

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 15, 2015**

**AGENDA**

Consideration of:

**A. 6:30 p.m. - WORK SESSION**

1. Briefing on adding Vinton Museum part-time employees as Town of Vinton employees.

**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 September 1, 2015.

**G. AWARDS, RECOGNITIONS, PRESENTATIONS**

1. Proclamation – Fire Prevention Week

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

**I. PUBLIC HEARING**

1. Consideration of public comments regarding 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.
  - a. Open Public Hearing
    - Report from staff
    - Receive public comments
    - Council discussion and questions
  - b. Close Public Hearing
  - c. Council to consider adoption of Ordinance

**J. TOWN ATTORNEY**

**K. TOWN MANAGER**

1. Briefing on comprehensive hotel market study.

**L. FINANCIAL REPORT FOR JULY 2015**

**M. MAYOR**

**N. COUNCIL**

1. Appointments to Boards/Commissions/Committees
2. Comments from Council Members

**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 COUNCIL MEETINGS/COMMITTEES:**

**September 15, 2015** - 3:00 p.m. - Finance Committee meeting – Finance Conference Room

**October 6, 2015** - Council meeting cancelled to allow members of Town Council and Town staff to attend the Virginia Municipal League Annual Conference on October 4-6 in Richmond, Virginia

**October 15, 2015** - 4:00 p.m. - Public Safety Committee meeting – Town Manager Conference Room

**October 20, 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 15, 2015

### **Department**

Administration

### **Issue**

Briefing on adding Vinton Museum part-time employees as Town of Vinton employees.

### **Summary**

The Town Manager will brief Council on this matter at their meeting.

### **Attachments**

None

### **Recommendations**

No action required



## **Town Council Agenda Summary**

### **Meeting Date**

September 15, 2015

### **Department**

Town Clerk

### **Issue**

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

### **Summary**

None

### **Attachments**

September 1, 2015 minutes

### **Recommendations**

Motion to approve minutes

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 6:00 P.M. ON TUESDAY, SEPTEMBER 1, 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  
Sabrina McCarty  
Janet Scheid

MEMBERS ABSENT: I. Douglas Adams, Jr.

STAFF PRESENT: Christopher S. Lawrence, Town Manager  
Theresa Fontana, Town Attorney  
Donna Collins, Human Resources Director  
Anita McMillan, Planning and Zoning Director  
Karla Turman, Associate Planner/Code Enforcement Officer  
Chad Helms, Lieutenant-Fire  
Joey Hiner, Assistant Public Works Director

**The Mayor called the work session to order at 6:00 p.m.** The first item was a 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; and 308-B 9th Street, Tax Map Number 60.10-4-27. Zoned R-2 Residential District. Karla Turman began by commenting that after the Spot Blight Abatement Ordinance was passed last year, a team was put together and five properties were reviewed. In August of last year, letters were sent to all of the property owners outlining the blight on their properties and giving them 30 days to respond with a plan. With regard to the property located at 1323 Hardy Road, it has been demolished by the property owner. The property at 530 North Blair Street has changed hands several times and the newest owner acquired the property in January of this year. He has started doing some work on the property and has submitted a letter indicating he will continue to make improvements.

Ms. Turman next commented on 123 Gus Nicks Boulevard. After the notification letter was sent in August of 2014 to the property owner, he left a message in November that he had made arrangements to demolish the house. A dumpster was placed on the property at that time, but nothing has been done. Also, there has been no further contact with the property owner. She then showed and commented on a series of pictures of the property.

Council Member Scheid asked if a title search was done and Ms. Turman responded yes. Ms. Scheid then asked the purpose of the title search and Ms. Turman commented to make sure that we notify the right property owner or owners. All the taxes on the property are up to date and he did pay for the title search.

The next property was 830 South Pollard Street which has been vacant since 2009. The owner is listed as Mary Banks, but the title search revealed that she never had the deed put in her name. The son was responsible for the property, but is elderly and no longer able to take care of it. Since 2012 the Town has been mowing the grass when it is in violation. A letter was sent to Mr. Banks as the responsible party. However, the title search revealed nine additional potential heirs and the Town Attorney suggested that we send them a letter as well. There was no response from any of them including Mr. Banks. Council Member Scheid asked if a lien is placed on the property when it is mowed by the Town. Ms. Turman commented that as soon as the mowing contractor is paid, the Finance Department puts a lien on the property.

Ms. Turman next commented on a series of pictures of the house. There is a gentleman that lives beside the property who has inquired about it and said he would be willing to purchase the property to demolish the house and clean it up. However, he cannot get a clear title. In response to a question regarding the title search, Ms. Turman commented that the title search has not been paid for and is a lien on the property.

The last property was 308B 9<sup>th</sup> Street in the Midway community which is on a lot in the alley between 8<sup>th</sup> Street and 9<sup>th</sup> Street and the house consumes the entire lot. It has been vacant at least since 2005. The property owner submitted a remediation plan which was approved in November 2014 and was given 90 days to complete the work. In April of 2015 she was contacted concerning the work and indicated she had decided not to fix the house. This was due to a communication between her and the Building Commissioner as to whether or not an asbestos study had to be done. The Commissioner said it was recommended, but not required and she took that as being required and was not going to do it. There has been no further contact with the property owner since April. Ms. Turman then commented and showed a series of pictures of the house.

The house is currently non-conforming and she would have to be able to spend 50% or less of its value to fix it. However, there is a provision in the zoning ordinance that was passed two years ago that the house could be brought up to Code as long as it was not expanded. The property owner owns a duplex, a mobile home, this house and the one in front of it. The Town has to maintain the grass on this property as well as some of her other properties.

Ms. Turman next commented that there are two new properties the team has looked at this year. One is 35 Cedar Avenue and she showed a picture. The property owners are deceased and their son lives in Florida. Galen Conner of Olde Colony Realty is managing the property for them and there have been some inquiries from demolition companies. All of the properties in the triangle are owned by this person except the car lot. Mr. Conner indicated to staff last week that he had a potential buyer for all of the properties in this triangle except the car lot.

