

Bradley E. Grose, Mayor  
Matthew S. Hare, Vice Mayor  
Keith N. Liles, 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, July 19, 2016**

**AGENDA**

Consideration of:

- A. 6:00 p.m. - JOINT WORK SESSION WITH PLANNING COMMISSION**
1. Briefing on the Town of Vinton Urban Development Areas (UDA) Comprehensive Plan Amendment – **Anita McMillan**
- 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. REQUESTS TO POSTPONE, ADD TO OR CHANGE THE ORDER OF AGENDA ITEMS**
- G. CONSENT AGENDA**
- H. PROCLAMATIONS, AWARDS, RECOGNITIONS, PRESENTATIONS**
1. Proclamation in Support of Dallas Texas Police Department
  2. Officer of the Month for June – **Chief Tom Foster**
  3. United Way Most Innovative Campaign Award for the Town Employees' 2015 Campaign – **Town Manager**
  4. Recognize Chief Wayne Guffey for receiving the 2016 Outstanding Administrator Award from the Western Virginia EMS Council – **Mayor**
  5. Report on the Vinton Volunteer First Aid Crew for June and mid-year – **Chief Wayne Guffey**
- I. CITIZENS' COMMENTS AND PETITIONS** - This section is reserved for comments and questions for issues not listed on the agenda.
- J. TOWN ATTORNEY**

**K. BRIEFINGS**

1. Briefing on the downtown signage, furniture and other fixtures relating to the Community Development Block Grant – **Pete Peters**
2. Briefing on the on the availability of Virginia Department of Conservation and Recreation (DCR) Recreational Trails Program (RTP) funds for Glade Creek Greenway Phase 2 – **Anita McMillan**

**L. ITEMS REQUIRING ACTION**

1. Consider adoption of a Resolution authorizing the Town Manager to file an application for allocation of Virginia Department of Conservation and Recreation (DCR) Recreational Trails Program (RTP) funds for Glade Creek Greenway Phase 2 – **Anita McMillan**
2. Consider adoption of a Resolution authorizing the Town Manager to execute a Performance Agreement with VINDOS LLC and the Roanoke County Economic Development Authority as part of the redevelopment of the former Vinton Branch Library into a Macado's Restaurant – **Pete Peters**
3. Consider adoption of a Resolution awarding a bid and authorizing the Town Manager to execute a contract with TAS Design INC., in an amount not to exceed \$71,319.97 for the Façade Improvement Project for five downtown properties as part of the Community Development Block Grant. – **Pete Peters**

**M. TOWN MANAGER**

**N. MAYOR**

**O. COUNCIL**

**P. 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/COMMITTEE MEETINGS:**

**July 21, 2016** – 3:00 p.m. – Finance Committee Meeting – Administration Conference Room

**August 2, 2016** – No regular meeting – Council will participate in National Night Out at 6:00 p.m. – Charles R. Hill Senior Center

**August 15, 2016** – 5:00 p.m. – Tour of old William Byrd High School followed by Open House at Vinton War Memorial at 6:00 p.m.

**August 16, 2016** – 7:00 p.m. – Regular Council meeting – Council Chambers



## Town Council Agenda Summary

### Meeting Date

July 19, 2016

### Department

Planning and Zoning

### Issue

Briefing on the Town of Vinton Urban Development Areas (UDA) Comprehensive Plan Amendment.

### Summary

At the direction of Vinton Town Council, an UDA technical assistance grant application in the amount of \$65,000 was submitted to the Virginia Department of Transportation (VDOT) Office of Intermodal Planning and Investment (OIPI) on July 8, 2015. The grant application was approved, and the grant was awarded to the Town on July 17, 2015. Commissioner Dawn Michelsen and Council Member Janet Scheid were appointed by Council to serve on the Planning Grant Steering Committee, along with staff members from the Town, Roanoke County, and Roanoke Valley Alleghany Regional Commission, and the following property/business owners:

- Stephanie Brown – Property/Business Owner, Southern Property Real Estate, Inc.
- Angie Chewning – Executive Director, Vinton Area Chamber of Commerce
- Tim Greenway – Property/Business Owner, Greenway Construction
- Allison Finney – Property/Business Owner, American Efficiency Inn
- Bob Lewis – Business Owner, McDonald's Restaurant
- Bruce Mayer – Property/Business Owner, Attorney
- Chris McCarty – Property/Business Owner, Grand Rental
- Roger Saunders – Property/Business Owner, Four S Associates
- Bob Benninger – Vinton Board of Zoning Appeals Member
- Allen Kasey – Vinton Board of Zoning Appeals Member

Sachin Kalbag with Michael Baker International and Vladimir Gavrilovic with Renaissance Planning Group are the consultants hired by VDOT to provide the professional consulting services for the establishment of Urban Development Area (UDAs) within the Town.

Four meetings of the UDA Steering Committee were held:

1. November 30, 2015 – Kick-off Meeting: UDA Program Introduction and Goals and Policies Discussion.
2. March 8, 2016 – Review of the Preliminary UDA Boundaries
3. May 18, 2016 – Review and Finalization of the Eight UDA Boundaries
4. June 28, 2016 – Final Meeting of the Committee that included Site Visits of the Eight UDA; Finalization of the Goals and Policies for each UDA, Review of the Draft Comprehensive Plan Amendment; and Refinement the UDA Boundaries.

An Open House for the public was also held on June 28, 2016, from 6:30 p.m. to 8:00 p.m., at the Vinton War Memorial.

Several key issues were brought up by Committee members: 1. Vision of the Big Picture; 2. How do we bring people to downtown?; 3. The need to look outside of downtown area as well; 4. How to make Vinton a destination so people will stop and shop in Vinton; 5. Create a central focal point for business areas, and bring hotels, restaurants to Vinton; 6. Improve walkability, slow traffic down; 6. Improve safety for people trying to cross Washington Avenue; 7. Where are we going to be in five years?; 8. Redevelop the former Vinton Ford site, former library site, and former William Byrd School site; and 9. Cut red tape.

Strategies for Assigning UDA:

- Compare UDA Acreage, Vacant or Underused Land, Zoning, Utility Services, Etc.
- Review Land Use and Growth Patterns, Proximity to existing transportation facilities, Proximity to areas of existing development and Opportunities for new development or revitalization of existing development.
- Align UDA Locations with the Town’s Policy Framework For Growth and Redevelopment – Current Zoning and Future Land Use
- Input and Direction from Town Staff, Stakeholders and Residents

Eight (8) UDA boundaries were identified by the Committee:

1. Downtown
2. Hardy Road East Gateway
3. Mid-Town: Bypass Road/Hardy Road
4. Mid-Washington Avenue Corridor
5. Virginia Avenue West Gateway
6. Virginia Avenue/Hardy Road Corridor
7. Walnut Avenue West Gateway
8. Washington Avenue East Gateway

The consultants will share a PowerPoint presentation at the meeting.

### **Attachments**

1. Aerial Map
2. Draft Urban Development Areas (UDA) section to be added to Vinton Comprehensive Plan.
3. Estimated Population Projection and UDA Acreage and Developable Areas
4. Draft Traditional Neighborhood Development (TND) Guidelines

### **Recommendations**

No action required

# Town of Vinton

Preliminary UDA Boundaries

 Main Corridors

 Parks

## Preliminary UDA Boundary

(UDA Acres/Under-Utilized Parcel Acres)

 1 Downtown

 2 Hardy Road Gateway

 3 Bypass Road/Hardy Road "Mid-Town"

 4 Mid-Washington Corridor

 5 Virginia Avenue Gateway

 6 Virginia Avenue Corridor

 7 Walnut Avenue Gateway

 8 Washington Avenue Gateway

Inset Map



Miles

0 0.25 0.5

**Michael Baker**  
INTERNATIONAL

## **Town of Vinton Comprehensive Plan Proposed Amendment by Incorporating Urban Development Areas Section**

### **To be added to the Chapter 5 Land Use and Transportation of the Town of Vinton Comprehensive Plan**

#### **Urban Development Areas (UDA)**

Urban Development Areas (UDA) were originally authorized by the Code of Virginia in 2007 (Virginia Code § 15.2-2223.1.) as a requirement for certain high growth localities to designate areas “sufficient to meet projected residential and commercial growth in the locality for an ensuing period of at least 10 but not more than 20 years.” Under the code designation, UDAs are areas designated by a locality in their comprehensive plan for proximity to transportation facilities, redevelopment/infill potential, and higher density development, specifically at least four single-family residences per acre, six townhouses per acre, or 12 apartment-style units per acre, and commercial development densities equivalent to at least a floor area ratio of 0.4. In 2012, however, the Code was amended to define UDAs more broadly and make them optional rather than mandatory. In addition, under the House Bill 2 legislation established in 2014, areas designated as UDAs in a local comprehensive plan may have an additional level of potential eligibility for transportation funding from the State.

