



**Planning Commission
Agenda
Wednesday, September 16, 2026, 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, Council Chambers, City Hall, 114 North Broad Street, Salem, Virginia 24153

WORK SESSION

1. Call to Order
2. New Business
 - A. **September Agenda**
 - 1) Rezoning - 102 North Market Street
 - B. **October Agenda**
 - 1) Text Amendment request - Comprehensive Sign Overlay Process
3. Adjournment

REGULAR SESSION

1. Call to Order
 - A. **Pledge of Allegiance**
2. Consent Agenda
 - A. **Minutes**

Consider acceptance of the minutes from the August 12, 2026 work session and regular meeting.
3. Reports
 - A. **Site Plan and Subdivision Plat Approvals**

4. Public Hearing Items

A. Amendment to the Zoning Ordinance

Hold a public hearing and consider the request Roanoke College Trustees, property owner, to rezone the property located at 102 North Market Street (Tax Map # 106-6-1) from RB Residential Business District to CUD College and University District with proffered conditions.

5. Adjournment



PLANNING COMMISSION

MINUTES

Planning Commission Agenda

Wednesday, August 12, 2026, 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, Council Chambers, City Hall, 114 North Broad Street, Salem, Virginia 24153

WORK SESSION

1. Call to Order

A work session meeting of the Planning Commission of the City of Salem, Virginia, was held in the Council Chambers Conference Room, City Hall, 114 North Broad Street, at 5:30 p.m., on Wednesday, August 12, 2026, there being present the following members of said Commission, to wit: Chair Denise King, Vice-Chair Reid Garst, Commissioner Jackson Beamer, Commissioner Nathan Routt, Commissioner Mark Henrickson with Chair King, presiding; together with H. Robert Light, Assistant City Manager and Deputy Executive Secretary, ex officio members of said Commission; Charles E. Van Allman, Jr., Director of Community Development; Mary Ellen Wines, Planning & Zoning Administrator; Maxwell S. Dillon, Planner, and Jim H. Gynn, Jr., City Attorney; and the following business was transacted:

Chair King reported that this date, place, and time had been set in order for the Commission to hold a work session. The work session meeting was called to order at 5:31 p.m.

A discussion was held on the following items:

2. New Business

A. August Agenda

- 1. 432 Chestnut Street - SEP- Two Family Dwelling**
- 2. Section 66-11.1 - Minor signs during voting - City Code Change**

B. September Agenda

- 1. 1704 Brad Court - SEP/Home Occupation**
- 2. 102 North Market Street - Rezoning**

3. Adjournment

Chair King adjourned at 6:21 p.m.

REGULAR SESSION

1. Call to Order

A regular meeting of the Planning Commission of the City of Salem, Virginia, was called to order at 6:30 PM, in the Council Chambers, City Hall, 114 North Broad Street, on Wednesday, August 12, 2026, there being present the following members to wit: Chair Denise King, Vice-Chair Reid Garst, Commissioner Jackson Beamer, Commissioner Nathan Routt, Commissioner Mark Henrickson with Chair King, presiding; together with H. Robert Light, Assistant City Manager and Deputy Executive Secretary, ex officio members of said Commission; Charles E. Van Allman, Jr., Director of Community Development; Mary Ellen Wines, Planning & Zoning Administrator; Maxwell S. Dillon, Planner; and Jim H. Guynn, Jr., City Attorney; and the following business was transacted:

Chair King called the August 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 from the July 15, 2026, work session and regular meeting.

Chair King asked if there were any comments or changes to the minutes. Hearing none, the minutes were accepted as presented.

3. Reports

A. Site Plan and Subdivision Plat Approvals

Max Dillon stated that in July there were 2 minor site plan approvals. One at 311 West Main Street and the other one at 231 South College Avenue. There were no subdivision approvals in July.

Chair King asked Mr. Dillon to expand on the 2 minor site plans.

Mr. Dillon replied that 311 West Main Street is the conversion of the formally Gina's Foods property into office space. As the new office will be a change of use, they are required to do a minor site plan, mainly to verify that previously approved landscaping is in place. There were a couple of trees that needed to be added across the front of the property line. The next minor site plan is for 231 South College Avenue, presently the Bank of Botetourt property. There is a major renovation going on, so a minor site plan is required due to the amount of renovation which involves some landscaping.

4. Public Hearing Items

A. Special Exception Permit

Hold public hearing and consider the request of Terry Properties of VA Inc., property owner, for the issuance of a Special Exception Permit to allow a two family dwelling on the property located at 432 Chestnut Street, (Tax Map # 161-3-1).

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

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

Jodie Terry, 1208 Corporate Circle, owner of Terry Properties of VA, appeared before the Commission stating he could have built two single family homes, but instead vacated a lot line with the intent to build a two family dwelling. There is a duplex next door to this property and this street is a unique street because it has multiple types of housing. Mr. Terry noted he believes a duplex would be aesthetically a good fit and asset.

Mr. Henrickson asked what size the duplex would be.

Mr. Terry stated it would be a three bedroom, three bath 1359 square foot unit on each side.

Mr. Gast clarified that these duplexes will not be owner-occupied. They will be rental property.

Mr. Terry answered yes.

Chair King stated she liked one sidewalk coming off Chestnut Street and veering off near the front of the property as it makes it look more like a single family home.

Chair King opened the public hearing at 6:35 p.m.

Chair King asked if there had been any correspondence concerning this matter.

Mr. Dillon stated no.

