

Bradley E. Grose, Mayor
Matthew S. Hare, Vice Mayor
I. Douglas Adams, Jr., Council Member
Sabrina McCarty, Council Member
Janet Scheid, Council Member



Vinton Municipal Building
311 South Pollard Street
Vinton, VA 24179
(540) 983-0607

**Vinton Town Council
Regular Meeting
Council Chambers
311 South Pollard Street
Tuesday, September 1, 2015**

AGENDA

Consideration of:

A. 6:00 p.m. - WORK SESSION

1. Briefing on Spot Blight Abatement Plans for:
 - 123 Gus Nicks Boulevard, Tax Map Number 60.16-1-3, Zoned CB Central Business District
 - 830 S. Pollard Street, Tax Map Number 60.19-4-4, Zoned R-2 Residential District
 - 308-B 9th Street, Tax Map Number 60.10-4-27. Zoned R-2 Residential District.
2. Briefing on the petition of Ms. Zizi LoFaro, dba Healing Solutions, LLC, the Petitioner for a Special Use Permit (SUP) to operate a counseling services office at 36 W. Cleveland Avenue, zoned GB General Business District.

B. 7:00 p.m. - ROLL CALL AND ESTABLISHMENT OF A QUORUM

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE TO THE U. S. FLAG

E. UPCOMING COMMUNITY EVENTS/ANNOUNCEMENTS

F. CONSENT AGENDA

1. Consider approval of minutes for the regular meeting of August 18, 2015.

G. AWARDS, RECOGNITIONS, PRESENTATIONS

1. Proclamation - National Preparedness Month

H. CITIZENS' COMMENTS AND PETITIONS - This section is reserved for comments and questions for issues not listed on the agenda.

I. TOWN ATTORNEY

J. TOWN MANAGER

1. Consider adoption of a Resolution authorizing the Town Manager to execute an Agreement with the Commonwealth of Virginia, Office of Intermodal Planning and Investment for the Urban Development Areas (UDA) Planning Grant.

K. MAYOR

L. COUNCIL

1. Consider cancellation of the October 1, 2015 Council meeting to allow Council and Staff to attend the VML Annual Meeting in Richmond, Virginia from October 4-7, 2015.
2. Public Safety Committee report

M. CLOSED MEETING

1. Request to Convene in Closed Meeting, Pursuant to § 2.2-3711 (A) of the 1950 Code of Virginia, as amended, for discussion regarding appointments to boards and commissions as authorized by subsection 1.

N. RECONVENE AND ADOPT CERTIFICATION OF CLOSED MEETING

O. ADJOURNMENT

NOTICE OF INTENT TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT. Reasonable efforts will be made to provide assistance or special arrangements to qualified individuals with disabilities in order to participate in or attend Town Council meetings. Please call (540) 983-0607 at least 48 hours prior to the meeting date so that proper arrangements may be made.

NEXT TOWN COMMITTEE/COUNCIL MEETINGS/EVENTS:

September 15, 2015 - 6:00 p.m. – Work Session followed by regular meeting at 7:00 p.m. – Council Chambers



Town Council Agenda Summary

Meeting Date

September 1, 2015

Department

Planning and Zoning

Issue

Briefing on Spot Blight Abatement Plans for:

- 123 Gus Nicks Boulevard, Tax Map Number 60.16-1-3, Zoned CB Central Business District
- 830 S. Pollard Street, Tax Map Number 60.19-4-4, Zoned R-2 Residential District
- 308-B 9th Street, Tax Map Number 60.10-4-27. Zoned R-2 Residential District

Summary

On July 1, 2014, the Vinton Town Council adopted an ordinance to provide for the abatement of blighted properties. Per Section 14-142(a), Article V Spot Blight Abatement, Chapter 14 Buildings and Building Regulations, of the Vinton Town Code, the term “blighted property” means any individual commercial, industrial, or residential structure or improvement that endangers the public’s health, safety, or welfare because the structure or improvement upon the property is dilapidated, deteriorated, or violates minimum health and safety standards, or any structure or improvement previously designated as blighted under the process of determination of “spot blight”.

Attachments

123 Gus Nicks Boulevard Spot Blight Abatement Plan and Blight Notification Letter
830 S. Pollard Street Spot Blight Abatement Plan and Blight Notification Letter
308-B 9th Street Spot Blight Abatement Plan and Blight Notification Letter

Recommendations

Direct Planning Commission to hold a public hearing.



Town of Vinton

311 S. Pollard Street
Vinton, VA 24179
Phone (540) 983-0605
Fax (540) 983-0621

Karla D. Turman
Associate Planner/Code Enforcement Officer

SPOT BLIGHT ABATEMENT PLAN

Date: August 25, 2015

To: Vinton Planning Commission
Vinton Town Council

Cc: Christopher Lawrence, Town Manager
Anita McMillan, Planning & Zoning Director
Barry Thompson, Finance Director/Treasurer
Chris Linkous, Captain, Fire & EMS
Ben Cook, Chief of Police
Gary Woodson, Public Works Director
Morgan Yates, Roanoke County/Vinton Building Official
Brian Simmons, Roanoke County/Vinton Fire Marshal
Theresa Fontana, Town Attorney
Community Blight Abatement Team (COMBAT)

From: Karla Turman

Re: 123 Gus Nicks Boulevard, Tax Map #60.16-1-3
Zoned CB Central Business District

BACKGROUND:

On August 5, 2014, the Community Blight Abatement Team (COMBAT) met to determine if the property referenced above would be considered blighted under Section 14-142(a), Article V Spot Blight Abatement, Chapter 14 Buildings and Building Regulations, of the Vinton Town Code. The term "blighted property" means any individual commercial, industrial, or residential structure or improvement that endangers the public's health, safety, or welfare because the structure or improvement upon the property is dilapidated, deteriorated, or violates minimum health and safety standards, or any structure or improvement previously designated as blighted under the process of determination of "spot blight".

During the meeting, it was determined that the property (1) has been vacant for more than one (1) year, (2) is no longer maintained for useful occupancy, (3) is dilapidated, (4) has been the subject of

nuisance abatement actions undertaken by the town or county of Roanoke, and (5) is in such deleterious condition that it is deemed detrimental to the safety, health, or welfare of the community.

Specific conditions that exist on the property include, but are not limited to:

- (1) The grass, weeds, and foreign growth have not been maintained on the property. The overgrowth has begun to grow in to the structure;
- (2) There has been a collapse of either interior or exterior structural elements, such as floors, walls, roofs, porches, decks and similar appendages;
- (3) There are broken or unsecured windows and broken or unsecured doors, entryways, or exits. Adequate precautions to prevent the use of or access to the property by trespassers have not been taken. The Vinton Police Department has responded to numerous complaints of transients inside of the house due to it not being secured;
- (4) The roof is broken unsecured or in disrepair;
- (5) There is rotting of exterior siding, roofing, or sheathing exposing structural members to the weather;
- (6) There is excessive litter or debris on the property or in the vacant structure;
- (7) There are damaged, dead or fallen trees or limbs on the property;
- (8) There is peeling or deteriorated paint on the house;
- (9) The property has been deemed a fire hazard by the Roanoke County Fire Marshal;
- (10) A large dumpster was placed on the property in December, 2013, in which trash has been placed. The dumpster is not covered, and the trash is not being disposed of in a timely manner.

Based upon this determination, the Town of Vinton Code Enforcement Officer mailed written notification to the owner, Mr. Josef Adkins, on August 20, 2015, via certified and first-class mail. The letter outlined the violations and stated that the property owner had thirty (30) days in which to submit an abatement plan to the town for consideration.

During the Thanksgiving, 2014, holiday, Mr. Adkins left a message on my voicemail, stating that he had made arrangements to have the house demolished and the property cleared. On December 3, 2014, staff mailed a packet of information to Mr. Adkins. The packet included forms that needed to be completed and submitted prior to demolishing the house. As of the date of this memo, Mr. Adkins has had no further contact with the Town staff regarding this issue.

RECOMMENDATION:

The Town of Vinton proposes to remedy the blight in accordance with Section 14-142(a), Article V Spot Blight Abatement, Chapter 14 Buildings and Building Regulations, of the Vinton Town Code. The proposed remedy is to demolish the structure and clear the property of materials and vegetation.

FISCAL IMPACTS:

In November, 2014, a title search was performed, for which the Town paid \$270.00. An invoice was mailed to the property owner, and it was paid.

In January, 2015, staff requested quotes from three (3) companies regarding the demolition of the structure and clearing of the property. The median quote was \$29,280. New quotes would have to be obtained should an ordinance be passed that deems this a blighted property. The quotes did not include the testing for/removal of asbestos, which must be done on this structure as it is in a commercial district.

NEXT STEPS:

Staff will brief Town Council regarding this property on Tuesday, September 1, 2015. Should the Town Council direct the Planning Commission to hold a public hearing regarding this matter, the public hearing will be held on October 8, 2015, after which the Planning Commission will make a recommendation to Vinton Town Council in regards to adopting an ordinance to declare the property blighted and to accept or deny the spot blight abatement plan. Vinton Town Council will then hold a public hearing on October 13, 2015, on whether to adopt an ordinance to declare the property blighted, as well as to accept the abatement plan submitted by staff. For the Planning Commission and Town Council public hearings, a legal notice will be advertised and adjoining property owners will be notified of the public hearings. The property owner will receive a notice and a copy of this proposed abatement plan.

The owner of the property shall be billed for the cost of blight abatement, including advertising and administrative costs. If the owner fails to pay the cost of the abatement within thirty (30) days from the date of the billing, the Treasurer of the Town of Vinton may collect these costs by a manner provided by law for collection of local taxes, and a lien may be recorded among the land records of the Town of Vinton and Roanoke County to recover the Town's costs and expenses.



Town of Vinton

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Fax (540) 983-0621

Karla D. Turman
Associate Planner/Code Enforcement Officer

NOTICE OF VIOLATION BLIGHTED/NUISANCE PROPERTY

SENT VIA CERTIFIED MAIL AND FIRST CLASS MAIL

August 20, 2014

Josef Steven Adkins
P. O. Box 354
Vinton, VA 24179

Copy mailed by First Class Mail to:
177 Laconia Avenue, NE
Roanoke, VA 24012

Re: 123 Gus Nicks Boulevard, Tax Map Number(s), 60.16-1-3
Case # 2014-01

Dear Mr. Adkins:

Vinton is a great place to live, work and play. In order to preserve those characteristics, the Town has established specific ordinances, which are designed to:

- Help protect the public health and safety, and also establish minimum standards for development within the community;
- Regulate the size and type of buildings, fences, garages, etc. that can be placed on a lot;
- Set standards for property owners to maintain their properties in good condition.

In addition to enforcing the Town's zoning ordinance, this office also enforces nuisance provisions of the Code of Virginia. These laws help protect the value of houses and commercial buildings throughout the community. They make the community a more visually pleasing and attractive place to live and work, and they also help to ensure public health and safety.

On July 1, 2014, the Vinton Town Council adopted an ordinance to provide for the abatement of blighted properties. Per Section 14-142(a), Article V Spot Blight Abatement, Chapter 14 Buildings and Building Regulations, of the Vinton Town Code, the term "blighted property" means any individual commercial, industrial, or residential structure or improvement that endangers the public's health, safety, or welfare because the structure or improvement upon the property is dilapidated, deteriorated, or violates minimum health and safety standards, or any structure or improvement previously designated as blighted under the process of determination of "spot blight".

A property can be considered blighted if it meets the standards set forth in Virginia Code §36-49.1:1, as amended, and if it meets any of the following criteria set forth in Section 14-142(b) or conditions set forth in Section 14-142(c) of the town code:

Section 14-142(b):

- (1) It has been vacant and/or boarded for at least one (1) year;
- (2) It has been the subject of documented complaints;
- (3) It is no longer being maintained for useful occupancy;
- (4) It is dilapidated or lacks normal maintenance and upkeep;
- (5) It has been the subject of nuisance abatement actions undertaken by the town or Roanoke County;
- (6) Any buildings or improvements which, by reason of dilapidation, obsolescence, overcrowding, faulty arrangement of design, lack of ventilation, light and sanitary facilities, excessive land coverage, deleterious land use or obsolete layout, or any combination of these or other factors, are detrimental to the safety, health or welfare of the community; or

Section 14-142(c):

- (1) Condemned structure – A structure on the property has been continuously vacant for at least one year, has been condemned as unfit for human occupancy by the Roanoke County building office in accordance with the Virginia Uniform Statewide Building Code, but has neither been demolished nor repaired by the owner as directed by the building official;
- (2) Rat and rodent infestation – There is evidence of rat or rodent infestation or harborage caused by conditions on the property;
- (3) Previous citations – The property has been used or maintained in a condition which as result in the following actions:
 - (i) The owner has been cited on at least three (3) separate occasions because activities or conditions on the property violate state or town laws or ordinances governing the use or maintenance of property, and those activities or conditions threaten the public health, safety and welfare of the community; or
 - (ii) The owner has refused to abate one or more violations as ordered by the court or has repeated conduct involving the use or maintenance of property for which the owner has been convicted of violating state law, town/county or local ordinances in the past.
- (4) Inadequate facilities – The property has inadequate sewage, septic, plumbing, well or heating facilities;

- (5) Potential trespass – If the property is vacant, the owner has failed to take adequate precautions to prevent the use of or access to the property by trespassers;
- (6) Nuisance to children – A potential attractive nuisance to children exists on the property, including, but not limited to, abandoned wells, basements, excavations or broken fences;
- (7) Fire hazard – Any condition exists on the property that has been specifically identified as a fire hazard by the fire department or the building official; or
- (8) Substantial dilapidation of buildings or structures as evidenced by either:
 - (i) Collapse of either interior or exterior structural elements such as floors, walls, roofs, porches, decks and similar appendages which pose a danger to the public; or
 - (ii) Removal or rotting of exterior siding, roofing or sheathing exposing structural members to the weather.