The Town currently exceeds the State Code provisions for UDA densities per current zoning by allowing up to 20 dwelling units per acre for High-Density Residential and up to 24 dwelling units per acre in the Mixed-Use Development (MUD) district. The Code also specifies that UDAs shall incorporate the principles of Traditional Neighborhood Development (TND). TND embodies classic characteristics of traditional communities such as walkable neighborhood centers, interconnected streets and blocks, diversity of land uses and easy access to jobs, housing and recreation by a variety of travel options (auto, bus, walk, bike, etc.). The Code also recommends that the Comprehensive Plan describe any financial or other incentives for development in the UDAs.

The State Code recommends that the UDAs be able to accommodate the projected residential and commercial growth for the next 10 to 20 years. Based on population projection that is based on proportional ratio of county growth, the Town is expected to add approximately 956 people during the next 20 years. This growth will require an estimated 405 housing units and 57,360 square feet of commercial space (retail and commercial), as shown in Table 1 - Town of Vinton Projected Population.

The Town has designated a series of areas for adoption as UDAs based on an analysis of their potential for new development and/or redevelopment through location, existing development patterns, zoning and access to infrastructure.

Each of the UDA’s represent acceptable locations to accommodate targeted growth and/or capacity for revitalization and new development, given the community’s vision, as well as representing areas readily offering the infrastructure support necessary to make TND projects

successful. In general, these UDAs have been located based upon State Code guidance such that they feature:

- Proximity to existing transportation facilities,
- Availability of public water and sewer systems,
- Proximity to areas of existing development, and
- Opportunities for new development or revitalization of existing development.

### UDA Locations

Eight UDA's have been selected and organized into two tiers. Tier I UDA's have greater site visibility, development capacity, availability of infrastructure, opportunities for new development, and ability to implement streetscape and transportation-related priorities, as defined and adopted in local and regional documents. Tier II UDA's generally have less capacity for new development, but are in need of new streetscape, transit and transportation improvements. All UDA's will introduce TND in a way that best promotes the Town's vision for its future growth, with designated boundaries as shown on the UDA Boundaries Map.

#### Tier I

1. Downtown UDA
2. Hardy Road East Gateway UDA
3. Mid-Town: Bypass Road/Hardy Road UDA
4. Mid Washington Avenue Corridor UDA

#### Tier II

5. Virginia Avenue West Gateway UDA
6. Virginia Avenue/Hardy Road Corridor UDA
7. Walnut Avenue West Gateway UDA
8. Washington Avenue East Gateway UDA

### UDA's Goals and Strategies

#### Tier I

1. Downtown UDA – is approximately 65.2 Acres and its boundary includes all of the Central Business District and is defined by a roadway network that includes Gus Nicks Blvd, Washington Avenue and S. Pollard Street. Targeted growth should include a mix of infill and new mixed-use development with active commercial use at the ground level.

- 1A Develop a Specific Plan that establishes the “Heart of the Downtown” and focal point for residents, visitors and workers alike. The Specific Plan should identify opportunities for pocket parks, a town square and events that can attract a regional audience. The Specific Plan should implement the principles of TND through an urban design framework that includes adaptive reuse and design guidelines for the current and new buildings, capital improvement priorities and suggestions for improved linkages to current and planned parks and trail improvements.
- 1B Develop a Downtown Streetscape Manual to be applied within the Downtown UDA boundary that implements “Complete Street” elements and establishes consistent sidewalk finishes, street trees, crosswalks, bicycle infrastructure consistent with the priorities of regional documents and associated streetscape details that are to be implemented by public and private development.
- 1C Develop a Streetscape Plan for Washington Avenue, from Gus Nicks Blvd to Wolf Creek Greenway. The Streetscape Plan should explore the idea of implementing “road diet” whereby the number of travel lanes and/or effective width of the road is reduced in order to achieve systemic improvements. The Streetscape Plan should implement “Complete Street” elements with consistent sidewalk finishes, street trees, striped crosswalks with pedestrian signalization at all intersections, bicycle infrastructure consistent with regional documents and associated streetscape details that are to be implemented by public and private development.
- 1D Develop a pedestrian wayfinding signage system that includes vehicular and pedestrian wayfinding, as well as retail kiosks and street banners to promote downtown businesses.
- 1E Implement a Downtown Gateway Entry sign at Gus Nick Blvd, prior to turning into Washington Avenue, that is supported by landscaping and lighting at night.
- 1F Renovate the Vinton Farmers' Market for year-round use.
- 1G Evaluate potential safety improvements related to access and parking issues at the Vinton Post Office.
- 1H Expand the boundaries of downtown façade program in accordance with the Downtown UDA boundary
- 1I Promote Downtown as a public event center for the Town, and evaluate the necessary policies and process in-place that facilitates additional street festivals and art events.
- 1J Partner with organizations, schools and non-profits to promote the arts in downtown, including locating public art to mark key paths of movement.

- 1K Study the potential of creating a Special Service District with a value capture model based on future developments within the Downtown UDA that could be used to finance right-of-way improvements.
  - 1L Develop a Downtown Parking Plan to determine how much parking is currently needed within the Downtown UDA and how much parking will be needed to support new mixed-use development projects consisting of commercial, retail and residential uses over the next 10 and 20 years.
2. Hardy Road East Gateway UDA – is approximately 18.3 acres and its boundary includes parcels adjacent to the Wolf Creek Greenway. Targeted growth should be focused on the redevelopment of under-utilized parcels to create an eastern gateway into the Town along Hardy Road.
- 2A Implement a signalized striped crosswalk and median refuge at Hardy Road directly adjacent to the W.E Cundiff Elementary School to allow for safe street crossing.
  - 2B Leverage the Safe Routes to School (SRTS) Program in identifying capital improvements that enable and encourage children to safely walk and bicycle to school activities and can be eligible to compete for funding alongside other programs, including the Transportation Enhancements program and Recreational Trails program, which is part of a the Transportation Alternatives Program.
  - 2C Develop a Streetscape Plan for Hardy Road, from Bypass Road to Wolf Creek Greenway. The Streetscape Plan should implement “Complete Street” elements with consistent sidewalk finishes, street trees, striped crosswalks with pedestrian signalization at all intersections, bicycle infrastructure consistent with regional documents and safe pedestrian access to the W.E Cundiff Elementary School and associated streetscape details that are to be implemented by future public and private development.
3. Mid-Town: Bypass Road/Hardy Road UDA - is approximately 125.3 Acres, its boundary is defined by the areas adjacent to Washington Avenue, Bypass and Hardy roads. Targeted growth should evaluate the revitalization of the River Park Shopping Center between the intersections of Bypass Road/Washington Avenue and Bypass Road/Hardy Road, as a potential Town Center, as well as various under-utilized parcels and opportunities located along Hardy Road, including the reutilization of Lake Drive Plaza to include mixed-use residential development with pedestrian plazas and park promenades.
- 3A. Evaluate the redevelopment potential of the River Park Shopping Center for a planned commercial development or new master planned Town Center that would include residential and commercial uses and public park space.
  - 3B Develop a Request for Proposals (RFP) soliciting services for a “Master Developer” or the creation of a development partnership or corporation composed

of key property owners, businesses, and the Town as its lead partner, that would result in the strategy for the assemblage of land, financing, and the development of a new Town Center over the next 10 and 20 years, with commitments from prospective businesses and financing partnerships.

- 3C Identify support infrastructure needs to help generate the private investments in the New Town Center.
  - 3D Allow for the adaptive reuse to convert existing residential uses to commercial uses along Hardy Road.
  - 3E Develop a gateway sign that announces the entry into “Mid-Town” at the corner of Washington Avenue and Bypass Road, as part of the redevelopment of the River Park Shopping Center. The gateway sign should be supported by landscaping and appropriate lighting to increase visibility at night.
  - 3F Study the potential of creating a Special Service District with a value capture model based on future developments within the Mid-Town UDA that could be used to finance right-of-way improvements.
4. Mid Washington Avenue Corridor UDA – is approximately 18.9 acres and its boundary includes all of the former Old Library and War Memorial sites, as well as additional parcels located along Washington Avenue towards South Mitchell Road. Targeted growth should be focused on the redevelopment of the Old Library site to include a number of uses, such as potential hotel and commercial development.
- 4A Rezone the Old Library and War Memorial site to General Business or Mixed Use District (MUD) to allow for mixed-use and commercial development.
  - 4B Implement a striped crosswalk with pedestrian signalization at Washington Avenue and Meadow Street to enhance public safety.
  - 4C Solicit a Request for Proposals (RFP) from private developer(s) to implement the highest and best use of land that would maintain the Old Library and War Memorial buildings, and result in additional supportive development, such as hotel and commercial use with event and conference space.
  - 4D Continue to promote the Old Library/War Memorial site as a public event center for the Town, and evaluate the necessary policies and process in-place that facilitates additional events.
  - 4E Promote the infill development at vacant or under-utilized parcels along Washington Avenue. New development should employ TND guidelines in the massing of the build and setback from the right-of-way.