The house is boarded up, but not secure enough to keep people out. A door on the back of the property has been pried open to allow entrance into the house. There is an out building that is almost covered in overgrowth which the Fire Marshal has indicated is a fire hazard. There are holes in the foundation and the crawl space is not enclosed. In response to a question, Ms. Turman commented that staff makes the initial determination that property is blighted and a letter is sent out to the property owner. Then Council has to make the final determination that the property is blighted and that we can move forward with abating it.

The second property is 826 East Cleveland Avenue, which has been vacant for a long time. In 2001, the Building Commission at that time, Joel Baker, condemned it and it was posted on the property because there are no sewage facilities in the house. Several years ago the sign was removed, but there is a "No Trespassing" sign on the property. There is an opening in the roof and they have received complaints about the house. The owner of the property lives in Salem and she also owns the house to the right of this one. She has not made any contact since she received our letter that was sent approximately three weeks ago.

The Town Manager commented that the last two properties are just for information at this point. With

regard to the first three and according to the policy, staff would need direction from Council that any of the three or all of them should officially be directed to the Planning Commission to schedule a Public Hearing. After their Public Hearing, we would schedule a Public Hearing for the second meeting in October.

There was a concern that if we put a lien on the property we would not be able to collect on that lien if the property went to tax sale. There are legal costs that the County incurs to have a tax sale which always get paid first. In the past the County paid their liens first and we received what funds were left over, if any. Barry Thompson and our Town Attorney have met with the Roanoke County Treasurer and we now have a verbal agreement that there will be an appropriate distribution of a pro-rata share of the remaining funds. However, it is fair to expect that the Town may not get anything back.

The taxes are fully paid on the 123 Gus Nicks Boulevard property, so there is no legal trigger to force the sale of the property. The taxes would have to be three years behind before forcing a tax sale. Council Member Scheid asked if the other two properties were up to date on the taxes. Ms. Turman commented that she felt the taxes on 308B 9<sup>th</sup> Street were probably up to date. Ms. Scheid then commented that the only property we would possibly be able to sell is the one at 830 South Pollard.

The Town Manager next commented that if the heirs to a piece of property are in conflict regarding who owns the property, there is a legal way that they can force a sale of property through the Court to get a clear title for a new owner.

Council Member McCarty asked how much it would cost to demolish the properties. Ms. Turman responded that earlier this year she received quotes and by adding 20% to the median price to demolish the house and clear the property it would be around \$29,000. For 830 South Pollard Street, the estimate is about \$18,000 in addition to the \$2,500 that is already owed in taxes, liens and the title search.

Vice Mayor Hare commented that we can go through the process to have it legally torn down and then we have a flat piece of land that the Town will have to pay to have mowed for the next 70 years and the lien continues to grow. It is not in the best

interest of the citizens to continue to invest in that property. He wondered if there would be another solution such as eminent domain.

Council Member McCarty commented on a community outreach that Valley Bank did where certain houses were chosen for improvements. She did not know if the property owners do not have the funds to make the improvements. The Town Manager commented that as we go through our assessment process, perhaps there will be some properties that the community can assist with.

Vice Mayor Hare next asked if we could offer to purchase the property at Gus Nicks and then the Town can tear it down and sell it. We might be putting more up front, but we would have more of a chance of getting some money back. The Town Manager commented that the Town can decide to buy property and go through the real estate process and make an offer. Vice Mayor Hare commented that the properties should go through this process, but perhaps before we condemn them, could we make a proposal.

The Town Attorney commented that if a property owner is delinquent on their taxes, the best solution would be a tax sale because that clears up the title to the property. Otherwise, you would have to get releases from all the lienholders.

Council Member Scheid commented that she would be in favor of scheduling the Public Hearing on the three subject properties. She then asked if there would be more properties in the future and Ms. Turman responded that right now these are the three that are most hazardous to the community.

Anita McMillan commented that in early 2000 after notice was given of a Public Hearing to demolish three houses, the property owners decided to demolish them. Once they saw that the Town was serious, they decided to take action. So, we need to at least move it through the process so that hopefully something will be done.

The Mayor commented he has been in support of moving ahead with this process for quite some time, but it is a difficult process. Vice Mayor Hare has raised the thought of purchasing these properties; however, he asked if we can or should we approach individuals about buying their property holding over their head the fact that it is going to be condemned. The Town Attorney responded that this has come

up in another locality and she advised against it. However, there may be an instance that if the property owner approached the Town it may be considered.

The Mayor then asked if this is a plan that we are going to pursue, do we go the route of the Public Hearing now or wait. Ms. Turman commented that the original notification states the Town may abate the violation by demolition of the property. The property owner of 123 Gus Nicks Boulevard has been mailed a copy of the recommendation by staff for Council to approve to abate the property. The Town Manager commented that the Public Hearings can still be held. They are designed to meet a legal process to gain input from the public. After the Public Hearings, staff can be directed to do something further before action is taken.

The Town Attorney next commented that the property can be demolished and if it goes to a tax sale, the Town can be a bidder at the sale. Council may not want to set a precedent that we are offering individuals' money to buy their derelict properties.

After further comments from Vice Mayor Hare concerning the taxes being up to date and not being able to force a tax sale, the Town Attorney commented that a tax sale can be forced to satisfy the lien. The lien for the demolition becomes parity with the taxes. The Town Manager commented that staff has always understood that only real estate taxes are a trigger for a government tax sale. The Town Attorney indicated she can provide the citations in the Code and there are enforcement procedures. If the government spends money and tears the property down, we can go and collect the money. She will provide Council with a written legal opinion.

Council gave their consensus to direct the Planning Commission to schedule their Public Hearing.

**In lieu of time, the next item on the work session** relating to the 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 was moved to the regular meeting under the Town Manager's section.

**The Mayor called the regular meeting to order at 7:10 p.m.** The Town Clerk called the roll with Council Member McCarty, Council Member Scheid, Vice Mayor Hare and Mayor Grose present. Council Member Adams was absent. After a Moment of Silence, Council Member McCarty led the Pledge of Allegiance to the U.S. Flag.

Roll call

**Under upcoming community events, Council Member McCarty** announced the upcoming Mingle at the Market on September 12<sup>th</sup>. The Mayor announced the Vietnam Veterans Traveling Memorial Wall will be at the VA Hospital in Salem on September 16<sup>th</sup> through 20<sup>th</sup>.

