



**City Council
Agenda
Monday, August 24, 2026, 6:30 PM**

Work Session, 5:45 PM

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

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

WORK SESSION

1. Call to Order
2. New Business
 - A. Discussion Items
 - Architectural Review Board Discussion
3. Adjournment

REGULAR SESSION

1. Call to Order
2. Pledge of Allegiance
3. Awards & Recognitions
 - A. **Recognition of International Overdose Awareness Day**

Presentation of a proclamation recognizing August 31, 2026, as International Overdose Awareness Day.
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 August 10, 2026, Work Session and Regular Meeting

minutes.

C. Financial Reports

Consider acceptance of the Statement of Revenues and Expenses for the eleven months ending May 31, 2026.

5. Old Business

A. Stormwater Utility

Consider an ordinance on second 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. (Approved on first reading at the August 10, 2026, meeting.)

B. Use Not Provided For Permit

The petition of The Preston Place Preservation Foundation Inc., property owner, for 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*.) The public hearing was held at the August 10, 2026, Council meeting.

6. New Business

A. Abstract of Votes

Receive the Abstract of Votes cast at the Republican Primary for United States Senate held on August 4, 2026.

7. Adjournment



Item #: 3.A.

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

MEETING DATE: August 24, 2026

AGENDA ITEM: **Recognition of International Overdose Awareness Day**
Presentation of a proclamation recognizing August 31, 2026,
as International Overdose Awareness Day.

SUBMITTED BY: Renée Turk, Mayor

SUMMARY OF INFORMATION:

Roanoke Valley Collective Response (RVCR), a program of the Roanoke Valley-Alleghany Regional Commission (RVARC), has requested Salem City Council recognize August 31, 2026, as International Overdose Awareness Day. The observance remembers people lost to overdose, acknowledges people and families affected by overdose, reduces stigma, and promotes education and life-saving community action. The 2026 theme is "25 Years On. Still Needed." RVCR will host a regional observance on Wednesday, August 26, 2026, at the Taubman Museum of Art, Roanoke, Virginia.

FISCAL IMPACT:

STAFF RECOMMENDATION:

Staff recommends presenting the attached proclamation recognizing August 31, 2026, as International Overdose Awareness Day.

ATTACHMENTS:

1. International Overdose Awareness 2026

PROCLAMATION

WHEREAS, The City of Salem recognizes the profound harm caused by fatal and nonfatal overdose and the grief, trauma, and lasting effects experienced by individuals, families, friends, first responders, service providers, and communities; and

WHEREAS, International Overdose Awareness Day is observed worldwide on August 31 to remember people lost to overdose, acknowledge people living with injury or grief, reduce stigma, and promote practical actions that prevent overdose and save lives; and

WHEREAS, The Virginia Department of Health reported 1,548 drug overdose deaths among Virginia residents in 2024, and more than two-thirds involved fentanyl or other synthetic opioids. These losses demonstrate that overdose remains an urgent and preventable public health concern requiring continued community attention; and

WHEREAS, the 2026 International Overdose Awareness Day theme, "25 Years On. Still Needed.", honors 25 years of remembrance and action while calling communities to continue education, compassionate engagement, timely access to care and support, naloxone awareness and training, treatment, recovery support, and coordinated response; and

WHEREAS, Roanoke Valley Collective Response (RVCR), a program of the Roanoke Valley-Alleghany Regional Commission (RVARC) brings together partners across prevention, treatment, overdose reversal, recovery, public safety, health care, local government, and family support; and

NOW, THEREFORE, I, Renée Ferris Turk, Mayor of the City of Salem, Commonwealth of Virginia, and on behalf of Salem City Council and all our citizens, do hereby recognize August 31, 2026, as

INTERNATIONAL OVERDOSE AWARENESS DAY

in the City of Salem, Virginia, and I call this observance to the attention of all our citizens. Residents are encouraged to remember those lost, support people and families affected by overdose, learn to recognize and respond to overdose, reduce stigma, and strengthen pathways to prevention, treatment, recovery, and wellness.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Salem to be affixed this the twenty-fourth day of August in the year of our Lord two thousand twenty-six and of the Independence of the United States the two hundred and fiftieth.



Mayor of the City of Salem, Virginia

COUNCIL MEMBERS

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

ATTEST:



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



CITY COUNCIL

MINUTES

Monday, August 10, 2026, at 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

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 August 10, 2026, at 6:00 p.m., there being present the following members of said Council to wit: Renée Ferris Turk, Mayor (participated remotely); Anne Marie Green, Vice-Mayor; Council members; Byron Randolph Foley, H. Hunter Holliday, and John Saunders (participated remotely); with Anne Marie Green, Vice-Mayor, presiding; together with Chris Dorsey, City Manager; Rob Light, Assistant City Manager and Clerk of Council; Rosie Jordan, Director of Finance; Will Simpson, Assistant Director of Community Development/City Engineer; Carey Harvey Cutter, Director of Tourism; Crystal Williams, Assistant to the City Manager; and Laura Lea Harris, Deputy Clerk of Council; Also present was Katie Conner, Virginia Tourism Corporation; and the following business was transacted;

Vice-Mayor Green 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

Review of Salem Tourism Action Plan - Carey Harvey Cutter, Director of Tourism/Katie Conner, Virginia Tourism Corporation

Cary Harvey Cutter, Director of Tourism, and Katie Conner of the Virginia Tourism Corporation reviewed the Salem Tourism Action Plan. Ms. Conner provided an overview of how and why the plan was developed, including the process used and its

economic impact. She noted marketing, products, partnerships, and infrastructure as the four strategic areas of focus. Also noted were immediate, short-term, and long-term action items that are included in the plan. Ms. Conner shared how the success of the plan will be measured.

Mr. Harveycutter noted City staff that were involved in the planning group.

Discussion was held. Councilman Foley asked if Council could be provided with updated data once this information becomes available from the state. It was confirmed that this information would be provided. A copy of the Tourism Action Plan was provided for Council and staff in attendance.

3. Adjournment

There being no further business, Vice-Mayor Green adjourned the meeting at 6:22 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 (participated remotely); Anne Marie Green, Vice-Mayor; Council members: Byron Randolph Foley, Hunter Holliday, and John Saunders (participated remotely); with Anne Marie Green, Vice-Mayor, presiding together with Chris Dorsey, City Manager; Rob Light, Assistant City Manager and Clerk of Council; Rosie Jordan, Director of Finance; Will Simpson, Assistant Director of Community Development/City Engineer; Mary Ellen Wines, Planning and Zoning Administrator; Mike Stevens, Director of Communications; and Jim Guynn, City Attorney.

2. Pledge of Allegiance

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

Vice-Mayor Green requested that Mr. Light read a request from Mayor Turk to participate remotely in this meeting.

Mr. Light noted that Mayor Turk's remote participation was provided for under a different code section and requires a vote by the other members of Council. He noted that Mayor Turk asked him to read the following request on her behalf. "In accordance with Section 2.2-3708.3 (B)(4) of the Code of the Commonwealth of Virginia and the Remote Participation Policy of the City of Salem, I hereby request to participate remotely due to a personal matter, specifically that I am out of town."

Randy Foley motioned to accept the remote participation of Mayor Turk. Hunter

Holliday seconded the motion.

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

Nays: None

Abstaining: Renée Turk

Vice-Mayor Green thanked both Councilman Saunders and Mayor Turk for participating remotely in the meeting this evening.

3. Awards & Recognitions

Vice-Mayor Green recognized Field Training Officer Randal McGee from the Salem Police Department and asked the following new officers in attendance this evening to come forward: Austin Eldridge, Troy Fryling, Taylan Herndon, and James Nunley. Field Training Officer McGee noted that these officers had recently graduated from the 87th Law Enforcement Academy with Cardinal Criminal Justice Academy. He had the officers introduce themselves individually and share where they were from and any prior experience that they had. Council congratulated the officers and thanked them for their service. Vice-Mayor Green excused the officers to return to work.

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.

No citizens were signed up to speak this evening.

B. Minutes

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

Councilman Holliday noted the success of the recent Salem Distance Run.

C. Financial Reports

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

The Financial Reports were received.

5. Old Business

There was no Old Business this evening.

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*).

Will Simpson, Assistant Director of Community Development/City Engineer, presented an overview of a proposed stormwater utility fee to establish a dedicated funding source for the City's stormwater program. He explained that Salem is subject to a state-issued Municipal Separate Storm Sewer System (MS4) permit, which imposes increasingly stringent, largely unfunded requirements related to stormwater management, erosion and sediment control, and total maximum daily loads (TMDLs), including sediment reduction. The City is currently in compliance with its MS4 permit but is operating near the limits of compliance. Mr. Simpson identified increased development and impervious surface, more frequent and intense storms, and aging stormwater infrastructure as factors contributing to the City's stormwater management needs. The proposed fee would provide dedicated funding for stormwater administration and regulatory compliance, maintenance of stormwater facilities and drainage infrastructure, street sweeping, best management practices (BMPs), stream and streambank restoration, sediment reduction, infrastructure improvements, and capital projects. He noted that Virginia Code § 15.2-2114 authorizes localities subject to an MS4 permit to establish a dedicated stormwater utility fee. Revenues collected through the fee would be restricted to stormwater-related purposes.

Mr. Simpson reported that the City established a Stormwater Advisory Committee consisting of citizens, businesses, industry representatives, churches, and representatives of Roanoke College. The committee met over several months and reviewed approaches used by other localities, including Roanoke City, Blacksburg, Christiansburg, Lynchburg, and Staunton. Staff also conducted public outreach through the City's website, social media, utility bill inserts, and two public meetings held June 18 and June 24.

The proposed fee would be based on impervious surface area. For residential properties, the City's average residential impervious area is approximately 3,500 square feet, which would constitute one Equivalent Residential Unit (ERU). The proposed residential fee is \$10 per month per ERU. Single-family homes, condominiums, and townhomes would generally be charged \$10 per month; apartments, duplexes, triplexes, and similar multifamily properties would be charged approximately \$5 per month; and mobile homes would be charged approximately \$3 per month. Non-residential properties would be charged according to a tiered schedule based on impervious area.

Mr. Simpson explained that properties may qualify for credits for implementing approved stormwater management measures. Depending on the measures undertaken, credits could reduce a property's fee substantially, with qualifying measures potentially providing credits of up to 90 percent. He noted that newer development generally already incorporates measures that could qualify for credits, while some older properties may need to make improvements to meet current standards.

Mr. Simpson estimated potential annual revenue of approximately \$2.8 million before credits and approximately \$2.4 million after anticipated credits. Expenditures would include stormwater staff, equipment and vehicle maintenance, consultant services, stormwater facility and drainage maintenance, street sweeping, stream and streambank stabilization, sediment removal, and capital improvements to stormwater infrastructure.

If approved, the fee would be included in the City's existing water and sewer utility bills. Mr. Simpson anticipated approximately four months would be needed to establish the billing system and verify parcel information before implementation. The proposed implementation date is January 1, 2027. He stated that each parcel would be reviewed to ensure proper billing and that an appeals process would be available through the Director of Community Development for disputed charges. Nonpayment penalties would be consistent with other utility charges.

Mr. Simpson also noted that residential and non-residential credit manuals were being finalized and would be made available to the public. Additional public education and outreach would continue, including assistance with the credit application process.

Mr. Simpson reviewed the steps completed to date, including research, advisory committee meetings, public outreach, public input, modifications to the proposal, and a July 27 City Council work session. The proposed stormwater ordinance is receiving its first reading at this evening's meeting, with a second reading scheduled for August 24, 2026. Assuming approval, implementation of the stormwater utility fee would begin January 1, 2027.

Councilman Foley asked Mr. Simpson to provide examples of residential credits.

Mr. Simpson responded that downspouts that go into a rain barrel, rain gardens, and tree plantings were the three best examples.

Councilman Foley asked about options for driveways that could count as a credit such as pavers.

Mr. Simpson discussed materials that could be used for driveways that would qualify for a credit.

Vice-Mayor Green opened the public hearing.

Joe Foley, 302 Academy Street, noted that he had attended one of the community meetings for this item and commended City staff for their professionalism. He expressed concern that the proposed residential stormwater utility fee would impose the same \$10 monthly charge on residential properties regardless of the amount of impervious surface. He noted that a property with substantially more impervious area would pay the same fee as a smaller residential property and expressed concern that the flat fee could have a greater financial impact on smaller or lower-value households. He acknowledged that tiering residential properties could increase administrative costs and staffing needs but encouraged Council to consider the potential economic impact of the proposed structure. He otherwise commended the work that had been done on the proposal and stated that the concern was offered for Council's consideration.

Stella Reinhard, 213 North Broad Street, asked whether a brick walkway that has been in place for approximately 100 years would be considered a permeable surface under the proposed stormwater utility fee. She also raised concerns about ongoing erosion near the stream by City Hall and the potential for similar erosion to affect residential properties and foundations. Ms. Reinhard acknowledged the need for stormwater funding but encouraged Council to consider the broader impacts of continued development and loss of green space, particularly in combination with increased rainfall and aging infrastructure. She encouraged Council to consider the relationship between stormwater management, continued development and the City's comprehensive planning goals, and to ensure that efforts to increase development do not undermine other community objectives.

Vice-Mayor Green closed the public hearing.

Mr. Simpson responded to citizen comments, explaining that erosion and exposed outfalls are among the types of projects the City has identified through required MS4 outfall inspections and that addressing these issues could also contribute to sediment reduction credits. He also explained that a flat residential fee was recommended over a tiered structure after reviewing approaches used by other localities and consulting with the Stormwater Advisory Committee. Mr. Simpson noted that both approaches would generate similar revenue, but a tiered system would require significantly more administrative work to continually update impervious-area calculations for individual residential properties.

Hunter Holliday motioned to adopt 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. Randy Foley seconded the motion.

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

Vice-Mayor Green commended Mr. Simpson and City staff for their work on this item.

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.)

Vice-Mayor Green asked Ms. Wines for information on this request.

Mary Ellen Wines, Planning and Zoning Administrator, provided an overview of a special exception permit application related to Community Church leasing a portion of its East Main Street property to Cornerstone Classical Academy, a hybrid homeschool program operating on the property approximately three days per week for about 87–90 days per school year. She noted that Planning Commission discussions focused on traffic circulation, student drop-off and pickup, parking, and building and life-safety requirements. Two conditions were recommended: submission of a minor site plan addressing traffic circulation and parking, and termination of the special exception if the religious assembly use at the property ceases.

Vice-Mayor Green opened the public hearing.

No one came forward to speak.

Vice-Mayor Green closed the public hearing.

Hunter Holliday motioned to approve 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) with the conditions that:

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.
- John Saunders seconded the motion.

Councilman Foley asked to clarify if Councilman Holliday was a member of the church as a point of order.

Councilman Holliday responded that he was a member of the church.

Councilman Foley asked the City Attorney if it was appropriate for Councilman Holliday to vote on this item and noted that he just wanted to make sure that the item was handled appropriately.

Mr. Guynn responded that given the fact that he was not the only member of the church and that he did not draw any kind of salary or any remuneration that he did not see that this would be a conflict of interest.

Vice-Mayor Green asked to confirm that the City was working with the school and the church on the life safety issues and that they would be taken care of.

Ms. Wines responded affirmatively and noted that they were required to fulfill these regulations before they occupy the school.

Vice-Mayor Green called for a roll call vote.

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

Nays: None

Abstaining: None

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.)

Vice-Mayor Green asked Ms. Wines if there was any information that she would like to share related to this request.

Ms. Wines explained that, following a 2024 Virginia General Assembly change, localities were authorized to regulate smoke shops separately from general retail uses. City Council chose to do so and has since required a Special Exception Permit for smoke shops in the Highway Business District. She noted that the proposed location met all regulations for required separation distances from schools and daycare facilities. Staff also acknowledged Planning Commission concerns regarding the number of existing smoke shops within the City and the suitability of the proposed use at this location. The Planning Commission recommended denial of the request.

Vice-Mayor Green opened the public hearing.

No one came forward to speak.

Vice-Mayor Green closed the public hearing.

Randy Foley motioned to deny the request for a Special Exception Permit for this property as he believes this is not the highest and best use for this property. Hunter Holliday seconded the motion.

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

Nays: None

Abstaining: None

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*.)

Vice-Mayor Green noted that this item was divided into two separate parts, a special exception permit and a use not provided for permit, and that each of these would be voted on separately. She requested that Ms. Wines share information on these items.

Ms. Wines explained that Preston Place is zoned Community Business District, which was intended to provide a transitional district that allowed for small-scale mixed use on the periphery of residential neighborhoods. Because the proposed use includes nonresidential outdoor activities, accessory structures, an assembly hall, and outdoor gatherings of fewer than 500 people, a Special Exception Permit is required. She noted that the request was structured to address the various proposed uses together rather than require the applicant to return for multiple approvals. The Planning Commission recommended approval of the Special Exception Permits without conditions and recommended conditions for the use not provided for in the ordinance, including submission of an updated site plan, maintenance of the existing brownstone, and traffic and parking plans for events exceeding the normal occupancy load.

Councilman Foley asked if Commissioner Garst had also requested that a condition limit occupancy to 200 persons.

Ms. Wines confirmed that this was correct.

Vice-Mayor Green asked to confirm if this was one of the recommended conditions.

Ms. Wines responded affirmatively and noted that there were four conditions recommended.

Vice-Mayor Green opened the public hearing and noted that one citizen, Mr. Breen, signed up to speak. She requested that he come forward and state his name and address for the record.