## Tier II

- 5. Virginia Avenue West Gateway UDA - is approximately 39.9 Acres, its boundary is defined by the parcels adjacent to West Virginia Avenue, between Tinker Creek

Greenway and S Pollard Street. Targeted growth should provide for infill development at under-utilized or vacant sites.

- 5A Develop a West Virginia Avenue Streetscape Plan that connects Tinker Creek Greenway to Glade Creek Greenways to Downtown. The Streetscape Plan should implement “Complete Street” elements with consistent sidewalk finishes, street trees, striped crosswalks with pedestrian signalization at all intersections, bicycle infrastructure consistent with regional documents and associated streetscape details that are to be implemented by public and private development.
  - 5B Implement a gateway sign at West Virginia Avenue located near the Tinker Creek Greenway to signifying the west entry into the Town. The gateway structure should be supported by landscaping and appropriate lighting to increase visibility at night.
  - 5C Implement a striped or paved pedestrian crosswalk with pedestrian signalization at the signalized driveway entry to the parking lot and building, currently known as the Precision Fabrics Group.
  - 5D Provide for a new bus stop at West Virginia Street and 2<sup>nd</sup> street.
6. Virginia Avenue/Hardy Road Corridor UDA - is approximately 20.9 Acres, its boundary is defined by the parcels east adjacent to Virginia Avenue, between S. Pollard Street and Niagara Road. Targeted growth should provide for infill development at under-utilized or vacant sites.
- 6A Develop Streetscape Plan for Virginia Avenue, from S. Pollard Street to Niagara Road. The Streetscape Plan should implement “Complete Street” elements that connect Downtown with Mid-Town with consistent sidewalk finishes, street trees, and striped crosswalks with pedestrian signalization at all intersections, bicycle infrastructure consistent with regional documents and associated streetscape details that are to be implemented by public and private development.
  - 6B Promote the infill development at vacant or under-utilized parcels. New development should employ TND guidelines in the massing of new buildings and reduced setbacks from the street.
7. Walnut Avenue West Gateway UDA - is approximately 13.6 Acres, its boundary is defined by the parcels adjacent to Walnut Avenue, between Tinker Creek Greenway and 2<sup>nd</sup> Street. Targeted growth should provide for infill development at under-utilized or vacant sites.
- 7A Develop Streetscape Plan for Walnut Avenue, from Glade Creek Greenway to 2<sup>nd</sup> Street. The Streetscape Plan should implement “Complete Street” elements that lead back to Downtown with consistent sidewalk finishes, street trees, striped crosswalks with pedestrian signalization at all intersections, bicycle infrastructure consistent with regional documents and associated streetscape details that are to be implemented by public and private development.

- 7B Develop gateway signage at Walnut Avenue, supported by landscaping and appropriate lighting on the signage to increase visibility at night.
  - 7C Implement the Walnut Avenue Six-Year Improvement Project, Phase III (5<sup>th</sup> Street to West Town Limits) per the Vinton Area Corridor Plan.
  - 7D Implement a striped crosswalk at Walnut Avenue linking to Glade Creek Greenway.
  - 7E Implement Traffic Calming improvements along Walnut Avenue to slow traffic down as one enters Downtown
8. Washington Avenue East Gateway UDA – is approximately 18.3 acres and its boundary includes parcels adjacent to the Wolf Creek Greenway. Targeted growth should be focused on the redevelopment of under-utilized parcels to create significant mixed-use street frontages and eastern gateway into the Town along Washington Avenue.
- 8A Provide a signalized and striped pedestrian crosswalk at Lynn Haven Circle to provide safe pedestrian access and crossing to the Wolf Creek Greenway.
  - 8B Implement gateway signage to signifying the eastward entry into the Town. The gateway structure should be supported by colorful, year-round landscaping and appropriate lighting to increase visibility at night.

#### ADD TO PUBLIC WORKS AND UTILITIES

Future utility infrastructure improvements should be prioritized in the identified Urban Development Areas in the Town of Vinton. However, it should also be recognized that other non-UDA growth areas (single-family districts, industrial districts) will need utility improvements. To the extent possible, federal, state and local transportation, housing, water and sewer facility, economic development, and other public infrastructure funding for new and expanded facilities shall be directed to designate Urban Development Areas to accommodate targeted growth in a manner consistent with this section.

#### ADD TO FUTURE LAND USE MAP

Designated Urban Development Areas are sufficient to accommodate the next 10 to 20 years of growth for the Town of Vinton; however, these are not the only areas in the Town anticipated for growth and new development in the future.

**TABLE 1: TOWN OF VINTON ESTIMATED POPULATION PROJECTION BASED ON PROPORTIONAL RATIO OF COUNTY GROWTH**

2010	2015	2010-2015 Change	2020	2015-2020 Change	2030	2015-2030 Change	2020-2030 Change
Town of Vinton							
8,098	8,163	65 (.008%)	8,624	526 (5.8%)	9,119	956 (10%)	495 (5.4%)
Roanoke County							
92,376	-	-	98,413 (6.54%)	-	104,063 (5.74%)	-	-

Source: Population projections for 2020 and 2030 are based on Proportional Ratio of County Growth, per the 2010 U.S. Census and Virginia Employment Commission

**TABLE 1a: TOWN OF VINTON STRAIGHT-LINE PROJECTION BASED ON TOWN GROWTH 2000-2010 AT (4%)**

2010	2015	2010-2015 Change	2020	2015-2020 Change	2030	2015-2030 Change	2020-2030 Change
Town of Vinton							
8,098	8,163	65 (.008%)	8,422	526 (3%)	8,759	596 (6%)	337 (4%)

Source: Population projections for 2020 and 2030 are based on Proportional Ratio of County Growth, per the 2010 U.S. Census and Virginia Employment Commission

**TABLE 2: UDA ACREAGE AND DEVELOPABLE AREA**

UDA	ACRES	OPPORTUNITY ACRES
Downtown	65.2 AC	7.71 AC
Hardy Road East Gateway	42.1 AC	13.2 AC
Mid-Town: Bypass Road/Hardy Road	125.3 AC	56.7 AC
Mid-Washington Avenue Corridor	29.5 AC	16.6 AC
Virginia Avenue West Gateway	39.9 AC	.4 AC
Virginia Avenue/Hardy Road Corridor	20.9 AC	4.0 AC
Walnut Avenue West Gateway	13.6 AC	.3 AC
Washington Avenue East Gateway	18.3 AC	3.2 AC
<b>TOTAL</b>	<b>325.3 AC</b>	<b>102.11 AC</b>

**Note:**

Total Acres = Total UDA Acreage – Public Right-of-Way

Opportunity Acres = [Undeveloped/Unimproved Parcels] – [Public Right-of-Way + 100-Year Floodplain]

<b>TABLE 3: REQUIRED HOUSING AND COMMERCIAL ACRES BASED ON POPULATION PROJECTIONS</b>			
<b>Current Zoning</b> Single Family (4 DU/AC), Townhomes (8 DU/AC), Multi-Family (20 DU/AC). MUD: 25 DU/AC	<b>Housing – Required Acres</b> 2015-2030 (+956 Pop) 956/2.36 Population per Household* = 405 Units	<b>Commercial – Required Acres</b> 956 x 60 sf/unit= 57,360 SF (1.3 AC)	<b>Total Required Acres</b>
<b>Options</b>			
A. $(SF+TH+MF)/3 = 10.6$ DU/AC	38.2 AC	1.3 AC	<b>39.5 AC</b>
B. $(TH+MF/2)=$ 14 DU/AC	28.9 AC	1.3 AC	<b>30.2 AC</b>
C. $(SF+TH+MF+MUD)/4$ 14.25 DU/AC	28.4 AC	1.3 AC	<b>29.7 AC</b>
D. $TH+MF+MUD/3 =$ 17.6 DU/AC	23.0 AC	1.3 AC	<b>24.3 AC</b>
E. MUD: 25 DU/AC	16.2 AC	1.3 AC	<b>17.5 AC</b>
Source: 2010 US Census and 2005-7 US Census American Community Survey			