The Town of Vinton has received complaints regarding the condition of the property located at 123 Gus Nicks Boulevard. An assessment of the property was performed by staff members of the Town of Vinton, the County of Roanoke, and the Virginia Department of Health. It was determined that the property (1) has been vacant for more than one (1) year, (2) is no longer maintained for useful occupancy, (3) is dilapidated, (4) has been the subject of nuisance abatement actions undertaken by the town or county of Roanoke, and (5) is in such deleterious condition that it is deemed detrimental to the safety, health or welfare of the community.

Specific conditions found on the property include, but are not limited to:

- (1) The grass, weeds, and foreign growth have not been maintained on the property. The overgrowth has begun to grow in to the structure;
- (2) There has been a collapse of either interior or exterior structural elements, such as floors, walls, roofs, porches, decks and similar appendages;
- (3) There are broken or unsecured windows and broken or unsecured doors, entryways, or exits. Adequate precautions to prevent the use of or access to the property by trespassers have not been taken. The Vinton Police Department has responded to numerous complaints of transients inside of the house due to it not being secured;
- (4) The roof is broken unsecured or in disrepair;
- (5) There is rotting of exterior siding, roofing, or sheathing exposing structural members to the weather;
- (6) There is excessive litter or debris on the property or in the vacant structure;
- (7) There are damaged, dead or fallen trees or limbs on the property;
- (8) There is peeling or deteriorated paint on the house;
- (9) The property has been deemed a fire hazard by the Roanoke County Fire Marshal;

- (10) A large dumpster was placed on the property in December, 2013, in which trash has been placed. The dumpster is not covered, and the trash is not being disposed of in a timely manner.

Per Section 14-143 of the town code, you have thirty (30) days within which to respond in writing with a plan to cure the blight within a reasonable time. Such plan shall include a site plan delineating blighted condition(s) and specifying measures to be taken for the removal of each. Upon approval of the plan by the building commissioner and/or the town, you will have ninety (90) days to complete all work approved in the spot blight abatement plan.

If you fail to submit a plan within the thirty (30) day period with a spot blight abatement plan that is acceptable to the building commissioner and/or the town, town staff (1) may request the town council to conduct a public hearing concerning the repair or other disposition of the property in question, and if a public hearing is schedule, (2) shall prepare a spot blight abatement plan for the repair or other disposition of the property. If an ordinance is adopted and the plan is approved, the town shall have a lien on all property so cleared or repaired under an approved plan to recover the cost of demolition or improvements made by the town or its designee to bring the blighted property into compliance. The town may recover its costs of clearing or repair from the owner of record of the property when the clearing or repairs were made at such time as the property is sold or disposed of by such owner. The costs of clearing or repair shall be recovered from the proceeds of any such sale.

Should you have any questions about this letter, please call me at 983-0605, Monday-Friday, 8:00 a.m. to 5:00 p.m. You may also call and make an appointment to meet with me to discuss the issue during those same hours.

Sincerely,

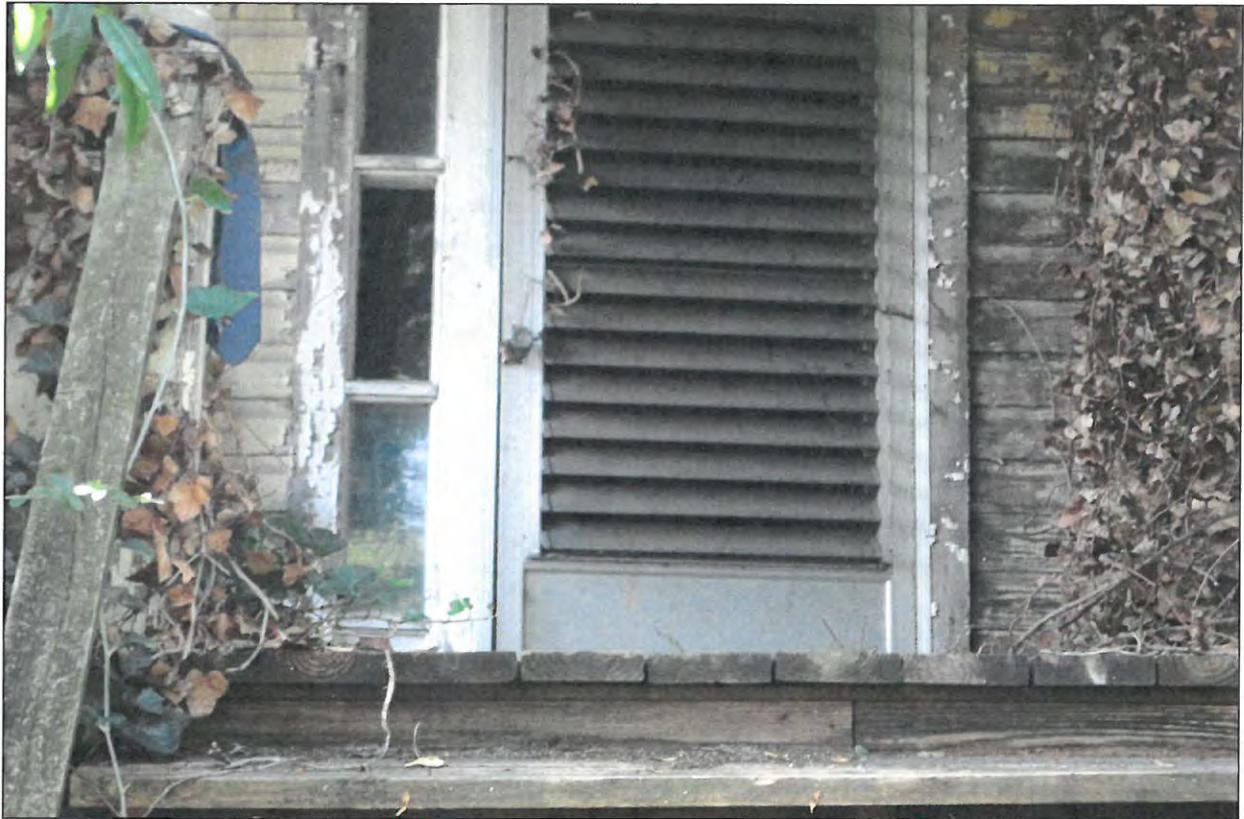


Karla D. Turman
Code Enforcement Officer

- c: Christopher Lawrence, Town Manager
Anita McMillan, Planning and Zoning Director
Andy Morris, Roanoke County/Vinton Building Commissioner
Brian Simmons, Roanoke County/Vinton Fire Marshal

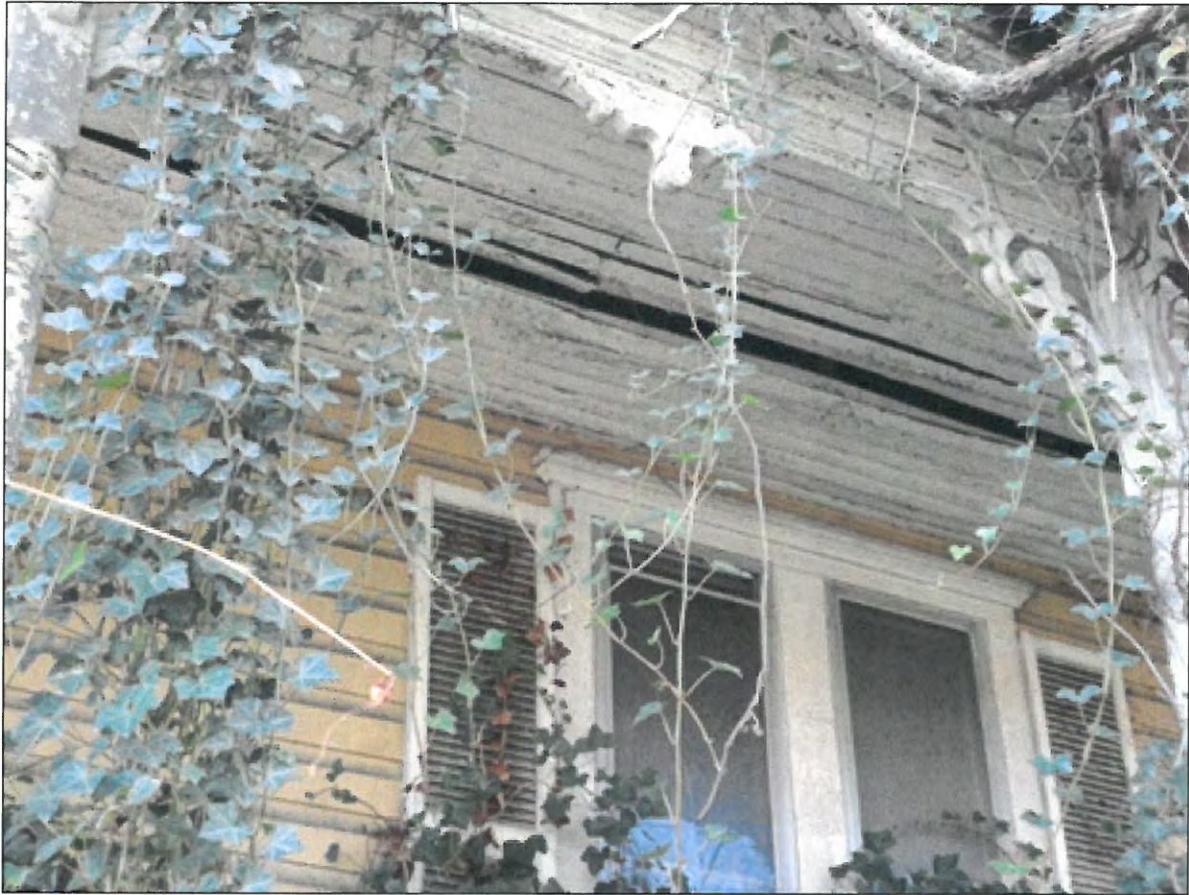














Town of Vinton

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Karla D. Turman
Associate Planner/Code Enforcement Officer

SPOT BLIGHT ABATEMENT PLAN

Date: August 25, 2015

To: Vinton Planning Commission
Vinton Town Council

Cc: Christopher Lawrence, Town Manager
Anita McMillan, Planning & Zoning Director
Barry Thompson, Finance Director/Treasurer
Chris Linkous, Captain, Fire & EMS
Ben Cook, Chief of Police
Gary Woodson, Public Works Director
Morgan Yates, Roanoke County/Vinton Building Official
Brian Simmons, Roanoke County/Vinton Fire Marshal
Theresa Fontana, Town Attorney
Community Blight Abatement Team (COMBAT)

From: Karla Turman

Re: 830 S. Pollard Street, Tax Map #60.19-4-4
Zoned R-2 Residential District

BACKGROUND:

On August 5, 2014, the Community Blight Abatement Team (COMBAT) met to determine if the property referenced above would be considered blighted under Section 14-142(a), Article V Spot Blight Abatement, Chapter 14 Buildings and Building Regulations, of the Vinton Town Code. The term "blighted property" means any individual commercial, industrial, or residential structure or improvement that endangers the public's health, safety, or welfare because the structure or improvement upon the property is dilapidated, deteriorated, or violates minimum health and safety standards, or any structure or improvement previously designated as blighted under the process of determination of "spot blight".

During the meeting, it was determined that the property (1) has been vacant for more than one (1) year, (2) is no longer maintained for useful occupancy, (3) is dilapidated, (4) has been the subject of

nuisance abatement actions undertaken by the town or county of Roanoke, and (5) is in such deleterious condition that it is deemed detrimental to the safety, health or welfare of the community.

Specific conditions that exist on the property include, but are not limited to:

- (1) The grass, weeds, and foreign growth have not been maintained on the property;
- (2) There has been a collapse of either interior or exterior structural elements, such as floors, walls, roofs, porches, decks and similar appendages;
- (3) A portion of the house is being held up by a temporary support;
- (4) Portions of the back of the house are collapsing;
- (5) There are broken or unsecured windows and broken or unsecured doors, entryways, or exits. Adequate precautions to prevent the use of or access to the property by trespassers have not been taken;
- (6) The roof is in disrepair and/or in danger of collapsing;
- (7) There is rotting of exterior siding, roofing, or sheathing exposing structural members to the weather;
- (8) There are damaged, dead or fallen trees or limbs on the property;
- (9) The service line from the AEP pole to the house is being held up by a rope. This needs to be brought to the attention of AEP so that they can disconnect the service line;
- (10) The property has been deemed a fire hazard by the Roanoke County Fire Marshal.

Based upon this determination, the Town of Vinton Code Enforcement Officer mailed written notification to the son of the deceased property owner, Mary Banks, on August 20, 2015, via certified and first-class mail. The letter outlined the violations and stated that the Mr. Banks had thirty (30) days in which to submit an abatement plan to the town for consideration.