John Breen, 142 Bogey Lane, expressed strong support for the Preston Place application, noting that the project is being undertaken by Salem residents organized to preserve and enhance the property rather than by a commercial developer seeking to increase profits. He stated that the project would enhance Salem's amenities, benefit residents, and support goals and objectives of the City's Comprehensive Plan, and urged City officials to support the effort.

Dave Robbins, 620 High Street, President of the Preston Place Preservation Foundation, shared an informative brochure and provided an update on the Foundation's plans and parking needs. He emphasized that the Foundation's goals are to preserve Salem's oldest house and the remaining green space in the area. He stated parking is a major issue and that an updated parking plan provides for 14 additional spaces, which, combined with 17 existing spaces, would provide 31 spaces. The Foundation has received authorization for \$50,000 from the EDA for the parking improvements and is obtaining contractor bids. He also discussed efforts to secure use of 36 additional paved parking spaces at a nearby commercial property for approximately 12 special events per year. If secured, the additional parking would bring the total available spaces to approximately 67, sufficient to accommodate nearly 200 people. He noted that other parking alternatives, including use of a church or Walmart parking, would be more complicated or present safety concerns. Mr. Robbins also raised concerns regarding traffic and congestion in the area, particularly along the roadway near Mama Maria's and WaWa, upon its completion. He further discussed potential future improvements to the property, including a period-appropriate barn or an outdoor timber-roof structure for events. He stated that the Department of Historic Resources was receptive to the concept of an outdoor structure that could accommodate larger gatherings without requiring the additional parking associated with a barn.

Vice-Mayor Green closed the public hearing and reiterated that this item would be broken into two parts, with the first being consideration of the special exception request to allow an assembly hall, nonresidential uses in an accessory structure, and nonresidential uses out of doors for the Preston Place Foundation at Preston Place. She also noted that the Planning Commission had recommended approval.

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.)

Hunter Holliday motioned to approve the request for a Special Exception Permit to allow an assembly hall, nonresidential uses in an accessory structure, and

nonresidential uses out of doors. Randy Foley seconded the motion.

Mayor Turk expressed concern at the limitation of 200 and asked if Council could consider capping the number at 350.

Councilman Foley clarified that the condition was for the Use Not Provided For permit request and did not pertain to the Special Exception permit.

Vice-Mayor Green called for a roll call vote.

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

Nays: None

Abstaining: None

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.)

Randy Foley motioned to approve the Use Not Provided For permit with the conditions recommended by the Planning Commission. Hunter Holliday seconded the motion.

Councilman Foley noted that limiting the event capacity to 200 people could create additional challenges for the applicant, as accommodating larger gatherings would require additional space and parking.

Councilman Holliday stated that Council could come back and change that at a later date once the parking had been accommodated to handle more people.

Mayor Turk expressed concern that limiting Preston Place events to 200 attendees could restrict the property's ability to operate successfully, particularly for paid events, and questioned the need to return to Council for a future capacity increase. She also raised concerns about parking requirements that could result in additional paved, impervious surfaces and increased stormwater runoff, and suggested that the City review its ordinances regarding such requirements.

Vice-Mayor Green asked Ms. Wines or Mr. Robbins if there was a reason that the specific number 200 was chosen by the Planning Commission for the recommended condition, would there be a problem if this were increased to 350, and did Preston Place want this number at 350.

Ms. Wines clarified that the 200-person capacity was an increase from the applicant's original anticipated attendance. She stated that the overflow parking and traffic plan condition would address larger events and that, provided the applicant can accommodate the proposed number of attendees with adequate parking and traffic measures for each larger event, staff would have no objection to increasing the

occupancy limit.

Vice-Mayor Green asked to clarify that they could actually go up to 500 under the way this was written as long as there was an appropriate traffic plan.

Ms. Wines responded affirmatively. She also noted that the 200 also included employees and volunteers as well as ticket sales.

Councilman Holliday asked if there would be no requirement to revisit this according to the way the permit request is now written.

Ms. Wines responded that it was true as long as Council did not include the condition limiting occupancy to 200, Preston Place would not be required to come back to Council in order to hold events up to 500 people. They would just need to supply the parking and traffic plan.

Vice-Mayor Green asked to confirm that this particular issue would be resolved if the motion were made to approve this permit without the condition relating to the maximum of 200 people.

Ms. Wines confirmed that this was correct.

Vice-Mayor Green asked Mr. Robbins to come forward at his request.

Mr. Robbins noted that Preston Place did not request the number 200 but explained that the 200-person capacity reflects the number currently believed to be accommodated with available parking. He noted that additional parking could potentially be provided on an adjoining grass lot without adding impervious surface, subject to an agreement with the property owner and an exception allowing parking on the grass. He stated that this could potentially increase the event capacity to approximately 350 people and suggested addressing that option.

Vice-Mayor Green stated that what is being looked at this evening did not include any parking on the grass; however, if Council removed the condition, Preston Place Foundation would be able to hold a larger event, as long as an appropriate parking plan was submitted and approved by staff.

There was discussion about the motion and the appropriate procedure.

Councilman Foley noted that he did not wish to amend his motion.

It was noted that the motion and second on the floor required a vote.

Mayor Turk requested to have the current motion reread.

Councilman Foley restated his original motion. "I move that we approve the Use Not

Provided For permit with the four conditions that were approved by the Planning Commission, one of which includes the limit to 200 attendees."

Vice-Mayor Green noted that this was the motion that was moved on, seconded, and which Council needed to vote on.

Councilman Foley noted that he stood by his motion for approving the Use Not Provided For permit which includes:

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.

Councilman Foley noted that this motion was seconded by Councilman Holliday previously.

Vice-Mayor Green confirmed this and called for a roll call vote.

Ayes: John Saunders, Randy Foley

Nays: Hunter Holliday, Anne Marie Green, Renée Turk

Abstaining: None

Vice-Mayor Green stated that the motion failed and asked if there was a second motion.

Hunter Holliday motioned to consider the request for the Use Not Provided For permit for outdoor gatherings with the following conditions.

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.

Renee Turk seconded the motion.

Mr. Dorsey asked to confirm that this would take the limit to 500 people.

Vice-Mayor Green confirmed that this was correct that the number would now have to be 500 or under.

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

Nayes: Randy Foley (He noted that his vote was due only to the fourth condition.)

Abstaining: None

Vice-Mayor Green noted that this item had passed and asked to confirm that staff understood the motion. This was confirmed.

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.

Mr. Dorsey explained that the General Assembly's biannual budget and appropriation legislation enacted July 1 authorizes counties and cities to levy a general retail sales and use tax of up to one percent, subject to voter approval by referendum. He noted that the revenue could only be used for new school construction or major school renovations and could not be used for existing debt or smaller capital projects. Mr. Dorsey invited Dr. Curtis Hicks, Superintendent of Salem City Schools, to comment.

Dr. Hicks provided an overview of the City's school facilities, noting that major renovations have been completed at G.W. Carver, Andrew Lewis, South Salem, and Salem High School. He stated that East Salem and West Salem schools remain the primary facilities in need of major renovations or potential additions. He explained that the School Board currently has limited debt capacity until 2034 due to existing debt obligations. Dr. Hicks noted that the schools are well maintained and that the City's agreement allowing unused annual funds to be retained for capital improvements has helped maintain the facilities. He added that future enrollment impacts from the Hope Tree and Newman Drive projects could increase the need for additions at East Salem and West Salem.

Councilman Holliday asked if Dr. Hicks could foresee possible future consideration of closing one of the elementary schools or combining two schools.

Dr. Hicks responded that there would likely be limited community support for consolidating the four schools. He noted that maintaining similarly sized schools provides benefits in terms of student programs and staff availability and said the

current structure is effective. He indicated that consolidation might only be considered if a facility were determined to be unsafe or unable to be renovated to modern standards.

Mr. Dorsey clarified that a referendum would authorize a sales and use tax of up to one percent, rather than require the City to impose the full one percent. If approved by voters, the City could establish a lower rate based on the School Board's long-term capital improvement plan and the amount of funding needed for identified projects.

Dr. Hicks noted that a facility study is scheduled for October, which would provide an assessment of school facility needs and could be available following the referendum.

Councilman Foley asked if any projections had been made by staff of what this tax could generate based on actual numbers this year or from last year.

Ms. Jordan estimated that, based on current information, a one-percent sales and use tax could generate approximately \$7 million, which could be used toward major renovations, capital projects, or debt service associated with borrowing for expansions.

Mr. Dorsey asked to confirm that this continues until 2046.

Ms. Jordan confirmed that this is a 20-year program which will sunset in 2046.

Councilman Foley asked whether there were any statutory limitations on implementing the tax following voter approval, including whether implementation could be delayed for up to five years.

Mr. Guynn responded that there was no limit in that regard. He noted that the authorization of up to one percent would provide flexibility to impose a lower rate if circumstances changed. Mr. Guynn shared that his concern was that, because the authority was enacted as part of the biennial state budget, the City should hold the referendum to preserve the option to implement the tax in the future. He also noted that proceeds could be used for eligible school capital projects and could reduce the need for future real estate tax increases to fund such projects, rather than necessarily representing an additional tax burden.

Councilman Holliday expressed opposition to potentially increasing taxes at this time, stating that the potential one-percent increase in the retail sales tax, along with scheduled fees and other anticipated costs, would place an additional tax burden on residents and businesses.

Vice-Mayor Green expressed concern that sales taxes are regressive, noting that although the proposed tax would not apply to food and personal hygiene products, it would apply to necessities such as clothing, tires, and cleaning supplies. The member

also expressed concern that the General Assembly was shifting responsibility for funding school construction to local governments and taxpayers.

Councilman Foley stated that the proposed referendum would simply give voters the opportunity to decide whether to authorize an additional sales tax, rather than impose a specific tax rate. He acknowledged that sales taxes can be regressive but noted that sales tax revenue would also be generated from visitors and nonresidents making purchases in the City, unlike real estate taxes. Councilman Foley expressed support for allowing Salem voters to make the decision through a referendum. He also noted that some of the issues under consideration may be difficult to clearly communicate to voters, particularly given the various options and potential actions involved.

Councilman Holliday expressed concern that voters may support a measure based on its stated purpose, such as funding schools, without fully understanding its potential financial impact on them. He stated that he did not support the measure at this time.

Councilman Foley noted that there could be differing perspectives regarding future property tax increases, citing the possibility that taxes could need to be raised by four cents in three years to fund a new school.

Mayor Turk stated that the 1% limit would help prevent the tax from becoming overly burdensome and expressed support for allowing citizens the opportunity to make the final decision.

Councilman Saunders expressed opposition to the proposed sales tax increase, citing concern that the General Assembly could potentially increase or modify the tax in the future.

Councilman Holliday noted that, despite a two-cent reduction in the real estate tax rate, increased property values resulted in higher tax bills for citizens. He opposed raising taxes or placing the proposed increase on the ballot, expressing concern that voters may not fully understand the financial impact. Councilman Holliday agreed with Vice-Mayor Greene's comment that the state may be shifting the tax burden to localities and stated that the City should proceed accordingly.

Vice-Mayor Green noted that local government would likely be responsible for providing citizens with factual, neutral information regarding a referendum, and expressed concern about the staff time and effort required to ensure the information is accurate and non-persuasive.

Mayor Turk emphasized that the City had reduced the real estate tax rate by 4% despite increased property values and explained that, if voters approved a 1% sales tax, the revenue could be dedicated to school renovations, additions, or rebuilding. She stated that this would reduce the amount of City funds needed for schools and

allow those funds to be redirected toward street repairs and other infrastructure improvements.

Randy Foley motioned to approve 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. Renée Turk seconded the motion.

Ayes: Randy Foley, Renée Turk

Nays: John Saunders, Hunter Holliday, Anne Marie Green

Abstaining: None

Vice-Mayor Green noted that the resolution authorizing the referendum had failed.

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).

Vice-Mayor Green requested that Mr. Light provide an explanation for this item.

Mr. Light stated that the Code of Virginia requires Council to hold a public hearing at least seven days prior to naming a school board member. At that public hearing, the name of anyone who might be named or appointed later must be read. The individuals are not required to come forward and speak at the public hearing. Council was requested, if amenable, to set the date of September 14, 2026, and to direct staff to provide public notice and accept letters of interest and resumes from interested applicants for naming at this public hearing.

Councilman Foley asked to clarify if a vote was required for this item.

Mr. Light noted that Council had voted on this in the past.

Randy Foley moved to set September 14, 2026, as the date for a public hearing to consider candidates for the school board term expiring December 31, 2026. Hunter Holliday seconded the motion.

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

Nays: None

Abstaining: None

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**

At their July 14, 2026, meeting, the School Board amended the Fiscal Year 2026-2027 School Operating Fund budget to increase revenues and expenditures by \$1,070,180 as outlined in the Council report included in the agenda. This amendment was needed because the State did not approve their FY27 budget until June 29, 2026.

Randy Foley motioned approval of this School Board amendment to their Operating Fund budget for Fiscal Year 2027. Hunter Holliday seconded the motion.

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

Nays: None

Abstaining: None

H. Appropriation of Funds

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

The Fiscal Year 2027 budget was adopted on May 11, 2026, which included four projects to be funded by capital reserves. Tonight's action will authorize the City Manager to transfer the funds for these approved Capital Improvement Plan items into specific project accounts within the Capital Reserve Fund. The projects include:

- 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

Randy Foley motioned approval for the City Manager to transfer \$2,575,249 from the Capital Reserve account to the specific project accounts with an effective date of July 1, 2027, in conjunction with the Fiscal Year 2027 budget, as specified in the Council Report included in the agenda. Hunter Holliday seconded the motion.

Councilman Foley asked to clarify a date and restated the motion.

Randy Foley motioned approval for the City Manager to transfer \$2,575,249 from the Capital Reserve account to the specific project accounts with an effective date of July 1, 2026, in conjunction with the Fiscal Year 2027 budget, as specified in the Council Report included in the agenda. Hunter Holliday confirmed that he seconded the motion.

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

Nays: None
Abstaining: None

7. Adjournment

The meeting was adjourned at 8:05 p.m.

Submitted by:

H. Robert Light
Clerk of Council

Approved by:

Renée Ferris Turk
Mayor

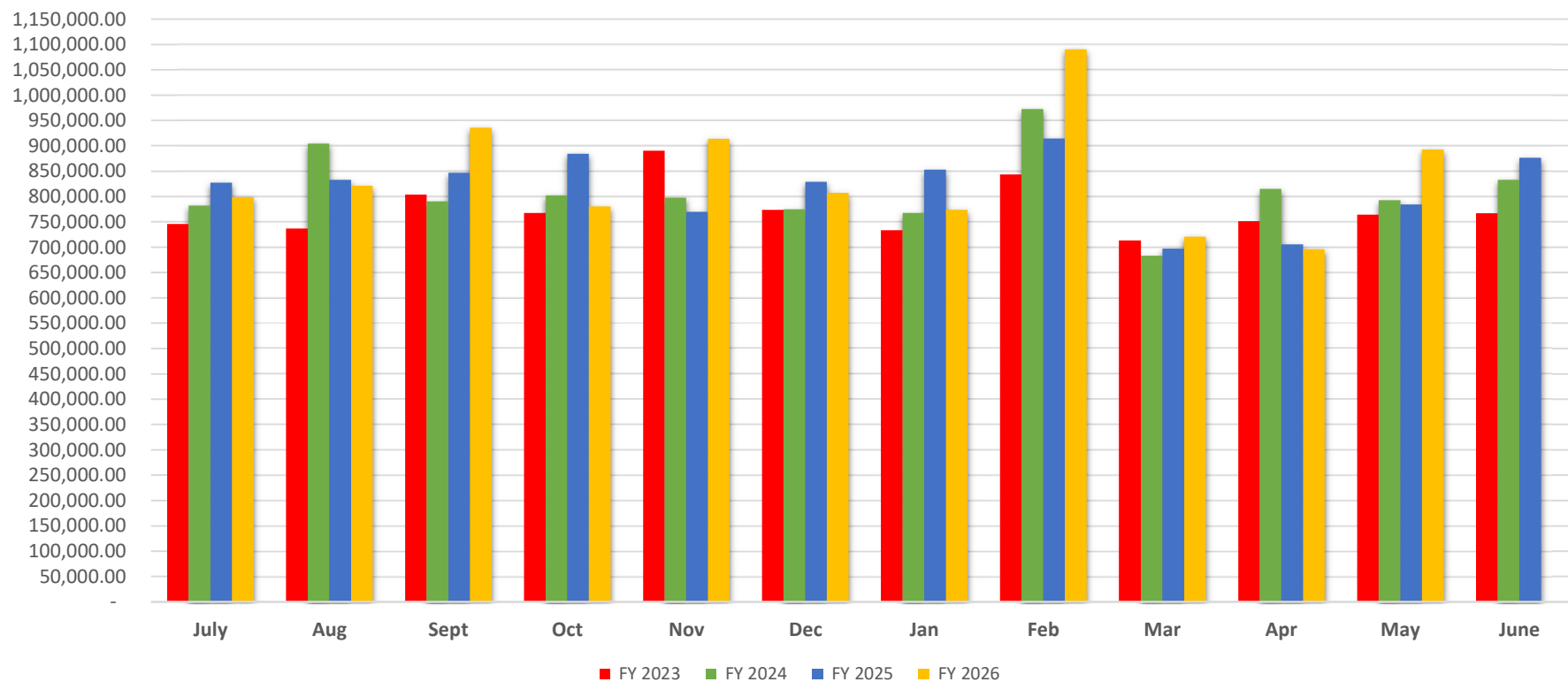
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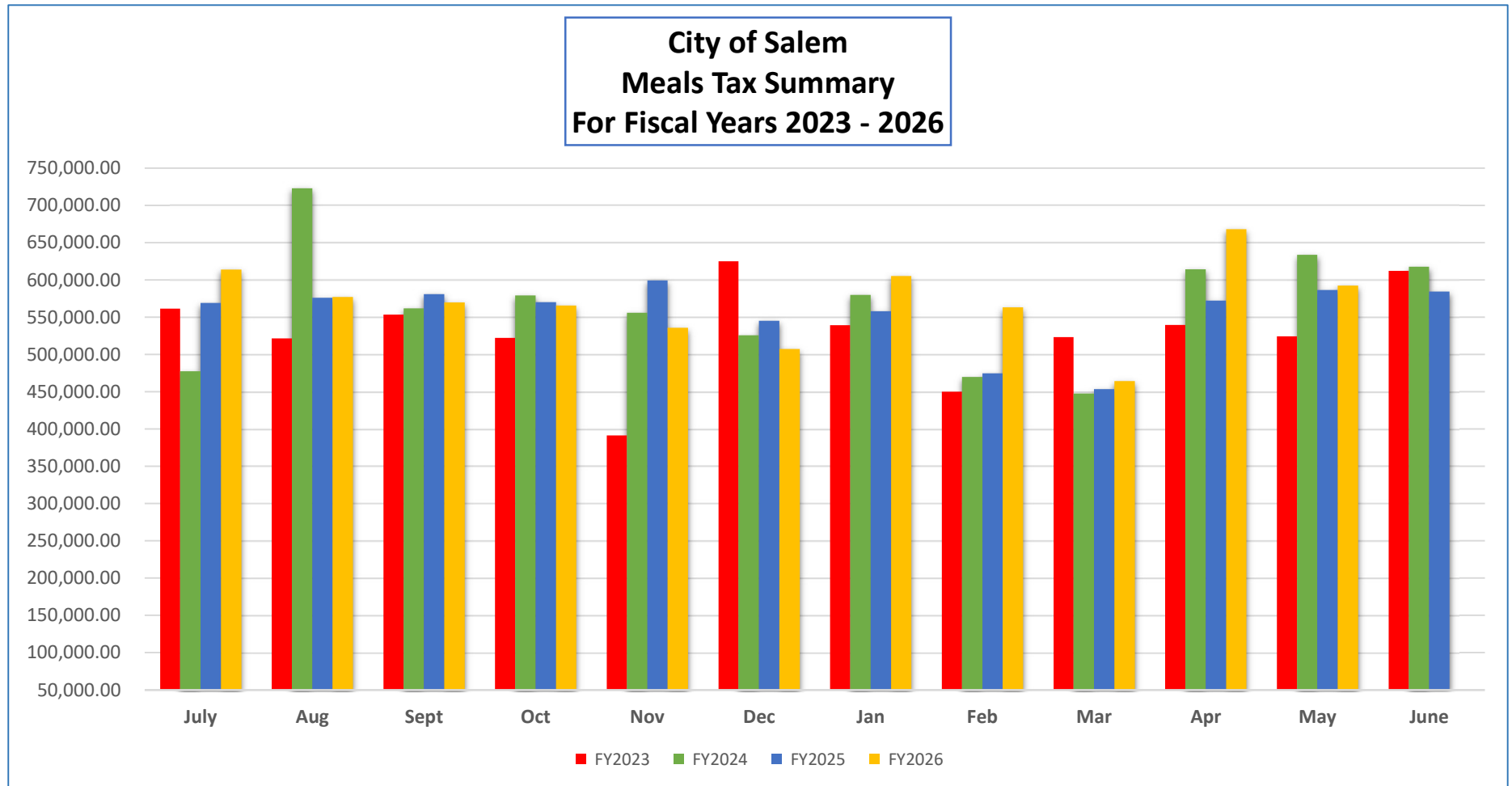
Schedule A

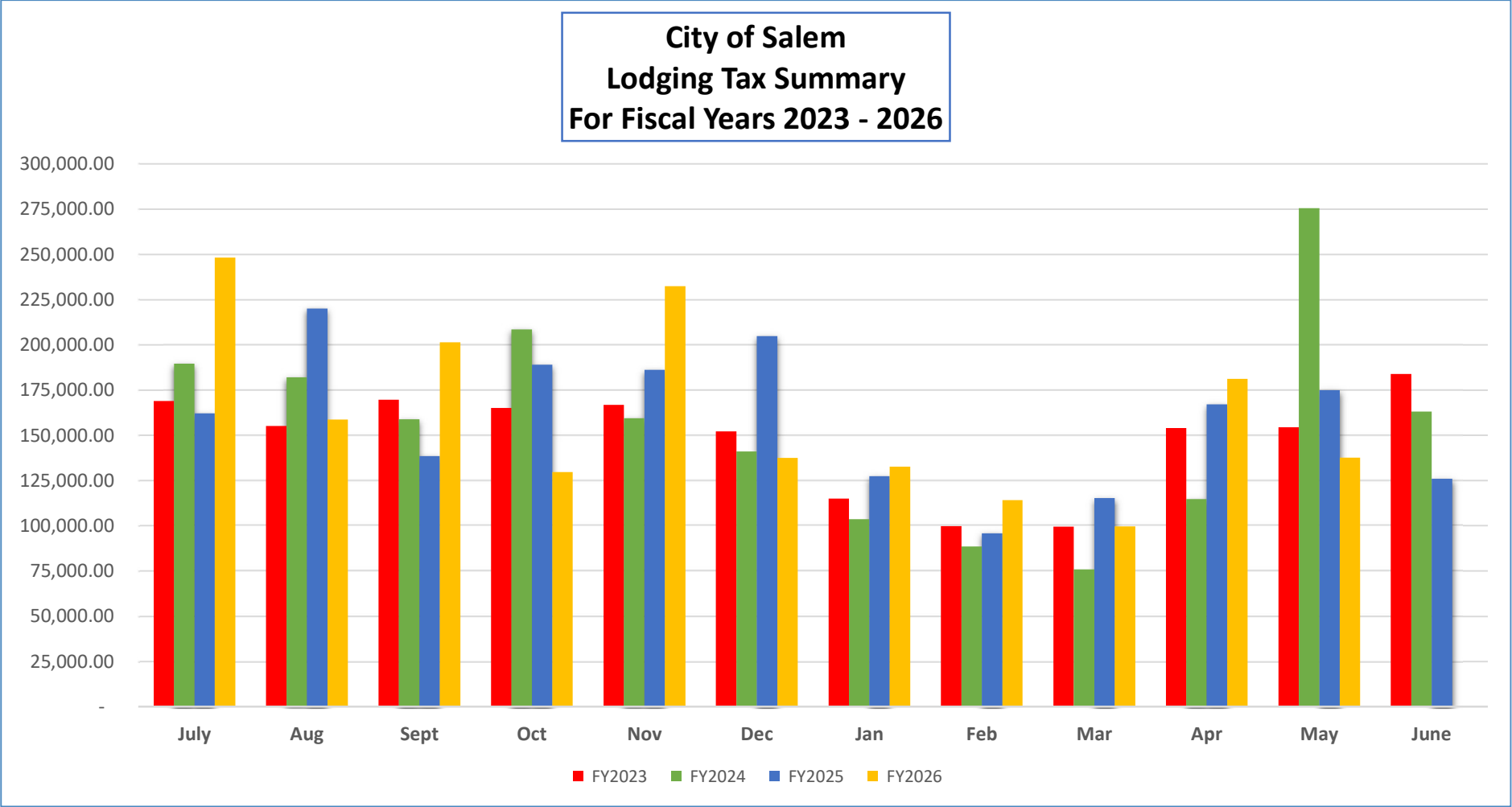
**City of Salem, Virginia
General Fund
Statement of Revenue and Expenditures
For Eleven Months Ending May 31, 2026**

	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Revenues:					
Beginning Balance 7-1-25	\$ 14,070,544	\$ -	0%	\$ -	\$ -
General Property Taxes	55,392,153	49,473,027	89%	44,191,595	5,281,432
Other Local Taxes	29,773,315	26,478,510	89%	25,423,354	1,055,156
Permits and Licenses	368,940	445,815	121%	488,022	(42,207)
Fines and Forfeitures	120,000	93,934	78%	94,046	(112)
Revenues from Use of Money and Property	6,397,291	5,836,452	91%	6,751,507	(915,055)
Charges for Services	3,973,647	3,427,003	86%	3,287,829	139,174
Payment in Lieu of Taxes from Electric Fund	3,160,000	2,896,667	92%	2,896,667	-
Payment in Lieu of Taxes from Water Fund	154,000	141,808	92%	137,810	3,998
Miscellaneous revenues	537,148	556,045	104%	455,485	100,560
Non-Categorical Aid	3,590,803	877,972	24%	869,733	8,238
Shared Expenses	2,005,871	1,582,888	79%	1,530,374	52,513
Categorical Aid	12,248,114	8,421,536	69%	8,646,524	(224,989)
Non-revenues Receipts	67,253	67,249	100%	104,260	(37,011)
Proceeds from Indebtedness	54,000	-	0%	-	-
Total Revenues	131,913,079	100,298,905	76%	94,877,207	5,421,698
Expenditures:					
General Government	15,566,257	12,534,920	81%	10,744,484	1,790,436
Judicial Administration	3,526,623	2,965,939	84%	2,732,793	233,146
Public Safety	26,862,134	23,190,212	86%	21,747,005	1,443,208
Public Works	19,323,201	11,354,241	59%	11,111,125	243,116
Health and Welfare	9,850,176	6,544,321	66%	6,580,995	(36,673)
Education	26,948,396	26,948,396	100%	26,538,801	409,596
Parks, Recreation and Cultural	9,377,683	7,691,617	82%	7,897,032	(205,415)
Community Development	4,798,328	3,169,307	66%	3,321,277	(151,971)
Interest on long-term debt	524,815	-	0%	-	-
Transfers Out	13,773,311	12,933,028	94%	12,782,964	150,064
Contingency	1,362,155	1,362,155	100%	-	1,362,155
Total Expenditures	131,913,079	108,694,137	82%	103,456,475	5,237,662
Revenues Over/(Under) Expenditures	\$ -	\$ (8,395,232)		\$ (8,579,268)	\$ 184,037

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







City of Salem, Virginia
Debt Outstanding
For Period Ending May 31, 2026

Schedule E

	Balance 7/1/2025	Issuances	Principal Payments	Balance 5/31/2026
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	-	(611,000)	12,712,000
Total City Debt Outstanding	24,169,268	-	(1,976,928)	22,192,340
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>\$ (3,834,753)</u>	<u>\$ 48,953,815</u>

City of Salem, Virginia
Capital Projects Fund
Statement of Revenues and Expenditures
For Period Ending May 31, 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	8,847,703	-	8,847,703	8,287,282	1,764,154	
Transfer From General Fund	16,058,504	16,058,502	-	16,058,502	2	1,403,700	
Total Revenues	54,448,025	30,968,256	-	30,968,256	23,479,769		2,535,085
<u>Expenditures:</u>							
Fire Station #2 Renovations & Storage Building	1,930,143	1,783,964	-	1,783,964	146,179	553,525	
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	57,754	-	57,754	17,246	57,754	
Colorado St Bridge Replacement	11,778,826	7,537,405	22,951	7,560,356	4,218,470	822,875	
Apperson Drive Bridge Replacement	10,329,896	5,164,935	3,576,484	8,741,419	1,588,477	2,848,997	
Valleydale Streetscape Improvements	1,500,000	651,242	-	651,242	848,758	98,332	
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	74,934	469,093	544,027	205,973	41,884	
Pedestrian Crossings	469,464	34,273	26,528	60,801	408,663	34,273	
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	814,105	23,671	837,776	113,541	218,538	
Moyer Sports Complex Renovation	229,344	219,520	-	219,520	9,824	62,454	
Mason Creek Greenway Phase 3	3,119,430	440,977	68,617	509,594	2,609,836	63,904	
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	35,672	71,052	106,724	68,276	35,672	
Elizabeth Campus Greenway Phase 2	1,372,761	71,500	131,060	202,560	1,170,201	-	
Downtown Impr - E Main St/Market St	5,440,677	4,440,487	34,667	4,475,154	965,523	3,883	
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	20,190	176,010	196,200	3,060,107	20,190	
Downtown Impr - Boulevard	2,983,606	31,075	153,925	185,000	2,798,606	31,075	

City of Salem, Virginia
Capital Projects Fund
Statement of Revenues and Expenditures
For Period Ending May 31, 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	\$ 21,526,508	\$ 4,829,244	\$ 26,355,752	\$ 28,092,273		<u>4,936,493</u>
Fund Balance, May 31, 2026							<u><u>\$ 9,441,748</u></u>

City of Salem, Virginia
Capital Reserve Fund
Statement of Revenues and Expenditures
For Period Ending May 31, 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	\$ -	\$ 6,816,568	
Total Revenues	29,009,284	29,009,284	-	29,009,284	-		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	548,100	-	548,100	-	548,100	
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	1,254,834	-	1,254,834	(14,834)	1,254,834	
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	\$ 4,559,109	\$ 1,215,430	\$ 5,774,539	\$ 23,234,745		<u>4,311,976</u>
Fund Balance, May 31, 2026							<u>\$ 24,450,175</u>

**City of Salem, Virginia
Electric Fund
Statement of Operations
For Eleven Months Ending May 31, 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	\$ 47,900,007	91%	\$ 48,074,809	\$ (174,802)
Other Electric Revenue	640,905	627,691	98%	591,562	36,129
Gain on Sale of Assets	-	224	0%	-	224
Reserve for Encumbrances	1,159,131	-	0%	-	-
Appropriated from Net Position	200,000	-	0%	-	-
Total Operating Revenues	54,914,901	48,527,922	88%	48,666,371	(138,449)
Operating Expenses					
Other Power Generation - Operation	100,000	56,503	57%	64,289	(7,786)
Other Power Generation - Maintenance	135,193	60,718	45%	61,350	(632)
Purchased Power	29,730,000	25,976,973	87%	25,724,095	252,878
Transmission - Operation	9,705,233	8,743,291	90%	8,569,182	174,109
Transmission - Maintenance	47,902	4,179	9%	7,654	(3,475)
Distribution - Operations	1,248,983	1,119,814	90%	1,021,309	98,505
Distribution - Maintenance	1,732,617	1,519,165	88%	1,497,669	21,496
Customer Service	739,842	632,763	86%	610,598	22,165
Administration & General - Operation	2,592,211	1,010,381	39%	829,765	180,616
Administration & General - Maintenance	256,694	236,705	92%	205,769	30,936
Depreciation	-	1,602,940	0%	1,611,403	(8,463)
Capital	4,869,835	3,255,923	67%	2,974,693	281,230
Contingency	596,391	-	0%	-	-
Total Operating Expenses	51,754,901	44,219,355	85%	43,177,776	1,041,579
Income (loss) Before Transfers	3,160,000	4,308,567		5,488,595	(1,180,028)
Transfers (Payment in Lieu of Taxes)	(3,160,000)	(2,896,667)	92%	(2,896,667)	-
Income (loss)	\$ -	\$ 1,411,900		\$ 2,591,928	\$ (1,180,028)

**City of Salem, Virginia
Water Fund
Statement of Operations
For Eleven Months Ending May 31, 2026**

Operating Revenues	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Services	\$ 8,761,544	\$ 7,833,064	89%	\$ 7,608,801	\$ 224,263
Other Revenue	533,970	996,944	187%	454,074	542,870
Water Federal Grants Revenue	12,000	16,204	0%	11,780	4,424
Interest Income	-	37,094	0%	-	37,094
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	8,885,691	66%	8,081,474	804,217
Operating Expenses					
<i>Production</i>					
Salaries of Personnel	1,174,952	1,032,621	88%	952,755	79,866
Fringe Benefits	517,726	458,137	88%	423,793	34,344
Contractual Services	690,706	540,509	78%	535,470	5,039
Printing and Binding	2,500	680	27%	671	9
Advertising	1,000	175	17%	-	175
Utilities	567,772	516,220	91%	495,229	20,991
Communications	5,900	3,193	54%	3,845	(652)
Insurance	36,500	24,868	68%	32,769	(7,901)
Travel and Training	9,800	8,929	91%	7,862	1,067
Miscellaneous	80,297	61,781	77%	72,435	(10,654)
Materials and Supplies	307,381	252,876	82%	214,537	38,339
Depreciation	-	802,104	0%	798,247	3,857
Capital	341,795	203,394	60%	250,779	(47,385)
Interest Obligations	-	103,283	0%	53,363	49,920
Bond Costs	-	-	0%	-	-
Contingency	186,576	-	0%	-	-
Total Production Expenses	3,922,905	4,008,769	102%	3,841,755	167,014
<i>Distribution</i>					
Salaries of Personnel	883,400	745,670	84%	764,101	(18,431)
Fringe Benefits	407,397	348,738	86%	348,358	380
Contractual Services	1,293,688	1,148,598	89%	980,443	168,155
Printing and Binding	500	75	15%	66	9
Advertising	-	175	0%	-	175
Communications	4,850	2,940	61%	4,181	(1,241)
Insurance	37,500	28,549	76%	36,204	(7,655)
Lease/Rent of Equipment	2,000	1,892	95%	1,377	515
Travel and Training	7,600	3,015	40%	4,034	(1,019)
Miscellaneous	34,597	33,723	97%	32,529	1,194
Miscellaneous Credits	(290,000)	(367,925)	127%	(365,693)	(2,232)
Materials and Supplies	260,528	210,556	81%	87,228	123,328
Depreciation	-	277,993	0%	212,641	65,352
Capital	1,400,957	166,390	12%	1,808,720	(1,642,330)
Interest Obligations	1,742,848	132,523	8%	170,040	(37,517)
Bond Costs	-	-	0%	150	(150)
Total Distribution Expenses	5,785,865	2,732,912	47%	4,084,379	(1,351,467)
Income (loss) Before Transfers	3,702,000	2,144,010		155,340	1,988,670
Transfer to Water Capital Fund	(3,548,000)	-	0%	(487,446)	487,446
Transfer (Payment in Lieu of Taxes)	(154,000)	(141,808)	92%	(137,810)	(3,998)
Income (loss)	\$ -	\$ 2,002,202		\$ (469,916)	\$ 2,472,118