Traditional Neighborhood Development (TND) guidelines are a set of principles and objectives intended to guide potential updates to the Town's zoning regulations, as they relate to building massing, land use and streetscape design. The principles and performance standards address the following areas:

### TEN GENERAL PRINCIPLES OF TRADITIONAL NEIGHBORHOOD DEVELOPMENT GUIDELINES

1. Provide a discernible center within a neighborhood or major new project. This is often a square, park or plaza and is sometimes located at an important street intersection. A transit stop would be located at this center.
2. Provide a mix of residential uses to provide housing opportunities for residents of different incomes, ages, family sizes, and lifestyles.
3. Connect new streets to the overall street network in surrounding areas. This provides a variety of potential circulation options and disperses traffic congestion.
4. Narrow streets shaded by rows of trees. This slows down the traffic, creating an environment that is better for the pedestrian and the bicycle.
5. Place buildings close to the street. This creates a strong sense of place.
6. Relegate parking to the rear of buildings. Parking lots and garage doors should rarely front the streets.
7. Reserve certain prominent sites for civic buildings. Buildings for meeting, education, religion, or culture are often located at the termination of the street vistas or at a neighborhood center.
8. Encourage mixed-use, compact development that is pedestrian in scale and sensitive to environmental characteristics of the land, and facilitates the efficient use of services within the Town.
9. Have residences, shopping, employment, and recreational uses located in close proximity to each other and efficiently organized to provide for the daily needs of residents.
10. Provide efficient circulation systems for pedestrians, non-motorized vehicles, and motorists that serve to functionally and physically integrate the various land use activities.

## A LEXICON OF DESIGN ELEMENTS

**Gathering Point:** a feature such as a Green, Park, Corner Store, Post Office, Library, Town Hall, Community Center, Train Station, Theatre, or other Civic Use; typically located along a “Main Street” or in a neighborhood or town center; provides a place for special events.

**Walkable Service Area:** features a ¼ to ½ mile (5 to 10 minute walk) radius from any point in the neighborhood to goods and services.

**Mix of Uses:** combines Residential, Commercial, Institutional, Recreational and Open Space uses in a diversified but seamless arrangement; also combines first floor retail with second floor apartments and/or offices; encourages live-work units and granny flats as Accessory Dwelling Units.

**Parks and Open Space:** creates the green, square or park to enhance and beautify the Town/Neighborhood Center and neighborhood; a system of “green spaces” ecologically balanced with the built environment and distributed within the community; includes a “green edge” of open space to help shape neighborhoods and towns; forms the countryside between towns, villages, and other places.

**Interconnected Streets:** the organization of streets and blocks that integrates boulevards, avenues, neighborhood streets, and alleys into an interconnected grid, and links to pedestrian and other motorized and non-motorized transportation systems; building frontages defining street walls that help to create outdoor rooms in the streetscape; street vistas that terminate with public space, landmark structures or civic buildings.

**On-Street/Parallel Parking:** to support local businesses and provides a separator between moving traffic and pedestrians; and promotes effective “traffic calming” by slowing down the speed of vehicles.

**Lanes (Alleys):** in order to maintain street frontages on major streets without driveway curb cuts, vehicular access and parking provided parking in the rear of the building frontage, with opportunities for rear access for deliveries and utilities.

**Sidewalks/Crosswalks/Pedestrian Paths/Walkways:** serve to link uses, buildings, lots and streets together; accommodates a healthy pedestrian circulation network; provides close to home opportunities for exercise; enhances wayfinding and an appreciation of the neighborhood/place.

**Diversity of Building Types:** focuses on buildings designed by type, not solely by function, to allow for adaptations and changes in use (e.g. from dwelling, to shop, to work place, to civic use); most appropriate when an expression of regional/local context and style.

**Porch/Portico/Colonnade:** serves as transition element from the private realm of the building to public realm of the sidewalk and street; provides shade; promotes a finer, more ornamental “texture” of the building; creates a cozy space to sit, walk, relax; provides the outdoor room for greeting and socializing with neighbors and friends.

**Shade Trees:** provides a canopy/overhead plane to help create an “outdoor room”; and (as shade trees) provides an “old shade” character to the neighborhood district.

**Neighborhood Identity:** promoted by district identification and gateway signs, monuments, gazebos, pavilions, pergolas, as well as street lamps, benches, or like features.

**Sustainability:** The principles of smart growth and TND as based on a sustainable development plan that includes environmental, land use and market support for the long-term viability of the plan.

**Compact Development:** For the land uses and infrastructure to effectively interact with each other and the people, who frequent the TND area, the project should be dense and at the same time, at a scale that makes a pedestrian feel comfortable.

**Mix of Uses:** The typical mix of uses creates business and residential spaces, but it is also important to fully integrate civic uses and open spaces.

**Accessibility and Transportation:** Within the project, easy pedestrian movement is very important, but the project should also be connected to adjoining areas by accommodations for public transit and safe road systems.

**Pedestrian Environment:** is enhanced by the design of buildings which provide windows and entrances to reduce the amount of blank walls and street-level uses. Sidewalks include pedestrian amenities such as shade trees and street furniture.

**Recreation Uses:** allow for both passive and active recreation. Small neighborhood parks and playgrounds should be located throughout the neighborhood, so all residents are closely located to a neighborhood park. Large outdoor recreation areas should be located at the periphery of neighborhoods rather than in central locations.

**New Development:** Any development within an Urban Development Area should function as a pedestrian-friendly environment favoring Traditional Neighborhood Design precepts in which residents have convenient walking access within the development, as well as access to amenities, goods, and services in other parts of the community. Any development proposal should include the location and design of all sidewalks and trails necessary for complete pedestrian accessibility throughout the community.

## TRADITIONAL NEIGHBORHOOD DEVELOPMENT GUIDELINES

### **1. Building Form and Massing**

- a. Buildings in a UDA should achieve compatibility in scale, visual order, rhythm, and proportion.
- b. The scale of building elements (roofs, doors, windows, porches, columns) should be chosen with the pedestrian in mind and should be proportioned to the building's height and volume. Visual order is achieved through a consistent use of these elements in individual buildings. The coordinated repetition and massing of building forms and architectural elements achieves a proper rhythm of neighborhood buildings.
- c. Full-block building developments should be broken up into distinct volumes that are in proportion to one another, while preserving the integrity of the building's design, and create transitions in bulk and scale. Repetitive elements or monolithic treatments that create a half- or full-block massing or appearance should be avoided.
- d. To express variety, avoid monotony and distinguish different building volumes, building design should use a variety of color, material and texture.
- e. Buildings that frame and define the street and express a fine-grain character contribute to the quality of the public realm and the pedestrian experience. Well-articulated and detailed street walls are important to the fabric of the city and help to establish a human-scale urban experience.
- f. Buildings should incorporate a variety of vertical and horizontal modulations to develop distinct architectural volumes, break up monotonous volumes and create a fine-grain character.
- g. For buildings located in the Downtown UDA, the street wall building facades should be architecturally modulated to express the rhythm and fine-grain character of downtown's historic core, generally with volumes or architectural bays that are 50-100 feet in width.

### **2. Building Entries and Facades**

- a. The architectural features, materials, and the articulation of a facade of a building should be continued on all sides visible from a public street or courtyard.
- b. The front facade of the principal building on any lot in a UDA should face onto a public street.
- c. The primary entrance to any building in a UDA should face onto a public street.
- d. The front facade should not be oriented to face directly toward a parking lot.

- e. Porches, roof overhangs, hooded front doors or other similar architectural elements should define the front entrance to all residences.
- f. For commercial buildings, a minimum of 50-percent of the front facade on the ground floor should be transparent, consisting of window or door openings allowing views into and out of the interior. In the Downtown UDA, at least 60-percent of the commercial ground floor should be transparent to facilitate greater pedestrian traffic.
- g. Building entrances and windows are located along street frontages to break up blank walls and improve the pedestrian experience.
- h. Architectural detailing and applied decoration should enliven facades and break down building sizes to human proportions.
- i. Ground-floor residential units should be raised between 18 to 42 inches above the adjacent sidewalk grade to provide an additional buffer.
- j. Street walls containing ground floor residential units should be set back between 3 and 10 feet from any property line fronting a public street. Stoops and landscaping should be provided in this setback to provide a buffer between the sidewalk and the unit's living areas. At least 75 percent of ground floor units should have direct access from the street, and a maximum of two units may share a single stoop.