During the title search, it was determined that there may be additional heirs to the property. On November 25, 2014, the same letter was mailed via first-class mail to each of the possible heirs at their last known address. As of the date of this memo, no one from the estate of the property owner has made contact with the town staff regarding an abatement plan.

RECOMMENDATION:

The Town of Vinton proposes to remedy the blight in accordance with Section 14-142(a), Article V Spot Blight Abatement, Chapter 14 Buildings and Building Regulations, of the Vinton Town Code. The proposed remedy is to demolish the structure and clear the property of materials and vegetation.

FISCAL IMPACTS:

In January, 2015, staff requested quotes from three (3) companies regarding the demolition of the structure and clearing of the property. The median quote was \$17,900. New quotes would have to be obtained should an ordinance be passed that deems this a blighted property.

Outstanding monies due to the Town and to the County of Roanoke:

1. Real Estate Taxes (TOV):	\$ 48.70
2. Mowing Liens: (TOV):	\$ 411.00
3. Title Search Lien (TOV):	\$1,080.00
4. Real Estate Taxes (County):	<u>\$ 972.04</u>
	<u>\$2,511.74</u>

NEXT STEPS:

Staff will brief Town Council regarding this property on Tuesday, September 1, 2015. Should the Town Council direct the Planning Commission to hold a public hearing regarding this matter, the public hearing will be held on October 8, 2015, after which the Planning Commission will make a recommendation to Vinton Town Council in regards to adopting an ordinance to declare the property blighted and to accept or deny the spot blight abatement plan. Vinton Town Council will then hold a public hearing on October 13, 2015, on whether to adopt an ordinance to declare the property blighted, as well as to accept the abatement plan submitted by staff. For the Planning Commission and Town Council public hearings, a legal notice will be advertised and adjoining property owners will be notified of the public hearings. The property owner will receive a notice and a copy of this proposed abatement plan.

The owner of the property shall be billed for the cost of blight abatement, including advertising and administrative costs. If the owner fails to pay the cost of the abatement within thirty (30) days from the date of the billing, the Treasurer of the Town of Vinton may collect these costs by a manner provided by law for collection of local taxes, and a lien may be recorded among the land records of the Town of Vinton and Roanoke County to recover the Town's costs and expenses.



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Karla D. Turman
Associate Planner/Code Enforcement Officer

NOTICE OF VIOLATION BLIGHTED/NUISANCE PROPERTY

SENT VIA CERTIFIED MAIL AND FIRST CLASS MAIL

August 20, 2014

Estate of Mary E. Banks
Mr. Ernest Banks
836 S. Pollard Street
Vinton, VA 24179

Re: 830 S. Pollard Street, Tax Map Number(s), 60.19-4-4
Case # 2014-03

Dear Mr. Banks:

Vinton is a great place to live, work and play. In order to preserve those characteristics, the Town has established specific ordinances, which are designed to:

- Help protect the public health and safety, and also establish minimum standards for development within the community;
- Regulate the size and type of buildings, fences, garages, etc. that can be placed on a lot;
- Set standards for property owners to maintain their properties in good condition.

In addition to enforcing the Town's zoning ordinance, this office also enforces nuisance provisions of the Code of Virginia. These laws help protect the value of houses and commercial buildings throughout the community. They make the community a more visually pleasing and attractive place to live and work, and they also help to ensure public health and safety.

On July 1, 2014, the Vinton Town Council adopted an ordinance to provide for the abatement of blighted properties. Per Section 14-142(a), Article V Spot Blight Abatement, Chapter 14 Buildings and Building Regulations, of the Vinton Town Code, the term "blighted property" means any individual commercial, industrial, or residential structure or improvement that endangers the public's health, safety, or welfare because the structure or improvement upon the property is dilapidated, deteriorated, or violates minimum health and safety standards, or any structure or

improvement previously designated as blighted under the process of determination of “spot blight”.

A property can be considered blighted if it meets the standards set forth in Virginia Code §36-49.1:1, as amended, and if it meets any of the following criteria set forth in Section 14-142(b) or conditions set forth in Section 14-142(c) of the town code:

Section 14-142(b):

- (1) It has been vacant and/or boarded for at least one (1) year;
- (2) It has been the subject of documented complaints;
- (3) It is no longer being maintained for useful occupancy;
- (4) It is dilapidated or lacks normal maintenance and upkeep;
- (5) It has been the subject of nuisance abatement actions undertaken by the town or Roanoke County;
- (6) Any buildings or improvements which, by reason of dilapidation, obsolescence, overcrowding, faulty arrangement of design, lack of ventilation, light and sanitary facilities, excessive land coverage, deleterious land use or obsolete layout, or any combination of these or other factors, are detrimental to the safety, health or welfare of the community; or

Section 14-142(c):

- (1) Condemned structure – A structure on the property has been continuously vacant for at least one year, has been condemned as unfit for human occupancy by the Roanoke County building office in accordance with the Virginia Uniform Statewide Building Code, but has neither been demolished nor repaired by the owner as directed by the building official;
- (2) Rat and rodent infestation – There is evidence of rat or rodent infestation or harborages caused by conditions on the property;
- (3) Previous citations – The property has been used or maintained in a condition which as result in the following actions:
 - (i) The owner has been cited on at least three (3) separate occasions because activities or conditions on the property violate state or town laws or ordinances governing the use or maintenance of property, and those activities or conditions threaten the public health, safety and welfare of the community; or
 - (ii) The owner has refused to abate one or more violations as ordered by the court or has repeated conduct involving the use or maintenance of property for which the owner has been convicted of violating state law, town/county or local ordinances in the past.

- (4) Inadequate facilities – The property has inadequate sewage, septic, plumbing, well or heating facilities;
- (5) Potential trespass – If the property is vacant, the owner has failed to take adequate precautions to prevent the use of or access to the property by trespassers;
- (6) Nuisance to children – A potential attractive nuisance to children exists on the property, including, but not limited to, abandoned wells, basements, excavations or broken fences;
- (7) Fire hazard – Any condition exists on the property that has been specifically identified as a fire hazard by the fire department or the building official; or
- (8) Substantial dilapidation of buildings or structures as evidenced by either:
 - (i) Collapse of either interior or exterior structural elements such as floors, walls, roofs, porches, decks and similar appendages which pose a danger to the public; or
 - (ii) Removal or rotting of exterior siding, roofing or sheathing exposing structural members to the weather.

The Town of Vinton has received complaints regarding the condition of the property located at 830 S. Pollard Street. An assessment of the property was performed by staff members of the Town of Vinton, the County of Roanoke, and the Virginia Department of Health. It was determined that the property (1) has been vacant for more than one (1) year, (2) is no longer maintained for useful occupancy, (3) is dilapidated, (4) has been the subject of nuisance abatement actions undertaken by the town or county of Roanoke, and (5) is in such deleterious condition that it is deemed detrimental to the safety, health or welfare of the community.

Specific conditions found on the property include, but are not limited to:

- (1) The grass, weeds, and foreign growth have not been maintained on the property;
- (2) There has been a collapse of either interior or exterior structural elements, such as floors, walls, roofs, porches, decks and similar appendages;
- (3) A portion of the house is being held up by a temporary support;
- (4) Portions of the back of the house are collapsing;
- (5) There are broken or unsecured windows and broken or unsecured doors, entryways, or exits. Adequate precautions to prevent the use of or access to the property by trespassers have not been taken;
- (6) The roof is in disrepair and/or in danger of collapsing;
- (7) There is rotting of exterior siding, roofing, or sheathing exposing structural members to the weather;
- (8) There are damaged, dead or fallen trees or limbs on the property;

- (9) The service line from the AEP pole to the house is being held up by a rope. This needs to be brought to the attention of AEP so that they can disconnect the service line;
- (10) The property has been deemed a fire hazard by the Roanoke County Fire Marshal.

Per Section 14-143 of the town code, you have thirty (30) days within which to respond in writing with a plan to cure the blight within a reasonable time. Such plan shall include a site plan delineating blighted condition(s) and specifying measures to be taken for the removal of each. Upon approval of the plan by the building commissioner and/or the town, you will have ninety (90) days to complete all work approved in the spot blight abatement plan.

If you fail to submit a plan within the thirty (30) day period with a spot blight abatement plan that is acceptable to the building commissioner and/or the town, town staff (1) may request the town council to conduct a public hearing concerning the repair or other disposition of the property in question, and if a public hearing is schedule, (2) shall prepare a spot blight abatement plan for the repair or other disposition of the property. If an ordinance is adopted and the plan is approved, the town shall have a lien on all property so cleared or repaired under an approved plan to recover the cost of demolition or improvements made by the town or its designee to bring the blighted property into compliance. The town may recover its costs of clearing or repair from the owner of record of the property when the clearing or repairs were made at such time as the property is sold or disposed of by such owner. The costs of clearing or repair shall be recovered from the proceeds of any such sale.

Should you have any questions about this letter, please call me at 983-0605, Monday-Friday, 8:00 a.m. to 5:00 p.m. You may also call and make an appointment to meet with me to discuss the issue during those same hours.

Sincerely,



Karla D. Turman
Code Enforcement Officer

- c: Christopher Lawrence, Town Manager
Anita McMillan, Planning and Zoning Director
Andy Morris, Roanoke County/Vinton Building Commissioner
Brian Simmons, Roanoke County/Vinton Fire Marshal









Town of Vinton

311 S. Pollard Street
Vinton, VA 24179
Phone (540) 983-0605
Fax (540) 983-0621

Karla D. Turman
Associate Planner/Code Enforcement Officer

SPOT BLIGHT ABATEMENT PLAN

Date: August 25, 2015

To: Vinton Planning Commission
Vinton Town Council

Cc: Christopher Lawrence, Town Manager
Anita McMillan, Planning & Zoning Director
Barry Thompson, Finance Director/Treasurer
Chris Linkous, Captain, Fire & EMS
Ben Cook, Chief of Police
Gary Woodson, Public Works Director
Morgan Yates, Roanoke County/Vinton Building Official
Brian Simmons, Roanoke County/Vinton Fire Marshal
Theresa Fontana, Town Attorney
Community Blight Abatement Team (COMBAT)

From: Karla Turman

Re: 308B 9th Street, Tax Map #60.10-4-27
Zoned R-2 Residential District

BACKGROUND:

On August 5, 2014, the Community Blight Abatement Team (COMBAT) met to determine if the property referenced above would be considered blighted under Section 14-142(a), Article V Spot Blight Abatement, Chapter 14 Buildings and Building Regulations, of the Vinton Town Code. The term "blighted property" means any individual commercial, industrial, or residential structure or improvement that endangers the public's health, safety, or welfare because the structure or improvement upon the property is dilapidated, deteriorated, or violates minimum health and safety standards, or any structure or improvement previously designated as blighted under the process of determination of "spot blight".

During the meeting, it was determined that the property (1) has been vacant for more than one (1) year, (2) is no longer maintained for useful occupancy, (3) is dilapidated, (4) has been the subject of

nuisance abatement actions undertaken by the town or county of Roanoke, and (5) is in such deleterious condition that it is deemed detrimental to the safety, health, or welfare of the community.

Specific conditions that exist on the property include, but are not limited to:

- (1) There has been a collapse of either interior or exterior structural elements, such as floors, walls, roofs, porches, decks and similar appendages;
- (2) The porch roof is being held up by temporary supports;
- (3) The roof is broken unsecured or in disrepair;
- (4) There is rotting of exterior siding, roofing, or sheathing exposing structural members to the weather;
- (5) There is excessive litter or debris on the property or in the vacant structure;

Based upon this determination, the Town of Vinton Code Enforcement Officer mailed written notification to the owner, Mrs. Dorothy Parker, on August 20, 2015, via certified and first-class mail. The letter outlined the violations and stated that the property owner had thirty (30) days in which to submit an abatement plan to the town for consideration.

On August 24, 2014, Mrs. Parker contacted me, stating that she would submit a letter to the Town regarding what she intends to do with the property. I advised her that a structural analysis by a qualified engineer would be required to be submitted with any plan submitted to remedy the blight. She was given until October 20 to have the plan submitted.

On September 30, 2014, a letter was received from Mrs. Parker. The letter stated that she would repair the porch, add a new roof; redo the front entrance, including the door, floors, and ceiling, install new windows in the living room, and anything else that needs repair. The letter did not include the required structural analysis, and the plan was denied.

On October 9, 2014, a handwritten estimate was received from Crowe Service. The writing was illegible and the estimate did not address the issues that were pointed out in the structural analysis, nor did it contain estimated costs for each item. Mr. Jack Whorley, who works for Crowe Service, came to my office to discuss what was needed. He stated that Mrs. Parker asked him for an estimate for labor only, as she would provide the materials. He also said that he does not have a contractor's license. He said that he has made his application to DPOR (Virginia Dept. of Occupational Regulations), but has not received anything from them. I advised him that he would not be eligible to obtain a permit or perform the work. I spoke with Mrs. Parker and informed her that the plan was again not accepted. She was advised to submit a plan that was typewritten, addressed each issue listed in the structural analysis, included the costs to remedy each issue, along with a timeline to complete the work.

On November 13, 2014, a written plan was received by Mrs. Parker. The plan was reviewed by Morgan Yates, acting Roanoke County/Vinton Building Commissioner, and by the Town. The

structure does not meet the current setback regulations for the R-2 Residential zoning district, making the property have a legal non-conforming feature. The plan was accepted with the condition that the cost to abate the blight may not exceed fifty-percent (50%) of the value of the property at the time that permits are applied for.