Chair King closed the public hearing 6:36 p.m.

Mr. Routt made a motion to recommend approval of the request.

Mr. Beamer seconded the motion.

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

B. City Code Amendment

Hold public hearing and consider amending Chapter 66, Signs, Article I In General, Section 66-11.1 Minor signs during voting, of the CODE OF THE CITY OF SALEM, VIRGINIA, pertaining to minor signs during voting.

Hold a public hearing to consider amending Chapter 66, Signs, Article I in General, Section 66-11.1 Minor signs during voting, of the CODE OF THE CITY OF SALEM, VIRGINIA, pertaining to minor signs during voting.

Chair King opened the public hearing at 6:37 p.m.

Mr. Dillon stated that this proposed city code amendment is at the direction of Council, City Management, and the Director of Elections to provide some clarifying language to minor voting signs during the voting period. The previous language noted active voting as the designated timeline for when voting signs could be placed. The new proposed language clarifies some specific timelines to alleviate the issue of potentially having to install and remove signs.

Chair King asked if anyone had any questions or comments on this matter. Seeing no one, she closed the public hearing at 6:38 p.m.

Mr. Beamer made a motion to recommend approval of the request.

Mr. Routt seconded the motion.

Roll Call:

Mr. Routt - Aye

Mr. Henrickson - Aye

Mr. Beamer - Aye

Mr. Garst - Aye

Chair King - Aye

5. Adjournment

Chair King stated there was no additional business for the Planning Commission and the meeting was adjourned at 6:40 p.m.



Site Plan Approvals

August 2026	
Name/Location	Type
929 South College Avenue	Minor
40 Fort Lewis Boulevard	Minor
852 West Main Street	Minor

Subdivision Approvals

August 2026	
Name/Location	Type
1709 Walden Circle	Combination
1220 Thompson Memorial Drive	Resubdivision
2121 Roanoke Boulevard	Vacation



Item #: 4.A.

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

MEETING DATE: September 16, 2026

AGENDA ITEM: **Amendment to the Zoning Ordinance**
Hold a public hearing and consider the request Roanoke College Trustees, property owner, to rezone the property located at 102 North Market Street (Tax Map # 106-6-1) from RB Residential Business District to CUD College and University District with proffered conditions.

SUBMITTED BY: Maxwell Dillon, Planner

SUMMARY OF INFORMATION:

Zoning: RB Residential Business

Land Use Plan Designation: Institutional

Existing Use: Vacant

Proposed Use: Open Space for students and public

The subject property (102 North Market Street) consists of an approximately 0.203-acre tract of land which currently sits within the RB Residential Business zoning designation. Situated on the corner of Clay Street and North Market Street, the parcel contains a residential structure built in approximately 1900 and is contiguous to the primary Roanoke College Campus and across the street from Salem's Downtown Business District. Roanoke College purchased the property in 2023, and while it was historically utilized in a residential fashion, it has been unoccupied for the last few years as the college has evaluated future plans for the parcel.

The applicant is requesting to rezone the property from RB Residential Business District to CUD College and University District with a voluntary proffer to maintain its area as open space for both students and the public. A concept plan displaying vegetative plantings, outdoor furniture, and a sign has been provided with the request, though it is not part of the proffer statement. Regardless of the rezoning application, the property may be repurposed as open space, but the sign will not be permitted unless the request is successful.

The Future Land Use Map (FLUM) identifies this area as institutional.

FISCAL IMPACT:**STAFF RECOMMENDATION:**

The property's contiguous location with the primary Roanoke College campus, while also being situated at a corner that limits future expansion, provides rationale for it to be incorporated into the larger campus geography. Furthermore, its natural nexus with Salem's Downtown Business District will allow enhanced integration between Roanoke College's community and the Downtown business community, an objective highlighted in Salem's Comprehensive Plan 2045. Staff recommends approval of the request contingent upon acceptance of the provided proffer.

ATTACHMENTS:

1. 102 North Market Street rezoning application
2. 102 North Market Street letter and narrative
3. 102 North Market Street survey
4. 102 North Market Street legal description
5. 102 North Market Street concept plan
6. 102 North Market Street signed proffer statement
7. 102 North Market Street affidavit of mailing and map



Application Data for Application Number: Z26-30157

Application Type	Zoning		
Application Sub-Type	Rezone		
Applicant	Roanoke College		
Location	102 N MARKET ST SALEM VA 24153		
Applicant Address	221 College Lane Salem,VA,24153	Property Owner	ROANOKE COLLEGE TRUSTEES
		Owner Address	221 COLLEGE LN BUSINESS OFFICE STE 302 SALEM, VA,24153
Tax Parcel	106-6-1		

Application Information

Section	Question	Answer
Details and Scope of Work	Please provide a detailed description of the work associated with this application.	The planned Green Space is more particularly described on the attached landscaping plan, including several table and chairs, so that this space will not only increase the green spaces in the Downtown area, but will also be used as a gathering place for both students and the public.
Existing Structure Info	Year Built	1900
	Property Description	Two Story
	Number of Stories	2
	Number of Rooms	6
	Number of Bedrooms	3
	Number of Bathrooms	2
	Type of Roof	Arch Shing
	Type of Exterior	Brick
	Type of Basement	None
	Finished Square footage of Primary Building	2984.00
Parcel Information	Lot Size Acres	0.20
	Lot Size SQFT	8832.00
	Zoning Classification	RB
	Legal Description	W PT LT 79 MARKET ST OLD TOWN OF SALEM
	PID	487
Rezoning Details	Please advise current Zoning type	RB - Residential Business District
	Please advise desired future Zoning type	CUD - College/University District
	Please advise current use	vacant prior use was residential leasing