### **3. Ground-Floor Retail/ Commercial Use**

- a. Entries to stores and ground-floor commercial uses should be visually distinct from the rest of the store façade, with creative use of scale, materials, glazing, projecting or recessed forms, architectural details, color and/ or awnings. These entries should have direct at-grade access from the sidewalk.
- b. All commercial uses located at the street level should provide a direct at-grade entrance from the public right-of-way, with door thresholds flush with the sidewalk level. An entrance should be provided for each tenant street frontage exceeding 50 feet. Where such frontages exceed 100 feet, one entrance should be provided for each 100 feet of frontage or portion thereof. Separate pedestrian entrances for individual tenants should be at least 25 feet apart.
- c. Pedestrian ramps within the public right-of-way should be prohibited, except where necessary for required disabled access to existing buildings when no alternative is available.
- d. Individual storefronts should be clearly defined by architectural elements, such as piers, changes in plane, and/or materials. To avoid monotony along main streets, flat wall planes, storefront windows, bulkheads, entries and other surfaces should recess a minimum of 6 to a maximum 18 inches from the face of primary columns or walls.

- e. Architectural features such as awnings, canopies and other design features which add human scale to the streetscape are encouraged and should be consistent with the overall design of the building.
- f. Storefronts should remain unshuttered and minimally lit from within after business hours during active pedestrian times to illuminate adjoining sidewalks.
- g. Buildings with commercial use at the ground floor in the Downtown UDA should have setbacks up to 5 feet maximum, not unless the building is set back to define a public plaza.

#### **4. New Development Plans – Street Development**

- a. The orientation of streets should enhance the visual impact of common open spaces and prominent buildings, create lots that facilitate passive solar design, and minimize street gradients. All streets should terminate at other streets or at public land, except local streets may terminate in stub streets when such streets act as connections to future phases of the development. Local streets may terminate other than at other streets or public land when there is a connection to the pedestrian and bicycle path network at the terminus.
- b. Block and lot size diversity. Street layouts should provide for development blocks that are generally in the range of 200-400 feet deep by 300-600 feet long to facilitate greater ease of walkability.
- c. A variety of lot sizes should be provided that allow diverse housing choices.
- d. Lot widths should create a relatively symmetrical street cross section that reinforces the public space of the street as a simple, unified public space.
- e. Lot Orientation. Lot design should allow for passive solar designs for buildings. Typically this will place longer walls along an east-to-west axis.
- f. The traditional neighborhood development should maintain the existing street grid, where present, and restore any disrupted street grid where feasible.
- g. Corner Radii. The roadway edge at street intersections should be rounded by a tangential arc with a maximum radius of [15 feet] for local streets and [20 feet] for intersections involving collector or arterial streets. The intersection of a local street and an access lane or alley should be rounded by a tangential arc with a maximum radius of 10 feet as a traffic calming measure.

#### **5. Sidewalks**

- a. In all UDA's, sidewalks should have a clear and unobstructed pedestrian path of travel not less than 5-feet in width.

- b. Sidewalks should meet all state and local requirements for adoption into the public street system, and should also meet ADA requirements where applicable.
- c. In the Downtown UDA, all sidewalks should have a zone adjacent to the street curb that accommodates street trees, and a furnishing zone adjacent to the building that accommodates café dining while maintaining clear and unobstructed pedestrian path of travel.
- d. Striped crosswalks should be included and well-marked at all signed or signaled intersections.
- e. Pedestrian trails can be provided within public spaces and common areas, forming a more passive off-street circulation system connected to the traditional sidewalks located in the public street rights-of-way. Whereas sidewalks follow the streets and are built of durable materials, paths might curve throughout parks and open space and be built of natural materials.

## **6. Landscape Design**

- a. All plant material should be selected from varieties that are native to the Commonwealth of Virginia, whenever possible.
- b. All streets should have a regular pattern of street trees for aesthetic value, and to shade sidewalks.
- c. Street trees should generally be placed up to 40 feet apart, and planted in a sidewalk landscape zone, located between the street curb and sidewalk, provided as part of the street section design. Street trees may be planted in planting beds, or may be installed in tree grates to create additional sidewalk space.
- d. Evergreen trees should be used at strategic locations for screening and buffering to parking, trash compartments and other back-of-house features, due to their dense foliage, but also incorporated into landscaping in parks and civic spaces to enhance aesthetics during winter.
- e. Deciduous shrubs should be used as accents on private residential lots, as well as in parks, commercial areas, and other community spaces. Shrubs can be used for visual interest, as well as for screening of items like utility meters and HVAC equipment.

## **7. On-Street Parking**

- a. Streets with commercial land uses at the ground floor should have on-street parking directly available, where possible.

## **8. Street Furniture**

- a. An additional enhancement of streets in an UDA is the inclusion of street furniture when the width of the sidewalk or public or private surface allows for it. Street

furniture includes benches, bicycle racks, bollards, planters, and other accessories for the convenience of pedestrians or cyclists.

## **9. Exterior Signage**

- a. A comprehensive sign program is required for new developments to establish a uniform theme. Signs should share a common style (e.g., size, shape, material).
- b. In the mixed-use area, signs should be wall signs or cantilever signs.
- c. Cantilever signs should be mounted perpendicular to the building face.
- d. Wall signs should be sized and placed to fit within the architectural elements.

## **10. Parking Requirements**

- a. Parking lots should be located at the rear or side of a building.
- b. A parking lot or garage may not be adjacent to or opposite a street intersection.
- c. Parking lots or garages should provide not less than one bicycle parking space for every 10 motor vehicle parking spaces.
- d. Adjacent on-street parking may apply toward the minimum parking requirements.
- e. Service access: Access for service vehicles should provide a direct route to service and loading dock areas, while avoiding movement through parking areas.
- f. Paving: Reduction of impervious surfaces through the use of interlocking pavers is strongly encouraged for areas such as remote parking lots and parking areas for periodic uses.

## **11. Historical Resources**

- a. Historical resources should be retained and integrated into larger projects, wherever feasible, with adaptive use consistent with the Secretary of Interior's Standards for the Treatment of Historic Properties and Guidelines for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings.
- b. New construction adjacent to, or new additions to historical resources, should avoid mimicking the historical resource but rather stand in contrast to accentuate the existing building. Inappropriate additions that detract from the architectural and/or historic integrity of the existing buildings are strongly discouraged.
- c. The building base should be clad in durable upgraded materials such as stone, tile, metal, brick, concrete and glass. Insulated paneling systems and stucco are strongly discouraged in commercial projects and the ground floor of residential projects.

Designated historical resources are exempt from this standard and should utilize materials consistent with the historical designation of the site.

- d. The building base's upgraded materials should extend to within 1 inch of finish sidewalk grade, and these materials should wrap corners of exposed interior property line walls a minimum of 5 to 10 feet.

## **12. Public Art**

- a. Public art is encouraged to help express the image and key linkages of the Town and define and represent various districts. In identifying locations for public art: whether, parks or plazas—the following criteria should be considered:
  - Visibility
  - Public safety
  - Interior and exterior traffic patterns
  - Relationship of the site to existing or future architectural features and to natural features
  - Function of the site
  - Future development plans for the area
  - Overall urban-design goal for the site
  - Landscape design
  - Relationship of the site to existing artworks within the vicinity
  - Environmental impact of the site
  - Public accessibility to the artwork
  - Social context of the artwork
- b. Public art should contribute to and complement a well-organized streetscape composed of signage, banners, trash receptacles, utility boxes and other streetscape furnishings. Public art should not add substantially to the existing or potential visual clutter of a streetscape.



## **Town Council Agenda Summary**

### **Meeting Date**

July 19, 2016

### **Department**

Council

### **Issue**

Proclamation in Support of the Dallas Texas Police Department

### **Summary**

None

### **Attachments**

Proclamation

### **Recommendations**

Read Proclamation  
Town Clerk will forward to the Dallas Police Department



# PROCLAMATION

**WHEREAS,** on July 7, 2016 members of the Dallas, Texas Police Department were diligently protecting the Constitutional Rights of the citizens of our great nation; and

**WHEREAS,** when gunfire erupted in downtown Dallas and danger presented itself, the officers of the Dallas Police Department answered their call, running toward the threat while moving and shielding those citizens who were in harm's way; and

**WHEREAS,** while confronting the threat posed to the citizens of Dallas, whom they were entrusted to protect, 12 officers of the Dallas Police Department were struck by gunfire; and

**WHEREAS,** when the violence had ended five brave members of the Dallas Police Department had lost their lives in service to the City of Dallas, The State of Texas and the people of the United States of America; and

**WHEREAS,** because of their actions, we mourn the loss of fewer lives because their sacrifice saved the countless lives of so many innocent people; and

**WHEREAS,** five new names of fallen heroes will be engraved into the walls of the National Law Enforcement Officers Memorial in Washington, D. C. - Police Officer Patricio E. Zamarripa (a former member of the United States Armed Forces who survived three tours in Iraq), Senior Corporal Lorne Ahrens, Sergeant Michael Smith and Officer Michael Krol, all of the Dallas Police Department and Brent Thompson a member of the Dallas Area Rapid Transit Police Department (DART).

