to a court order stating the question to appear on the ballot in plain English;

WHEREAS, the Council has determined that it is in the best interests of the City to request that the Circuit Court of the City of Salem, Virginia enter an order calling a referendum to be held on November 3, 2026, on whether the City may levy a general retail sales tax at a rate not to exceed one percent for school capital projects;

WHEREAS, revenues from such general retail sales tax shall be used solely for capital projects for new construction or major renovation of schools serving the City, including bond and loan financing costs related to such construction or renovation;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City as follows:

1. The City Council hereby initiates, pursuant to Sections 58.1-605.1 of the Code, as amended by the Budget Bill, and 24.2-684 of the Code, a referendum to be submitted to the qualified voters of the City on whether the City shall be authorized to levy a general retail sales tax at a rate not to exceed one percent to provide revenue solely for capital projects for the new construction or major renovation of schools in the City.
2. The general retail sales tax, if approved by referendum and thereafter imposed by ordinance of the City Council, shall be used solely for capital projects for new construction or major renovation of schools serving the City, including bond and loan financing costs related to such construction or renovation. If approved by referendum, the City expects to authorize by ordinance a corresponding use tax as provided under Section 58.1-606.1 of the Code.
3. The City Council states that the school capital projects to be funded with revenues from the general retail sales tax are expected to be financed by bonds or loans, and such general retail sales tax shall expire on the date by which such bonds or loans are repaid, such bonds or loans expected to mature annually for a period of twenty years or longer; provided that such expiration date shall not be later than June 30, 2046.
4. For any such capital projects for the construction or major renovation of schools in the City not financed by bonds or loans, the tax levied pursuant to this Resolution, if approved by referendum, shall expire on June 30, 2046.
5. The City Council hereby requests that the Circuit Court of the City of Salem, Virginia enter an order requiring City election officials to conduct a special election for the qualified voters of the City to be held on November 3, 2026, the day of the general election, and that the referendum question be placed on the ballot in substantially the following form, or such similar form approved by the Circuit Court of the City of Salem, Virginia in accordance with Section 58.1-605.1 of the Code:

Shall the City of Salem, Virginia be authorized to levy a general retail sales tax at a rate not to exceed one percent, with the revenues to be used solely for capital projects for new construction or major renovation of schools serving The City of Salem, Virginia including related bond and loan financing costs, and with the tax expiring on June 30, 2046?

☐ Yes

☐ No

6. The City Attorney is authorized and directed to prepare and file any and all documents necessary to effectuate this request before the Circuit Court of the City of Salem, Virginia.
7. The Clerk or any Deputy Clerk of the City Council or other agent or employee of the City, is hereby authorized and directed to cause a certified copy of this Resolution to be filed with the Circuit Court of the City of Salem, Virginia.

8. This Resolution and the provisions contained herein shall become effective immediately upon adoption.

CERTIFICATION OF ADOPTION OF RESOLUTION

The undersigned Clerk of the Council of the City of Salem, Virginia hereby certifies that the Resolution set forth above was adopted during an open meeting on August ___, 2026, by the City Council with the following votes:

Aye:

Absent:

Nay:

Abstentions:

Signed this ____ day of August, 2026.

By: _____
Clerk, City Council
City of Salem, Virginia



Item #: 6.F.

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

MEETING DATE: August 10, 2026

AGENDA ITEM: **Salem City School Board**
Consider setting the date for a public hearing in accordance with Section 22.1-29.1 of the Code of Virginia 1950, as amended, regarding the consideration of applicants for the School Board term expiring December 31, 2026, of Macel Janoschka. (Suggest date of September 14, 2026).

SUBMITTED BY: Chris Dorsey, City Manager

SUMMARY OF INFORMATION:

The current term for School Board member Macel Janoschka expires on December 31, 2026. Per the Code of Virginia, Council must hold a public hearing to receive the views of citizens within the school division at least seven days prior to any appointment. No nominee or applicant whose name has not been considered at a public hearing shall be appointed as a School Board member. Pending Council action to set the public hearing date for the September 14, 2026 regular City Council meeting (or an alternate meeting date if Council elects), the City will provide public notice of this date and request that interested applicants submit a letter of interest and resume to the office of the Clerk of Council for consideration and naming at the public hearing.