SALEM VA

COMMUNITY DEVELOPMENT

Rezoning Details	Please describe in detail the proposed use of the property	The main use of this Property will be as Green Space, and to incorporate the Property as an integral part of Campus and as an entrance to the College from historic Downtown Salem. See the Attached Plans for More information.
	Please advise designation from the Future Land Use map	Downtown
	Are there proffers associated with this rezoning application?	Yes
	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	Unless there are funds raised for the renovation or relocation of the historic residence, the house will be demolished and 500 of the historic bricks will be saved. The College has been awarded a small grant to use some of the bricks in a Roanoke College sign that will be located on the Property.
	Is the subject property located within the Floodplain District?	No
	If yes, describe the proposed measures for meeting the standards of the Floodplain Ordinance	
	Have you provided a conceptual plan of the proposed development, including general lot configurations and road locations?	No
	Are the proposed lot sizes compatible with existing parcel sizes in the area?	No
	If this is for a commercial rezoning, please answer the following questions	No Data
		No Data
	What provisions will be made to ensure safe and adequate access to the subject property?	
	How will the traffic impact of this development be addressed?	
	Describe why the proposed use is desirable and appropriate for the area. What measure will be taken to assure that the proposed use will not have a negative impact on the surrounding vicinity?	
	What type of signage is proposed for the site?	
	Have architectural/building elevations been submitted with this application?	No



July 23, 2026

VIA ELECTRONIC SUBMISSION

Mr. Chris Dorsey, City Manager and Executive Secretary of the Planning Commission
Planning Commission
21 South Bruffey Street
Salem, VA 24153-0869

Re: Roanoke College—Rezoning Application for 102 N. Market Street, Salem VA 24153 (the “Property”)

Zoning Application Number: _____

Dear Executive Secretary:

I am the General Counsel for Roanoke College (the “College”) and am submitting this rezoning application on behalf of the College. This letter is officially requesting the rezoning of the Property from residential/business zoning to CUD (College/University District) zoning.

Background: The College purchased the residential property in December 2023, when the prior owner approached the College about buying the Property that is located adjacent to the existing College Campus. The prior owner leased the Property for approximately 30 years to an unauthorized sorority. Over these years minimal renovation and upkeep were conducted on the Property. When the College originally acquired the Property, the College had intended to renovate the Property and use it for office space for various department/student activity uses. The College has a long record of renovating and repurposing historic houses on its Campus, such as the Fowler House.

Upon further study, including hiring an architecture/engineering firm to conduct a thorough analysis of the renovation requirements for the purpose of office use, the College discovered that given the existing condition of the Property, it would cost approximately \$800,000 to \$1,000,000 to fully renovate and equip the Property for office use. Given the other goals and interests of the College, including the renovation of Crawford Hall and the construction and equipping the new McConnon Discovery Center, the College determined it was not in the best interest of the College to renovate the Property, and that a better use for the Property would be as green space. The College has made it clear to the community that it is open to relocating the house or renovating the house provided that outside sources can provide the funds in a timely fashion. It is not in the best interest of either the College or the City for the Property to continue remain vacant and unimproved.

ROANOKE COLLEGE

Office of the President

221 College Lane, Salem, Virginia 24153 | (540) 375-2200 | president@roanoke.edu

The Importance of the Rezoning Request:

It is time for this Property, adjacent to the existing College Campus, to become part of the CUD zoning district, so that this Property is a seamless part of Campus, particularly because it is one of the main entrances to the Campus from Downtown Salem. When portions of a campus are divided among multiple zoning classifications, it can create unnecessary administrative complexity, complicate future planning efforts, and impede a college's ability to manage its property as a cohesive whole. Establishing a consistent zoning designation of CUD across the College Campus provides clarity for both Roanoke College and the City. Rezoning this Property to align with the remainder of the College Campus acknowledges that this Property is indeed part of the Campus.

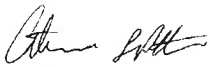
Future Use:

As made clear above, the College believes that providing more green space at the corner of Clay Street and Market Street will provide further opportunities for recreation and informal gathering for students and the public. Green spaces also support environmental sustainability, and enhance the aesthetic appeal of the broader Downtown Salem community. The landscaping plans attached to the rezoning application shows how wonderful this corner of the Campus will look. Please review these plans to see this concept in more detail.

As stated above, if Salem community members have raised the funds and are ready to move the house or renovate the house, the College is open to working with the community to making this happen.

Please do not hesitate to reach out to me directly if you have any questions or would like more information at 703-717-8556 or at potter@roanoke.edu.