**NOW, THEREFORE,** I, Bradley E. Grose, Mayor of the Town of Vinton, and on behalf of Town Council, Town employees and all our citizens, do hereby formally recognize the bravery and sacrifice of these great officers and offer our condolences to their families.

**IN WITNESS WHEREOF,** I have set my hand and caused the seal of the Town of Vinton, Virginia to be affixed on this 19th day of July, 2016.

---

Bradley E. Grose, Mayor



## **Town Council Agenda Summary**

### **Meeting Date**

July 19, 2016

### **Department**

Police

### **Issue**

Officer of the Month for June

### **Summary**

Officer Chris Froeschl was selected as Officer of the month for June. He will be recognized at the meeting

### **Attachments**

None

### **Recommendations**

Recognize Officer Froeschl



## **Town Council Agenda Summary**

### **Meeting Date**

July 19, 2016

### **Department**

Administration

### **Issue**

United Way Most Innovative Campaign Award for the Town Employees' 2015 Campaign

### **Summary**

At a recent United Way Celebration Luncheon at Hotel Roanoke, the Town was recognized and received the "Most Innovative Campaign" Award for our 2015 Campaign. The success of this campaign is due to the hard work of Susan Johnson, our United Way Campaign Coordinator, and the members of the Vinton CARES Committee: Robbin Reams, Chasity Barbour, Valerie Cummings, John Foutz, Mary Beth Layman, GinaMarie Overstreet, Fred Sink and Karla Turman.

### **Attachments**

None

### **Recommendations**

None



## **Town Council Agenda Summary**

### **Meeting Date**

July 19, 2016

### **Department**

Administration

### **Issue**

Recognize Chief Wayne Guffey for receiving the 2016 Outstanding Administrator Award from the Western Virginia EMS Council

### **Summary**

Chief Wayne Guffey recently received the 2016 Outstanding Administrator Award from the Western Virginia EMS Council. The award recognizes an individual who has demonstrated ability to organize, conduct, manage, problem solve and evaluate within his or her organization and, by exemplary leadership and administrative skills, improve the effectiveness, response and delivery of EMS.

Chief Guffey has been involved in EMS for approximately 30 years. He joined the Vinton First Aid Crew as a junior member in 1985. During his time with the Vinton First Aid Crew, he has been instrumental in developing programs to improve staffing, planning and coordinating annual large events, was the driving force in the Vinton First Aid Crew rehab program, has coordinated and taught in multiple CE classes and weekends and has earned the status of lifetime member.

### **Attachments**

None

### **Recommendations**

Recognize Chief Guffey



## **Town Council Agenda Summary**

### **Meeting Date**

July 19, 2016

### **Department**

Vinton Volunteer First Aid Crew

### **Issue**

Report on the Vinton Volunteer First Aid Crew for June and mid-year

### **Summary**

Chief Wayne Guffey will be present to give this report to Council.

### **Attachments**

June Report

### **Recommendations**

No action required



Vinton First Aid Crew Inc.  
P.O. Box 314  
Vinton VA 24179  
Office of the Chief  
[WGuffey@vintonems.com](mailto:WGuffey@vintonems.com)

June 2016 Report

- Volunteer Truck hours was 459 of 456 possible hours for 100 %
- We had a unit in service 100% of the volunteer time
- Medic truck marked up 79% and a BLS Unit 21%
- Responded to 95 out of 120 calls doing volunteer hours 79%
- Handled 90 out of 120 calls doing volunteer hours 75%
  - Out of the 30 calls career handled 22 were 2<sup>nd</sup> emergency calls
- Fractile Response time was 9.24
- 1486 man hours for the month of June

January thru June Report

- Volunteer truck hours 3099 out of 2808 possible hours for 110 %
- We have had a unit in service 99% of the time
- Medic truck mark up 84 % , BLS unit 16%
- Responded to 590 out of 766 calls doing volunteer hours 77%
  - Out of the 176 calls career has handled 125 were 2<sup>nd</sup> emergency calls
  - and 25 calls when we have not had a unit in service
- Handled 559 out of 766 calls doing volunteer hours 73%
- Fractile Response time is 9.28
- 9792 man hours for January 1 thru June 30 2016

*Wayne Guffey*

Wayne Guffey  
Chief  
Vinton First Aid Crew



## **Town Council Agenda Summary**

### **Meeting Date**

July 19, 2016

### **Department**

Administration

### **Issue**

Briefing on the downtown signage, furniture and other fixtures relating to the Community Development Block Grant

### **Summary**

Staff has worked with Downtown Management Team to finalize design, location and quantities of gateway and way-finding signage, trash receptacles and park benches for the downtown revitalization efforts as associated with the Community Development Block Grant.

### **Attachments**

None

### **Recommendations**

No action required



## **Town Council Agenda Summary**

### **Meeting Date**

July 19, 2016

### **Department**

Planning and Zoning

### **Issue**

Briefing on the availability of Virginia Department of Conservation and Recreation (DCR) Recreational Trails Program (RTP) funds for Glade Creek Greenway Phase 2.

### **Summary**

DCR RTP grant funding is currently available, with applications for the grant due by July 21, 2016. This grant application is for the construction of Phase 2 of Glade Creek Greenway, from Walnut Avenue to Gus Nicks Boulevard. The proposed greenway consists of a 10-foot wide, paved, off-road, ADA-accessible, bicycle/pedestrian trail. The project will include 3,060 linear feet of trail, a trailhead at Gus Nicks Boulevard, and a crossing under the Norfolk Southern Railroad trestle with an overhead protection shelter. Glade Creek Greenway is envisioned to run from Tinker Creek to Vinyard Park and eventually connect to the Blue Ridge Parkway.

The estimated total project cost for Glade Creek Greenway Phase II is \$552,060.00. In October 2015, Staff submitted the Virginia Department of Transportation (VDOT) Fiscal Year 2017-2018 MAP-21 Transportation Alternatives (TA) Program funds in the amount of \$417,710.00, which has been approved, with a local match to be provided. Staff would like to apply for DCR RTP grant funding in the amount of \$105,750.00 in order to reduce the required local match for the Project. Federal funding for the Project cannot exceed 95% of the total Project cost. The additional required match will be provided by staff administration of the grant and the volunteers and funds from the Pathfinders for Greenways.