**Vice Mayor Hare made a motion to approve the Consent Agenda** as presented; the motion was seconded by Council Member Scheid and carried by the following vote, with all members voting: Vote 4-0; Yeas (4) – McCarty, Scheid, Hare, Grose; Nays (0) – None; Absent (1) - Adams.

Approved minutes for the regular meeting of August 18, 2015

**Under awards, recognitions and presentations,** Vice Mayor Hare read a Proclamation declaring September as National Preparedness Month.

**The next item on the agenda to 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. The Town Manager began by commenting that he had provided Council with a Memo summarizing the requirements of the grant. The grant is for \$65,000 and is connection with the State's new effort through a number of policies and programs to realign all the transportation funding processes. They started with a Vision Plan of 2040 to be implemented through House Bill 2 which is now the structure for how projects will be funded.

An example of their new goal is the Walnut Avenue project, which was one big project from downtown to the Town/City line. We were on the six-year plan, had a couple of million dollars in the bank ready to go and we realized with VDOT that it would not be enough. So, we just did the bridge. It will take many years before we get the next sections funded, under the old model. The new model is that if a project is chosen based on all of the criteria and formula, it will be fully funded and guaranteed that it will be completed. This is the good side, but the downside is a project may not get funded for a long

time because the competition for funds will be with projects all over the State based on the five scoring factors.

There will still be a six-year improvement plan for the State as well as House Bill 1887 which is the actual budget to appropriate \$25 billion over the next six years.

VDOT has established and fully funded this grant and if Council chooses to go forward, we have already been assigned a consultant. This will be a citizen-driven, Council-directed process for the Town to identify land use vision and issues, transportation and how to we want to redevelop. The grant requires that we amend our Comprehensive Plan and Zoning and Subdivision Ordinance within one year of the completion of the study which is estimated to take ten months. We will decide what the amendment to our Comprehensive Plan will be based on the principles of a traditional neighborhood development. He and staff have a telephone conference scheduled for Thursday to get the process started.

The Mayor asked if some of these funds could be used for the expense of the community meeting. Anita McMillan responded the \$65,000 will be paid to the planning consultant for their services.

Council Member Scheid asked if we know anything about the consultant being assigned to us. Ms. McMillan responded that this same consultant is working with the City of Salem. Also, they have worked with the Town of Blacksburg and some localities in the Southwest. This is the second round of this planning process.

Vice Mayor Hare expressed concern that if we declare an urban development area it would force development in certain areas and require the Town to make dramatic changes that may not be the wishes of the citizens, but those in Richmond and Washington that feel we need to be more integrated economically and socially. The Town Manager responded that an urban development area, based on what he has read, is fundamentally focusing on transportation demands at they work through VDOT. It is more of an urban mixed-use traditional neighborhood with interconnected roads, sidewalks with homes that are possibly less than one acre. It is a planning tool and if we have the designation it will help with scoring for VDOT projects. If we do not, it means we may not score as high. It can be a

designation that includes the entire Town or just include certain areas, but it will be up to us.

Roanoke County did not receive a grant because they have their own planners to do the work, but they are defining their urban growth areas for approval by the Planning Commission and ultimately the Board to be everything outside of the Town boundary to the Bedford County line

Council Member Scheid made a motion to adopt the Resolution as presented; the motion was seconded by Council Member McCarty and carried by the following roll call vote, with all members voting: Vote 4-0; Yeas (4) – McCarty, Scheid, Hare, Grose; Nays (0) – None; Absent (1) - Adams.

The Town Manager next commented that at the September 15<sup>th</sup> Council meeting, a Council Member needs to be appointed to serve on the UDA Grant Committee.

**The next item, which was moved from the work session,** related to the 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. Anita McMillan commented on the staff report that was provided with the agenda package. The Planning Commission was briefed at their August 6, 2015 work session and a Public Hearing has been scheduled for September 3, 2015. The Council Public Hearing will be on September 15, 2015.

The property is zoned General Business and the surrounding properties are zoned either General Business or Commercial Business except for one property that is developed and still used a single family. On August 18, 2015, the adjoining property owners were mailed letters notifying them of the request and the Public Hearing to be held. To date they have not received any inquiries or objections, but they do have the right to attend either of the schedule Public Hearings.

The property was used as a real estate office and the Building Commissioner has indicated that a change of use will not be required.

Ms. McMillan next commented that the petitioner will be doing the counseling, but in the future she may add two additional staff. The hours of operation were also provided in the staff report.

Adopted Resolution No. 2116 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

The petitioner did not submit any proffered conditions, but during the Public Hearing the Planning Commission and/or Council can impose conditions that can be accepted or rejected by the petitioner.

Vice Mayor Hare asked what type of counseling services would be provided and Ms. McMillan responded the petitioner indicated it would be all types. Council Member Scheid asked if she was a licensed counselor and Ms. McMillan responded they did not ask, but she will inquire.

The Mayor asked if there would be any overnight patients and Ms. McMillan responded no based on what was submitted and the structure does not have accommodations. If she is to have overnight patients, the Building Commissioner would have to be notified. She has indicated that it will be for an office-type use.

Council Member McCarty commented that when the Chamber started Mingle at the Market, the Church on the corner was offering AA meetings and they had an issue with the alcohol being served so close to the Church. She assumed this would not be a problem with the counseling service since it is also close to the Farmers' Market. Ms. McMillan responded that she would contact her about the event.

Vice Mayor Hare commented that he had concerns that this could turn into a drug-rehabilitation type of counseling. He did not know how counseling would be defined, but he would not want it to grow into something that we did not anticipate. Ms. McMillan responded that she would refer this question to the Town Attorney because the definition of "counseling service" in our Zoning Ordinance is very broad and general.

**The Mayor commented on the curb and gutter** work that the Public Works Department has been doing in Town. The Mayor next read a written statement with his comments concerning two recent events--the recent marriage ceremony of Council Member McCarty and Chris McCarty and the tragedy in which Alison Parker and Adam Ward of WDBJ7 were killed and Vicki Gardner of the Smith Mountain Lake Chamber of Commerce was injured.