Sincerely,

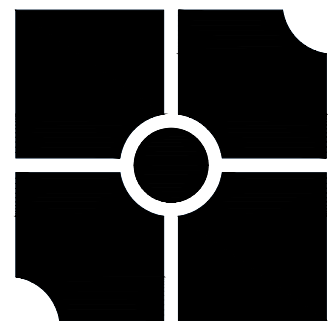


Catherine L. Potter, Esq.
Advisor to the President and General Counsel

ROANOKE COLLEGE

Office of the President

221 College Lane, Salem, Virginia 24153 | (540) 375-2200 | president@roanoke.edu

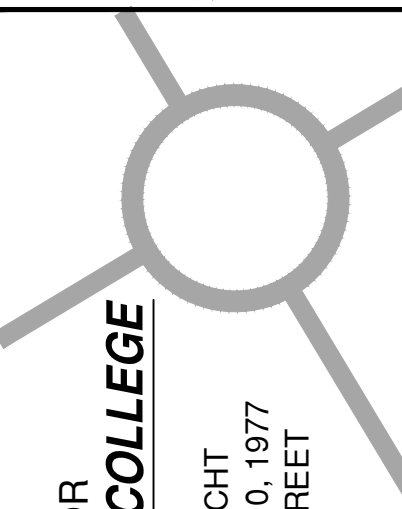
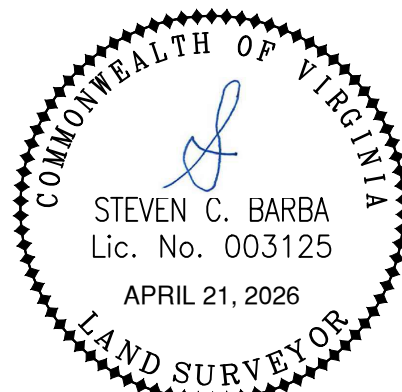


parker
DESIGN GROUP
ENGINEERS • SURVEYORS
PLANNERS • LANDSCAPE ARCHITECTS

2122 Carolina Ave, SW
Roanoke, VA 24014
Ph: 540-387-1153

1915-B W. Cary Street
Richmond, VA 23220
Phone: 804-358-2947

www.parkerdg.com



TOPOGRAPHIC SURVEY FOR
THE TRUSTEES OF ROANOKE COLLEGE

OF TAX #106-6-1 (8575 SF)
SURVEY FOR RAYMOND R. ROBRECHT
BY T. P. PARKER & SON, DATED MAY 10, 1977
SITUATE AT 102 NORTH MARKET STREET
CITY OF SALEM, VIRGINIA

REVISIONS

CALCS BY:

SCB

DRAWN BY:

BDR

CHECKED BY:

SCB

SCALE:

1" = 10'

DATE:

APRIL 21, 2026

PROJECT NUMBER:

26-0120:01

SHEET NO.:

1 OF 1



LOCATION MAP BY CITY OF SALEM GIS

NO SCALE

LEGEND:

- DEEDED CORNER
- MONUMENT FOUND
- MONUMENT SET
- UTILITY POLE
- OHW- OVERHEAD WIRES
- X- FENCE
- SANITARY SEWER MANHOLE
- W- WATERLINE (approx)
- GAS- GAS LINE
- FIRE HYDRANT
- WATER VALVE
- WATER METER
- SINGLE POLE SIGN
- CLEAN OUT
- SAN- SEWER LINE (approx)

OWNER INFORMATION:

OWNERS : THE TRUSTEES OF ROANOKE COLLEGE
LEGAL REF. : INSTRUMENT #230002230

TOPOGRAPHIC CERTIFICATION:

THIS PARTIAL TOPOGRAPHIC SURVEY WAS COMPLETED UNDER THE DIRECT AND RESPONSIBLE CHARGE OF STEVEN C. BARBA, FROM AN ACTUAL GROUND AND/OR AIRBORNE SURVEY MADE UNDER MY SUPERVISION; THAT THE IMAGERY AND/OR ORIGINAL DATA WAS OBTAINED ON APRIL 17, 2026 AND THAT THIS PLAT, MAP OR DIGITAL GEOSPATIAL DATA INCLUDING METADATA MEETS THE MINIMUM ACCURACY STANDARDS UNLESS OTHERWISE NOTED.

UTILITIES NOTE:

THE UTILITIES SHOWN HEREON BY PARKER DESIGN GROUP ARE BASED ON FIELD LOCATION OF OBSERVED EVIDENCE OF UTILITIES. REMARKING OF UTILITIES AND VERIFICATION ARE SUGGESTED BEFORE ANY POSSIBLE EARTH WORK IS PERFORMED.

GENERAL NOTES:

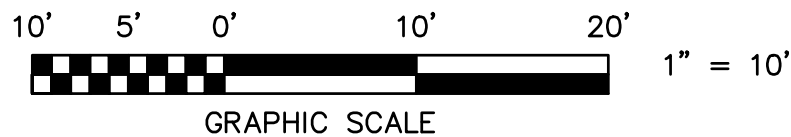
- THIS PLAT WAS PREPARED WITHOUT BENEFIT OF A TITLE REPORT AND IS SUBJECT THERETO. THEREFORE, THERE MAY EXIST ENCUMBRANCES WHICH AFFECT THE PROPERTY NOT SHOWN HEREON.
- THE SUBJECT PROPERTY IS WITHIN THE LIMITS OF ZONE "X-UNSHADED" AS SHOWN ON THE FEMA FLOOD INSURANCE RATE MAP PANEL NO. 51161C0141 G, EFFECTIVE DATE SEPTEMBER 28, 2007. THIS DETERMINATION IS BASED ON SAID MAP AND HAS NOT BEEN VERIFIED BY ACTUAL FIELD ELEVATIONS.
- THE PROPERTY SHOWN HEREON IS ZONED **RB** (RESIDENTIAL BUSINESS) AS OF THE DATE OF THIS PLAT.
- PROPERTY MY CONTAIN UNDERGROUND UTILITY SERVICES.
- PIN SET BY PARKER DESIGN GROUP IS 1/2" DIAMETER BY 18" LONG REINFORCING ROD DRIVEN TO GROUND. A WITNESS MARKER IS DRIVEN BESIDE CORNER PIN.
- ELEVATIONS AS SHOWN HEREON ARE BASED ON GPS DERIVED NAVD '88 DATUM.

IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE CITY OF SALEM, VIRGINIA THIS MAP WAS PRESENTED WITH THE CERTIFICATE OF ACKNOWLEDGEMENT THERETO ATTACHED ADMITTED TO RECORD AT _____ O'CLOCK _____.M. ON THIS _____ DAY OF _____, 2026.

TESTE: CHANCE CRAWFORD
CLERK

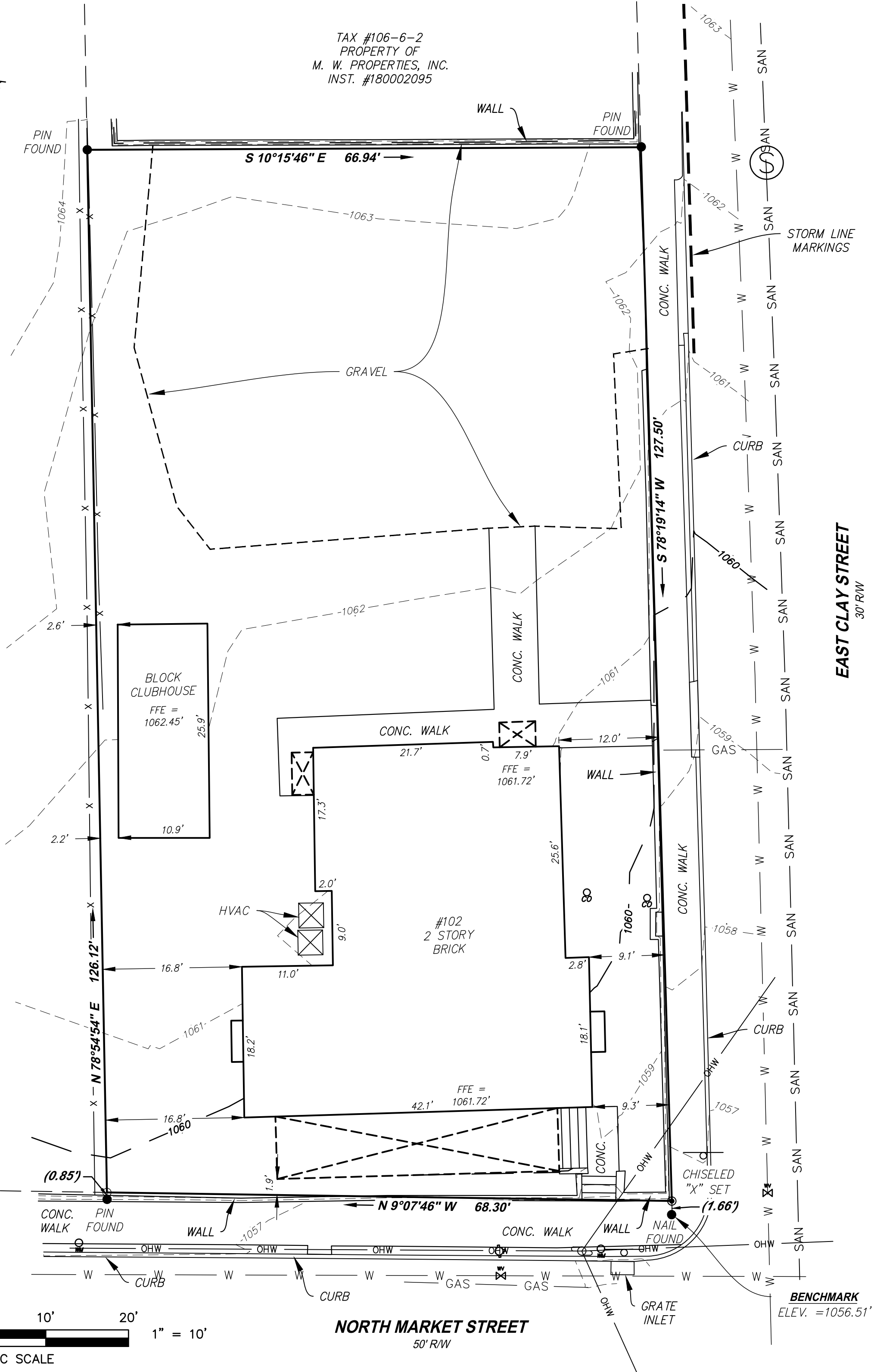
BY: _____
DEPUTY CLERK

THIS PLAT DOES NOT
CONSTITUTE A SUBDIVISION
UNDER THE CITY OF SALEM
SUBDIVISION ORDINANCE.