City of Salem, Virginia
Sewer Fund
Statement of Operations
For Eleven Months Ending May 31, 2026

Operating Revenues	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Services	\$ 7,706,888	\$ 6,918,245	90%	\$ 6,790,886	\$ 127,359
Other Revenue	210,000	230,405	110%	192,519	37,886
Reserve for Encumbrances	135,685	-	0%	-	-
Total Operating Revenues	8,052,573	7,148,650	89%	6,983,405	165,245
Operating Expenses					
Salaries of Personnel	1,027,292	740,126	72%	746,264	(6,138)
Fringe Benefits	480,351	340,587	71%	345,856	(5,269)
Contractual Services	3,564,455	2,449,534	69%	2,802,516	(352,982)
Printing and Binding	1,500	146	10%	133	13
Advertising	1,500	350	23%	-	350
Utilities	5,472	4,758	87%	5,457	(699)
Communications	14,850	12,446	84%	13,490	(1,044)
Insurance	16,500	18,482	112%	15,807	2,675
Lease/Rent of Equipment	1,800	631	35%	1,377	(746)
Travel and Training	12,000	8,170	68%	6,866	1,304
Miscellaneous	44,516	40,724	91%	39,888	836
Miscellaneous Credits	(270,000)	(210,776)	78%	(221,938)	11,162
Materials and Supplies	88,220	61,459	70%	64,229	(2,770)
Depreciation	-	1,380,635	0%	1,319,833	60,802
Capital	194,827	107,252	55%	285,823	(178,571)
Interest Obligations	1,932,079	51,517	3%	62,489	(10,972)
Contingency	457,211	-	0%	-	-
Total Operating Expenses	7,572,573	5,006,040	66%	5,488,090	(482,050)
Income (loss) before Transfers	480,000	2,142,610		1,495,315	647,295
Transfer to Sewer Capital Fund	(480,000)	-	0%	(2,274,710)	2,274,710
Income (loss)	\$ -	\$ 2,142,610		\$ (779,395)	\$ 2,922,005

**City of Salem, Virginia
Salem Civic Center
Statement of Operations
For Eleven Months Ending May 31, 2026**

Operating Revenues	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Shows/rentals	\$ 405,023	\$ 350,881	87%	\$ 354,262	\$ (3,381)
Box office shows	1,887,681	3,708,639	196%	1,057,062	2,651,577
Merchandise and commissions	310,800	419,891	135%	342,105	77,786
Static advertising	60,000	68,300	114%	38,125	30,175
Miscellaneous income	20,000	21,291	106%	36,713	(15,422)
Interest Income	1,500	6,241	416%	2,111	4,130
Salem Fair	690,000	606,369	88%	664,618	(58,249)
Gain on Sale of Assets	-	11,585	0%	-	11,585
Reserve For Encumbrances	165,581	-	0%	-	-
Appropriated from Net Position	206,325	-	0%	-	-
Total Operating Revenues	3,746,910	5,193,197	139%	2,494,996	2,698,201
Operating Expenses					
Salaries of personnel	1,472,247	1,391,147	94%	1,270,553	120,594
Fringe benefits	554,190	488,828	88%	453,340	35,488
Maintenance and contractual services	406,834	416,457	102%	212,231	204,226
Printing and binding	500	1,749	350%	304	1,445
Advertising	25,000	23,242	93%	31,402	(8,160)
Utilities	427,363	353,946	83%	353,314	632
Communications	11,400	10,122	89%	9,959	163
Insurance	32,000	37,436	117%	30,570	6,866
Leases and Rentals	3,200	8,926	279%	5,815	3,111
Travel and training	53,700	46,028	86%	17,258	28,770
Miscellaneous	108,260	104,965	97%	119,773	(14,808)
Show expense	1,800,000	4,372,397	243%	1,032,473	3,339,924
Fair expense	646,681	593,371	92%	561,003	32,368
Materials and supplies	50,000	48,696	97%	32,046	16,650
Capital	808,891	349,086	43%	313,475	35,611
Depreciation	-	311,231	0%	287,481	23,750
Total Operating Expenses	6,400,266	8,557,627	134%	4,730,997	3,826,630
Income (loss) Before Transfers	(2,653,356)	(3,364,430)		(2,236,001)	(1,128,429)
Transfers	2,653,356	1,923,593	72%	1,803,674	119,919
Income (loss)	\$ -	\$ (1,440,837)		\$ (432,327)	\$ (1,008,510)

City of Salem, Virginia
Salem Catering and Concessions
Statement of Operations
For Eleven Months Ending May 31, 2026

Operating Revenues:	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
Catering	\$ 817,128	\$ 990,057	121%	\$ 619,928	\$ 370,129
Concessions	177,500	264,305	149%	144,373	119,932
Moyer Concessions	100,000	153,475	153%	109,274	44,201
Salem High Concessions	14,000	19,242	137%	14,394	4,848
Reserve For Encumbrances	74,210	-	0%	-	-
Total Operating Revenues	1,182,838	1,427,079	121%	887,969	539,110
Operating Expenses:					
<u>Catering</u>					
Salaries of personnel	354,775	294,495	83%	304,653	(10,158)
Fringe benefits	108,831	81,249	75%	89,398	(8,149)
Contractual services	33,465	29,331	88%	19,645	9,686
Printing and binding	300	-	0%	114	(114)
Advertising	2,000	515	26%	-	515
Laundry and Cleaning	1,500	-	0%	48	(48)
Communications	200	154	77%	177	(23)
Insurance	2,000	1,408	70%	1,522	(114)
Miscellaneous	40,612	78,649	194%	25,799	52,850
Materials and supplies	247,500	311,256	126%	215,846	95,410
Capital	74,210	74,711	101%	-	74,711
Depreciation	-	3,271	0%	3,251	20
Contingency	36,261	-	0%	-	-
Total Catering Expenses	901,654	875,039	97%	660,453	214,586
<u>Concessions</u>					
Salaries of Personnel	65,183	68,555	105%	68,442	113
Fringe Benefits	13,001	14,528	112%	14,651	(123)
Contractual services	25,000	44,507	178%	16,526	27,981
Miscellaneous	150	17	11%	(450)	467
Materials and Supplies	54,500	96,593	177%	46,395	50,198
Total Concessions Expenses	157,834	224,200	142%	145,564	78,636
<u>Moyer Concessions</u>					
Salaries of Personnel	37,740	39,772	105%	36,097	3,675
Fringe Benefits	11,713	8,538	73%	8,947	(409)
Contractual services	22,500	13,245	59%	16,789	(3,544)
Miscellaneous	-	(139)	0%	(45)	(94)
Materials and Supplies	33,000	53,596	162%	39,162	14,434
Total Moyer Expenses	104,953	115,012	110%	100,950	14,062
<u>Salem High Concessions</u>					
Salaries of Personnel	10,818	5,266	49%	7,421	(2,155)
Fringe Benefits	2,679	1,094	41%	1,372	(278)
Contractual	1,500	-	0%	-	-
Miscellaneous	-	(13)	0%	6	(19)
Materials and Supplies	3,400	4,484	132%	3,569	915
Total Salem High Expenses	18,397	10,831	59%	12,368	(1,537)
Income (loss) Before Transfers	-	201,997		(31,366)	233,363
Transfers	-	-	0%	-	-
Income (loss)	\$ -	\$ 201,997		\$ (31,366)	\$ 233,363

City of Salem, Virginia
Water and Sewer Capital Funds
Statement of Revenues and Expenditures
For Period Ending May 31, 2026

Schedule M

	Budget	Project To Date	Encumbrances	Total Project	Available Balance	Year To Date
<u>Water Capital Fund</u>						
<u>Expenditures:</u>						
North Salem Water Improvements	\$ 7,650,000	\$ 58,139	\$ 2,751	\$ 60,890	\$ 7,589,110	\$ 42,093
Well Construction	2,902,132	2,609,688	180,405	2,790,093	112,039	1,069,384
Franklin St Water Tank Replacement	605,236	605,236	-	605,236	-	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	47,378	123,502	170,880	-	47,378
Waterline Design and Replacement	1,225,566	-	-	-	1,225,566	-
Contingency	50,000	-	-	-	50,000	-
Total Expenditures	\$ 13,773,814	\$ 3,341,512	\$ 314,908	\$ 3,656,420	\$ 10,117,394	\$ 1,205,585
<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 Eleven Months Ending May, 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	5,889,852	96%	5,456,281	433,571
Premiums Paid - School	5,175,000	4,669,280	90%	4,623,762	45,518
Premiums Paid - Retirees	830,000	1,030,650	124%	827,721	202,929
Dental Premiums Paid	597,000	556,054	93%	551,228	4,826
Interest Earnings	470,000	312,176	66%	393,678	(81,502)
Miscellaneous	40,000	-	0%	64,865	(64,865)
Total Year to Date Revenues	13,265,355	12,458,012	94%	11,917,535	540,477
Expenses					
Health Claims	12,025,936	12,039,564	100%	11,883,279	156,285
Dental Claims	597,000	527,823	88%	475,279	52,544
Employee Health Clinic	546,469	411,118	75%	397,894	13,224
Consulting Services	91,050	57,836	64%	67,108	(9,272)
Miscellaneous	4,900	4,764	97%	4,408	356
Total Year to Date Expenses	13,265,355	13,041,105	98%	12,827,968	213,137
Ending Net Position	\$ -	\$ 7,561,670		\$ 8,488,780	\$ (927,110)

City of Salem, Virginia
Schedule of Deposits and Investments
For Period Ending May 31, 2026

Schedule O

	Cash Value 5/31/2026	Net Change in Fair Value	Accrued Income	Fair Value + Accrued Income 5/31/2026	FV + AI as a % of Portfolio
Demand & Time Deposits					
Concentration Account	\$ 51,384,023	\$ -	\$ -	\$ 51,384,023	28.5%
Payroll Account	10,418	-	-	10,418	0.0%
Revenue Recovery Account	249,920	-	-	249,920	0.1%
Utility Billing Account	7,861	-	-	7,861	0.0%
Box Office Account	2,938,730	-	-	2,938,730	1.6%
Held as Fiscal Agent of:					
Cardinal Academy	785,181	-	-	785,181	0.4%
Court Community Corrections	1,337,972	-	-	1,337,972	0.7%
Held on Behalf of:					
Economic Development Authority	153,815	-	-	153,815	0.1%
Total Demand & Time Deposits	<u>56,867,920</u>	<u>-</u>	<u>-</u>	<u>56,867,920</u>	<u>31.4%</u>
Investments					
Local Government Investment Pool (LGIP)	117,409,408	-	-	117,409,408	65.2%
VA State Non-Arbitrage Program (SNAP)	275,406	-	-	275,406	0.2%
Money Market Funds	3,067,038	-	8,864	3,075,902	1.7%
U.S. Government Agency Bonds	1,958,189	-	20,910	1,979,099	1.1%
Held on Behalf of:					
Economic Development Authority LGIP	722,119	-	-	722,119	0.4%
Total Investments	<u>123,432,160</u>	<u>-</u>	<u>29,774</u>	<u>123,461,934</u>	<u>68.6%</u>
Total Deposits and Investments	<u><u>\$ 180,300,080</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 29,774</u></u>	<u><u>\$ 180,329,854</u></u>	<u><u>100.0%</u></u>



Item #: 5.A.

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

MEETING DATE: August 24, 2026

AGENDA ITEM: **Stormwater Utility**
Consider an ordinance on second 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. (Approved on first reading at the August 10, 2026, meeting.)

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 consider adoption of this ordinance on second 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

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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'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.

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Item #: 5.B.

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

MEETING DATE: August 24, 2026

AGENDA ITEM: **Use Not Provided For Permit**
The petition of The Preston Place Preservation Foundation Inc., property owner, for 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*.) The public hearing was held at the August 10, 2026, Council meeting.

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

SUMMARY OF INFORMATION:

At City Council's August 10, 2026 meeting, a public hearing was held on the request of The Preston Place Preservation Foundation, Inc. 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.

The Special Exception Permit was motioned for approval and affirmed upon Council vote. The Use Not Provided for Permit motion was to consider the item vs. a motion to approve or deny. The following conditions were also included in the motion:

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.

Note that the consideration motion did not include a condition recommended by the Planning Commission that total occupancy on the property at any one time shall be limited to 200 persons, including attendees, staff, vendors, volunteers, and participants. The draft August 10, 2026, Council meeting minutes included in the agenda packet reflect the discussion by Council related to

removal of this condition.

Having considered the item on August 10th, staff requests Council action to approve (with such conditions as Council deems appropriate) or deny the request.

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. Council approved this Special Exception Permit at their August 10, 2026 meeting.

Additionally, 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.

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:

Having considered the item on August 10th, staff requests Council action to approve (with such conditions as Council deems appropriate) or deny the request.

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. July 15 2026 PC minutes
8. 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.