On April 13, 2015, staff contacted Mrs. Parker due to no permits being applied for, and no work being done on the house. Mrs. Parker told staff that she had decided not to pursue repairing the house after being told by the building official that asbestos testing must be done. She said that she would repair the house if no asbestos testing was required. Staff verified with the building official that, although asbestos testing is recommended, it is not required. On April 14, 2015, staff mailed a letter to Mrs. Parker to let her know that asbestos testing would not be required, and to notify her that the Town would give her a sixty (60) day extension to either repair the house according to the approved plan, or to demolish the structure. As of this date, Mrs. Parker has had no further contact with the Town staff regarding this issue.

RECOMMENDATION:

The Town of Vinton proposes to remedy the blight in accordance with Section 14-142(a), Article V Spot Blight Abatement, Chapter 14 Buildings and Building Regulations, of the Vinton Town Code. The proposed remedy is to demolish the structure and clear the property of materials and vegetation.

FISCAL IMPACTS:

At this time, fiscal impact is not known. Should Town Council adopt an ordinance to declare the property blighted and approve the abatement plan as prepared by staff, staff would solicit quotes for a contract to abate the blight and carry out the approved plan.

Staff estimates the cost of the demolition of the structure and the clearing of the property to be between \$15,000 and \$20,000.

NEXT STEPS:

Staff will brief Town Council regarding this property on Tuesday, September 1, 2015. Should the Town Council direct the Planning Commission to hold a public hearing regarding this matter, the public hearing will be held on October 8, 2015, after which the Planning Commission will make a recommendation to Vinton Town Council in regards to adopting an ordinance to declare the property blighted and to accept or deny the spot blight abatement plan. Vinton Town Council will then hold a public hearing on October 13, 2015, on whether to adopt an ordinance to declare the property blighted, as well as to accept the abatement plan submitted by staff. For the Planning Commission and Town Council public hearings, a legal notice will be advertised and adjoining property owners will be notified of the public hearings. The property owner will receive a notice and a copy of this proposed abatement plan.

The owner of the property shall be billed for the cost of blight abatement, including advertising and administrative costs. If the owner fails to pay the cost of the abatement within thirty (30) days from the date of the billing, the Treasurer of the Town of Vinton may collect these costs by a manner

provided by law for collection of local taxes, and a lien may be recorded among the land records of the Town of Vinton and Roanoke County to recover the Town's costs and expenses.



Town of Vinton

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Karla D. Turman
Associate Planner/Code Enforcement Officer

NOTICE OF VIOLATION BLIGHTED/NUISANCE PROPERTY

SENT VIA CERTIFIED MAIL AND FIRST CLASS MAIL

August 20, 2014

Mrs. Dorothy Parker
P. O. Box 1119
Rocky Mount, VA 24151

Re: 308-B 9th Street, Tax Map Number(s), 60.10-4-27
Case # 2014-02

Dear Mrs. Parker:

Vinton is a great place to live, work and play. In order to preserve those characteristics, the Town has established specific ordinances, which are designed to:

- Help protect the public health and safety, and also establish minimum standards for development within the community;
- Regulate the size and type of buildings, fences, garages, etc. that can be placed on a lot;
- Set standards for property owners to maintain their properties in good condition.

In addition to enforcing the Town's zoning ordinance, this office also enforces nuisance provisions of the Code of Virginia. These laws help protect the value of houses and commercial buildings throughout the community. They make the community a more visually pleasing and attractive place to live and work, and they also help to ensure public health and safety.

On July 1, 2014, the Vinton Town Council adopted an ordinance to provide for the abatement of blighted properties. Per Section 14-142(a), Article V Spot Blight Abatement, Chapter 14 Buildings and Building Regulations, of the Vinton Town Code, the term "blighted property" means any individual commercial, industrial, or residential structure or improvement that endangers the public's health, safety, or welfare because the structure or improvement upon the property is dilapidated, deteriorated, or violates minimum health and safety standards, or any structure or improvement previously designated as blighted under the process of determination of "spot blight".

A property can be considered blighted if it meets the standards set forth in Virginia Code §36-49.1:1, as amended, and if it meets any of the following criteria set forth in Section 14-142(b) or conditions set forth in Section 14-142(c) of the town code:

Section 14-142(b):

- (1) It has been vacant and/or boarded for at least one (1) year;
- (2) It has been the subject of documented complaints;
- (3) It is no longer being maintained for useful occupancy;
- (4) It is dilapidated or lacks normal maintenance and upkeep;
- (5) It has been the subject of nuisance abatement actions undertaken by the town or Roanoke County;
- (6) Any buildings or improvements which, by reason of dilapidation, obsolescence, overcrowding, faulty arrangement of design, lack of ventilation, light and sanitary facilities, excessive land coverage, deleterious land use or obsolete layout, or any combination of these or other factors, are detrimental to the safety, health or welfare of the community; or

Section 14-142(c):

- (1) Condemned structure – A structure on the property has been continuously vacant for at least one year, has been condemned as unfit for human occupancy by the Roanoke County building office in accordance with the Virginia Uniform Statewide Building Code, but has neither been demolished nor repaired by the owner as directed by the building official;
- (2) Rat and rodent infestation – There is evidence of rat or rodent infestation or harborage caused by conditions on the property;
- (3) Previous citations – The property has been used or maintained in a condition which as result in the following actions:
 - (i) The owner has been cited on at least three (3) separate occasions because activities or conditions on the property violate state or town laws or ordinances governing the use or maintenance of property, and those activities or conditions threaten the public health, safety and welfare of the community; or
 - (ii) The owner has refused to abate one or more violations as ordered by the court or has repeated conduct involving the use or maintenance of property for which the owner has been convicted of violating state law, town/county or local ordinances in the past.
- (4) Inadequate facilities – The property has inadequate sewage, septic, plumbing, well or heating facilities;

- (5) Potential trespass – If the property is vacant, the owner has failed to take adequate precautions to prevent the use of or access to the property by trespassers;
- (6) Nuisance to children – A potential attractive nuisance to children exists on the property, including, but not limited to, abandoned wells, basements, excavations or broken fences;
- (7) Fire hazard – Any condition exists on the property that has been specifically identified as a fire hazard by the fire department or the building official; or
- (8) Substantial dilapidation of buildings or structures as evidenced by either:
 - (i) Collapse of either interior or exterior structural elements such as floors, walls, roofs, porches, decks and similar appendages which pose a danger to the public; or
 - (ii) Removal or rotting of exterior siding, roofing or sheathing exposing structural members to the weather.

The Town of Vinton has received complaints regarding the condition of the property located at 308-B 9th Street. An assessment of the property was performed by staff members of the Town of Vinton, the County of Roanoke, and the Virginia Department of Health. It was determined that the property (1) has been vacant for more than one (1) year, (2) is no longer maintained for useful occupancy, (3) is dilapidated, (4) has been the subject of nuisance abatement actions undertaken by the town or county of Roanoke, and (5) is in such deleterious condition that it is deemed detrimental to the safety, health or welfare of the community.

Specific conditions found on the property include, but are not limited to:

- (1) There has been a collapse of either interior or exterior structural elements, such as floors, walls, roofs, porches, decks and similar appendages;
- (2) The porch roof is being held up by temporary supports;
- (3) The roof is broken unsecured or in disrepair;
- (4) There is rotting of exterior siding, roofing, or sheathing exposing structural members to the weather;
- (5) There is excessive litter or debris on the property or in the vacant structure;

Per Section 14-143 of the town code, you have thirty (30) days within which to respond in writing with a plan to cure the blight within a reasonable time. Such plan shall include a site plan delineating blighted condition(s) and specifying measures to be taken for the removal of each. Upon approval of the plan by the building commissioner and/or the town, you will have ninety (90) days to complete all work approved in the spot blight abatement plan.

If you fail to submit a plan within the thirty (30) day period with a spot blight abatement plan that is acceptable to the building commissioner and/or the town, town staff (1) may request the town council to conduct a public hearing concerning the repair or other disposition of the property in question, and if a public hearing is schedule, (2) shall prepare a spot blight abatement plan for the repair or other disposition of the property. If an ordinance is adopted and the plan is approved, the

town shall have a lien on all property so cleared or repaired under an approved plan to recover the cost of demolition or improvements made by the town or its designee to bring the blighted property into compliance. The town may recover its costs of clearing or repair from the owner of record of the property when the clearing or repairs were made at such time as the property is sold or disposed of by such owner. The costs of clearing or repair shall be recovered from the proceeds of any such sale.

Should you have any questions about this letter, please call me at 983-0605, Monday-Friday, 8:00 a.m. to 5:00 p.m. You may also call and make an appointment to meet with me to discuss the issue during those same hours.

Sincerely,

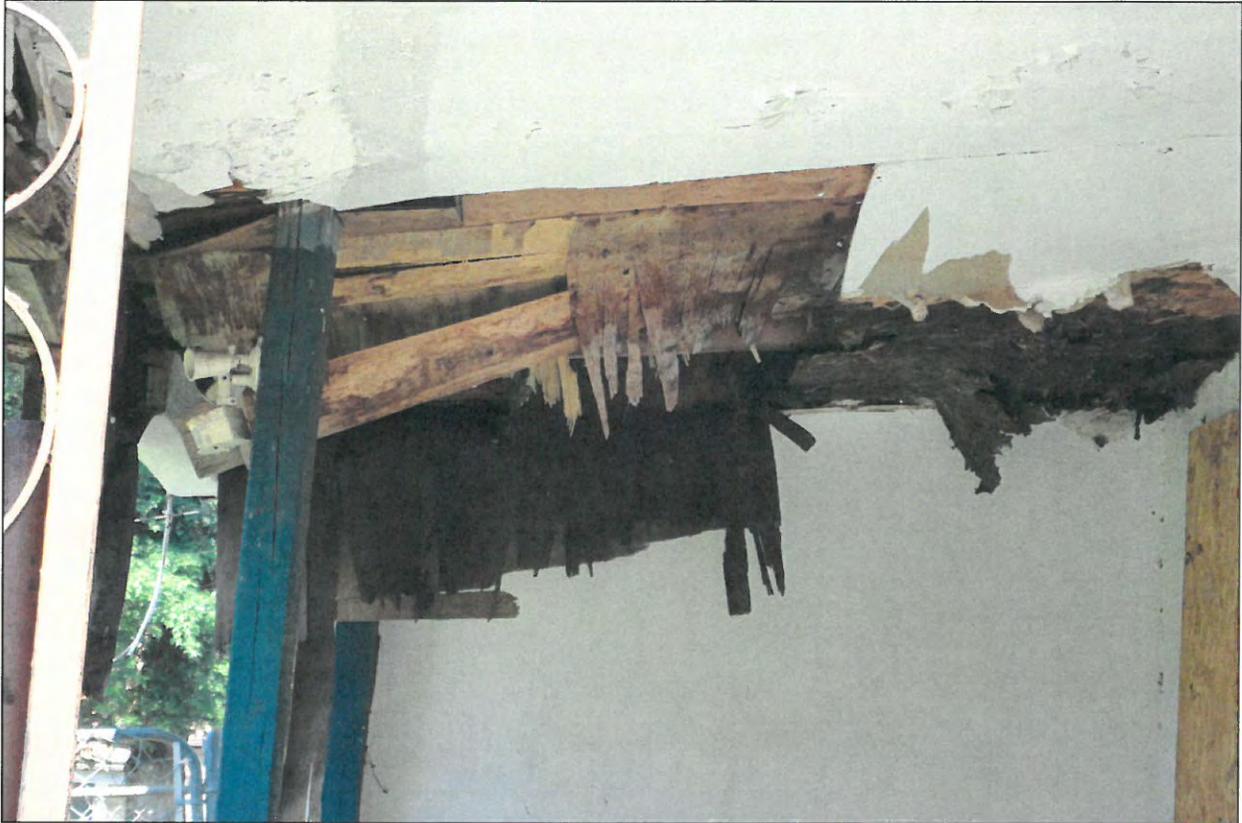


Karla D. Turman
Code Enforcement Officer

c: Christopher Lawrence, Town Manager
Anita McMillan, Planning and Zoning Director
Andy Morris, Roanoke County/Vinton Building Commissioner
Brian Simmons, Roanoke County/Vinton Fire Marshal









Town Council Agenda Summary

Meeting Date

September 1, 2015

Department

Planning and Zoning

Issue

Briefing on the petition of Ms. Zizi LoFaro, dba Healing Solutions, LLC, the Petitioner for a Special Use Permit (SUP) to operate a counseling services office at 36 W. Cleveland Avenue, zoned GB General Business District.

Summary

On June 26, 2015, Ms. LoFaro, the petitioner, contacted staff regarding the possibility of operating a counseling services office at this location. Ms. LoFaro was informed that an approved Special Use Permit (SUP) would be required in order to operate a counseling services office at this location. The last use of the property was a real estate office. Per the Roanoke County Building Official's office, a change of use will not be necessary for the counseling services office. On July 14, 2015, the Petitioner submitted the SUP application to operate a counseling services office at 36 W. Cleveland Avenue.

At the August 6, 2015, work session of the Planning Commission, the Commissioners were briefed on the SUP request. On August 18, 2015, a letter was mailed to surrounding property owners to notify them of the request and to inform them of the dates and times of the Planning Commission and Town Council public hearings. Additionally, the notice for the public hearings has been advertised in The Vinton Messenger and on RVTV-3.