MERIDIAN OF
VA STATE PLANE
SOUTH ZONE - 4502
NAD '83

TAX #86-3-4
PROPERTY OF
ROANOKE COLLEGE TRUSTEES
P.B. 14, PG. 33-35



Legal Description for
102 N. Market Street



COMMITMENT FOR TITLE INSURANCE

Issued By

FIDELITY NATIONAL TITLE INSURANCE COMPANY

SCHEDULE C

SCHEDULE C

The Land is described as follows:

All that lot, piece or parcel of land together with any improvements thereon, lying and being in the City of Salem, Virginia, and more particularly described as follows:

Beginning a a point, said point being the northeasterly corner of the intersection of Market Street and Clay Street, thence with e easterly side of Market Street, N. 9 degs. 56' W. 68.30 ft. to a point; thence N 78 degs. 06' 40" E. 215.10 ft. to an iron; thence S. 11 degs. 04' E 66.02 ft. to an old iron on the northerly side of Clay Street; thence along and with the northerly side of Clay Street, S. 77 degs. 31' W 216.5 ft. to the place of beginning, as shown on a plat prepared by T.P. Parker & Son, Engineers & Surveyors, dated August 20, 1976; and

LESS and EXCEPT that portion of property as conveyed out in deed dated 9/23/77 and recorded in Deed [Book 54, Page 594](#) and

BEING the same real estate conveyed unto Gregory Properties, LLC, by deed from John Gregory, Jr. and Tallulah H. Gregory dated September 2, 2004, recorded September 7, 2004 in the Clerk's Office, Circuit Court, City of Salem, Virginia as Instrument No. [040003780](#).

This page is only a part of a 2016 ALTA® Commitment for Title Insurance issued by Fidelity National Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I - Requirements; and Schedule B, Part II - Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

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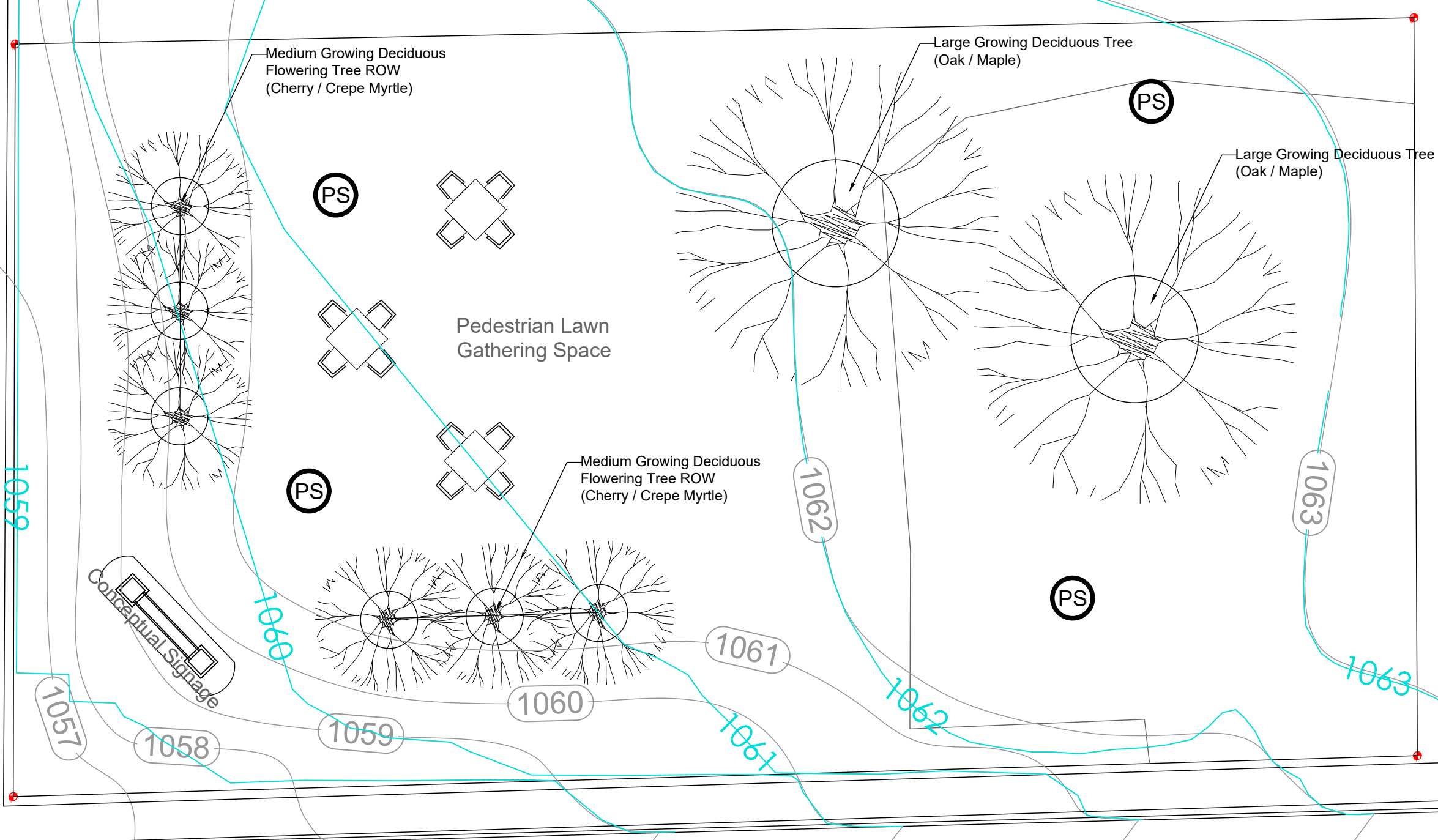
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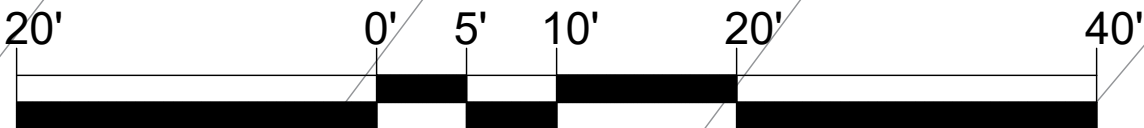
TAX #106-6-1 (8575 SF)
CONCEPTUAL GRADING &
LANDSCAPE IMPROVEMENT PLAN