FISCAL IMPACT:

STAFF RECOMMENDATION:

Staff recommends Council set a public hearing on the appointment of school board members for September 14, 2026, during the regular Council meeting, direct staff to provide public notice, and accept letters of interest and resumes from interested applicants for naming at this public hearing.

ATTACHMENTS:

1. Code Section.School Board Appointment

§ 22.1-29.1. Public hearing before appointment of school board members

At least seven days prior to the appointment of any school board member pursuant to the provisions of this chapter, of §§ [15.2-410](#), [15.2-531](#), [15.2-627](#) or § [15.2-837](#), or of any municipal charter, the appointing authority shall hold one or more public hearings to receive the views of citizens within the school division. The appointing authority shall cause public notice to be given at least seven days prior to any hearing by publication in a newspaper having a general circulation within the school division. No nominee or applicant whose name has not been considered at a public hearing shall be appointed as a school board member.

1985, c. 423; 1987, c. 430; 2023, cc. [506](#), [507](#).

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.



Item #: 6.G.

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

MEETING DATE: August 10, 2026

AGENDA ITEM: **Appropriation of Funds**

Consider a request to amend the School Operating Fund budget as approved by the School Board on July 14, 2026.
Audit - Finance Committee

SUBMITTED BY: Rosemarie Jordan, Director of Finance

SUMMARY OF INFORMATION:

The School Operating Fund budget was amended for Fiscal Year 2026-2027 by the School Board at their meeting on July 14, 2026. This amendment was needed because the State did not approve their FY27 budget until June 29, 2026. The Board amended the Operating Fund budget to reflect final State figures resulting in an increase of \$1,070,180 in revenues and expenditures. The attached memo details the appropriation changes.

FISCAL IMPACT:

Appropriation changes totaling \$1,070,180 made to the Operating Fund.

STAFF RECOMMENDATION:

Staff recommends that Council approve the School Board's appropriation changes of \$1,070,180 to the School Operating Fund per the attached report.

ATTACHMENTS:

1. FY 2027 Budget Adjustments Narrative - State Funding Updates from Late Budget 07142026
2. Budget Adjustments for Late State Budget for FY 27 _Attachment A

Salem City Schools
Budget Amendments FY 27
July 14, 2026

Summary of Issue:

Presented for your consideration are amendments to the 2026-2027 School Operating Fund budget. Amendments are required for a variety of reasons. When the Board adopts the budget, it is based on known facts and assumptions made throughout the budget process. Over time, these assumptions change; demands may be made by parents and/or students, state mandates previously unknown may come in to play, student enrollment may change, and even the Board itself may place additional requirements on school finances.

In this instance, the State did not approve their FY 27 budget until June 29, 2026. We can now amend the budget to reflect the final State revenues to be received by Salem City Schools.

School Operating Fund

State Revenue Summary - Overall State revenue has increased by \$1,070,180, made up of an increase in the Compensation Supplement (from 2% to 4%), higher Sales Tax projections, and increased funding for Special Programs and Infrastructure & Operations.

Key Budget Restrictions:

- Special Education & At-Risk Funding: Earmarked for specific uses; cannot be applied to the general operating budget.
- Infrastructure Funding: 30% must be used strictly for one-time expenses.
- Net Available: After restricted funds, the net available for instruction and operations increases is **\$596,099**.

Expenditures Adjustment Summary - Total expenditures increase by the same \$1,070,180 to balance the budget, covering salary scale adjustments, special program set asides, and recently emerged operational needs.

Salary & Compensation Scale Updates (\$208,054)

- State Alignment: Overall raises will exceed the State's 4% average requirement, ensuring the district captures the full state raise revenue.
- Support Scale: Starting salary increased to \$13.75/hour to meet the upcoming January 1, 2027, minimum wage mandate.

- Administrative Scale: Expanded from 20 to 25 steps to remain market-competitive with peers and reward longer-serving staff rather than capping their growth.

New Operational Needs (Since March/April Budget Adoption) (\$388,045)

- Health Insurance: Projected rate increase of 25% versus 10% budgeted.
- Legal Fees: Retained for active and anticipated cases.
- Lexia Software: Partial funding (state funding has ended – notified in June 2026).

Overall, the increase in state revenues is balanced with offsetting expenditures, all strict state funding earmarks (Special Ed, Infrastructure) are properly isolated, and the minimum wage compliance is met ahead of the January 2027 deadline.