The public hearing by the Planning Commission will be held on September 3, 2015, and the Town Council public hearing will be held on September 15, 2015.

Attachment

Staff Report on the Special Use Permit (SUP) request.
List of Property Owners Notified and Vicinity Map

Recommendations

No action required

STAFF REPORT

PETITIONER: Healing Solutions, LLC **PREPARED BY:** Karla Turman
CASE NUMBER: 1-09-15 **DATE:** August 24, 2015

A. NATURE OF REQUEST

Zizi LoFaro, Petitioner on behalf of Healing Solutions, LLC, property owner of 36 W. Cleveland Avenue, is requesting a Special Use Permit (SUP) to operate a counseling services office at 36 W. Cleveland Avenue, Vinton, Tax Map Number 60.15-7-50, zoned GB General Business District.

B. APPLICABLE REGULATIONS

Article IV, District Regulations, of Appendix B, Zoning, of the Town Code
Division 6, GB General Business District

§ 4-29(b), Special Uses.

The intent of the GB general business district is to accommodate a wide range of retail and service uses which serve the community as a whole or cater to the traveling public. The district is intended to be applied along primary traffic routes and to areas having direct access to such routes, in order to provide safe and efficient access while avoiding the routing of traffic onto minor streets or through residential areas. The district regulations are designed to afford flexibility in permitted uses of individual sites in order to promote business opportunities, economic development and the provision of services. The district regulations are also designed to provide for harmonious development and compatibility with adjacent residential areas. Certain uses and structures are permitted in the GB general business district, subject to approval of a special use permit by the town council.

C. ANALYSIS OF EXISTING CONDITIONS

Background

On June 26, 2015, Zizi LoFaro, the petitioner contacted staff regarding operating a counseling services office at this location. Ms. LoFaro was informed that an approved Special Use Permit (SUP) would be required in order to operate a counseling services office at this location. The last use of the property was a real estate office. Per the Roanoke County Building Official's office, a change of use will not be necessary.

On July 14, 2015, the Petitioner submitted the SUP application to operate a counseling services office at 36 W. Cleveland Avenue.

Location – 36 W. Cleveland Avenue, Lt. 5-B Resubdivision for Gene L West, Off W. Cleveland Avenue.

Topography/Vegetation – The parcel is level, with landscaping around the building. There is a paved area containing eight (8) parking spaces, which will serve as the off-street parking spaces for the staff and the customer.

Adjacent Zoning and Land Uses – The properties to the south, west, and northwest are zoned GB District and are developed with a medical facility, a church, a parking lot, and a driver’s education office. The properties to the east and northeast are zoned CB District and are developed with a single-family dwelling, and the Town municipal parking lot.

D. ANALYSIS OF PROPOSED DEVELOPMENT

Site Layout/Architecture

The Petitioner is requesting for a special use permit to operate a counseling services office. There is an existing paved lot adjacent to the building that can be used as an off-street parking space for the staff and customers.

Site Access - A paved driveway and parking lot located on W. Cleveland Avenue, a fifty feet (50’) right-of-way.

Utilities – Public water and sewer services are available.

Hours of Operation – The petitioner’s current plan is to work Tuesdays from 9 a.m. – 6 p.m. and every other Saturday from 10 a.m. – 2 p.m. In the future, she would like to be open Tuesday, Wednesday, and Thursday, from 9 a.m. – 6 a.m. and every other Saturday from 10 a.m. – 2 p.m.

E. COMPREHENSIVE PLAN/FUTURE LAND USE

The 1994 Town Comprehensive Plan under its proposed future land use designates the property and the neighborhood to the east as retail/commercial land use area.

F. STAFF CONCLUSION

The proposed counseling services office as indicated in the special use permit application might be considered consistent to the general characteristics of the neighborhood.

Staff would like to state that with a special use permit request, the Planning Commission and Town Council are given the opportunity to review the proposed request and impose such conditions as reasonably necessary to ensure the use will be compatible with the surrounding area and consistent with the purposes of the Zoning Ordinance.

**SPECIAL USE PERMIT REQUEST - 36 W. CLEVELAND AVENUE
OWNERS NOTIFIED BY MAIL**

Tax Parcel ID	Site Address	Owner Name	Owner Mailing Address 1	Owner Mailing Address 2	Owner Zip Code
060.15-06-05.00-0000	113 WALNUT AV	WEST GENE L	101A WALNUT AVE	VINTON VA	24179
060.15-06-06.00-0000	101 WALNUT AV UNIT 101A	WEST GENE L	101A WALNUT AVE	VINTON VA	24179
060.15-06-07.00-0000	102 W CLEVELAND AV	STOHLER LIVING TRUST ;STOHLER TODD D CO-TRUSTEE;STOHLER JANET T CO-TRUSTEE	838 LANDFAIR DR	VINTON VA	24179
060.15-06-07.01-0000	0 W CLEVELAND AV	WEST GENE L	101A WALNUT AVE	VINTON VA	24179
060.15-06-08.00-0000	104 W CLEVELAND AV	SECRETARY OF HUD C/O MICHAELSON CONNOR & BOUL	4400 WILL ROGERS PKWY STE 300	OKLAHOMA CITY OK	73108
060.15-06-09.00-0000	110 W CLEVELAND AV	CLARKE TIMOTHY W;CLARKE LINDA P	110 W CLEVELAND AVE	VINTON VA	24179
060.15-06-10.00-0000	126 W CLEVELAND AV	BILLINGSLEY JAY RODNEY	126 W CLEVELAND AVE	VINTON VA	24179
060.15-06-11.00-0000	131 W CLEVELAND AV	MAY JOANNA	131 W CLEVELAND AVE	VINTON VA	24179
060.15-06-12.00-0000	127 W CLEVELAND AV	COLWELL NATHAN R;COLWELL ASHLEE L	127 W CLEVELAND AVE	VINTON VA	24179
060.15-06-13.00-0000	121 W CLEVELAND AV	JONES CHRISTOPHER;JONES CRYSTAL	121 W CLEVELAND AVE	VINTON VA	24179
060.15-06-14.00-0000	117 W CLEVELAND AV	CASEY RICKIE DALE	1009 S POLLARD ST	VINTON VA	24179
060.15-06-15.00-0000	111 W CLEVELAND AV	BRYSON JOHN W;BRYSON JESSICA N	111 W CLEVELAND AVE	VINTON VA	24179
060.15-06-16.00-0000	103 W CLEVELAND AV	CRAWFORD KYLE B;CRAWFORD LINDA S	103 W CLEVELAND AVE	VINTON VA	24179
060.15-06-17.00-0000	0 S POLLARD ST	CARILION CLINIC PROPERTIES LLC ATTN:TAX DEPT.	P O BOX 12385	ROANOKE VA	24025
060.15-06-18.00-0000	0 S POLLARD ST	CARILION CLINIC PROPERTIES LLC ATTN:TAX DEPT.	P O BOX 12385	ROANOKE VA	24025
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060.15-06-22.00-0000	0 S POLLARD ST	CARILION CLINIC PROPERTIES LLC ATTN:TAX DEPT.	P O BOX 12385	ROANOKE VA	24025
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060.15-06-28.00-0000	0 S POLLARD ST	CARILION CLINIC PROPERTIES LLC ATTN:TAX DEPT.	P O BOX 12385	ROANOKE VA	24025
060.15-06-29.00-0000	40 CEDAR AV	SIMPSON GEORGE P;SIMPSON KAREN F	4039 HORSEPEN MTN DR	VINTON VA	24179
060.15-06-30.00-0000	100 CEDAR AV	RICHEY MARY ANNE MARSHALL	8848 SE STAR ISLAND WAY	HOBE SOUND FL	33455
060.15-07-46.00-0000	0 S POLLARD ST	TOWN OF VINTON	311 SOUTH POLLARD ST	VINTON VA	24179
060.15-07-47.00-0000	0 S POLLARD ST	TAZ WADE INC ATTN:TAX DEPT.	P O BOX 12385	ROANOKE VA	24025
060.15-07-48.00-0000	0 W CLEVELAND AV	TAZ WADE INC ATTN:TAX DEPT.	P O BOX 12385	ROANOKE VA	24025
060.15-07-49.00-0000	30 W CLEVELAND AV	WALDRON HAROLD K	1237 OLD STATION LOOP	HARDY VA	24101
060.15-07-50.00-0000	36 W CLEVELAND AV	HEALING SOLUTIONS LLC	36 W CLEVELAND AVE	VINTON VA	24179
060.15-07-51.00-0000	44 W CLEVELAND AV	WEST GENE L	101A WALNUT AVE	VINTON VA	24179
060.15-07-51.01-0000	0 1ST ST	REED STREET BAPTIST CHURCH TRUSTEES	30 WALNUT AVE	VINTON VA	24179
060.15-07-51.02-0000	0 W CLEVELAND AV	WEST GENE L II	101 A WALNUT AVE	VINTON VA	24179
060.15-07-52.00-0000	30 WALNUT AV	REED STREET BAPTIST CHURCH TRUSTEES	30 WALNUT AVE	VINTON VA	24179
060.15-07-57.00-0000	135 W JACKSON AV	TOWN OF VINTON	311 SOUTH POLLARD ST	VINTON VA	24179
060.15-07-59.00-0000	0 W JACKSON AV	TOWN OF VINTON	311 SOUTH POLLARD ST	VINTON VA	24179
060.15-07-60.00-0000	0 W JACKSON AV	TOWN OF VINTON	311 SOUTH POLLARD ST	VINTON VA	24179



Search

PROPERTY SEARCH X

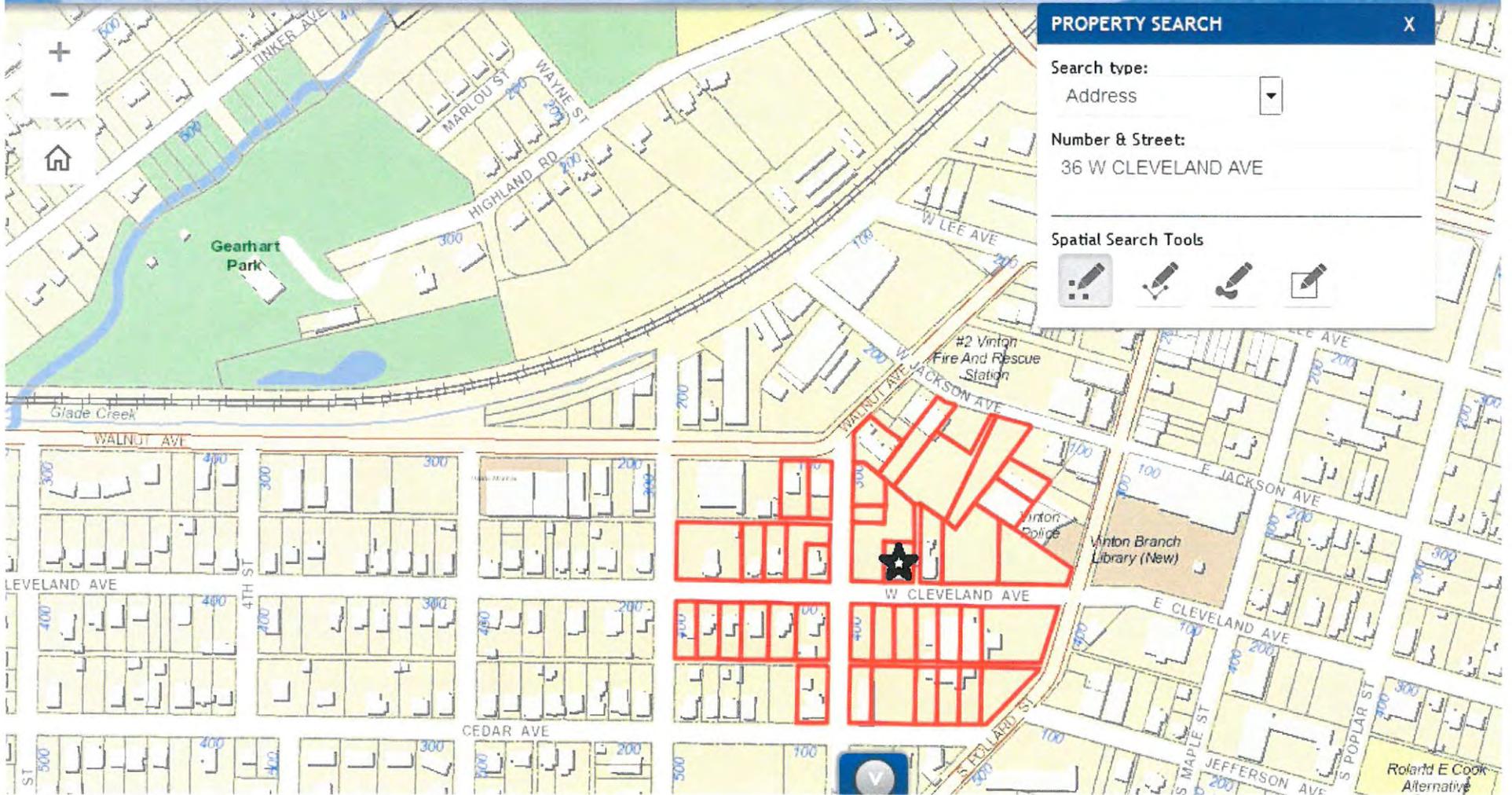
Search type:

Address

Number & Street:

36 W CLEVELAND AVE

Spatial Search Tools





Town Council Agenda Summary

Meeting Date

September 1, 2015

Department

Town Clerk

Issue

Consider approval of minutes for the regular meeting of August 18, 2015.

