

**MINUTES OF THE MEETING OF THE TOWN OF VINTON PLANNING
COMMISSION HELD ON TUESDAY, MARCH 4, 2014, AT 7 P.M., AT THE VINTON
MUNICIPAL BUILDING, 311 SOUTH POLLARD STREET.**

MEMBERS PRESENT: **Dave Jones, Chairman**
 Bill Booth
 Paul Mason
 Dawn Michelsen
 Bob Patterson

STAFF PRESENT: **Anita McMillan, Planning and Zoning Director**
 Ryan Spitzer, Assistant to the Town Manager
 Karla Turman, Associate Planner/Code Enforcement Officer

AGENDA

- I. Call to Order**
- II. Presentation of the CIP for FY 2014-2015:**
- III. Other Business**
- IV. Adjournment**

The meeting of the Vinton Planning Commission was called to order at 7:04 p.m. by Chairman Jones. Roll was called and all members were present.

Mr. Spitzer, Assistant to the Town Manager, was in attendance to present the CIP items for the General and Utility Funds on behalf of Mr. Lawrence. Each of the commissioners were provided with a prioritized list of CIP requests that was prepared by Mr. Lawrence, a copy of which will be made as part of the permanent record of this meeting. For the General Fund, the top ten CIP items that were recommended by Mr. Lawrence are as follows: 1. Walnut Avenue Corridor Improvement Project; 2. Replace dump truck with hook lift and dump body; 3. Paint the swimming pool interior; 4. Replace Medic 23 ambulance with 4WD medic unit; 5. Preserve downtown sidewalks, curbs, gutters; 6. Street improvements at various locations; 7. Replace 2002 street sweeper; 8. Replace 2007 refuse load/packer truck; 9. Purchase ½ of Cityworks Asset Management Software for Public Works; 10. Work site and work zone safety package for Public Works. For the Utility Fund, the top ten CIP items that were recommended by Mr. Lawrence are as follows: 1. Renovate and upgrade 3rd Street Sewer Lift Station; 2. Purchase ½ of Cityworks Asset Management Software for Public Works; 3. Handheld meter reading device upgrade; 4. Design and construct Jefferson Avenue and Cleveland Avenue waterline; 5. Design and replacement of sewer main on Blandford Avenue; 6. Replace waterline on Southampton Drive; 7. SCADA system upgrade; 8. Modem system upgrade for SCADA system; 9. Solar powered monitoring of PRV stations; 10. Tracked skid steer loader. After the presentation of the items by Mr. Spitzer, Chairman Jones asked that they consider correcting the stormwater drainage issues at the intersection of S. Pollard Street and Lee Avenue and at the intersection of S. Maple Street and Lee Avenue during the Downtown Revitalization Project. Mr. Booth made a motion to recommend the CIP items to Town Council as presented. Ms. Michelsen seconded the motion. All members voted in favor of the motion.

In other business, the commissioners were given a brief update on the vacation request for Daleview Drive. The request was made at a previous meeting by Robert O. and Linda M. Quam, owners of Lot 1, Block 12; and Sherman E. and Barbara B. Sligh; owners of Lot 7, Block 9, of Plat Book 6, Page 30 showing Map of Section Number 4, Bali Hai Subdivision, property of W.E. and Olney G. Cundiff, prepared by C. B. Malcolm & Son and dated August 31, 1964, recorded in the Clerk's Office of the Circuit Court for the County of Roanoke, Virginia, on January 5, 1965, to abandon, vacate and deed a fifty (50) foot wide by approximately one hundred and fifty (150) foot long undeveloped right-of-way,

**PLANNING COMMISSION
WORK SESSION
MARCH 4, 2014
PAGE 2**

known as Daleview Drive, to the adjoining property owners. It was tabled by the Planning Commission to give the petitioners and another property owner who adjoins the right-of-way time to mediate a dispute over the closing of it.

The Commissioners were reminded of the next meeting to be held on March 25, 2014. There were no further comments from commissioners or staff. Therefore, with there being nothing further to discuss, the meeting was adjourned at 8:02 p.m., on a motion by Ms. Michelsen and a second by Mr. Mason.

Respectfully Submitted,

Anita McMillan
Planning Commission Secretary