### **Attachments**

Proposed Project Budget  
Aerial Map

### **Recommendations**

No action required

**Glade Creek Greenway Phase II  
Project Budget**

PRELIMINARY ENGINEERING PHASE				
<b>Preliminary Engineering</b>				
Engineering/Design				\$45,000
FEMA Coordination				\$20,000
Surveying				\$10,000
Environmental Document				\$10,000
VDOT Review Fees				\$5,000
Grant Administrative Costs				\$15,000
<b>PE Phase Total Cost</b>				<b>\$105,000</b>
RIGHT OF WAY PHASE				
Right of Way				Completed
Railroad Coordination				\$5,000
<b>RW Phase Total Cost</b>				<b>\$5,000</b>
CONSTRUCTION PHASE				
<b>Construction Cost</b>				
Item	Phase 2	Units	Engineers Estimate	
			Unit Price	Cost
MOBILIZATION	1	LS	\$ 27,836.75	\$27,840
CONSTRUCTION SURVEY	1	LS	\$10,000.00	\$10,000
CLEARING & GRUBBING	1	AC	\$5,000.00	\$5,000
EARTHWORK	2500	CY	\$15.00	\$37,500
18" PIPE	100	LF	\$75.00	\$7,500
18" ENDSECTIONS ES-1	10	EA	\$1,200.00	\$12,000
AGGR. BASE MATL. TYPE 1 NO. 2	1600	TON	\$30.00	\$48,000
CURB RAMP with Truncated Dome	1	EA	\$2,500.00	\$2,500
BOLLARD	6	EA	\$750.00	\$4,500
ASPHALT CONCRETE TY. SM-9.5	450	TON	\$125.00	\$56,250
DRY RIPRAP CL. A1	50	TON	\$60.00	\$3,000
DRY RIPRAP CL. 1	60	TON	\$70.00	\$4,200
PERMANENT SEEDING	1	AC	\$5,000.00	\$4,000
PRE-EMERGENT HERBICIDE	3800	SY	\$0.30	\$1,140
CULVERT INLET PROTECTION	5	EA	\$250.00	\$1,250
CHECK DAM, ROCK TY. 1	20	EA	\$300.00	\$6,000
CONSTRUCTION ENTRANCE	2	EA	\$2,500.00	\$5,000
TEMP. SUPER SILT FENCE	3000	LF	\$8.00	\$24,000
TEMP. SILT FENCE	100	LF	\$3.50	\$350
SIGNAGE	1	LS	\$1,200.00	\$1,200
CROSSWALK	1	EA	\$2,500.00	\$2,500
SPLIT RAIL WOOD FENCE	200	LF	\$18.00	\$3,600
TRAILHEAD KIOSK	1	EA	\$5,000.00	\$5,000
LANDSCAPING	1	LS	\$5,000.00	\$5,000
NS BRIDGE UNDERPASS	1	EA	\$25,000.00	\$25,000
NS OVERHEAD PROTECTION SH	1	EA	\$30,000.00	\$30,000
<b>Sub-Total Construction Costs</b>				<b>\$332,330</b>
<b>Construction Implementation</b>				
Construction Contract Administration & Bidding				\$20,000
Inspection Fees				\$35,000
Materials Testing				\$10,000
Contingency (10% of construction)				\$39,730
Construction VDOT Oversight Charges				\$5,000
<b>Sub-Total Construction Implementation</b>				<b>\$109,730</b>
<b>CN PHASE TOTAL COST</b>				<b>\$442,060</b>
TOTAL COST (PE, RW, & CN)				
<b>Total Estimated Project Cost</b>				<b>\$552,060</b>
TA Grant Funds Awarded			75.7%	\$417,710
Town & Private Non-Federal Funds			5.2%	\$28,600
<b>Total Match</b>			<b>80.8%</b>	<b>\$446,310</b>
<b>Project Request to Recreational Trails Program</b>				<b>\$105,750</b>

PROPOSED GLADE CREEK GREENWAY - VINTON, VA



GLADE CREEK GREENWAY PHASE 1  
(UNDER DEVELOPMENT)

PROPOSED GLADE CREEK GREENWAY PHASE 2

PROPOSED GLADE CREEK  
GREENWAY TRAILHEAD PHASE 2



## **Town Council Agenda Summary**

### **Meeting Date**

July 19, 2016

### **Department**

Planning and Zoning

### **Issue**

Consider adoption of a Resolution authorizing the Town Manager to file an application for allocation of Virginia Department of Conservation and Recreation (DCR) Recreational Trails Program (RTP) funds for Glade Creek Greenway Phase 2.

### **Summary**

DCR RTP grant funding is currently available, with applications for the grant due by July 21, 2016. This grant application is for the construction of Phase 2 of Glade Creek Greenway, from Walnut Avenue to Gus Nicks Boulevard. The proposed greenway consists of a 10-foot wide, paved, off-road, ADA-accessible, bicycle/pedestrian trail. The project will include 3,060 linear feet of trail, a trailhead at Gus Nicks Boulevard, and a crossing under the Norfolk Southern Railroad trestle with an overhead protection shelter. Glade Creek Greenway is envisioned to run from Tinker Creek to Vinyard Park and eventually connect to the Blue Ridge Parkway.

Construction of Phase 1 of this bicycle/pedestrian trail will begin in fall 2016 using revenue sharing funds which will be matched by Town and County monies and private donations. Phase 1 will run from Tinker Creek at Virginia Avenue to Walnut Avenue along Glade and Tinker Creeks, following an existing sanitary sewer easement. The greenway will be extended under the City of Roanoke's Dale Avenue Bridge onto Precision Fabric Group's (PFG) property, since there is no sidewalk on the north side of the bridge on Dale Avenue.

The estimated total project cost for Glade Creek Greenway Phase II is \$552,060.00. In October 2015, Staff submitted the Virginia Department of Transportation (VDOT) Fiscal Year 2017-2018 MAP-21 Transportation Alternatives (TA) Program funds in the amount of \$417,710.00, which has been approved, with a local match to be provided. Staff would like to apply for DCR RTP grant funding in the amount of \$105,750.00 in order to reduce the required local match for the Project. Federal funding for the Project cannot exceed 95% of the total Project cost. The additional required match will be provided by staff administration of the grant and the volunteers and funds from Pathfinders for Greenways.

### **Attachments**

Resolution

### **Recommendations**

Motion to adopt Resolution

**RESOLUTION NO.**

**AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, JULY 19, 2016, AT 7:00 P.M., IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING LOCATED AT 311 SOUTH POLLARD STREET, VINTON, VIRGINIA**

**GLADE CREEK GREENWAY PHASE 2  
VIRGINIA RECREATIONAL TRAILS PROGRAM**

A **RESOLUTION** authorizing the Town Manager for and on behalf of the Town of Vinton, to file an application for federal funding assistance from the Virginia Recreational Trails Program (RTP) to the Virginia Department of Conservation and Recreation (DCR) for the construction of **Glade Creek Greenway Phase 2**, a 10-foot wide paved, off-road, ADA-accessible, bicycle/pedestrian trail from Walnut Avenue to Gus Nicks Boulevard.

**WHEREAS**, under the provisions of Recreational Trails Program Funds (RTPF), federal funding assistance is requested to aid in financing the cost of Glade Creek Greenway Phase 2 trail/trailhead construction within the Town of Vinton, Virginia; and

**WHEREAS**, the Town of Vinton considers it in the best public interest to complete the Glade Creek Greenway Phase 2 Project as described in the RTP application.

**NOW, THEREFORE, BE IT RESOLVED**, that:

1. The Vinton Town Manager be authorized to make a formal application to the DCR for funding assistance;
2. Any funding assistance received be used for the implementation and completion of the Glade Creek Greenway Phase 2 within the specified time frame;
3. The Town of Vinton hereby certifies that the project funding is currently available and is committed for the completion of this Project while seeking periodic reimbursement through the RTP.
4. The Town of Vinton is aware that the RTP funding, if approved, will be paid on a reimbursement basis. This means we may only request payment after eligible and allowable costs have already been paid to our vendors and evidence of such has been provided to the Virginia DCR.
5. The Town of Vinton acknowledges that the assisted trail project will have an assigned life expectancy assigned to it and that the facility must be maintained to standards suitable for public use.

6. The Town of Vinton acknowledges that it is responsible for compliance with the National Environmental Policy Act, Endangered Species Act, Historic Preservation Act, Executive Orders 11988 and 11990 (Floodplain Management and Wetlands Protection) and all other applicable state and federal laws.
7. The Town of Vinton acknowledges that appropriate opportunity for public comment has been provided on this application and evidence of such is a required component for approval.
8. This resolution becomes part of a formal application to the Virginia DCR.

This Resolution 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**

July 19, 2016

### **Department**

Administration

### **Issue**

Consider adoption of a Resolution authorizing the Town Manager to execute a Performance Agreement with VINDOS LLC and the Roanoke County Economic Development Authority as part of the redevelopment of the former Vinton Branch Library into a Macado's Restaurant.

### **Summary**

The Town of Vinton in partnership with the Roanoke County Economic Development Authority has negotiated terms of an Performance Agreement with Richard Macher valued up to \$500,000 over a ten year period to encourage the redevelopment of the former Vinton Branch Library into a full service sit-down Macado's restaurant.

Terms of the Performance Agreement include the Town of Vinton appropriating to the Roanoke County Economic Development Authority an amount not to exceed \$50,000 annually and not to exceed the annual amount of meals tax collected by the Town from the Vinton Macado's location. The appropriation to the EDA will be provided for a ten year period and is not to exceed \$500,000 over the term of the performance agreement. In addition, the Town of Vinton will negotiate a separate lease agreement for the shared use of a parking lot on War Memorial Property for the purpose of employee and overflow patron parking for the Macado's.

The proposed Vinton Macado's location will generate positive revenue for the Town of Vinton through the collection of Prepared Food & Beverage Tax, Sales Tax, Business License Tax and Real Estate Tax, and the total private investment towards the purchase and renovation of the property is anticipated to reach approximately \$1.25 million. Once opened, the restaurant is anticipated to employ four to six full-time and as many as 60 part time employees necessary to staff the restaurant.