Summary

None

Attachments

August 18, 2015 minutes

Recommendations

Motion to approve minutes

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 7:00 P.M. ON TUESDAY, AUGUST 18, 2015, IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING LOCATED AT 311 SOUTH POLLARD STREET, VINTON, VIRGINIA

MEMBERS PRESENT: Bradley E. Grose, Mayor
Matthew S. Hare, Vice Mayor
I. Douglas Adams, Jr.
Janet Scheid
Sabrina M. Weeks

STAFF PRESENT: Christopher S. Lawrence, Town Manager
Theresa Fontana, Town Attorney
Ben Cook, Police Chief
Donna Collins, Human Resources Specialist
Barry Thompson, Finance Director/Treasurer
Gary Woodson, Public Works Director
Joey Hiner, Assistant Public Works Director

The Mayor called the regular meeting to order at 7:00 p.m. The Acting Town Clerk called the roll with Council Member Adams, Council Member Scheid, Council Member Weeks, Vice Mayor Hare and Mayor Grose present. After a Moment of Silence, a member of Boy Scout Troop #235 led the Pledge of Allegiance to the U.S. Flag.

Roll call

Under upcoming community events, Council Member Weeks announced an After School Bash at the War Memorial on August 30th from 2 pm to 6 pm. She commented on the success of the Vinton Breakfast Lions Club draw-down event this past Saturday. September 12th will be the next Mingle at the Market with the band The Worx. Also, on September 17th is the annual Chamber Golf Tournament at Hidden Valley Golf Club.

Council Member Scheid announced that the Greenway Commission's annual picnic will be Sunday, October 11th at 4 pm with the location to be determined.

Vice Mayor Hare commented on the additional information that was requested at the July 21, 2015 meeting regarding the UDA Grant. The Town Manager commented that staff met with VDOT representatives last week and they provided additional information. The six-year plan and their philosophy behind what the State's perspective is of encouraging the Urban Development districts was also discussed. He felt he is now ready to provide a Memo to Council with more details. Also, Council will be requested to approve the grant and authorize

the Town Manager to execute the necessary agreement at an upcoming Council meeting. His Memo will be a part of that package.

Vice Mayor Hare made a motion to approve the Consent Agenda as presented; the motion was seconded by Council Member Adams and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – Adams, Scheid, Weeks, Hare, Grose; Nays (0) - None.

Council Member Adams read the Memo from Chief Cook naming Officer Terry Pittman as Officer of the month for July.

The Mayor invited members of the Boy Scout Troop to speak. Daniel Webb reported on the attendance at summer camp in Pulaski County in July and other upcoming events. He began his Eagle Scout project at Thrasher United Methodist Church and is building a storage building to replace an older and smaller building. He also commented that the Troop would be available to help with any projects in the community.

The Mayor congratulated Donna Collins on her promotion to Human Resources Director.

Under citizens' comments and petitions, Roger Overstreet of Vinton, commented on the closing of the pool and that we need to provide something for the children to do in Town.

The next item on the agenda was a briefing on Accident Support Services International (ASSI). Chief Cook commented that this is a Canadian based company that wants to establish a vehicle collision center in the United States. If a vehicle accident is considered minor with no injuries and the vehicles are drivable with no other suspicion circumstances, they can be driven to a collision center. At the center, the driver will be assisted in documenting the damage to their vehicle, photographs will be taken and stickers will be put on any dents and scratches. The center can also fill out the accident report and submit it for them and help them contact their insurance company. The concept works well in very urban areas that have a lot of accidents and Roanoke County and Roanoke City are interested in for their localities. This could help free up officers' time to allow them to respond to other calls for service. The Virginia State Police are also interested in the concept because of the interstates.

Approved minutes for the regular meeting of July 21, 2015 and special meetings of July 22, 2015, July 23, 2015, August 5, 2015 and August 10, 2015

Chief Cook next commented that for the Town his department would continue with the same level of service that they always have by being present on the scene. After visiting a scene, they may refer someone to the center if there are questions about filing a claim with their insurance.

In response to a question regarding who pays for the service, Chief Cook commented that the company will staff the center and they do want to have a police officer at the center. His initial thought for a location was to put it at the DMV.

Council Member Adams asked what happens when the two drivers involved have conflicting stories on how the accident happened. There will be no pictures unless one of the drivers takes them. Chief Cook said he has some of the same concerns. He also asked if the Courts were in favor of this and Chief Cook said once they go to the collision center, the officer does not issue a summons.

After additional comments from Council Members, Chief Cook reiterated that they will continue to offer the same level of service for accidents as they have been. His response to the other localities was because of the size of the Town and the level of service, they will not be participating in full with the collision center. The dispatchers will know that an officer will be contacted for any accident in the Town. It is his understanding that the County and City may go forward with this if they receive approval from their governing bodies.

The next item on the agenda was a briefing on the Department of Motor Vehicles DUI Task Force. Chief Cook first commented that the Virginia DMV has grant funds available from the federal government to establish a regional DUI Task Force. The grant will fund the salary and benefits of an officer from each department as well as their uniform and related equipment and will fully equip a police car and all the associated overtime costs. There is a grant submission that is being processed by the Roanoke County Police Department. He would like for his department to be involved and if they do participate, he would put an officer on this Task Force and hire another one. However, he will not participate if his staffing does not allow it and he should know within the next two months.

Chief Cook further commented that he is asking for the consensus of Council at this time to pursue the matter if staffing would allow it. Also, they have to

wait to see if the grant is approved or not, which will be sometime in October.

Council Member Scheid asked what would the officers on the Task Force do. Chief Cook responded they will go out and set up check points for DUI's, enhance patrol on 419 where there have been issues with DUI's and on occasion may split up into several teams and work more than one locality at a time.

Council Member Adams commented that DUI check points are done from time to time, for example, around holidays. Would this be an ongoing every week type of thing in the Valley and could we expect to see it somewhere most every night. Chief Cook said it would be a five day evening shift, for example, and their sole purpose would be to look for drunk drivers.

Vice Mayor Hare asked what happens when the grant funds run out. Chief Cook responded there is no set time in the grant period, but it is anticipated it will run from three to five years. They will have to re-apply every year. Once the funds are gone, the officer, the vehicle and equipment will become a part of our department. Vice Mayor Hare asked if the officer would be available for any off-duty work such as events while on the Task Force and Chief Cook responded yes.

Council Member Scheid asked how much the grant would be for and Chief Cook responded he did not know the exact amount.

In closing, Chief Cook commented that if we choose not to participate either Roanoke County or Roanoke City will provide another officer, because the Task Force needs six. Council gave their consensus to proceed with pursuing the matter of participating in the DMV DUI Task Force if staffing would allow.

Vice Mayor Hare asked if this officer would be on the Town's payroll. Chief Cook responded that Roanoke County would be the fiscal agent of the grant and they will disperse funds as they are used.

This will be discussed further in the upcoming Public Safety Meeting which is scheduled for Monday, August 24th, at 4:00 p.m.

Further discussion was had regarding the upcoming Advanced Citizens' Police Academy beginning

September 22nd which will run for six Tuesday nights.

Vice Mayor Hare reviewed the June 2015

Financial Report and commented that the figures shown are unaudited results. The General Fund was within \$2,000 of expenditures equaling revenues. The revenues of the Utility Fund were over expenditures by \$305,625 as a result of the rate increases.

In the General Fund, the 90% of expenditures and 90% of revenues shown on the summary are related to the grant amount of over \$600,000. There were also some unbudgeted expenses such as the fire house.

With regard to cash flow, overall between the General Fund and the Utility Fund, we are \$32,000 less this year than we were last year. This is attributed to accruals that Mr. Thompson made for items that should have been received, but were not until after the cut-off for this fiscal year. The cigarette tax was less than what we had projected by \$100,000. That amount was adjusted in the current budget.

Vice Mayor next commented that the real estate tax increase went into effect immediately, so we received \$91,000 of that increase in last year's budget.

Mr. Thompson commented that our sales tax was very strong at 9% above the projection and came in at about \$1.4 million. The meals tax was right at 100% of the projection and the business licenses were just slightly under 100%. These are very good economic indicators.

Vice Mayor Hare further commented that the transport fees are doing very well. Council Member Adams commented that the number of calls being answered with the 24 hour fire service and EMS are continuing to grow. The three departments are working together very well.

Vice Mayor Hare made a motion to approve the

Financial Reports for May 2015 and June 2015; the motion was seconded by Council Member Weeks and carried by the following roll call vote, with all members voting: Vote 5-0; Yeas (5) – Adams, Scheid, Weeks, Hare, Grose; Nays (0) - None.

Approved Financial Reports for May 2015 and June 2015

The Mayor commented on the ribbon cutting at the HIVE, our business incubator.

Comments from Council Members: Council Member Adams commented on the Life Quest Program held on Tuesday at the War Memorial sponsored by the Lions Club. He then asked the Town Manager for an update on Valley Metro. The Town Manager commented that several options were discussed at the last meeting with Valley Metro. They are waiting for school to get back into session and then will start with some data collection through surveys on the ridership. Then, we will follow that up with at least one community meeting and will bring input and proposals from that meeting back to Council in a work session. Then, ultimately we will need to hold a public hearing.

Council Member Weeks commented on the report by the Boy Scout and that she has some projects that they can volunteer for if they are interested. She asked the Town Manager to give an update on the skate board park. The Town Manager commented that the Walnut Avenue site that was selected was purchased with hazardous mitigation funds. So, we have to have approval from FEMA. A comprehensive plan was submitted showing a parking lot, a greenway trail, a skate park concrete pad and a bathroom facility. They responded back that the plan was fine, but they had some concerns about the imperviousness of the concrete pad and wanted the parking lot to be more impervious. The greenway trail was okay to be impervious. We are in the process of responding back to them and have hired an engineer to help us..

Council Member Scheid expressed thanks to Council for their support and confidence in her and the time that the Town Manager spent with her yesterday. Vice Mayor Hare welcomed her to Council.

The next item was to consider the reappointment of Mary Beth Layman to the Roanoke Valley Regional Cable TV Committee for a new three-year term to expire August 31, 2018. Council Member Adams made the nomination which was seconded by Council Member Scheid and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – Adams, Scheid, Weeks, Hare, Grose; Nays (0).

Reappointed Mary Beth Layman to a new three-year term on the Roanoke Valley Regional Cable TV Committee to expire August 31, 2018

The Town Manager reminded Council of the VML Annual meeting in Richmond from October 4-7, 2015. He and Barry Thompson will be attending and he asked Council to let the Town Clerk know if they plan to attend so she can make all the necessary arrangements. Typically we cancel the Council meeting that falls during the conference.

The Town Manager next commented regarding a fall retreat and that we need to try and decide on some available dates. He recommended that we hire a facilitator for this year and mentioned Kathy Baske-Young who we have used before. The Mayor agreed that it is good to have a facilitator every few years and Kathy Baske-Young has done a great job for Council in the past. He feels it is time for Council to start laying some immediate plans as well as long-term plans.

Donna Collins thanked Council for their support of a Town softball team for the Roanoke County league. The games start on Monday, August 24th, and will be every Monday and Wednesday until the end of October. The games will be held at the Arnold Burton complex beside the VA Hospital.

Council Member Adams made a motion to adjourn the meeting; the motion was seconded by Vice Mayor Hare and carried by the following vote, with all members voting: Vote 5-0; Yeas (5) – Adams, Scheid, Weeks, Hare, Grose; Nays (0) – None. The meeting was adjourned at 8:26 p.m.

Meeting adjourned

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Acting Town Clerk



Town Council Agenda Summary

Meeting Date

September 1, 2015

Department

Administration

Issue

Proclamation - National Preparedness Month

Summary

The month of September each year is set aside as National Preparedness Month. The theme this year is “Don’t Wait. Communicate. Make Your Emergency Plan Today.”

Individuals can make a difference in their own community but not everyone has bought into preparedness. Research on personal preparedness indicates that individuals who believe they are prepared for disasters often are not as prepared as they think. In addition, some admit they do not plan to prepare at all.

The challenge: Maximizing awareness and encouraging participation in disaster preparedness activities to affect change at the community level.

Our nation’s emergency managers, firefighters, law enforcement officers, EMT/paramedics, and other emergency responders do an incredible job of keeping us safe, but they cannot do it alone. We must all embrace our personal responsibility to be prepared – in doing so; we contribute to the safety and security of our communities as well.

We will promote this awareness throughout the month on our website as well as through our other forms of social media.