NORTH MARKET STREET



EAST CLAY STREET



Designed by: Mark Stone
Senior Landscape Account Mngvr
Advanced Construction - NRV
750 Den Hill Road
Christiansburg VA

The Trustees of Roanoke College
102 North Market Street, City of Salem, VA

Sheet 1 of 1
P-1
Concept Plan

TAX MAP NO.: 106-6-1

Return to: Office of Community Development
21 South Bruffey Street
Salem, Virginia 24153

This document prepared by:
(NAME AND ADDRESS):

Catherine Potter-Roanoke College
221 College Lane, Salem VA 24153

PROFFER STATEMENT

WHEREAS, The Board of Trustees of Roanoke College,

("the Owner(s)") is/are the owner(s) of certain real property known as
102 N. Market Street (*property description/location*) ("the Property") totaling approximately
.20 acres, located in the City of Salem, Virginia which is more particularly described as follows:
the residential property is located on the corner of Clay Street and Market Street, adjacent to the
existing Roanoke College campus. (see legal description attachment)

(legal description or an attachment containing a legal
description. Also include tax map #); and

WHEREAS, the Owner(s) has/have filed an application to rezone the Property from current
zoning of residential/business (*current zoning*) to CUD
(proposed zoning), conditional, pursuant to the City of Salem Zoning Ordinance (the
"Zoning Ordinance"); and

WHEREAS, the Owner desires to proffer to the City of Salem (the "City") certain conditions in
connection with the development of the Property that will protect the City and its citizens, provide for
the orderly development of the Property, and offset the impacts of development; and

WHEREAS, the below-listed proffers are designed and intended to mitigate impacts that have been
identified; and

WHEREAS, the Owner certifies that all below-listed proffers are voluntary, reasonable, and directly
related to the rezoning applied for; and

WHEREAS, the City is authorized to accept these proffers pursuant to the Code of Virginia, and
the Zoning Ordinance; and

WHEREAS, in the event that there is any conflict between these proffers and the Zoning Ordinance,
the conflict shall be resolved by the City's Zoning Administrator, subject to appeal to the Board of Zoning
Appeals and the courts as provided by law; and

WHEREAS, these proffers shall be binding upon and shall inure to the benefit of the parties hereto,
and their respective heirs, successors and assigns; and

WHEREAS, the Owner(s) acknowledges that impacts of development not offset by the below-listed
proffers may be cause for denial of the rezoning request.

NOW, THEREFORE, the Owner(s) agrees to meet and comply with the following proffers in
connection with the development of the Property should the Owner's application to rezone the property be
approved:

PROFFERS

1. (proffer 1)

To maintain the Property as greenspace for the students and community to use and enjoy.

2. (proffer 2)

3. (proffer 3)

4. etc.

(Indicate if you intend the proffers to be offered as a group (i.e. "all or nothing". Otherwise, each will be considered to be individually offered for separate consideration by the City. The City does not have to accept proffers that are offered)

Once proffered and accepted as part of an amendment to the zoning ordinance, these conditions shall continue in full force and effect until a subsequent amendment changes the zoning on the property covered by these conditions; provided, however, that such conditions shall continue if the subsequent amendment is part of a comprehensive implementation of a new or substantially revised zoning ordinance.

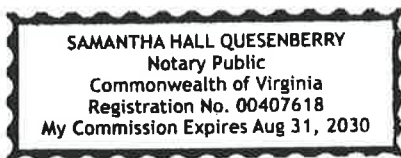
WITNESS the following signature and seal:

By:

[Signature]
Owner

COMMONWEALTH OF VIRGINIA CITY OF SALEM, to wit:

The foregoing instrument was acknowledged before me this 6th day of August, 2026.



by Catherine Potter, agent of owner
Owner

[Signature]
Notary Public

My commission expires: August 31, 2030

WITNESS the following signature and seal:

By:

Contract purchaser

COMMONWEALTH OF VIRGINIA CITY OF SALEM, to wit:

The foregoing instrument was acknowledged before me this _____ day of _____, 20____.

by

Contract purchaser

Notary Public

My commission expires: _____

AFFIDAVIT OF MAILING PURSUANT TO S15.2-2204**CODE OF VIRGINIA****PLANNING COMMISSION****ITEM #****September 16, 2026**

This is to certify that I mailed letters in reference to the request of Roanoke College Trustees, property owner, to rezone the property located at 102 North Market Street (Tax Map # 106-6-1) from RB Residential Business District to CUD College and University District with proffered conditions to the following property owners and adjacent property owners on August 28, 2026 in the 2:00 p.m. mail.