### **Attachments**

Performance Agreement  
Resolution

### **Recommendations**

Motion to adopt Resolution

## PERFORMANCE AGREEMENT

**THIS PERFORMANCE AGREEMENT** (the "Agreement") is made as of this \_\_\_\_ day of \_\_\_\_\_, 2016, by and between the **TOWN OF VINTON**, a political subdivision of the Commonwealth of Virginia, (hereafter, the "Town"), the **ECONOMIC DEVELOPMENT AUTHORITY OF ROANOKE COUNTY, VIRGINIA** (hereafter, the "Authority"), and **VINDOS LLC.**, a Virginia limited liability company (hereafter, the "Company").

### WITNESSETH

**WHEREAS**, the Town Council of the Town of Vinton and the Economic Development Authority of Roanoke County, Virginia, desire to promote and encourage the economic development and vitality of the Town of Vinton and Roanoke County through the redevelopment of existing property in order to provide for retained and increased employment and corporate investment in the Town of Vinton; and

**WHEREAS**, the Company desires to acquire the old Vinton Branch Public Library, located in the Town of Vinton, that will be redeveloped and converted into a Macado's Restaurant, (the "Project") located at 800 Washington Ave, Vinton, VA (Tax Map #060.16-32.00-0000) (the "Property"), and

**WHEREAS**, the Town and the Authority expect that the Project will promote economic development and generate new local tax revenues for the Town of Vinton; and

**WHEREAS**, this increased investment constitutes a valid public purpose for the expenditure of public funds.

**NOW, THEREFORE**, in consideration of the premises and the mutual covenants contained herein, the parties agree to the following:

1. **Company's Performance Requirements.**

- a. The Company will develop the Property as a Macado's Restaurant in the Town of Vinton, obtain ordinary and necessary governmental approvals from the Town, and meeting the applicable requirements of any other governmental agency.
- b. The Company agrees to provide the Town and the Authority with any and all documentation (provided that any personally identifiable, private, confidential, or other information that Company is required by law to keep private, shall be redacted) that may be required to verify the Company's investment figures, during the period in which the Economic Development Incentive Grant ("Grant") payments are to be made pursuant to this Agreement.
- c. The Company agrees to acquire the property from Roanoke County for \$700,000 subject to the terms and conditions set out in a Purchase Agreement, which is available from Roanoke County and referenced in this Performance Agreement. The Company also agrees to fully be responsible for any and all redevelopment costs associated with the Project, the Property and all other ancillary site improvements necessary to achieve the previously mentioned use of a full service restaurant.

2. **Economic Development Incentive Grant.**

- a. The Town shall appropriate annually to the Authority the funding for an Economic Development Incentive Grant for the benefit of the Company. The annual amount of the funding provided by the Town will be equal to the annual meals taxes generated by the Company and paid to the Town by the Project with a maximum cap of \$50,000 per year. The Town's funding of the Grant shall be provided for a total of ten (10) years and the Town's total contribution is not to exceed Five-Hundred Thousand Dollars (\$500,000).
  - b. The Town also agrees to negotiate a separate lease agreement with the Company for additional parking options on Town owned property adjacent to the Project for a period equal to the term of the Grant.
  - c. Within sixty (60) days of the end of each calendar year beginning January 1, 2018 and until December 31, 2027, the Company shall provide such financial and tax data relating to the Project (provided that any personally identifiable, private, confidential, or other information Company is required by law to keep private, shall be redacted) as may be reasonably required by the Authority so that the Authority may calculate the actual Grant payment. The Company hereby authorizes the Treasurer for the Town to release to the Authority the Company's tax information and data so that the Authority may calculate the actual reimbursement amounts. The Authority shall pay the annual Grant payment to the Company at an address designated by the Company within thirty (30) days after receipt by the Authority of the data.
  - d. If the Company fails to complete the construction of this development by December 31, 2017, terminates this project prior to its completion, or sells or transfers ownership of the Property at any point during the term of this Agreement, then the Authority and Town shall be relieved of any obligation to the Company for any Economic Development Incentive Grant.
3. If any party is unable to perform its commitments under this Agreement by reason of force majeure, then that party shall not be deemed to be in default of its obligations under this Agreement, and any deadlines for the performance of its obligations and, if applicable, the deadlines for the performance of the other party's obligations shall be extended for a time equal to the time period of the force majeure event, plus ten days. The term "force majeure" as used herein, shall include without limitation acts of God: hurricanes, floods, fire, tornadoes, earthquakes, storm; strikes or other industrial disturbances; acts of public enemy's; orders of governmental authorities; insurrections; riots; epidemics.
4. This Agreement shall be governed by and all disputes related hereto shall be determined in accordance with the laws of the Commonwealth of Virginia.
5. This Agreement and any payments of public funds are subject to future appropriations by the Vinton Town Council to the Authority.
6. This Agreement in not assignable.

**IN WITNESS WHEREOF**, the undersigned have executed this Agreement the day and year first written.

**TOWN OF VINTON, VIRGINIA**

**ECONOMIC DEVELOPMENT AUTHORITY OF  
ROANOKE COUNTY, VIRGINIA**

By: \_\_\_\_\_  
Barry W. Thompson  
Town Manager

By: \_\_\_\_\_  
Title: \_\_\_\_\_

APPROVED AS TO FORM:

**VINDOS LLC. (Company)**

\_\_\_\_\_  
Town Attorney

By: \_\_\_\_\_  
Title: \_\_\_\_\_

**RESOLUTION NO.**

**AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL, HELD ON TUESDAY, JULY 19, 2016, AT 7:00 P.M., IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING, LOCATED AT 311 S. POLLARD STREET, VINTON, VIRGINIA.**

**WHEREAS,** Richard Macher on behalf of VINDOS LLC., has reached terms with Roanoke County to purchase the former Vinton Branch Library located in the Town of Vinton and has submitted plans to redevelop the property into a full service Macado's Restaurant; and

**WHEREAS,** Roanoke County in cooperation with Richard Macher recently applied for and received the required rezoning for the property from Residential Business (RB) to General Business (GB) in order to operate a restaurant at this location; and

**WHEREAS,** during the negotiations and discussions between Town staff, representatives of Roanoke County Economic Development Authority and the Town Attorney, a Performance Agreement was negotiated to provide VINDOS LLC. with an Economic Development Incentive Grant to encourage the project development; and

**WHEREAS,** Town staff recommends that said Performance Agreement between the Town, Roanoke County Economic Development Authority and VINDOS LLC., be executed to formalize said agreement between the parties.

**NOW, THEREFORE, BE IT RESOLVED, BY THE COUNCIL OF THE TOWN OF VINTON, VIRGINIA, AS FOLLOWS:**

1. The Performance Agreement is hereby approved in a form substantially similar to the one presented to Council and approved by the Town Attorney.
2. The Town Manager is hereby authorized, for and on behalf of the Town, to execute and then to deliver the Performance Agreement and any other necessary documents in furtherance of the same.

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

July 19, 2016

### Department

Administration

### Issue

Consider adoption of a Resolution awarding a bid and authorizing the Town Manager to execute a contract with TAS Design INC., in an amount not to exceed \$71,319.97 for the Façade Improvement Project for five downtown properties as part of the Community Development Block Grant.

### Summary

The Town authorized an Invitation for Bids for the five Downtown Facades on June 5, 2016 and bids closed on June 30, 2016 at 3:00 p.m.

The town received two bids for the project and the breakdown is as follows:

	Total
1. TAS Design INC	\$ 71,319.97
2. Summit Contracting	\$119,483.00

Staff recommends that Council accept the bid for the Downtown Façade Improvement Project in an amount not to exceed \$71,319.97 from TAS Design INC and authorize the Town Manager to execute a contract per approval from the Town Attorney.

### Attachments

Resolution

### Recommendations

Motion to adopt Resolution

**RESOLUTION NO.**

**AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, JULY 19, 2016 AT 7:00 P.M. IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING, 311 SOUTH POLLARD STREET, VINTON, VIRGINIA.**

**WHEREAS,** the Town of Vinton received funds from the Virginia Department of Housing and Community Development through their Community Development Block Grant Program to do revitalization improvements to the downtown area of Vinton; and

**WHEREAS,** the Town of advertised for the renovation of five downtown property facades; and

**WHEREAS,** the Town solicited bids and TAS Design, INC., met the specifications and had the lowest base bid of \$71,319.97 for the facade renovations; and

**WHEREAS,** the funds will come from Community Development Block Grant of \$700,000; and

**WHEREAS,** Council needs to award the bid and authorize the Town Manager to execute the contract for façade improvement construction;

**NOW THEREFORE, BE IT RESOLVED,** that the Vinton Town Council does hereby grant a contract to TAS Design INC., in the amount not to exceed \$71,319.97 and hereby authorizes the Town Manager to execute the contract.

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