Attachments

Proclamation

Recommendations

No action required



PROCLAMATION

WHEREAS, September is “National Preparedness Month” and creates an important opportunity for every resident of the Town of Vinton to prepare their homes, businesses and communities for any type of emergency including natural disasters and potential terrorist attacks; and

WHEREAS, investing in the preparedness of ourselves, our families, businesses and communities can reduce fatalities and economic devastation in our communities and in our nation; and

WHEREAS, the Federal Emergency Management Agency’s *Ready* Campaign, Citizen Corps, and other federal, state, local, tribal, territorial, private and volunteer agencies are working to increase public activities in preparing for emergencies and to educate individuals on how to take action, with this year’s theme being “Don’t Wait. Communicate. Make Your Emergency Plan Today”; and

WHEREAS, emergency preparedness is the responsibility of every citizen of the Town of Vinton, and all citizens are urged to make preparedness a priority and work together, as a team, to ensure that individuals, families, and communities are prepared for disasters and emergencies of any type; and

WHEREAS, all citizens of the Town of Vinton are encouraged to participate in citizen preparedness activities during the month of September and are asked to review the national preparedness campaign information at www.ready.gov or www.Listo.gov (in Spanish) and become more prepared.

NOW, THEREFORE, I, Bradley E. Grose, Mayor of the Town of Vinton and on behalf of Town Council and all our citizens do hereby proclaim September 2015 as National Preparedness Month and encourages all citizens and businesses to develop their own emergency preparedness plan and work together toward creating a more prepared society.

IN WITNESS WHEREOF, I have set my hand and caused the seal of the Town of Vinton, Virginia to be affixed on this 1st day of September, 2015.

Bradley E. Grose, Mayor



Town Council Agenda Summary

Meeting Date

September 1, 2015

Department

Planning and Zoning

Issue

Consider adoption of a Resolution authorizing the Town Manager to execute an Agreement with the Commonwealth of Virginia, Office of Intermodal Planning and Investment for the Urban Development Areas (UDA) Planning Grant.

Summary

In June 2015, staff was informed by VDOT personnel that a project must meet a need identified in the VTrans2040 Multimodal Transportation Plan (VMTP) in order to be eligible for funding under House Bill 2 (HB2). By designating UDAs or other growth areas, localities can maximize opportunities for funding through HB2. On July 7, 2015, the Town Council and Planning Commission were informed that OIPI technical assistance grants would be available through August 31, 2015, to help localities that are considering amending their comprehensive plans to include UDAs or UDA-like areas, and Staff was directed to submit the grant application. The grant application in the amount of \$65,000 was submitted on July 8, 2015.

On July 17, 2015, OIPI awarded the Town the requested technical assistance grant. An agreement between OIPI and the Town has to be executed. The agreement contains a list of tasks to be completed by the Town. On August 6, 2015, meeting of the Vinton Planning Commission meeting, Dawn Michelsen was appointed to serve as the Planning Commission representative on the Planning Grant Steering Committee. Dave Jones was also appointed to the steering committee as an alternate Planning Commission representative.

Attachments

UDA Grant Award Letter
Agreement between OIPI and Town of Vinton
Resolution

Recommendations

Motion to adopt Resolution



NICK DONOHUE
Director

OFFICE OF INTERMODAL PLANNING AND INVESTMENT
600 E. Main Street, Suite 2120
Richmond, VA 23219-2416

(804) 786 8032
FAX (804) 786-6683

July 17, 2015

Anita J. McMillan
Planning and Zoning Director
Town of Vinton
311 S. Pollard Street
Vinton, VA 24179

CC: Christopher S. Lawrence, Town Manager
CC: Nick Donohue, Virginia Deputy Secretary of Transportation and OIPI Director
Lorna Parkins, Michael Baker Intl.
Vlad Gavrilovic, Renaissance Planning Group

Ms. Anita McMillan,

The Office of Intermodal Planning and Investment and the UDA grant program review committee, consisting of DRPT and VDOT representatives, is pleased to notify you that the Town of Vinton's grant application has been approved at the level of funding requested. You are now eligible to receive up to \$65,000 in direct on-call consultant support from OIPI. Given the needs and circumstances in Vinton, VA, the UDA committee would like you to work with prime consultant Michael Baker and sub-consultant Renaissance Planning Group to complete this Urban Development Area work. Contact information for the Project Managers for this work is below. They will be reaching out to you shortly to begin the process of scoping to your exact specifications and needs. We advise that you spend 1-3 weeks scoping this work within the budget max set by the tier 1 award. The UDA committee then asks that you and the consultant submit a final scope of work so that the selection committee can review for consistency with your application.

OIPI also asks that you return the attached agreement ensuring your intent and ability to adopt the UDAs identified throughout this planning process. Once this final scope review is complete and the agreement is signed, we will issue a notice to proceed and work can begin!

Lorna Parkins, AICP Vice President, Transportation Planning Michael Baker International (804) 287-3176 LParkins@mbakerintl.com	Vlad Gavrilovic, AICP Principal Renaissance Planning Group (434) 296-2554 x300 vlad@ciesthatwork.com
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CONSULTANT SUPPORT TO FACILITATE DESIGNATION OF URBAN DEVELOPMENT AREAS AND APPROPRIATE ORDINANCES

This Agreement, made this _____ day of _____ in the year two thousand and fifteen, by and between the Commonwealth of Virginia, Office of Intermodal Planning and Investment, hereinafter called the Office, and the Town of Vinton, hereinafter called the Town.

The goal of this initiative is to provide technical assistance in the form of direct on-call consultant support to assist local governments in one or more of the following: plan for and designate at least one urban/village development area in their comprehensive plan, revise as appropriate applicable land use ordinances (including appropriate zoning classifications and subdivision ordinances) to incorporate the principles of traditional neighborhood design (see [§15.2-2223.1](#) of the Code of Virginia), assist with public participation processes, and other related tasks.

The Town has expressed a need to utilize these consultant services for technical assistance to facilitate the designation of urban/village development areas for higher density compact mixed use development and revision to applicable land use ordinances.

The Office agrees to provide funding not to exceed \$ 65,000.00 for consultant services to provide technical assistance and the Town agrees to complete the following:

1. Analyze future growth patterns
2. Create a public involvement process
3. Adopt an amendment to the Comprehensive Plan to designate (*or modify and update*) at least one area as an urban/village development area, in accordance with [§15.2-2223.1](#) of the Code of Virginia, to accommodate higher density compact mixed use development.
4. Adopt amendments to the zoning ordinance as necessary to create at least one district classification and the associated subdivision ordinance that will allow development according to the principles of traditional neighborhood design.

Copies of all applicable documents shall be provided to the Office.

The Town will work cooperatively with the Office on the above effort and make available to the Office copies of all associated timelines/schedules. The Office agrees to begin the planning process via the planning consultant immediately upon approval of this Agreement to initiate the use of these funds, and to schedule the completion of all work related to these funds by October 1, 2016.

The Town will provide a progress report on the work outlined above to the Office on a bi-monthly basis, to begin after the execution of this Agreement. The progress report shall contain the status and expenditures for each of the tasks in the Scope of Work.

The Town agrees to provide the Office a final summary of the use of these funds and an accomplishment report upon the completion of the project.

If the said urban/village development area is not adopted in the Town's comprehensive plan within one year of study completion, and appropriate applicable land use ordinances (including appropriate zoning classifications and subdivision ordinances) not revised also within one year of study completion, the Town agrees to repay the planning grant in full to the Office within one year of that deadline (i.e. within two years of study completion).

The Chief Administrative Officer for the Town has reviewed this Agreement with the Chairmen of the Governing Body and the Planning Commission and received their support to participate in this Agreement.

The Governing Body and the Planning Commission shall each appoint one member of their respective group to serve on a planning grant steering committee to oversee the above effort.

EXECUTION: The parties have caused the Agreement to be duly executed intending to be bound thereby.

Town of Vinton

By: _____
Christopher S. Lawrence, Town Manager

Date: _____

**Commonwealth of Virginia
Office of Intermodal Planning and Investment**

By _____

Date: _____

RESOLUTION NO.

AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, SEPTEMBER 1, 2015, AT 7:00 P.M., IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING LOCATED AT 311 SOUTH POLLARD STREET, VINTON, VIRGINIA

**OFFICE OF INTERMODAL PLANNING AND INVESTMENT (OIPI)
CONSULTANT SUPPORT TO FACILITATE DESIGNATION OF URBAN
DEVELOPMENT AREAS (UDA) AGREEMENT**

A RESOLUTION authorizing the Town Manager for and on behalf of the Town of Vinton, to execute an Agreement with the Commonwealth of Virginia, Office of Intermodal Planning and Investment (OIPI), for OIPI to provide consultant support to facilitate designation of Urban Development Areas (UDA) and appropriate ordinances, as well as to appoint one member of the Vinton Town Council to serve on a Planning Grant Steering Committee.

WHEREAS, on July 7, 2015, Town Council and Planning Commission were informed that OIPI technical assistance grants would be available through August 31, 2015, to help localities that are considering amending their comprehensive plan to include UDAs or UDA-like areas; and

WHEREAS, on July 8, 2015, the OIPI technical assistance grant application requesting funds in the amount of \$65,000.00 was submitted; and

WHEREAS, on July 17, 2015, the OIPI approved and obligated the grant fund requested in the amount of \$65,000.00 to provide the Town of Vinton with consultant services to provide technical assistance support in developing a plan for and to designate at least one UDA in the Town Comprehensive Plan; and

WHEREAS, the said grant requires the Town Manager to review the Agreement with the Governing Body/Town Council and the Planning Commission and receive their support to participate in this Agreement; and

WHEREAS, the Town Council and the Planning Commission shall each appoint a minimum of one member of their respective group to serve on a Planning Grant Steering Committee to oversee the planning process to plan for and designate at least one UDA for higher density compact mixed use development and revision to applicable land use ordinances; and

WHEREAS, the Vinton Town Council needs to authorize the Town Manager to execute the Agreement for the Project.

NOW, THEREFORE, BE IT RESOLVED that the Vinton Town Council does hereby authorize the Town Manager to execute said Agreement as presented to Council and any other necessary documents.

This Resolution adopted on motion made by Council Member _____, seconded by Council Member _____, with the following votes recorded:

AYES: _____

NAYS: _____

APPROVED:

Bradley E. Grose, Mayor

ATTEST:

Susan N. Johnson, Town Clerk



Town Council Agenda Summary

Meeting Date

September 1, 2015

Department

Council

Issue

Consider cancellation of the October 1, 2015 Council meeting to allow Council and Staff to attend the VML Annual Meeting in Richmond, Virginia from October 4-7, 2015.

Summary

None

Attachments

None

Recommendations

Motion to approve cancelling the October 1, 2015 meeting



Town Council Agenda Summary

Meeting Date

September 1, 2015

Department

Council

Issue

Public Safety Committee report

Summary

The Public Safety Committee met on August 24, 2015. Council Member Adams will make this report to Council.

Attachments

August 24, 2015 minutes

Recommendations

No action required

PUBLIC SAFETY COMMITTEE
August 24, 2015

Present: Council Member Doug Adams
Council Member Matt Hare
Chief Tom Philpott
Chief Richard Oakes
Captain Chris Linkous
Chief Benjamin Cook
Donna Collins, HR Director
Christopher Lawrence, Town Manager

Call to Order:

The meeting was called to order at 4:05 p.m. All members of the committee were present.

Items for discussion:

Council member Adams asked about the structure of the Committee. After general discussion it was decided that the committee should have a chair and also formally include the following on the committee: Two Town Council members, Volunteer Fire Chief, First Aide Crew Chief, Police Chief, Fire/EMS Captain, Town Manager, and HR Director. A motion was made and seconded to appoint Council Member Adams as Chair and Donna Collins as Secretary.

Items to discuss for Public Safety Committee

1) Regional DUI task force briefing

Chief Cook briefed committee that due to staffing levels he did not feel the department could dedicate an officer to this team. He has talked with Chief Hall with Roanoke County Police Department and confirmed that DUI efforts would still be focused in the Vinton community through DUI check points. The Committee discussed that staffing was the first priority and with task force services still being available to the community, a positive impact is still expected.

2) K-9 Unit Update

Chief Cook briefed the committee on the status of the K-9 unit. Officer Chris Froeschl submitted a written letter to the Chief resigning his position as the K-9 handler for Jax. He will remain as a patrol officer in the department. Jax will continue to be cared for by Officer Froeschl until a permanent handler can be found. It was Chief Cook's recommendation that the town discontinue the K9 services. Due to current staffing levels, with the department down four officers, and a minimum 6 week training period, which could be up to 13 weeks depending

on the course, it makes it very difficult to maintain daily patrol shifts. New hires, unless certified, will take until about June 2016 to be up and fully independent on the road.

Council member Adams asked why we feel we are losing officers. Discussion followed regarding the increase in vacancies and the reasons. Chief Cook stated salaries were a top issue with most employees leaving. The Town is about \$6,000 below our neighbors in Roanoke County and Roanoke City. And surrounding counties have higher starting salaries. Council member Hare stated it is critical and very expensive to lose public safety employees. We need to evaluate salaries to be competitive. This must also be done in a financially sustainable way for the whole organization. Mr. Lawrence concurred and stated we could proceed with just the Police Department, but as a small organization of 85 employees, this would create issues amongst departments that could be reduced by conducting the salary study for all departments. We also need to survey the police employees to try to learn if there are other reasons, such as work culture, other pressures on the police profession, policies, etc.

Staff will bring back a recommendation and plan for salary study to the next meeting.