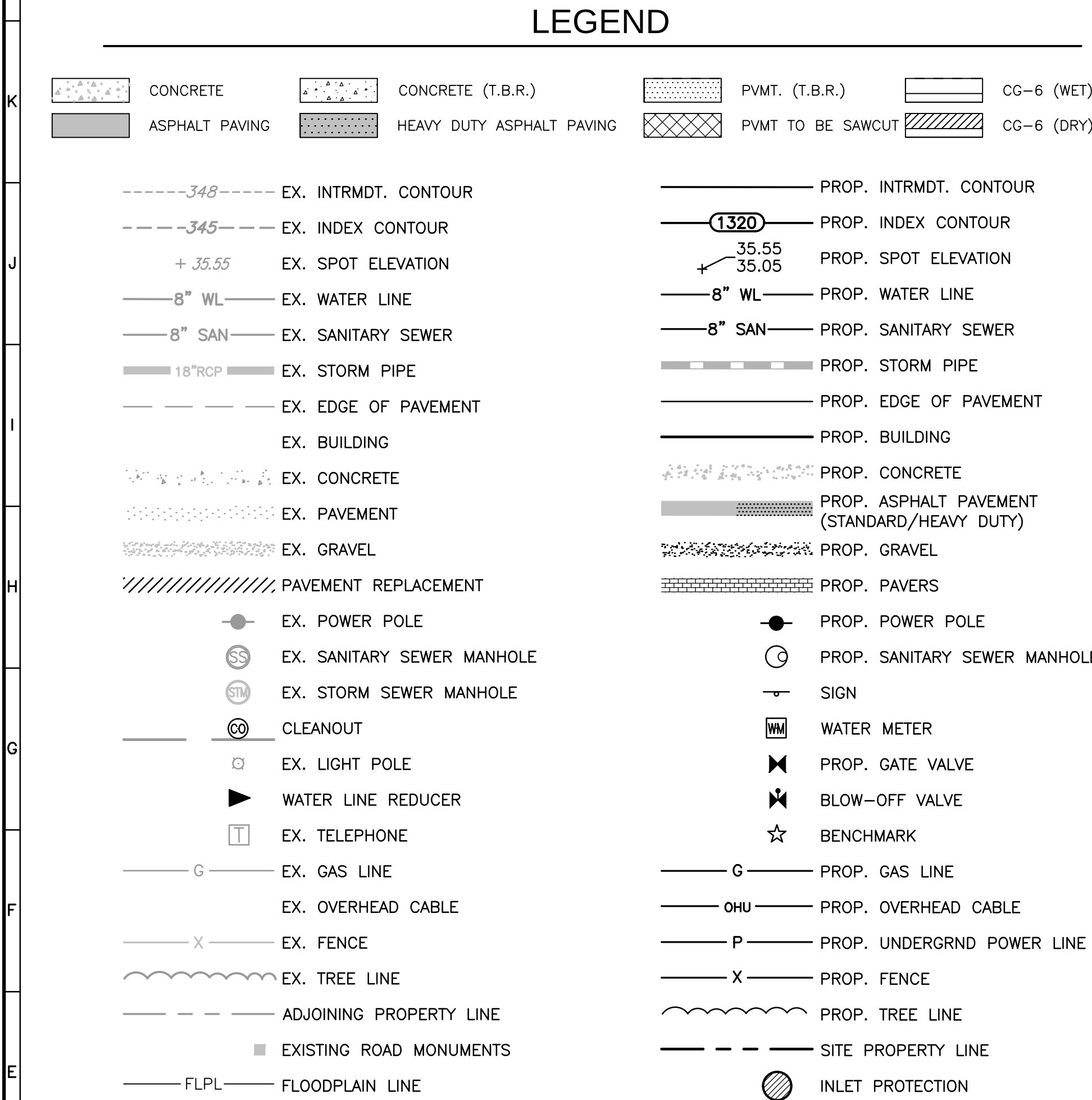
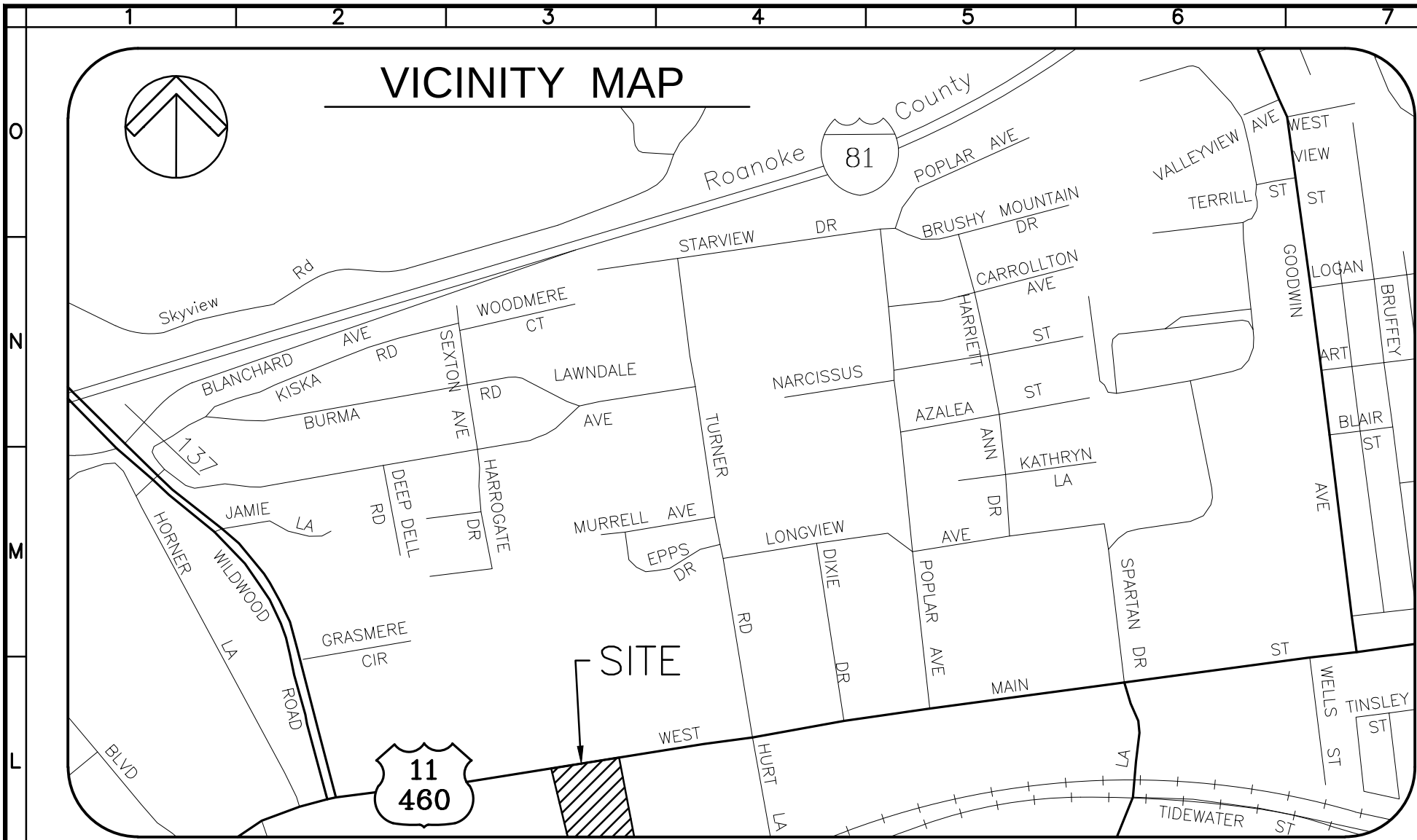
If you have any questions, please let me know.

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 19 PARKING SPACES REQUIRED
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.



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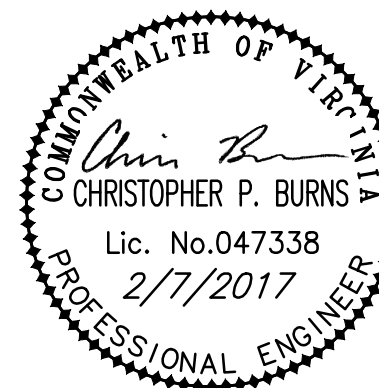
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Balzer and Associates, Inc.

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

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

RIGHT OF WAY LANDSCAPING:
106-402.7

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

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

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)

N/A – EXISTING GARAGE BUILDING & FORESTED AREA

(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)

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)

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



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.

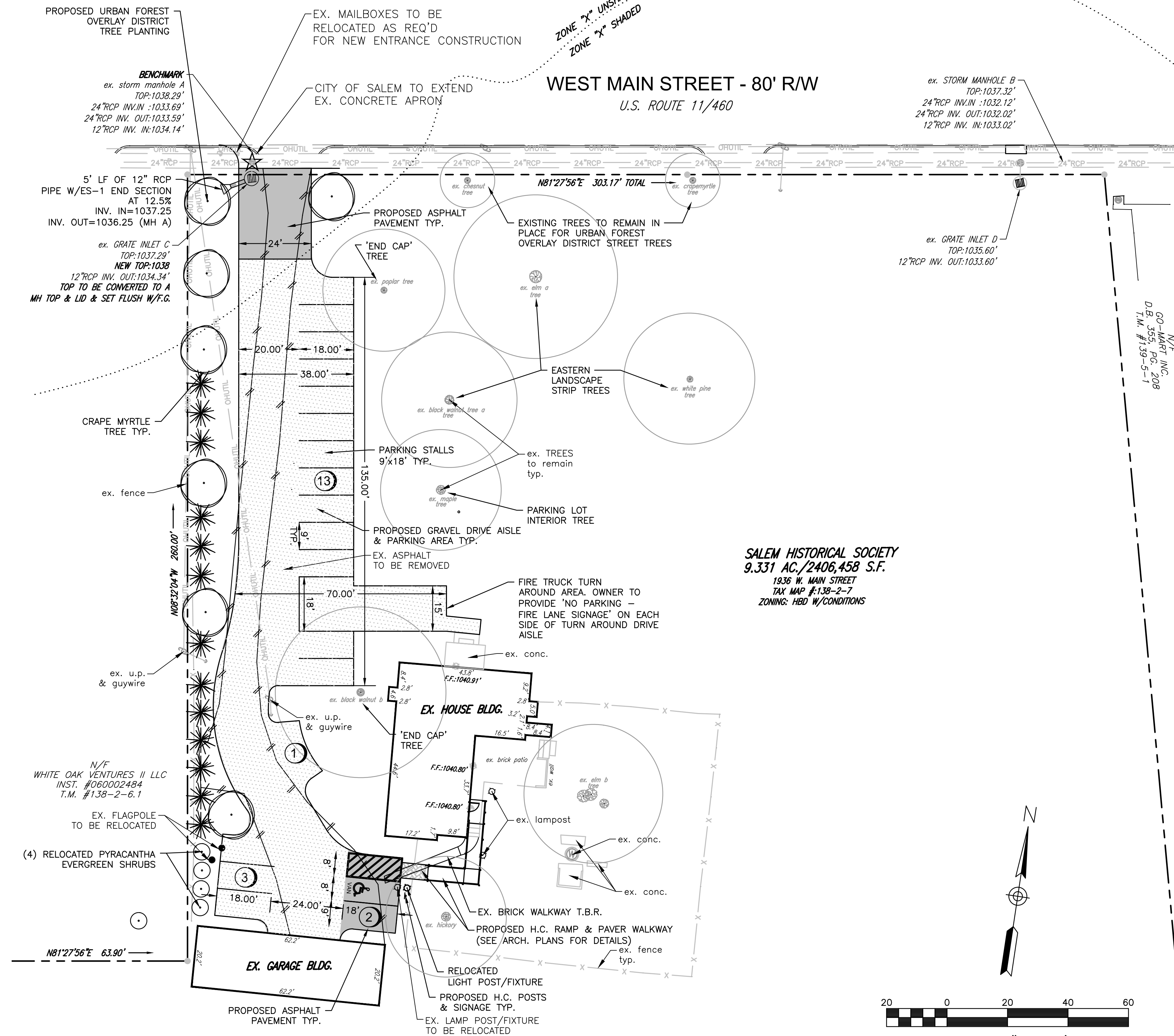
NO SCALE

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.

1. ALL LETTERS ARE 1" SERIES 'C' PER 2003 MUTCD.
2. TOP PORTION OF SIGN SHALL HAVE A REFLECTORIZED (ENGINEERING GRADE) BLUE BACKGROUND WITH WHITE REFLECTORIZED LEGEND AND BORDER.
3. BOTTOM PORTION OF SIGN SHALL HAVE A REFLECTORIZED (ENGINEERING GRADE) WHITE BACKGROUND WITH BLACK OPAQUE LEGEND AND BORDER.
4. FINE NOTIFICATION SIGN SHALL HAVE A REFLECTORIZED (ENGINEERING GRADE) WHITE BACKGROUND WITH BLACK OPAQUE LEGEND AND BORDER.
5. ONE (1) SIGN REQUIRED FOR EACH ACCESSIBLE PARKING SPACE.
6. INSTALLED HEIGHT OF SIGN SHALL BE IN ACCORDANCE WITH SECTION 24-23 OF THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES. (MUTCD)
7. SIGN MAY BE MOUNTED ON BUILDING/WALL, AT PROPER HEIGHT, IF ALIGNED WITHIN 12" OF CENTER OF PARKING SPACE.

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



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

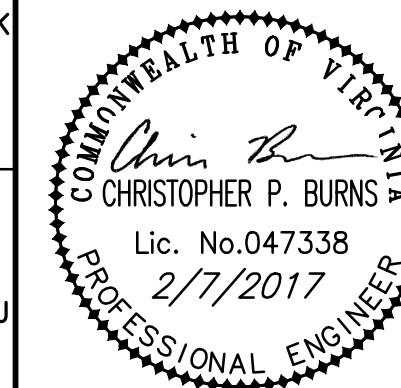
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1208 Corporate Circle
Roanoke, VA 24018
540-772-9580
FAX 540-772-8050



PRESTON PLACE
1936 WEST MAIN STREET

EXISTING CONDITIONS & LAYOUT PLAN

CITY OF SALEM, VIRGINIA

DRAWN BY	<u>BTC</u>
DESIGNED BY	<u>BTC</u>
CHECKED BY	<u>CPB</u>
DATE	<u>12/23/2016</u>
SCALE	1"=20'

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

SHEET NO.

C3

JOB NO. 04160090.00

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.

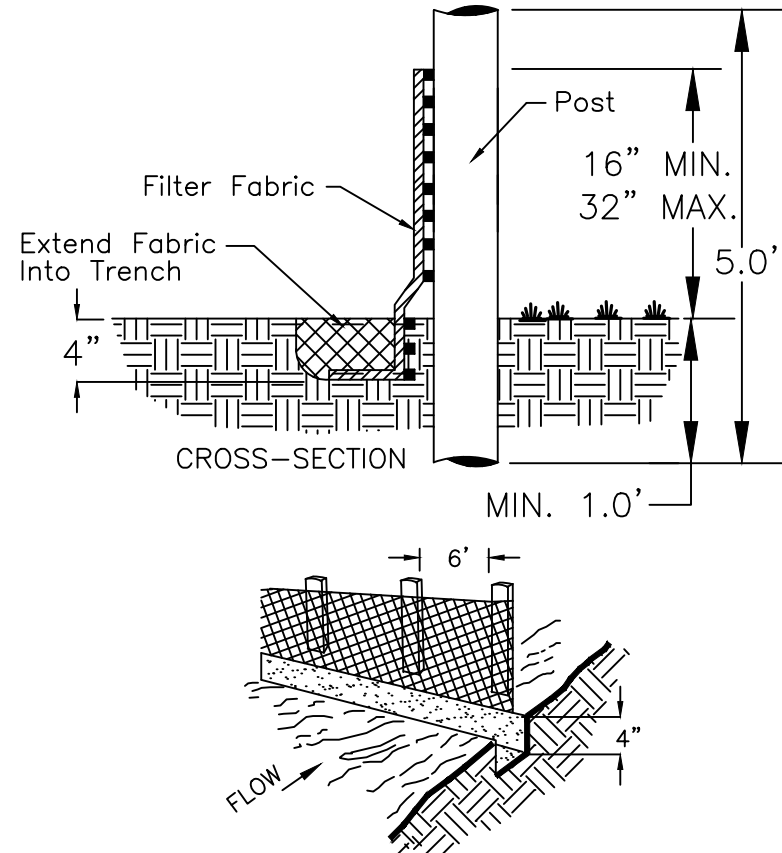
GENERAL EROSION AND SEDIMENT CONTROL NOTES

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

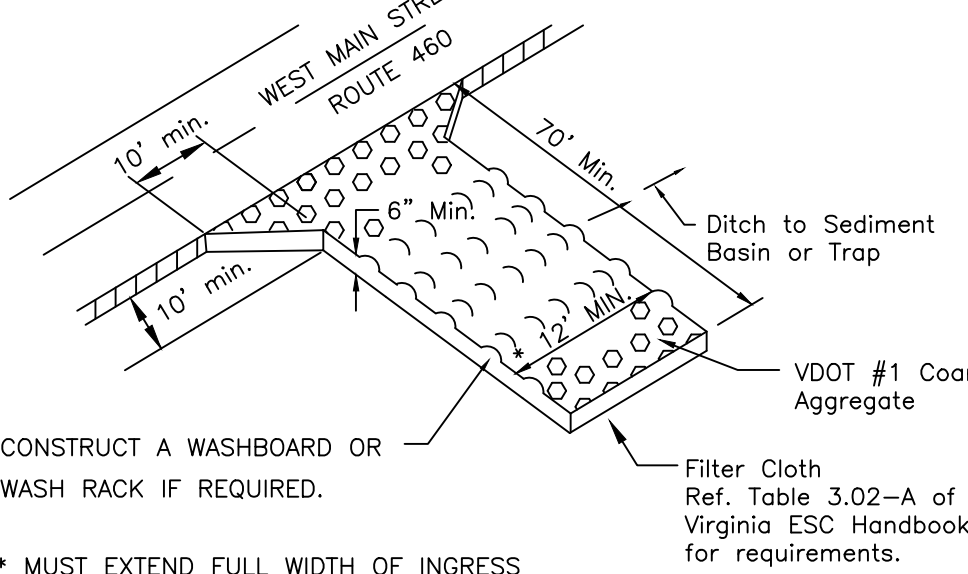
TOTAL DISTURBED AREA = 0.27 AC. = 11,761 SQ. FT.