**The next item on the agenda was to 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. Council Member McCarty made a motion to cancel the October 1, 2015 Council meeting; the motion was seconded by Vice Mayor Hare and carried by the following vote, with all members voting: Vote 4-0; Yeas (4) – McCarty, Scheid, Hare, Grose; Nays (0) – None; Absent (1) - Adams.

Approved cancellation of October 1, 2015 Council meeting

**The next item on the agenda was a report from the Public Safety Committee.** In the absence of Council Member Adams, the Town Manager commented that the minutes of the August 24<sup>th</sup> meeting were included in the agenda package. He then made brief comments on the Regional DUI Task Force matter and indicated that Chief Cook recommended that due to staffing levels in the department, they would not participate. With regard to the replacement of the K-9 police car that was totaled in an accident, the matter will be referred to the Finance Committee for review and a recommendation.

The transition to 24-hour fire service has been completed and career staff and volunteers are working very well together. With regard to the renovations to the fire house, there have been some issues, but all have been handled through the normal chain of command. A final project for the Fire/Rescue Building is to install a new electronic lock system at a cost of \$30,685.00. The Town and Roanoke County have partnered to fund the new system with Roanoke County contributing \$15,000. Council will be requested at a future meeting to approve the Town's portion.

The Town Manager next commented on the new ambulance grant to replace unit 23. We did not receive the grant that was applied for in the Spring. A new grant application will be submitted this Fall for a career replacement ambulance. If this grant is not approved, we will re-evaluate and bring the matter back to the Committee. This is a partnership with Roanoke County as well. Also, the format of the monthly reports showing call volume and response time for the volunteer fire, first aid crew and career staff that are furnished to Council will be changed to more accurately reflect a breakdown for the career staff and volunteers.

With regard to the item in the minutes concerning the K-9 unit, Council Member Scheid asked what would happen to the dog and if it was purchased by the Town. The Town Manager responded that he was purchased using Asset Forfeiture Funds. We

are trying to evaluate if there is someone who can step into that position since Officer Froeschl has resigned as the K-9 Officer to go back to patrol. If not, an evaluation and decision will have to be made.

Council Member Scheid next asked if the compensation study was going forward and was it budgeted. The Town Manager responded it is not budgeted, but he and the Human Resources Director are evaluating the best way to accomplish it. Ms. Scheid asked if there was a problem with doing the study and proving the point that there are gaps in compensation if there is not money in the budget to correct those gaps. The Town Manager commented that if we do the study we are going to have to be able to respond to it in a reasonable amount of time.

**Vice Mayor Hare made a motion that Council go** into a 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. The motion was seconded by Council Member Scheid and carried by the following vote, with all members voting: Vote 4-0; Yeas (4) – McCarty, Scheid, Hare, Grose; Nays (0) – None; Absent (1) - Adams. Council went into Closed Meeting at 8:15 p.m.

Certification of Closed Meeting

At 9:01 p.m., the regular meeting reconvened and the Certification that the Closed Meeting was held in accordance with State Code requirements was approved on motion by Vice Mayor Hare; seconded by Council Member McCarty and carried by the following roll call vote, with all members voting: Vote 4-0; Yeas (4) – McCarty, Scheid, Hare, Grose; Nays (0) – None; Absent (1) - Adams.

**Vice Mayor Hare made a motion to adjourn the** meeting; the motion was seconded by Council Member Scheid and carried by the following vote, with all members voting: Vote 4-0; Yeas (4) – McCarty, Scheid, Hare, Grose; Nays (0) – None; Absent (1) - Adams. The meeting was adjourned at 9:07 p.m.

Meeting adjourned

APPROVED:

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Bradley E. Grose, Mayor

ATTEST:

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Susan N. Johnson, Town Clerk



## **Town Council Agenda Summary**

### **Meeting Date**

September 15, 2015

### **Department**

Fire/EMS Department

### **Issue**

Proclamation - Fire Prevention Week

### **Summary**

Fire Prevention Week urges our citizens to practice fire safety and prevention not just for a week but all year round.

### **Attachment**

Proclamation

### **Recommendations**

Read Proclamation and present to Fire/EMS Captain Chris Linkous



## PROCLAMATION

**WHEREAS,** the Town of Vinton is committed to ensuring the safety and security of all those living in and visiting our town; and

**WHEREAS,** fire is a serious public safety concern both locally and nationally thus making smoke detectors a very important element of a fire escape plan because citizens may only have 1-2 minutes to escape a burning home once a smoke detector sounds and NFPA statistics show that half of all home fire deaths happen between 11P.M. and 7A.M. when most citizens are sleeping; and

**WHEREAS,** working smoke alarms cut the risk of dying in a residential fire by almost half, but when a smoke alarm has failed to alert the occupants, the root cause of the failure was because of either missing, disconnected or dead batteries; and

**WHEREAS,** per NFPA, smoke detectors should be installed in every bedroom, outside each sleeping area and on every level, including the basement. Larger homes may need even more smoke detectors. Smoke detectors should be mounted on the ceiling or high on a wall and the smoke detectors should be interconnected (this is for the very best protection; especially if you sleep behind a closed door) so when one detector alarms, they will all alarm throughout the home and make sure you can hear the sound of the smoke detector as well as for some individuals- especially children and older adults- that may need help to wake up. So make sure someone will wake them if the smoke detector sounds or install accessories like vibration, flashing lights, or low pitch sound to alert them; and

**WHEREAS,** Vinton's citizens should know the sound of their smoke detector: a temporal 3 sound: beep, beep, beep pause, beep, beep, beep pause. If the smoke detector makes that sound then get everyone outside, stay outside and call 911 from either a cell phone or neighbor's phone; and

**WHEREAS,** Vinton's citizens should know if the smoke detector makes another sound- a chirp that sounds every few minutes that it is telling you that you need to replace the battery right away. Never ignore a chirping smoke detector and if you cannot change the battery yourself than ask help from a neighbor, relative or the Vinton Fire Dept.

**WHEREAS,** the 2015 Fire Prevention Week theme, "Hear the Beep where you Sleep" effectively serves to remind us to have working smoke detectors wherever we sleep and test all your smoke alarms every month, replace the batteries every year and replace all your smoke alarms when they are 10 years old or if they do not sound when tested.