3) Police Car Purchase update to replace damaged K-9 car

The K9 Unit vehicle was damaged to the extent that the car was considered totaled by the insurance company. With the recommendation of not replacing the K9 handler, the need for a replacement K9 car would be eliminated. Once a final decision is made about the handler for Jax, a decision about the car can be made. The settlement on the vehicle is approximately \$17,000. The lease payment would get paid off first, at a total of \$11,000. The remaining \$6,000 would be placed in an equipment replacement account. With several vacancies, there is not a high demand on replacing the vehicle immediately. It was recommended that a new car not be purchased until the end of the fiscal year or when positions are filled and the vehicle is needed. Council Member Hare recommended the financial decision on how to pay for a new vehicle be forwarded to the Finance Committee for review and recommendation.

Councilman Adams stated that the K9 unit is a nice service to have, but patrol staffing comes first. The service can be provided when requested from adjacent agencies. We have a strong relationship with our law enforcement partners and Vinton can still be well covered through shared services.

4) 24-hour Fire Service Implementation update

Captain Linkous, Chief Philpott and Chief Oakes discussed with the Committee the transition to 24-hours. This has been completed and is working very well between volunteers, town staff and county staff. Some bumps have come up, but all have been handled professionally and through normal chain of command structure.

Chief Philpott commented that once the lockers are installed for Career staff in the new bunk room, the old lockers need to be returned to the bunk rooms in the First Aid Crew Building.

Council Adams brought up an issue with the computer video VGA connection for the training room projector. This will be reviewed and corrected by the contractor.

Chief Oakes stated the paint still needed to be completed in the Volunteer Fire Dept. apartment. Captain Linkous said it has been caulked and is being watched to be sure no more water is leaking through the window. This appears to be working, so painting is expected shortly by the contractor.

Chief Oakes also question why a hole was drilled through the brand new washing machine which voids the warranty. Capt. Linkous responded that the automatic laundry detergent system requires this connection to work properly. Although warranty issues may be created by doing this, the town will cover any expenses or replacement expenses if issues arise. This is the same set up in the First Aid Crew building washing machine.

A concern regarding noisy use of the day room after 10PM was expressed. Chief Oakes stated that he has discussed this with his group and expectations are set with volunteer and career staff to respect quiet time after 10PM.

5) New electronic lock system for Fire/Rescue Building(s)

Mr. Lawrence updated the committee on the new lock system. Staff had met with Roanoke County Fire/EMS staff and reviewed the proposal from TYCO SimplexGrinnell for \$30,685. Questions need to be answered regarding confirmation of each door that needs an electronic lock and the authorized administrators for the software.

Councilman Adams stated that the Volunteers should have access to the system to assist in the administration of user cards.

Mr. Lawrence requested a list of people that each agency is requesting to have access. He would discuss this with the software company and Roanoke County. The issue is how to partition Station 2 off from the County and have additional administrators. He will see if we can accommodate this request. A question was also asked regarding who would pay to maintain the lock system. This will be reviewed and a response provided back to the committee by Mr. Lawrence.

Councilman Adams asked why there was a change in funding. The original proposal by Supervisor Peters was that the County would fund the entire cost. Mr. Lawrence stated that when he and Mr. Tom Gates, County Administrator discussed the proposal by Supervisor Peters, we felt that all other costs were shared 50/50 for the renovations of the building. This was an improvement to the

building and should follow the funding model that we used on the renovations. This went to the Board of Supervisors as a project funded at \$15,000 by the County. The town would procure services and be reimbursed by the County by said amount.

6) New Ambulance Grant request to replace unit 23

Ambulance Unit 23 is up for replacement based on its years of service and mileage. Currently this unit has over 100,000 miles and is a 2007 year model. A 50/50 funding grant application was applied for last spring and was not approved by the EMS State board. Discussion centered on whether a stronger grant application could be made if it was through the volunteers. Mr. Lawrence stated that the general replacement schedule is to alternate a new ambulance between the career staff and the volunteers. Additionally the first run career staff truck is a year older and has slightly more miles than the first run volunteer truck. There is not a substantial difference between the two. Councilmember Adams stated that the number of grant requests is increasing and the available money is decreasing. The EMS board also seems to favor volunteer agencies, especially those that have financial issues to fund major equipment replacement. The town, county, and volunteers have a strong replacement program.

It was agreed to proceed with the joint County/Town application for the grant. If this is not approved by the EMS board, we need to have plan B to submit a volunteer replacement grant in the spring. The town should assist in funding this ambulance in partnership with the volunteers under plan B.

General Comments by committee

Mr. Lawrence stated that monthly reports are being produced with new data to show the call volume and response times for each agency, Volunteer Fire, First Aid Crew, and Career Staff. However, this is being done by hand and is very labor intensive. This report format will continue for 6 months to help establish a base line. After this, it will return to normal reports that are easily produced by the software program. The downside is it does not report individual agency responses.

Committee set its next meeting for October 15, 2015 at 4pm in the Council Conference Room.

Adjournment:

Being that there was no other business to discuss, the meeting was adjourned at 6:00 p.m.



Town Council Agenda Summary

Meeting Date

July 1, 2014

Department

Council

Issue

Request to Convene in Closed Meeting, Pursuant to § 2.2-3711 (A) of the 1950 Code of Virginia, as amended, for discussion regarding appointments to boards and commissions as authorized by subsection 1.

Summary

Council will discuss the following:

Planning Commission

Paul Mason's resignation on August 9, 2015 has created a vacancy of his unexpired term that ends on June 6, 2016.

Finance Committee

Wes Nance's resignation from Council on July 2, 2015 has created a vacancy of his unexpired term that ends on June 30, 2016.

Roanoke Valley Metropolitan Planning Organization (MPO)

Wes Nance's resignation from Council on July 2, 2015 has created a vacancy of his unexpired term that ends on June 30, 2017.

Western Virginia Industrial Facilities Authority

Wes Nance's resignation from Council on July 2, 2015 has created a vacancy of his unexpired term that ends on June 30, 2017.

Attachments

Board and Commissions Booklet Summary
Certification of Closed Meeting

Recommendations

Reconvene and adopt Certification of Closed Meeting

BOARD OF ZONING APPEALS

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Allen S. Kasey	105 Giles Avenue	01/17/06	01/16/16	R #1895
Carolyn Fidler (Alternate)	428 Cedar Avenue	07/01/14	02/20/16	CM-7/1/14
VACANT (Alternate)			02/20/16	
Robert W. Benninger	1206 Jeanette Avenue	01/17/07	01/16/17	R #1947
Donald R. Altice	627 South Maple Street	09/07/10	01/16/18	CM-12/18/12
Debra P. Hagins	505 Jefferson Avenue	01/17/09	01/16/19	CM-12/17/13
Frederick J. "Mick" Michelsen	225 North Maple Street	01/17/10	01/16/20	CM-12/16/14

FAIR HOUSING BOARD (DISSOLVED BY ORDINANCE NO. 928 ON 11/6/12)**HIGHWAY SAFETY COMMISSION**

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Robert A. Patterson	1056 Blandford Avenue	11/01/07	12/31/16	CM-12/17/13
Carolyn Fidler	428 Cedar Avenue	03/04/08	02/04/17	CM-2/4/14
Roy G. McCarty, Jr.	450 Jackson Avenue	02/05/08	02/04/17	CM-2/4/14
Doug Adams	1632 Meadows Road	09/15/09	02/04/17	CM-2/4/14
Robert R. Altice	616 Maple Street	07/01/10	06/30/17	CM-7/1/14
James Warren Childress, II	223 Craig Avenue	02/05/09	02/04/18	CM-12/16/14
Fred L. Swisher	422 Chestnut Mtn. Drive	02/05/09	02/04/18	CM-12/16/14
Michael Hopkins	1129 Mountain View Road	12/16/14	02/04/18	CM-12/16/14
Benjamin Cook (ex-officio member)	311 South Pollard Street	n/a	n/a	n/a
(ex-officio member)	311 South Pollard Street	n/a	n/a	n/a

PLANNING COMMISSION

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Robert A. Patterson	1056 Blandford Avenue	01/01/07	12/31/15	R #1894
			06/06/16	
William E. Booth	1007 Blandford Avenue	07/20/10	10/31/16	CM-10/16/12
Dawn M. Michelson	225 North Maple Street	11/06/07	12/31/16	CM-12/18/12
David R. Jones	806 Olney Road	03/01/07	02/28/19	CM-12/16/14

FINANCE COMMITTEE

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Matthew S. Hare	621 Aragona Drive	07/06/10	06/30/16	CM-7/1/14
			06/30/16	
Barry Thompson	311 South Pollard Street	n/a	n/a	n/a
Christopher S. Lawrence	311 South Pollard Street	n/a	n/a	n/a

PUBLIC SAFETY COMMITTEE

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Irvin Douglas Adams, Jr.	1632 Meadows Road	07/03/12	06/30/16	CM-7/1/14
Matthew S. Hare	621 Aragona Drive	07/06/10	06/30/16	CM-7/1/14
Ben Cook	311 South Pollard Street	n/a	n/a	n/a
Christopher S. Lawrence	311 South Pollard Street	n/a	n/a	n/a

PUBLIC WORKS COMMITTEE

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Sabrina McCarty	1012 Blakemore Circle	07/01/14	06/30/16	CM-7/1/14
Bradley E. Grose	404 Cedar Avenue	07/03/12	06/30/16	CM-7/1/14
Gary W. Woodson	311 South Pollard Street	n/a	n/a	n/a

STORMWATER CITIZENS ADVISORY COMMITTEE

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
W. Ray Sandifer	912 Colbourne Avenue	09/04	n/a	n/a
David R. Jones	806 Olney Road	11/03	n/a	n/a
VACANT			n/a	

CLEAN VALLEY COUNCIL

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Anita McMillan	311 South Pollard Street	02/28/95	n/a	n/a

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDs)

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Hal Mabe	6010 Windcrest Lane, Roanoke, VA 24012	06/08	06/30/17	CM-7/1/14
I. Douglas Adams	1632 Meadows Road	05/05/15	06/30/17	CM-5/5/15
Chris McCarty	177 Knollwood Drive, Troutville, VA 24175	12/17/13	06/30/17	CM-7/1/14
Christopher S. Lawrence	311 South Pollard Street	n/a	n/a	

GREATER ROANOKE TRANSIT COMPANY

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Christopher S. Lawrence	Vinton, Virginia	7/7/15	06/30/16	CM-7/7/15

ROANOKE REGIONAL PARTNERSHIP

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Bradley E. Grose	311 South Pollard Street	07/06/04	n/a	n/a
Christopher S. Lawrence	311 South Pollard Street	10/07/08	n/a	R #1793

ROANOKE VALLEY – ALLEGHANY REGIONAL COMMISSION EXECUTIVE COMMITTEE

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Christopher S. Lawrence (Non-elected member)	311 South Pollard Street	07/01/10	06/30/16	CM-6/4/13
Bradley E. Grose (Council member)	311 South Pollard Street	07/01/09	06/30/18	CM-5/19/15

ROANOKE VALLEY GREENWAY COMMISSION

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Anita J. McMillan	311 South Pollard Street	n/a	n/a	n/a
Matthew S. Hare	621 Aragona Drive	07/10/10	06/30/16	CM-6/4/13
Arthur La Roche, III	1453 Wolf Creek Drive	10/02/12	06/30/16	CM-6/4/13
Janet Scheid	1453 Wolf Creek Drive	07/01/09	06/30/18	CM-6/16/15

ROANOKE VALLEY METROPOLITAN PLANNING ORGANIZATION (MPO)

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
			06/30/17	
Doug Adams	1632 Meadows Road	07/08/08	06/30/17	CM-7/1/14

ROANOKE VALLEY REGIONAL CABLE TV COMMITTEE

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
I. Douglas Adams (Council Member)	1632 Meadows Road	07/01/14	n/a	CM-7/1/14
Christopher S. Lawrence (Executive Member)	311 South Pollard Street	10/07/08	n/a	R #1795
Mary Beth Layman (Member)	1028 Almond Drive	09/03/91	08/31/18	CM-8/18/15

ROANOKE VALLEY RESOURCE AUTHORITY

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Christopher S. Lawrence	311 South Pollard Street	12/20/11	12/31/15	R #1948

WESTERN VIRGINIA INDUSTRIAL FACILITIES AUTHORITY

NAME	ADDRESS	INITIAL APPOINTMENT	TERM EXPIRES	COUNCIL ACTION
Gary W. Woodson	311 S. Pollard Street	02/18/14	02/03/16	CM-02/18/14
(Alternate)	311 S. Pollard Street		02/03/16	
Christopher S. Lawrence	311 S. Pollard Street	02/18/14	02/03/18	CM-02/18/14
Bradley E. Grose (Alternate)	311 S. Pollard Street	02/18/14	02/03/18	CM-02/18/14

AT A CLOSED MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, SEPTEMBER 1, 2015, AT 7:00 P.M. IN THE IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING LOCATED AT 311 SOUTH POLLARD STREET, VINTON, VIRGINIA

**CERTIFICATION THAT A CLOSED MEETING WAS HELD
IN CONFORMITY WITH THE CODE OF VIRGINIA**

WHEREAS, the Town Council of the Town of Vinton, Virginia has convened a closed meeting on this date, pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and,

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Vinton Town Council that such closed meeting was conducted in conformity with Virginia Law.

NOW, THEREFORE, BE IT RESOLVED that the Vinton Town Council hereby certifies that to the best of each member's knowledge:

1. Only public business matters lawfully exempted from opening meeting requirements by Virginia law were discussed in the closed meeting to which this certification applies; and
2. Only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council.

Motion made by Council Member _____, and seconded by Council Member _____, with all in favor.

Clerk of Council