Grant, Cafeteria & Capital Projects Funds are in satisfactory condition and we are not recommending any amendments at the time.

Policy Reference:

DA-BR Budget Transfers

Fiscal Impact:

The budget adjustments in attachment A will increase the revenue and expenditure budgets in the school operating fund in total by the same amount of \$ 1,070,180.

Recommended Action:

Move approval of the budget amendments in the School Operating Fund as presented and recommend that City Council approve the same

State Revenue Late Budget Breakout for 7/14/26

Budget Adjustments - Attachment A

REVENUE:	Amt to Be Adjusted	
Sales Tax	\$	55,474.00
Basic Aid	\$	(36,042.00)
Sped	\$	295,129.00
At Risk SOQ	\$	295,020.00
Compensation Supplement	\$	468,503.00
At Risk Lottery	\$	(245,719.00)
Supplemental Lottery PPA/Infrastructure		
& Operations	\$	237,815.00
	\$	1,070,180.00
EXPENDITURE:		
Pay Increase	\$	208,054.00
Special Education Elem	\$	98,377.00
Special Education High	\$	98,376.00
Special Education Middle	\$	98,376.00
At-Risk Elem	\$	59,651.00
At-Risk High	\$	59,651.00
At-Risk Middle	\$	59,650.00
Health Insurance Increase	\$	250,000.00
Legal Fees	\$	100,000.00
Software - Instructional	\$	38,045.00
	\$	1,070,180.00
	\$	-



Item #: 6.H.

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

MEETING DATE: August 10, 2026

AGENDA ITEM: **Appropriation of Funds**
Consider a request to transfer unallocated capital reserve for
Fiscal Year 2027 Capital Improvement Plan projects. **Audit -
Finance Committee**

SUBMITTED BY: Rosemarie Jordan, Director of Finance

SUMMARY OF INFORMATION:

The Fiscal Year 2027 budget was adopted on May 11, 2026, which included four projects to be funded by capital reserves. In accordance with the City's Capital Planning and Reserve Policy, contributions from the General Fund were previously appropriated to the Capital Reserve Fund. The funds that have been transferred to the Capital Reserve Fund can be allocated to specific projects that have been approved as part of the budget process each year by City Council. For Fiscal Year 2027, the following projects were approved to be funded using the capital reserve account. Staff is requesting Council approval to allow the City Manager to transfer funds from the capital reserve account to the following accounts within the Capital Reserve Fund:

- Storm Drain – Carey Avenue \$850,000
- Storm Drain – Market Street and Clay Street \$750,000
- Police Vehicle Replacement \$523,249
- Front Load Dumpster Truck \$452,000

The budget transfer will be effective July 1, 2026 in conjunction with the adoption of the annual budget for Fiscal Year 2027.

FISCAL IMPACT:

Funding these projects through capital reserve funds allows the City to satisfy capital needs.

STAFF RECOMMENDATION:

Staff recommends appropriation of funds within the Capital Reserve Fund for the

projects listed above. Staff also requests approval for the City Manager to approve the budget transfer of \$2,575,249 from the Capital Reserve account, 21-012-0205-54900, to the following expenditure accounts:

21-042-0205-54941, Storm Drain – Carey Avenue \$850,000

21-042-0205-54942, Storm Drain – Market St & Clay St \$750,000

21-030-0205-54932, Police Vehicle Replacement \$523,249

21-018-0205-54940, Front Load Dumpster Truck \$452,000

ATTACHMENTS:

1. Capital Reserve CIP Projects 2027

**City of Salem, Virginia
Capital Outlay Funded Detail
Fiscal Year 2027**

Capital Reserve Fund

Department	Project Name	2027
<u>Community Development</u>		
21-042-0205-549xx City Capital Reserve-Community Development	Storm Drain - Carey Avenue	\$ 850,000
	Storm Drain - Market Street and Clay Street	750,000
Community Development Total		1,600,000
<u>Police</u>		
21-030-0205-54932 Police Vehicle Replacement	Vehicle Replacement	523,249
Police Total		523,249
<u>Street: Refuse</u>		
21-018-0205-549xx City Capital Reserve-Streets	Front Load Dumpster Truck	452,000
Street: Refuse Total		452,000
Total		\$ 2,575,249