GENERAL GRADING NOTES:

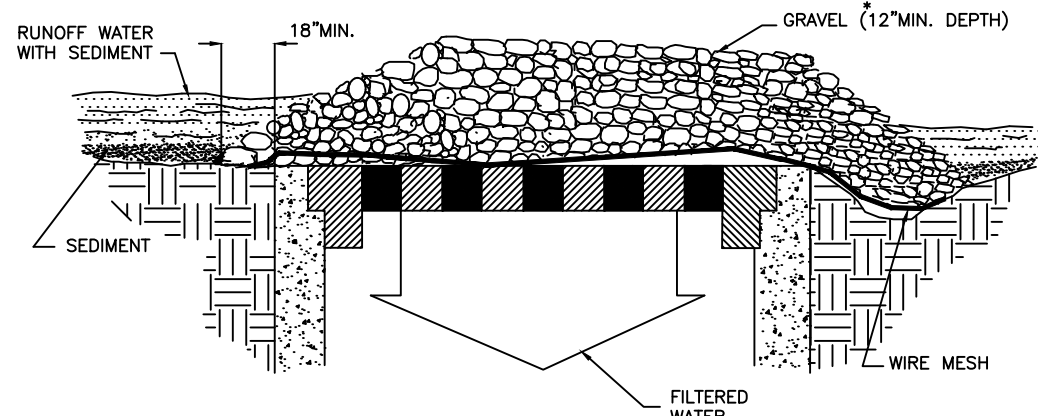
1. NO CONSTRUCTION/FIELD CHANGES WITHOUT THE APPROVAL OF THE CONSULTING ENGINEER AND THE CITY OF SALEM.
2. ANY NEW ALIGNMENTS, CHANGES IN GRADES, ALTERNATIVE PIPE SIZE OR MANHOLES OR ESC MEASURES WILL REQUIRE A NEW SET OF PLANS STAMPED BY THE CONSULTING ENGINEER.
3. G.C. SHALL ENSURE POSITIVE DRAINAGE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



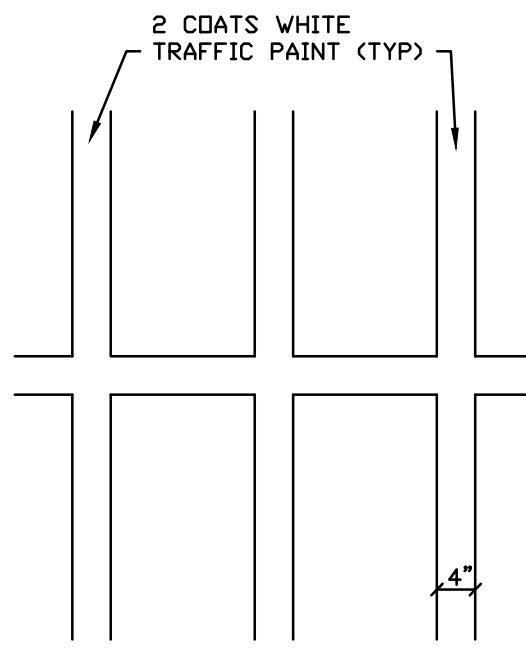
(SF) CONSTRUCTION OF A SILT FENCE
EROSION AND SEDIMENT CONTROL STANDARD - 3.05



(CE) TEMPORARY GRAVEL CONSTRUCTION ENTRANCE

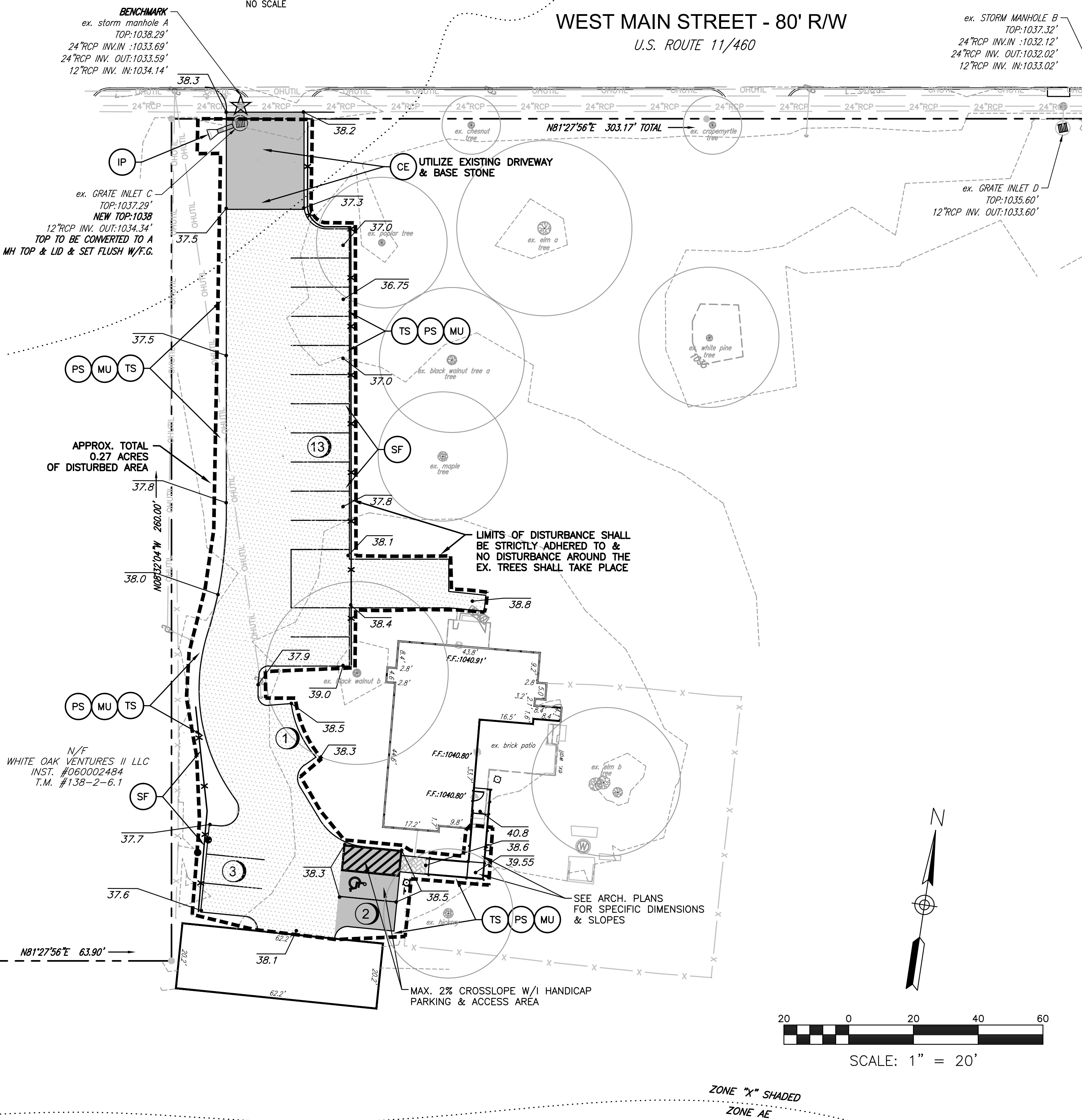


(IP) GRAVEL AND WIRE MESH DROP INLET SEDIMENT FILTER



PAVEMENT STRIPING DETAIL

NO SCALE



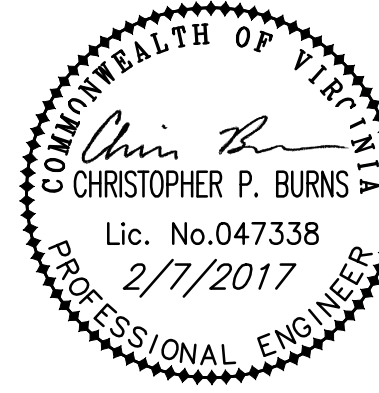
SCALE: 1" = 20'



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
GRADING & E.S.C. PLAN
CITY OF SALEM, VIRGINIA

DRAWN BY BTC
DESIGNED BY BTC
CHECKED BY CPB
DATE 12/23/2016
SCALE 1"=20'
REVISIONS:
1/25/2017
2/7/2017

SHEET NO.

C4

JOB NO. 04160090.00

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 VSMP 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" (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 PERIMENTER 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. 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 (VSMP) PERMIT REGULATIONS. n. COMPLIANCE WITH THE WATER QUANTITY MINIMUM STANDARDS SET OUT IN 4VAC50-60-66 OF THE VIRGINIA STORMWATER MANAGEMENT PROGRAM (VSMP) 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 PERMANENT SEEDING SPECIFICATIONS FOR APPALACHIAN/MOUNTAIN AREA (Revised June 2003)		
LAND USE	SEED ¹ SPECIES	APPLICATION RATES
Minimum Care Lawn (Commercial or Residential)	Tall Fescue ¹	90-100%
	Perennial Ryegrass ²	0-10%
	Kentucky Bluegrass ³	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
General Slope (0.1 or less)	Tall Fescue ¹	128 lbs
	Red Top Grass or Creeping Red Fescue	20 lbs
Seasonal Nurse Crop ⁵		TOTAL: 150 lbs
Low-Maintenance Slope (Steeper than 3:1)	Tall Fescue ¹	108 lbs
	Red Top Grass or Creeping Red Fescue	20 lbs
Seasonal Nurse Crop ⁵		TOTAL: 150 lbs
Low-Maintenance Slope (Steeper than 3:1)	Tall Fescue ¹	108 lbs
	Red Top Grass or Creeping Red Fescue	20 lbs
Seasonal Nurse Crop ⁵		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://www.vcra.org/extension/extension.asp		
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		Forbital 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.dcr.state.va.us/esw/es4.html#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 TEMPORARY SEEDING SPECIFICATIONS QUICK REFERENCE FOR ALL REGIONS (Revised June 2003)		
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.dcr.state.va.us/esw/es4.html#pubs		

TEMPORARY SEEDING
SPECIFICATIONS

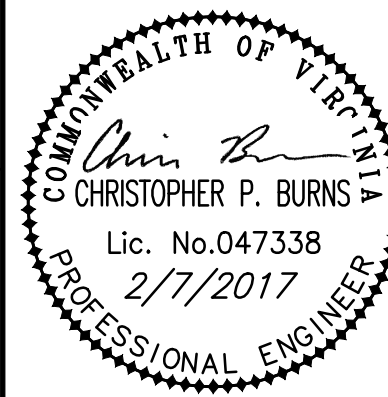


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Roanoke
New River Valley
Richmond
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LAND SURVEYING
LANDSCAPE ARCHITECTURE
ARCHITECTURE
STRUCTURAL ENGINEERING
TRANSPORTATION ENGINEERING
ENVIRONMENTAL & SOIL SCIENCE
WETLAND DELINEATIONS & STREAM EVALUATIONS

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

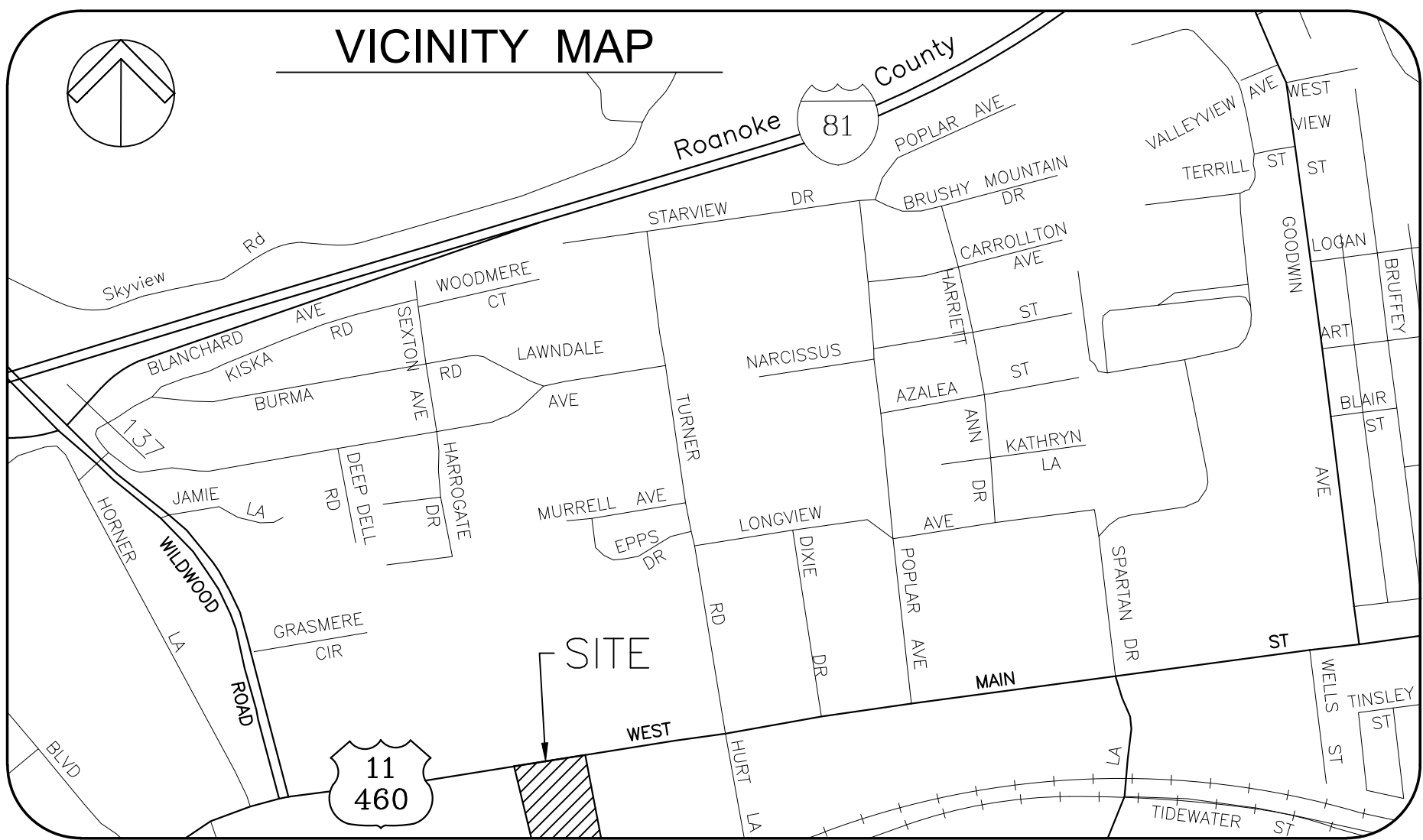
1936 WEST MAIN STREET
CITY OF SALEM
ROANOKE COUNTY, VIRGINIA

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:

- 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 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	-----	PROP. INTRMDT. CONTOUR
-----345-----	EX. INDEX CONTOUR	-----1320-----	PROP. INDEX CONTOUR
+ 35.55	EX. SPOT ELEVATION	35.55	PROP. SPOT ELEVATION
8" WL	EX. WATER LINE	8" WL	PROP. WATER LINE
8" SAN	EX. SANITARY SEWER	8" SAN	PROP. SANITARY SEWER
18" RCP	EX. STORM PIPE	-----	PROP. STORM PIPE
-----	EX. EDGE OF PAVEMENT	-----	PROP. EDGE OF PAVEMENT
-----	EX. BUILDING	-----	PROP. BUILDING
-----	EX. CONCRETE	-----	PROP. CONCRETE
-----	EX. PAVEMENT	-----	PROP. ASPHALT PAVEMENT (STANDARD/HEAVY DUTY)
-----	EX. GRAVEL	-----	PROP. GRAVEL
//////////	PAVEMENT REPLACEMENT	-----	PROP. PAVERS
●	EX. POWER POLE	●	PROP. POWER POLE
SS	EX. SANITARY SEWER MANHOLE	○	PROP. MANHOLE
ST	EX. STORM SEWER MANHOLE	+	SIGN
CO	CLEANOUT	WM	WATER METER
□	EX. LIGHT POLE	⋈	PROP. GATE VALVE
▷	WATER LINE REDUCER	⋈	BLOW-OFF VALVE
□	EX. TELEPHONE	☆	BENCHMARK
G	EX. GAS LINE	G	PROP. GAS LINE
OHU	EX. OVERHEAD CABLE	OHU	PROP. OVERHEAD CABLE
X	EX. FENCE	P	PROP. UNDERGRND POWER LINE
~~~~~	EX. TREE LINE	X	PROP. FENCE
-----	ADJOINING PROPERTY LINE	~~~~~	PROP. TREE LINE
■	EXISTING ROAD MONUMENTS	-----	SITE PROPERTY LINE
---A---A---	WETLAND AREA	●	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.



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Roanoke, VA 24018  
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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.

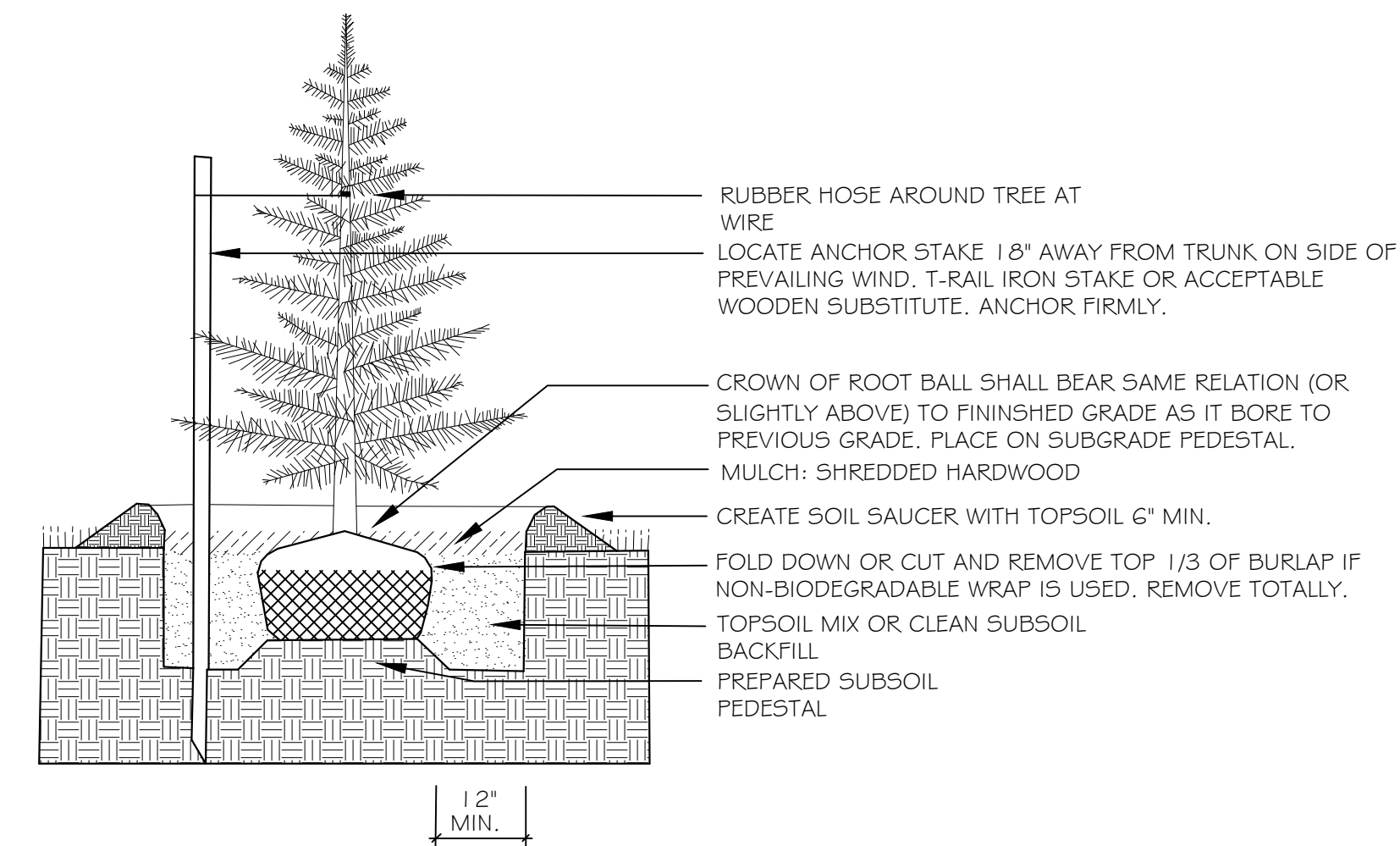
RIGHT OF WAY LANDSCAPING: WEST MAIN STREET  
1 DEC. TREE PER 320 S.F. OF LANDSCAPE AREA  
(552 S.F.)  
REQUIRED: 2 TREES  
PROVIDED: 2 TREES

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

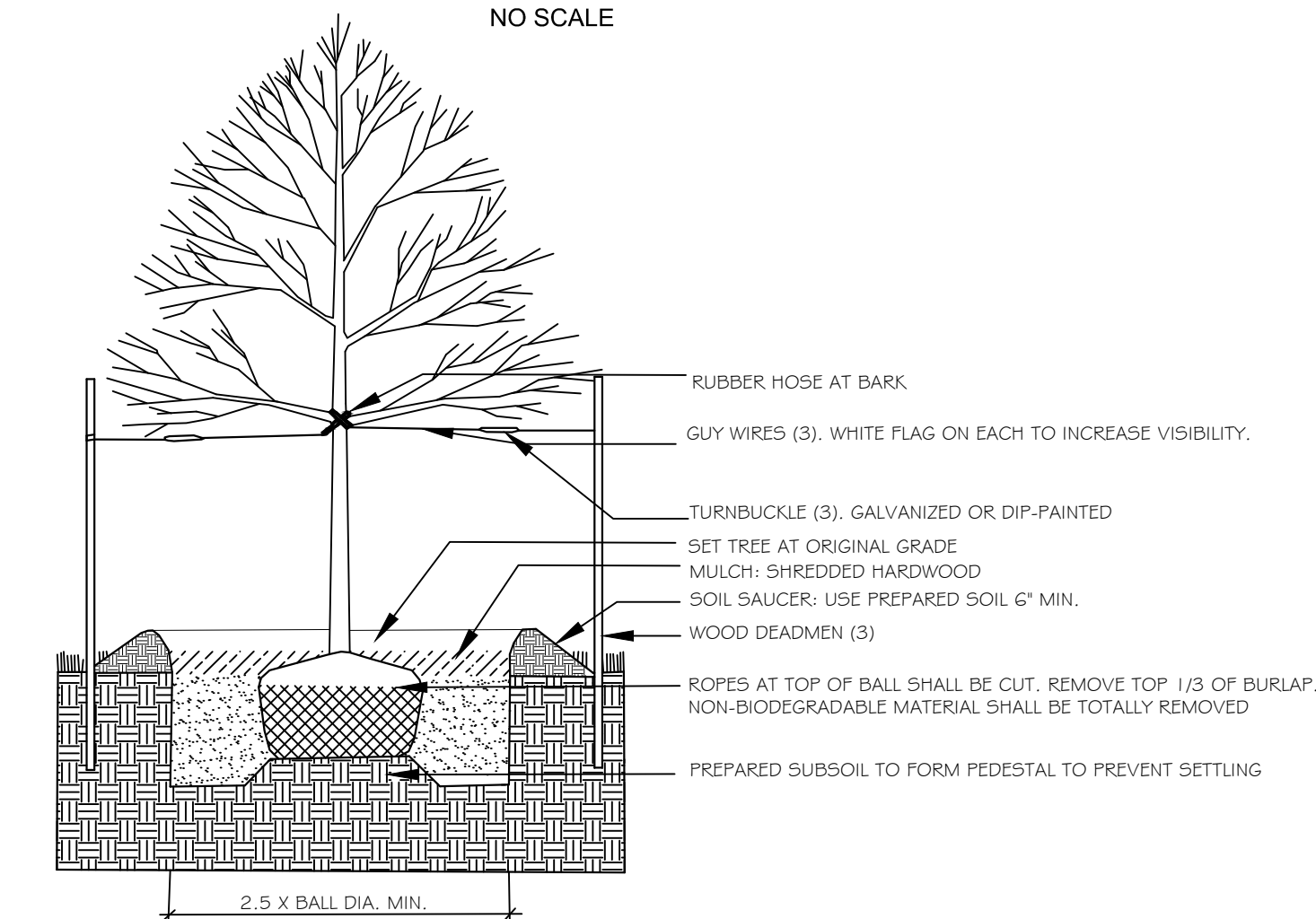
1 TREE PER 10 PARKING SPACES  
(14 PARKING SPACES SHOWN)  
REQUIRED: 2 TREES  
PROVIDED: 2 TREES

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

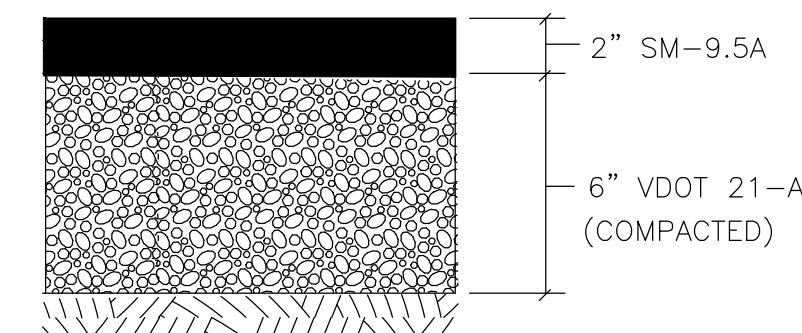


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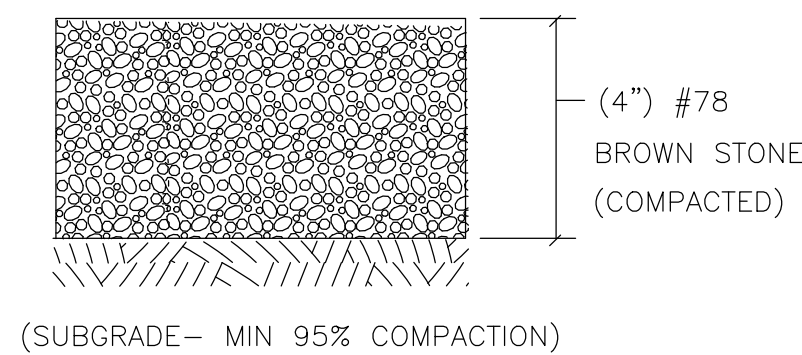


NO SCALE

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.



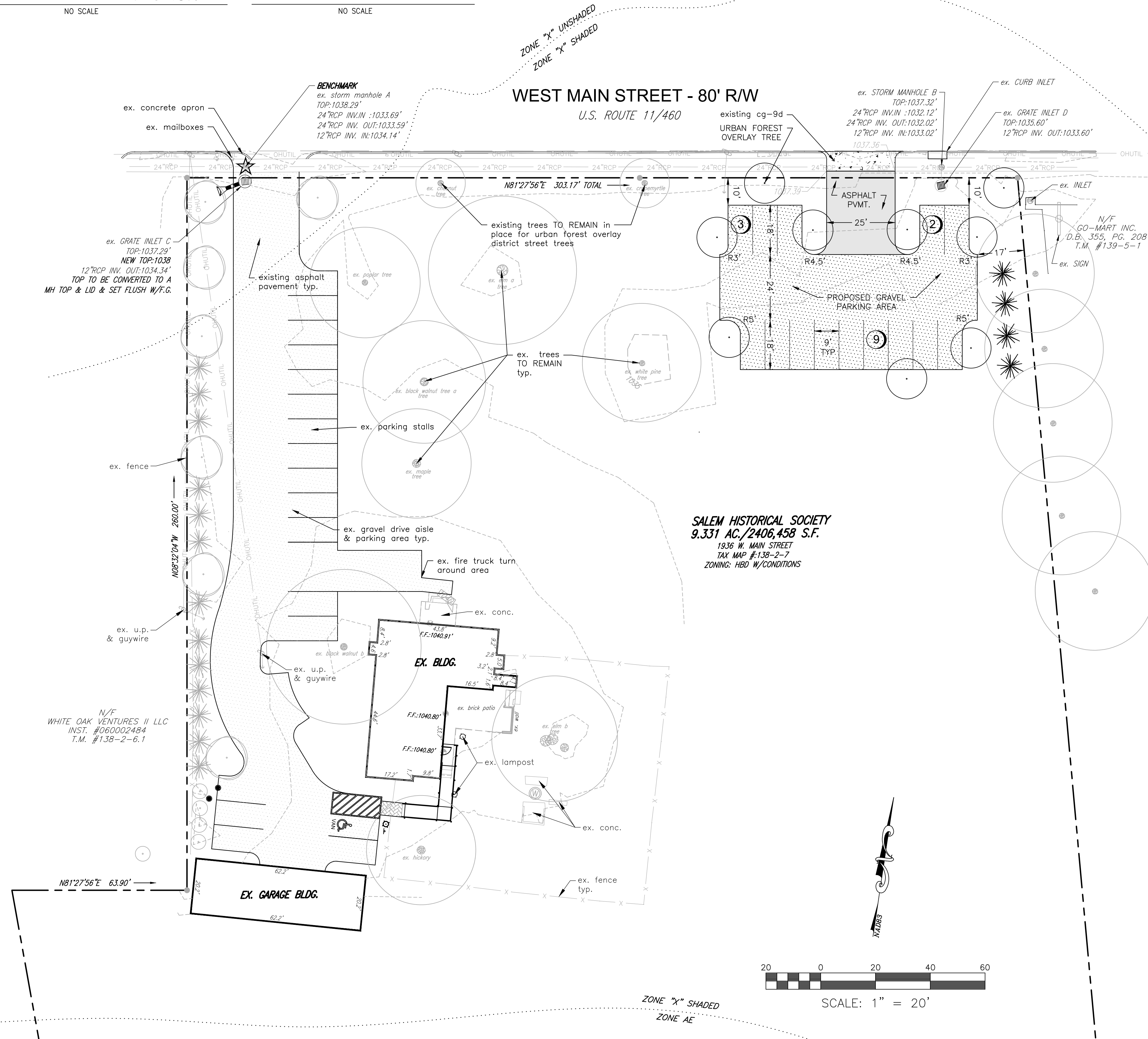
(SUBGRADE— MIN 95% COMPACTION)



(SUBGRADE— MIN 95% COMPACTION)

## NO SCALE

## NO SCALE

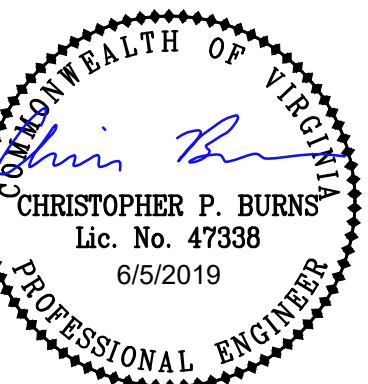


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540.772.9580



## 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**  
PROJECT NO 04190026.00



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.

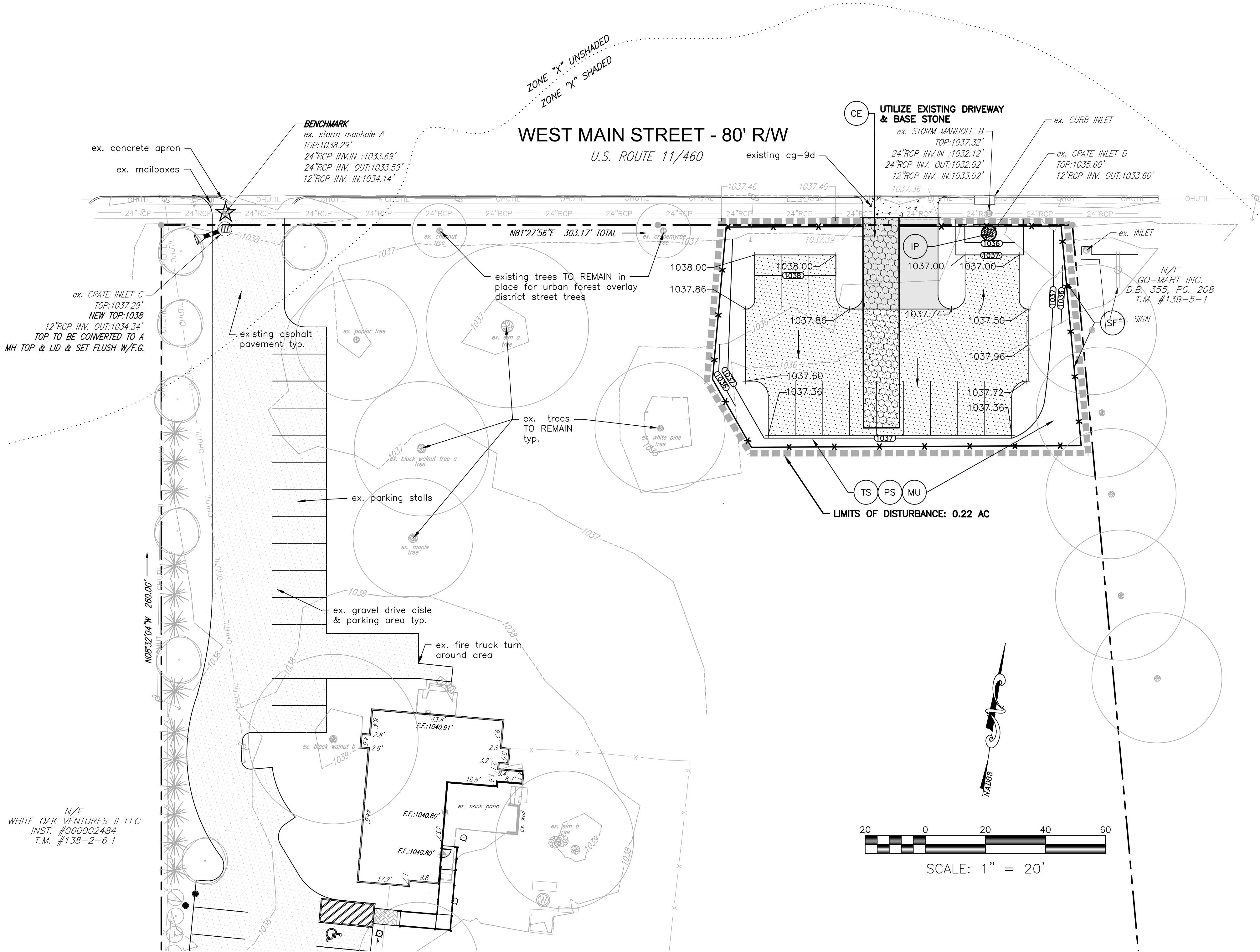
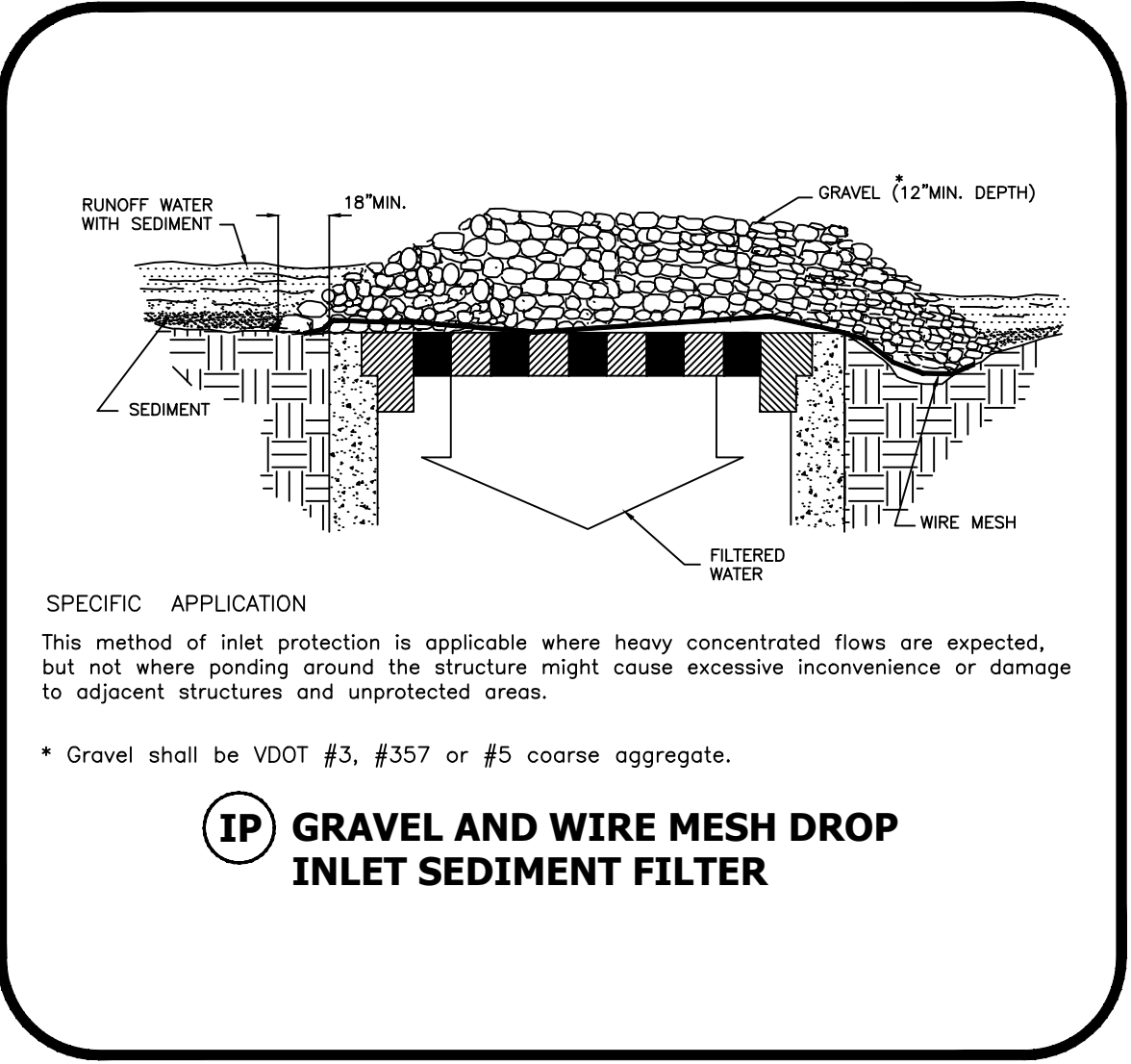
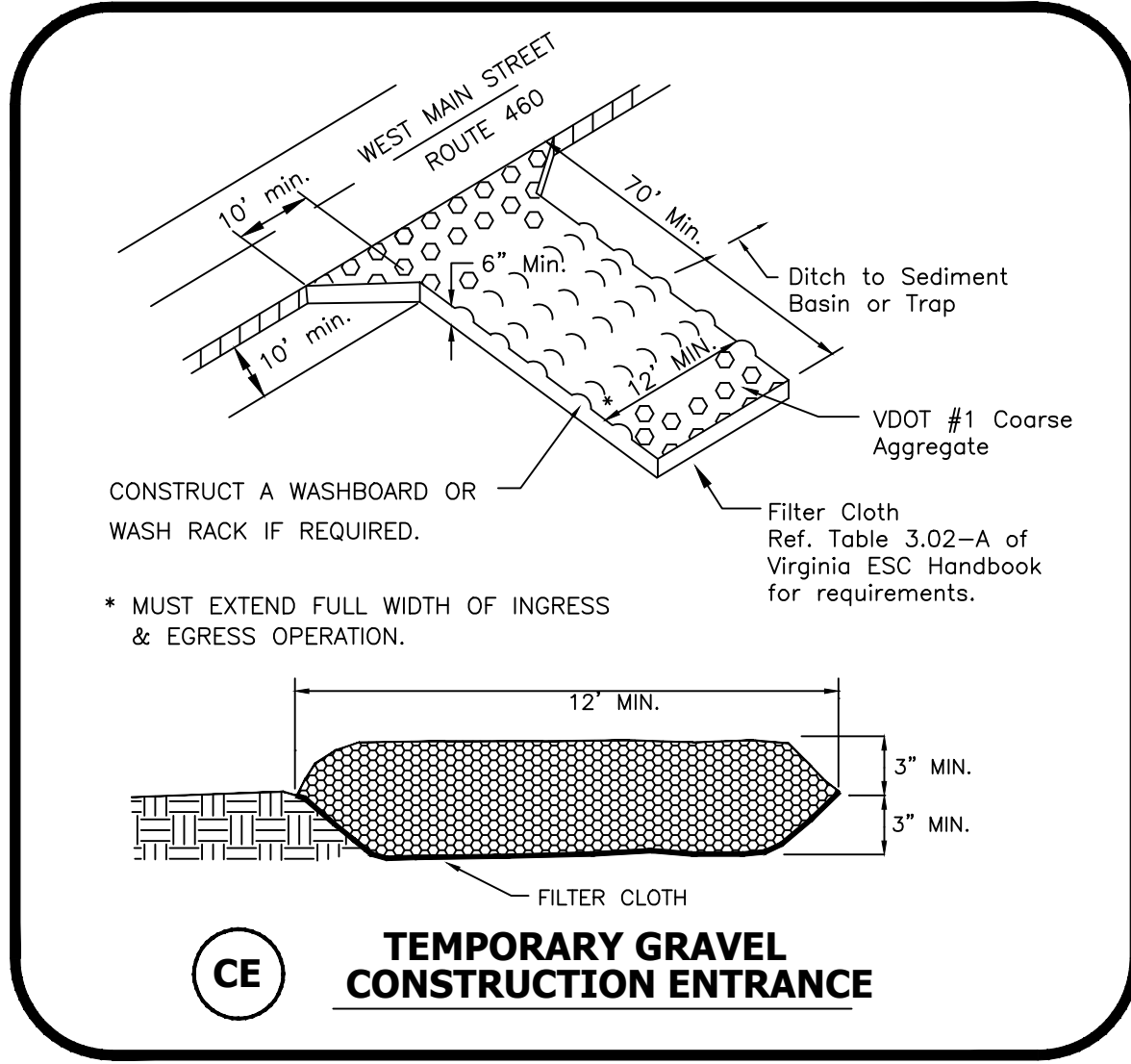
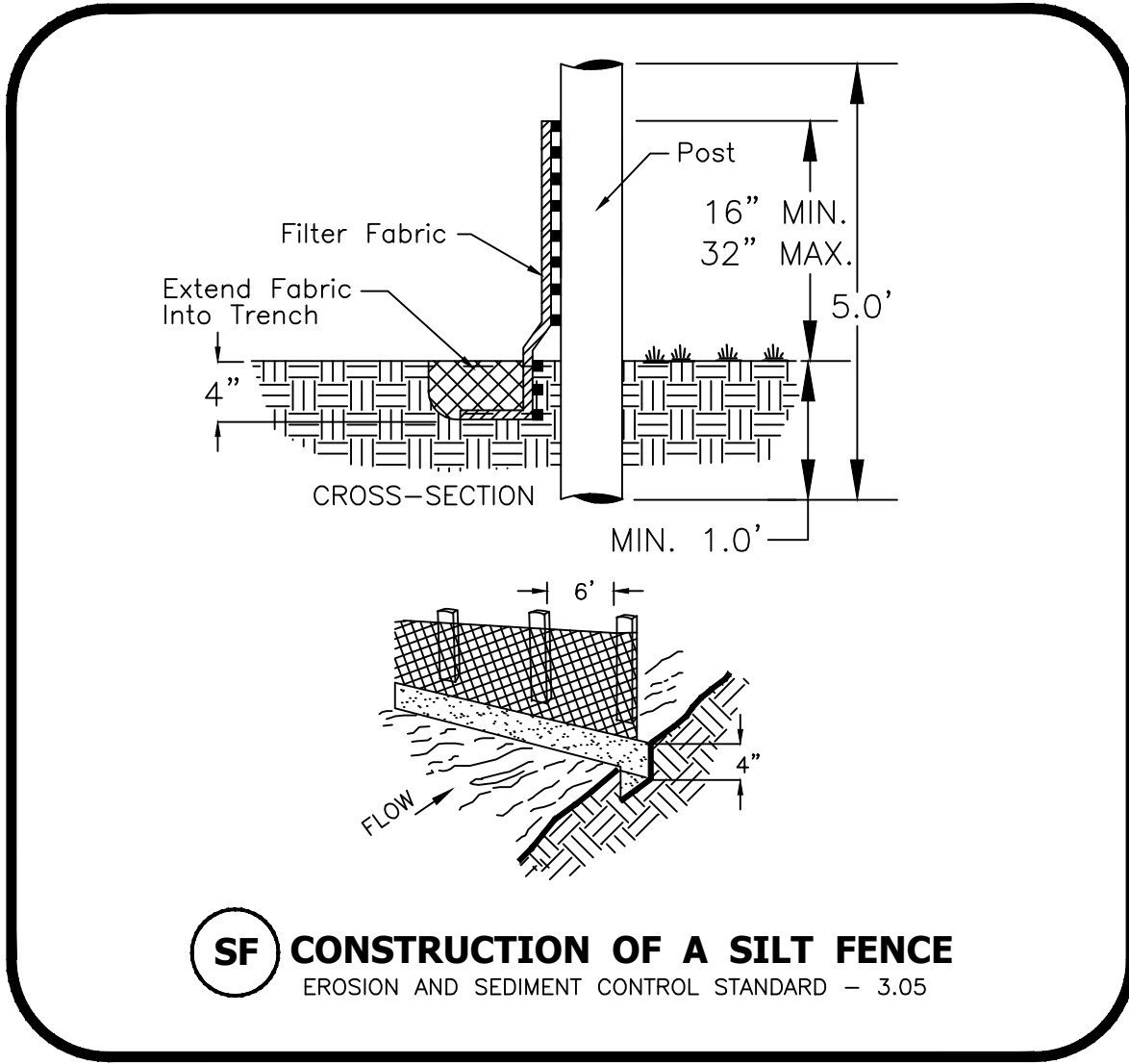
GENERAL EROSION AND SEDIMENT CONTROL NOTES

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.





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/ROOF DRAIN 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

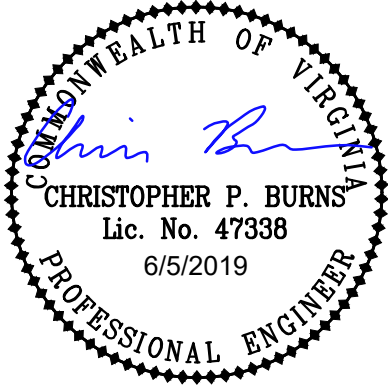
- 1. PLANT MATERIAL SIZES AND GRADING ARE TO COMPLY WITH THE LATEST EDITION OF AMERICAN STANDARDS FOR NURSERY STOCK, PUBLISHED BY THE AMERICAN NURSERY & LANDSCAPE ASSOCIATION (ANLA).
- 2. ALL WORK SHALL BE COORDINATED WITH TRADES.
- 3. USE EXISTING TOPSOIL AND/OR PROVIDE NEW TOPSOIL, WHICH IS FERTILE, 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. ANTIDESISICCANTS 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**

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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 PERMANENT SEEDING OPERATIONS TO PROMOTE THE GROWTH OF VEGETATION AND TO PROTECT THE SOIL SURFACE FROM RAINDROP IMPACTS.

### MANAGEMENT STRATEGIES:

- CONSTRUCTION WILL BE SEQUENCED SO THAT GRADING OPERATIONS CAN BEGIN AND END AS QUICKLY AS POSSIBLE.
- SEDIMENT TRAPPING MEASURES WILL BE INSTALLED AS A FIRST STEP IN GRADING.
- 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.
- ALL FILL AND CUT SLOPES SHALL BE SEEDED WITHIN SEVEN (7) DAYS OF ACHIEVING FINAL GRADE.
- 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.

- 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.
- 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.
- 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.	