**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 October 4-10, 2015, as "**FIRE PREVENTION WEEK**" in the Town of Vinton and urges all the people of the Town of Vinton to test their smoke alarms during Fire Prevention Week 2015, and to support the many public safety activities and efforts of the Town's fire and emergency services.

**IN WITNESS WHEREOF,** I have set my hand and caused the seal of the Town of Vinton, Virginia to be affixed on this 15th day of September, 2015.

Bradley E. Grose, Mayor



## **Town Council Agenda Summary**

### **Meeting Date:**

September 15, 2015

### **Department:**

Planning and Zoning

### **Issue**

Consideration of public comments regarding 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.

- a. Open Public Hearing
  - Report from staff
  - Receive public comments
  - Council discussion and questions
- b. Close Public Hearing
- c. Council to consider adoption of Ordinance

### **Summary**

Town Council was briefed on the SUP request at their September 1, 2015, work session. The public hearing by the Planning Commission was held on September 3, 2015, and they voted unanimously to recommend approval of Mrs. Lofaro's SUP request with the conditions submitted by Mrs. Lofaro.

With a SUP request, Town Council is given the opportunity to review the request and the conditions, and impose any such conditions as reasonably necessary to ensure the use will be compatible with the surrounding area and consistent with the intent of the Zoning Ordinance.

### **Attachments**

Staff Report on the Special Use Permit (SUP) request and supporting documents.  
Conditions submitted by the Petitioner  
Ordinance

### **Alternatives**

1. Approve the Planning Commission's recommendation of approval of the SUP with the conditions submitted by the Petitioner.

2. Approve the Planning Commission's recommendation of approval of the SUP with the conditions submitted by the Petitioner and any additional conditions Council feels necessary to ensure the compatibility of the use.
3. Deny the SUP request.

Staff recommends alternatives 1 or 2.

**Recommendation**

Conduct Public Hearing and motion to adopt Ordinance

## 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

Sec. 4-28. Intent of district.

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.

§ 4-29 (b) Special Uses. Certain uses and structures are permitted in the GB general business district, subject to approval of a special use permit by the town council.

(11) Counseling services.

Article X. Definitions

Sec. 10-1. Applicability of article.

Sec. 10-2. Words and terms defined.

- (a) (21) Counseling services. A use providing counseling, guidance, recuperative, or similar services for persons requiring rehabilitation assistance as a result of mental illness, alcoholism, detention, or similar conditions for only part of a 24-hour day.

**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.

TOWN OF VINTON

APPLICATION FOR SPECIAL USE PERMIT

Applicant's name: Zizi Lofaro Phone: 540-526-6699

Address: 20 Oak Garden Dr Bremo Mill, VA Zip Code: 24065

Date: 7/14/15 PC Date: \_\_\_\_\_ TC Date: \_\_\_\_\_

Owner's name: Healing Solutions, LLC Zizi Lofaro - Manager Phone: 540-526-6699

Address: 36 W Cleveland Ave Vinton, VA Zip Code: 24179

Location of property: 36 W Cleveland Ave Vinton, VA 24179

Tax Map Number: 060.15-07-50.00-0000 Zoning: Vinton-GB / General Business District

Size of parcel(s): \_\_\_\_\_ Existing land use: Business Professional Service

0.13 AC Future land use: Retail Service Commercial

The Planning Commission will study special use permit request to determine the need and justification for the change in terms of public health, safety, and general welfare. Please answer the following questions as thoroughly as possible. Use additional space if necessary.

1. Describe briefly the type of use and improvements proposed. State whether new buildings are to be constructed, existing buildings are to be used, or additions made to existing buildings.

The current building will be used. I would like to provide outpatient therapy to individuals and families at the location.

2. Why does applicant believe the location of the use in question on the particular property is essential or desirable for the public convenience or welfare and will not be detrimental to the immediate neighborhood?

Counseling helps individuals and families live better, happier lives and will be a beneficial resource to the community. It will be a positive business in a commercially zoned area. I foresee no detriment to the neighborhood.

3. Please describe the impact(s) of the request on the property itself, the adjoining properties, and the surrounding area, as well as the impacts on public services and facilities, including water/sewer, roads, schools, parks/recreation, and fire/rescue.

There will be minimal impact on public facilities and services. I will work independently with possible potential for 1-2 other providers in the building, providing a professional service of counseling for 1 hour sessions. There will be minimal increase in traffic and the lot has 8 parking spots, which is sufficient to provide parking for clients.

4. Attach Concept Plan of the proposed project. Plan must be 8 1/2" x 11". Plan shall show boundaries and dimensions of property; location, widths, and names of all existing or platted streets within or adjacent to the development; all buildings, existing and proposed, dimension, floor area and heights; dimensions and location of all driveways, parking spaces and loading spaces; existing utilities (water, sewer) and connections at the site; landscaping and the like. Architect's sketches showing elevations of proposed buildings and complete plans are desirable and if available, should be filed with application.

5. Please submit any proffered conditions at the site and show how they are addressed.

I hereby certify that I am the owner of the property or the owner's agent or contract purchaser and am acting with the knowledge and consent of the owner.

Owner's/Authorized Agent:

W. B. Faro Member/Manager  
of Healing Solutions, LLC





## 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

August 7, 2015

Ms. Zizi LoFaro  
Healing Solutions, LLC  
36 W. Cleveland Avenue  
Vinton, VA 24179

Dear Ms. LoFaro:

Please be advised that the Town of Vinton has received your petition for a special use permit (SUP) to to operate a counseling services office at 36 W. Cleveland Avenue, Tax Map Number 60.15-7-50, zoned GB General Business District.

The Planning Commission will hold a public hearing on **Thursday, September 3, 2015, at 7:00 p.m.**, to receive public comments on the SUP request and make a recommendation to the Town Council. The Town Council will consider the Planning Commission's recommendation, receive public comments, and make a final decision to either approve or deny the SUP request on **Tuesday, September 15, 2015, at 7:00 p.m.**

Each of the public hearings will be held in the Council Chambers of the Vinton Municipal Building, located at 311 South Pollard Street, Vinton. You or your representative should attend each of the public hearings to answer any questions that the Planning Commission or the Town Council may have.