107-1-2	ROANOKE COLLEGE TRUSTEES	221 COLLEGE LN		SALEM	VA	24153
107-4-1	ROANOKE COUNTY	PO BOX 29800		ROANOKE	VA	24018-0798
60-1-8	HART, PATRICIA R	504 HIGH ST		SALEM	VA	24153
61-1-7	HOLLINGSWORTH, JUSTIN CRAIG	237 HAWTHORN RD		SALEM	VA	24153
61-1-8	HOWARD, JEFFREY J	227 HAWTHORN RD		SALEM	VA	24153
61-1-9	RAINS, CALVIN	606 DOGWOOD DR		SALEM	VA	24153
61-5-11	ALMOND ROBERT H JR	600 BEECH RD		SALEM	VA	24153
61-6-2	MAHAN KIMBERLY C	312 HAWTHORN RD		SALEM	VA	24153
61-6-3	GILLEY BETTY J	318 HAWTHORN RD		SALEM	VA	24153
61-6-7	MAXEY, MICHAEL	501 HIGH ST		SALEM	VA	24153-2831
71-1-9	SMITH DARYEL R	367 N MARKET ST		SALEM	VA	24153
71-2-1	COOPER, DANIEL E	538 N MARKET ST		SALEM	VA	24153
71-2-10	CONNER KAREN W	426 N MARKET ST		SALEM	VA	24153
71-2-11	HAMMERSLEY CHARLES M	616 HIGHFIELD RD		SALEM	VA	24153-3234

71-2-12	HIPP J LEE	414 N MARKET ST		SALEM	VA	24153
71-2-13	BRECKINRIDGE, JENNIFER BRUCE	408 N MARKET ST		SALEM	VA	24153
71-2-18	CLEMENS JOHN CHRISTOPHER	701 W MAIN ST		SALEM	VA	24153
71-2-2	SCHMELZ, DAVID E	534 N MARKET ST		SALEM	VA	24153
71-2-3	WARD, KRISTOPHER TANEY	528 N MARKET ST		SALEM	VA	24153
71-2-4	HUFF, HUGH W IV	520 N MARKET ST		SALEM	VA	24153
71-2-5	ROSALIND PROPERTIES LLC	2113 ROSALIND AVE SW		ROANOKE	VA	24014
71-2-6	SHOEMAKER, GREGORY W	510 N MARKET ST		SALEM	VA	24153
71-2-7	MCCLOUD, JONATHAN DAVID	506 N MARKET ST		SALEM	VA	24153
71-2-8	ROANOKE COLLEGE TRUSTEES	221 COLLEGE LN		SALEM	VA	24153
71-2-9	COWLING, RAYMOND JUDSON III	432 N MARKET ST		SALEM	VA	24153
71-3-1	ZIMMERMAN, TYLER GRANT	435 HIGH ST		SALEM	VA	24153
71-3-2	MILLER, MARK F	429 HIGH ST		SALEM	VA	24153
71-3-4	WHITMIRE MARY H	419 HIGH ST		SALEM	VA	24153
71-3-4.1	POLLOCK CHRISTOPHER M	413 HIGH ST		SALEM	VA	24153
71-3-5	ARCHER ROBERT A	401 HIGH ST		SALEM	VA	24153
71-3-7	AUSTIN, JOSEPH H III	335 HIGH ST		SALEM	VA	24153
72-1-10	WILLIAMSON, JIMMY D	4019 CRAVENS CREEK RD		ROANOKE	VA	24018
72-1-11	MCCONNELL, CARRIE T	452 HIGH ST		SALEM	VA	24153
72-1-9	HALL, PETER	434 HIGH ST		SALEM	VA	24153
85-1-1	ROANOKE COLLEGE TRUSTEES	221 COLLEGE LN		SALEM	VA	24153
86-1-1	GILLISPIE C EDWARD	3019 NORTHRIDGE RD		HARDY	VA	24101
86-1-2	POINDEXTER, JUDD J	357 N MARKET ST		SALEM	VA	24153

86-1-3	GINN JOHNNY L	PO BOX 356		SALEM	VA	24153
106-5-2	HOBACK CHARLES VANLEAR	896 STONEGATE DR		SALEM	VA	24153
106-5-4	SALEM PRESBYTERIAN CHURCH	41 E MAIN ST		SALEM	VA	24153
106-6-1	ROANOKE COLLEGE TRUSTEES	221 COLLEGE LN BUSINESS OFFICE STE 302		SALEM	VA	24153
106-6-2	M W PROPERTIES INC	1348 LAKEWOOD DR SW		ROANOKE	VA	24015
106-9-4	SALEM PRESBYTERIAN CHURCH	41 E MAIN ST		SALEM	VA	24153
106-10-2	VIRGINIA RENTAL COMPANY LLC	6005 CAVALIER DR		ROANOKE	VA	24018
106-10-4	LILLEY, VINCENT A	2509 OAK RIDGE LN		SALEM	VA	24153
106-10-7.1	MW PROPERTIES INC	1348 LAKEWOOD DR SW		ROANOKE	VA	24015
106-11-3	SALEM INVESTMENT LC	135 E MAIN ST		SALEM	VA	24153
106-11-4.1	CITY OF SALEM	PO BOX 869		SALEM	VA	24153-0869
106-12-1	ROANOKE COUNTY BOARD OF SUPERVISORS	PO BOX 29800		ROANOKE	VA	24018-0798

Signed: _____

Mary Ellen H Wines

Date: _____

8/28/24

Mary Ellen H Wines

City of Salem

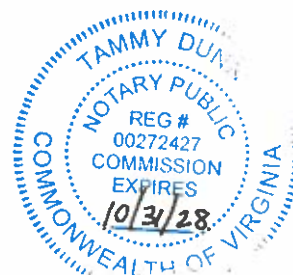
Commonwealth of Virginia

The foregoing instrument was acknowledged before me this 28th day of August, 2024 by

Tammy Dunn

Notary Public

My commission expires 10/31/2028





1 inch = 505 feet

Created By anonymous on 8/17/2026 12:54:01 PM  via DataScout OneMap®