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.	NO DISTURBANCE OF SURFACE WATERS IS PROPOSED WITH THIS PROJECT.
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 PIPE 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 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	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 <a href="http://euden.ces.vt.edu/html/turf/turfpublicatons/publications.htm">http://euden.ces.vt.edu/html/turf/turfpublicatons/publications.htm</a> 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 10-10-10 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 <a href="http://www.dcr.state.va.us/es/eks.htm#pubs">http://www.dcr.state.va.us/es/eks.htm#pubs</a>		

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### PERMANENT SEEDING SPECIFICATIONS

### 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	0	1	0
July/August	0	0	0	2	1
Yearly Lbs. N/1000 sq ft	2.5	2.5	0	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

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### TEMPORARY SEEDING SPECIFICATIONS

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 <a href="http://www.dcr.state.va.us/es/eks.htm#pubs">http://www.dcr.state.va.us/es/eks.htm#pubs</a>		

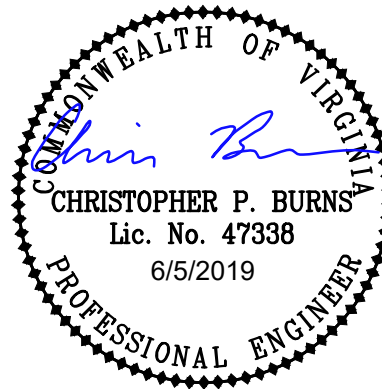


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PRESTON PLACE PARKING EXPANSION

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

**C5**  
PROJECT NO 04190026.00



**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

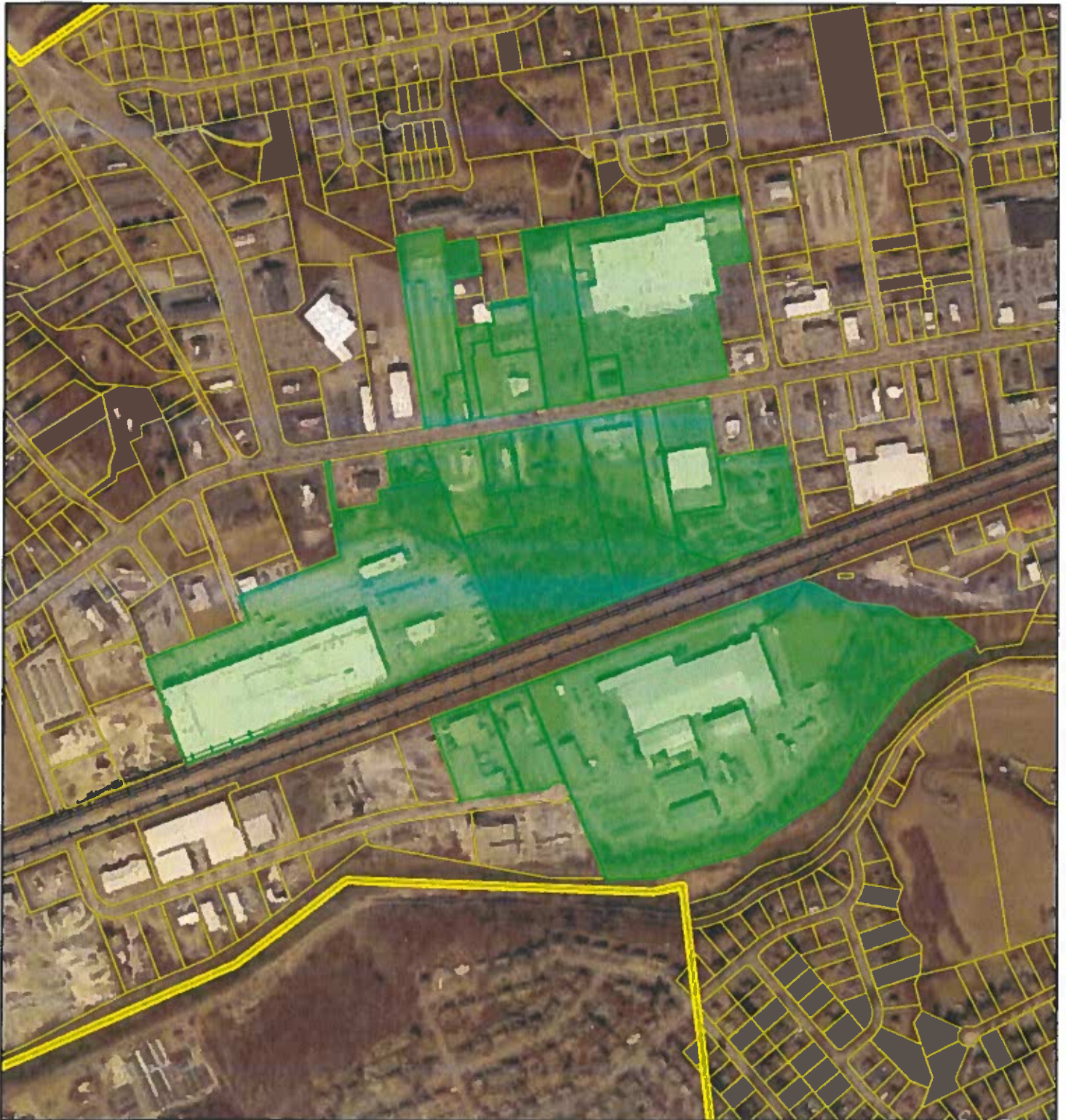
My commission expires 10/31/2028





City of Salem, VA

1936 W main



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

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

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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

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WORK SESSION

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1. Call to Order

A work session meeting of the Planning Commission of the City of Salem, Virginia, was held in the Council Chambers Conference Room, City Hall, 114 North Broad Street, at 5:30 p.m., on Wednesday, 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.

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REGULAR SESSION

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1. Call to Order

A regular meeting of the Planning Commission of the City of Salem, Virginia, was held in the Council Chambers, City Hall, 114 North Broad Street, at 6:30 p.m., on Wednesday, 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.

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- 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.

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- 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



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## 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.A.

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

**MEETING DATE:** August 24, 2026

**AGENDA ITEM:** **Abstract of Votes**  
Receive the Abstract of Votes cast at the Republican  
Primary for United States Senate held on August 4, 2026.

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

**SUMMARY OF INFORMATION:**

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

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Staff recommends that Council receive the Abstract of Votes for the Republican Primary  
for United States Senate held on August 4, 2026.

**ATTACHMENTS:**

1. Abstract of Votes August 2026 Republican Primary

# ABSTRACT of VOTES

Cast in SALEM CITY, VIRGINIA  
at the 2026 August Republican Primary held on August 04, 2026 for,

## Member, United States Senate

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED  
(IN FIGURES)

Bert Mizusawa - Republican	455
Kim Farington - Republican	115
David E. Williams - Republican	236
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on August 04, 2026, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Member, United States Senate.



Given under our hands this 10th day of August, 2026

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