Prior to the Planning Commission public hearing on September 3, 2015, the Planning Commission will meet for dinner at 6:00 p.m., which will be followed immediately by a work session in the Administration Conference Room.

Please give me a call at (540) 983-0605 should you need any further information concerning this notification.

Sincerely,

Associate Planner/Code Enforcement Officer

c: Chris Lawrence, Town Manager  
Anita McMillan, Planning and Zoning Director



## Town of Vinton

311 S. Pollard Street  
Vinton, VA 24179  
Phone (540) 983-0601  
Fax (540) 983-0621

**Anita J. McMillan**  
Planning and Zoning Director

August 18, 2015

### First Class Mail

Dear Property Owner:

Pursuant to the provisions of Section 15.2-2204 of the 1950 Code of Virginia, as amended, the Town of Vinton, Virginia, hereby gives notice of the following public hearings: **Planning Commission** public hearing to be held on **Thursday, September 3, 2015, at 7:00 p.m.**, in the Council Chambers of the Vinton Municipal Building, 311 South Pollard Street, Vinton, Virginia; and **Town Council** public hearing to be held on **Tuesday, September 15, 2015, at 7:00 p.m.** in the Council Chambers of the Vinton Municipal Building, 311 South Pollard Street, Vinton, Virginia, respectively. The Planning Commission will also hold a work session/dinner at 6:00 p.m. in the Administration Conference Room, prior to the public hearing, on September 3, 2015. The purpose of these public hearings is to receive comments concerning:

Petition of Healing Solutions, LLC, for 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.

Further information concerning this issue may be obtained in the Planning Department located at 311 South Pollard Street, Vinton, Virginia 24179, (540) 983-0601. Interested persons may be heard at both of the above public hearings.

Given under my hand this 18th day of August, 2015.

Anita J. McMillan  
Secretary, Vinton Planning Commission

**NOTICE OF INTENT TO COMPLY 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 the meetings. Please call (540) 983-0601 at least 48 hours prior to the meeting so that proper arrangements may be made.

I, Julie S. Tucei, Planning and Zoning Coordinator for the Town of Vinton, do hereby acknowledge and affirm that, on the 18th day of August, 2015, I mailed by First Class Mail, postage-prepaid letters dated August 18, 2015, to the adjoining property owners of Healing Solutions LLC, regarding their request for a Special Use Permit (SUP) for a counseling office to be located at 36 W. Cleveland Avenue. The letters were sent to the persons and addresses shown on the attached true copy, and said letters provide notice of the upcoming meetings of the Planning Commission to be held on September 3, 2015, and the Town Council on September 15, 2015, regarding the request.

Julie S. Tucei  
Julie S. Tucei

August 24, 2015  
Date

State of Virginia

County of Roanoke, Town of Vinton

Subscribed and sworn before me this 24<sup>th</sup> day of August, 2015, by Julie S. Tucei.

Susan N. Johnson  
Notary Public

206402  
Commission Number

My Commission Expires: 6/30/18



## LEGAL NOTICE OF PUBLIC HEARING

Pursuant to the provisions of Section 15.2-2204 of the 1950 Code of Virginia, as amended, the Town of Vinton, Virginia, hereby gives notice of the following public hearings: **Planning Commission** public hearing to be held on **Thursday, September 3, 2015, at 7:00 p.m.**, in the Council Chambers of the Vinton Municipal Building, 311 South Pollard Street, Vinton, Virginia; and **Town Council** public hearing to be held on **Tuesday, September 15, 2015, at 7:00 p.m.** in the Council Chambers of the Vinton Municipal Building, 311 South Pollard Street, Vinton, Virginia. The Planning Commission will also hold a work session/dinner at 6:00 p.m. in the Administration Conference Room, prior to the public hearing, on September 3, 2015. The purpose of these public hearings is to receive comments concerning:

Petition of Healing Solutions, LLC, for a Special Use Permit (SUP) to operate a counseling services office at 36 W. Cleveland Avenue, Tax Map Number 60.15-7-50, zoned GB General Business District.

Further information concerning this issue may be obtained in the Planning Department located at 311 South Pollard Street, Vinton, Virginia 24179, (540) 983-0601. Interested persons may be heard at each of the above public hearing.

Given under my hand this 14th day of August, 2015.

Anita J. McMillan  
Secretary, Vinton Planning Commission

**NOTICE OF INTENT TO COMPLY 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 the meetings. Please call (540) 983-0601 at least 48 hours prior to the meeting so that proper arrangements may be made.

**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
060.15-06-19.00-0000	0 S POLLARD ST	CARILION CLINIC PROPERTIES LLC ATTN:TAX DEPT.	P O BOX 12385	ROANOKE VA	24025
060.15-06-20.00-0000	0 S POLLARD ST	CARILION CLINIC PROPERTIES LLC ATTN:TAX DEPT.	P O BOX 12385	ROANOKE VA	24025
060.15-06-21.00-0000	0 S POLLARD ST	CARILION CLINIC PROPERTIES LLC ATTN:TAX DEPT.	P O BOX 12385	ROANOKE VA	24025
060.15-06-22.00-0000	0 S POLLARD ST	CARILION CLINIC PROPERTIES LLC ATTN:TAX DEPT.	P O BOX 12385	ROANOKE VA	24025
060.15-06-23.00-0000	415 S POLLARD ST	CARILION CLINIC PROPERTIES LLC ATTN:TAX DEPT.	P O BOX 12385	ROANOKE VA	24025
060.15-06-24.00-0000	0 S POLLARD ST	TAZ WADE INC ATTN:TAX DEPT.	P O BOX 12385	ROANOKE VA	24025
060.15-06-25.00-0000	0 S POLLARD ST	TAZ WADE INC ATTN:TAX DEPT.	P O BOX 12385	ROANOKE VA	24025
060.15-06-26.00-0000	0 S POLLARD ST	TAZ WADE INC ATTN:TAX DEPT.	P O BOX 12385	ROANOKE VA	24025
060.15-06-27.00-0000	0 S POLLARD ST	TAZ WADE INC ATTN:TAX DEPT.	P O BOX 12385	ROANOKE VA	24025
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

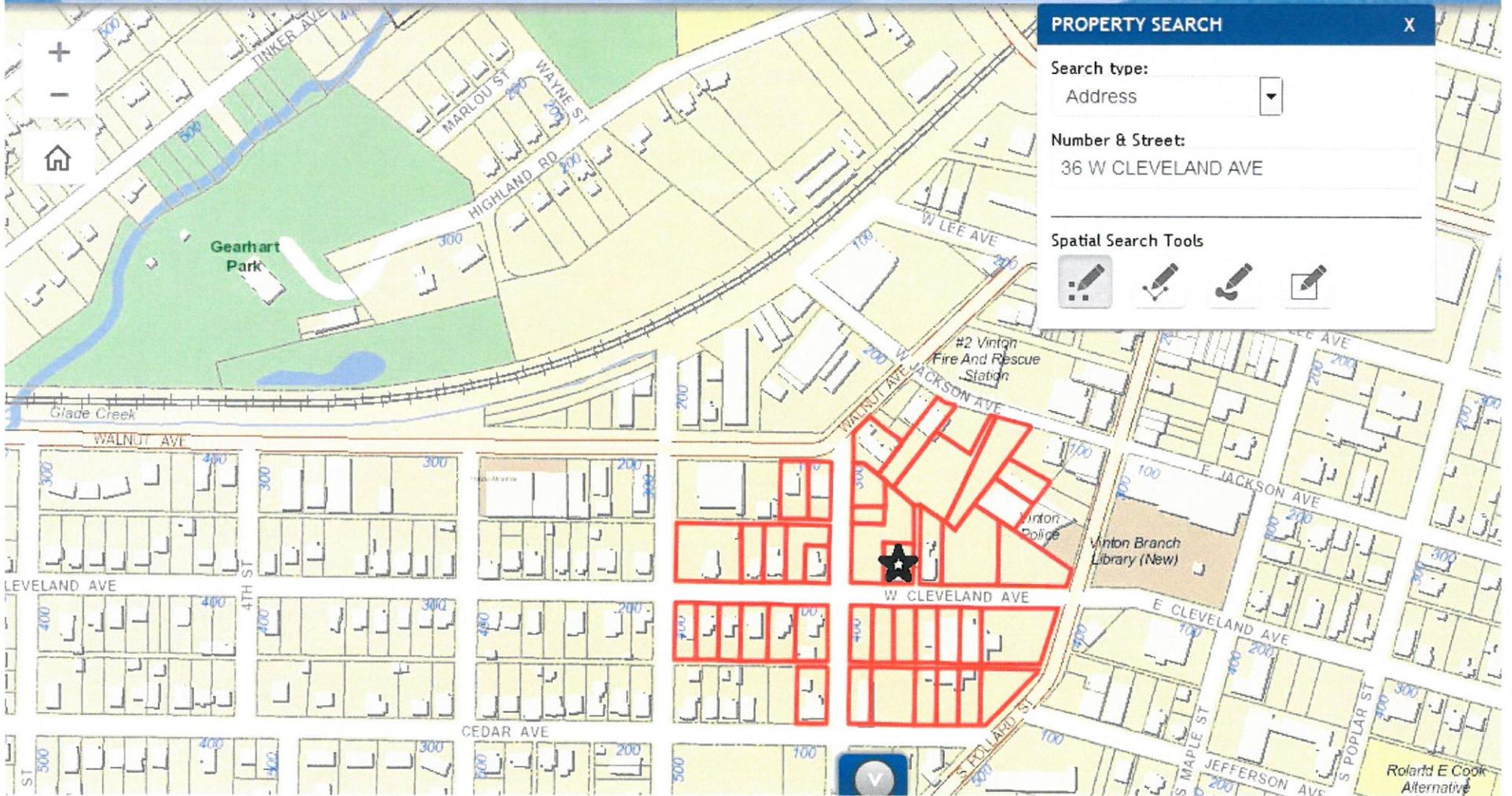
Search type:

Address

Number & Street:

36 W CLEVELAND AVE

Spatial Search Tools



**Proffers for:**

**36 W. Cleveland Avenue  
Tax Map No. 060.15-07-50.00  
Special Use Permit for Counseling Services**

1. The following counseling services shall not be permitted on the property:

Methadone clinic  
Intensive substance abuse treatment  
Partial residential or day treatment services  
Overnight treatments and/or stays

2. Sales of products shall clearly be accessory to the counseling services.

3. The following GB (General Business District) uses shall not be permitted on the property:

Auto and truck sales and service establishments  
Auto and truck general repair  
Auto wash facilities  
Flea Markets  
Halfway house  
Miniwarehouses and warehouses  
Nursing homes

Healing Solutions, LLC

By: Zizi LoFaro  
Zizi LoFaro, Owner

Date: 9/3/15

**ORDINANCE NO.**

**AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL, HELD ON TUESDAY, SEPTEMBER 15, 2015, AT 7:00 P.M., IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING, 311 SOUTH POLLARD STREET, VINTON, VIRGINIA.**

**AN ORDINANCE** to approve the petition of Mrs. Zizi LoFaro, dba Healing Solutions, LLC, for a Special Use Permit (SUP) to operate a counseling services office at 36 W. Cleveland Avenue, Vinton, Virginia, tax map number 060.15-07-50.00, zoned GB General Business District.

**WHEREAS**, at the August 6, 2015, work session of the Planning Commission, the Commissioners were briefed on the SUP request; and

**WHEREAS**, on August 18, 2015, a letter was mailed to surrounding property owners notifying them of the SUP request and informing them of the dates and times of the public hearings of the Planning Commission and Town Council; and

**WHEREAS**, at the September 1, 2015, at the regularly scheduled meeting of Town Council, the Council members were briefed on the SUP request; and

**WHEREAS**, the Planning Commission held a public hearing on September 3, 2015, and the Town Council held a public hearing on September 15, 2015, after giving notice in accordance with §15.2-2204, Code of Virginia, as amended.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the Town of Vinton, Virginia that the petition of Mrs. 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, Vinton, Virginia, tax map number 060.15-07-50.00, zoned GB General Business District be approved with the following conditions submitted by the Petitioner, and which the Town Council of Vinton, Virginia hereby accepts.

The Petitioner has offered the following two (2) conditions:

1. The following counseling services shall not be permitted on the property:
  - Methadone clinic
  - Intensive substance abuse treatment
  - Partial residential or day treatment services
  - Overnight treatments and/or stays
2. Sales of products shall clearly be accessory to the counseling services.

This Ordinance adopted on motion made by Council Member \_\_\_\_\_ and 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 15, 2015

### **Department**

Administration

### **Issue**

Briefing on comprehensive hotel market study

### **Summary**

The Town Manager will brief Council on this study at their meeting.

### **Attachments**

Memorandum

### **Recommendations**

No action required



## Town of Vinton

311 S. Pollard Street  
Vinton, VA 24179  
Phone (540) 983-0607  
Fax (540) 983-0626

**Christopher S. Lawrence**  
Town Manager

September 8, 2015

### **COMPREHENSIVE HOTEL MARKET STUDY – Request for Quotes**

The Town of Vinton and Roanoke County wish to procure professional services to conduct a Comprehensive Hotel Market Study. This is a collaborative project between the two local governments to assist in our efforts to recruit a full-service or limited-service style hotel to serve the Town of Vinton and East Roanoke County area – Study Area.

This Study Area consists of four full service wedding/meeting/special event venues as well as a number of smaller event venues. Additionally, over 200 sporting events are held annually at local recreation fields including tournaments. The closest full/limited service hotels are located several miles away in Roanoke City.

#### **Requested Scope of Work**

Hotel Market Study to include:

1. Comprehensive Market Research
  - a. Economic challenges and opportunities facing the Study Area
  - b. Lodging demand characteristics
  - c. Competitive lodging supply and/or other market factors impacting hotel development
2. Hotel Development Aspects
  - a. Type, style, and brand of hotel(s) best suited for the Study Area
  - b. Recommended size, special features and amenities that should be offered
  - c. Preliminary Operational Projects
  - d. Projections for occupancy, average daily room rates, and sales revenue
  - e. Evaluation of up to five (5) sites of public or private properties for potential development of a hotel
3. Market Feature Profile
  - a. General market overview
  - b. Subject site(s)
  - c. Economics of the market
  - d. Lodging demand
  - e. Food and beverage demand
  - f. Competitive supply (hotel, food, and beverage)

- g. Issues
- h. Risks and opportunities
- i. Conclusions/Operations projections (occupancy, average daily room rate, revenue)
- j. Preliminary pro forma

4. Recommendations

- a. Property type, style, size, room mix, amenities/features, development costs, development schedule, opening date, etc.

We would request for the RFP to allow for a mid-process review to be done to evaluate preliminary research and findings. If at this point, there does not appear to be the market to support a new hotel, we would have the option to end further study and not incur more costs.

Please submit proposal to:

Christopher S. Lawrence  
Town Manager  
Town of Vinton  
311 South Pollard Street  
Vinton, VA 24179  
[clawrence@vintonva.gov](mailto:clawrence@vintonva.gov)

**Proposal requested by Friday, September 18, 2015 by 5:00 P.M.**



## **Town Council Agenda Summary**

### **Meeting Date**

September 15, 2015

### **Department**

Finance/Treasurer

### **Issue**

Financial Report for July 2015

### **Summary**

The Financial Report for the period ending July 31, 2015 has been placed in the Town's Dropbox and on the Town's Website.

The Finance Committee will meet on September 15, 2015 to discuss this report and will make a presentation to Council at their Regular Meeting.

### **Attachments**

July 31, 2015 Financial Report Summary

### **Recommendations**

Motion to approve the July 2015 Financial Report

**Financial Report Summary  
Month Ending July 31, 2015**

THE TOWN OF  
**VINTON**  
V I R G I N I A



	Adopted Budget	Revised YTD Budget	MTD	YTD Posted	REMAINING BALANCE	%
<b>General Fund 200</b>						
Revenues	8,977,318	354,496	88,554	88,554	(265,941)	25%
Accrued Revenue Adjustment			248,931	248,931		
Total Adj. Revenues	8,977,318	354,496	337,486	337,486	(17,010)	95%
Expenditures	8,977,318	676,635	463,323	463,323	(213,313)	68%
<b>Revenues over/(under) Expenditures</b>		<b>(322,140)</b>	<b>(125,837)</b>	<b>(125,837)</b>		
<b>Utility Fund 300</b>						
Revenues	3,618,150	101,025	73,052	73,052	(27,974)	72%
Bond Series 2013		0	0	0	0	
Operating Revenues	3,618,150	101,025	73,052	73,052	(27,974)	72%
Expenditures	3,618,150	395,727	281,025	281,025	(114,703)	71%
Bond Series 2013	0	0	0	0	0	
Operating Expenditures	3,618,150	395,727	281,025	281,025	(114,703)	71%
<b>Revenues over/(under) Expenditures</b>		<b>(294,702)</b>	<b>(207,973)</b>	<b>(207,973)</b>		
<b>Total All Funds</b>						
Revenues	12,595,468	455,521	410,537	410,537	(44,984)	90%
Expenditures	12,595,468	1,072,363	744,347	744,347	(328,016)	69%
<b>Revenues over/(under) Expenditures</b>		<b>(616,842)</b>	<b>(333,810)</b>	<b>(333,810)</b>		



## **Town Council Agenda Summary**

### **Meeting Date**

September 15, 2015

### **Department**

Council

### **Issue**

Appointments to Boards/Commissions/Committees

### **Summary**

Council will nominate individuals for the following:

#### **Planning Commission**

Replacement for Paul Mason who resigned on August 9, 2015 - unexpired term that ends on June 6, 2016

#### **Finance Committee**

Replacement for Wes Nance who resigned from Council on July 2, 2015 - unexpired term that ends on June 30, 2016

#### **Roanoke Valley Transportation Planning Organization (TPO)**

Replacement for Wes Nance who resigned from Council on July 2, 2015 - unexpired term that ends on June 30, 2017

#### **Western Virginia Industrial Facilities Authority (Alternate)**

Replacement for Wes Nance who resigned from Council on July 2, 2015 - unexpired term that ends on June 30, 2017

#### **UDA Planning Grant Steering Committee**

A member of Council needs to be appointed to serve on said Committee

### **Attachments**

None

### **Recommendations**

Nominate individuals and motion to approve