

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, September 20, 2016**

**AGENDA**

Consideration of:

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

1. Briefing on aspects of public transit service provided to the Town of Vinton by GRTC d/b/a Valley Metro.

**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**

1. Consider approval of minutes of regular Council meeting of September 6, 2016.

**H. PROCLAMATIONS, AWARDS, RECOGNITIONS, PRESENTATIONS**

1. Introduction of new Police Officers and recognition of the promotion of Officer Giles to Corporal
2. Introduction of new Public Works employees
3. Report on the Vinton Volunteer First Aid Crew for August – Chief Wayne Guffey

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

**J. PUBLIC HEARING**

1. Consideration of public comments on the joint petition of County of Roanoke and Waukeshaw Development, Inc., for a rezoning of the former William Byrd High School properties, from R-2 Residential to MUD Mixed Use Development District, in order for the

properties to be redeveloped to residential units with supporting recreational and civic uses. The properties are located at 100 and 156 Highland Road, Vinton, Virginia, Tax Map Numbers 060.11-04-17.00 and 060.11-04-20.00.

- a. Open Public Hearing
  - Report from Staff – **Anita McMillan**
  - Receive public comments
  - Council discussion and questions
- b. Close Public Hearing
- c. Council to consider adoption of an Ordinance

**K. TOWN ATTORNEY**

**L. BRIEFING**

1. Briefing on a request from Mr. Audley Robinson, 222 Highland Road, to purchase the vacated and undeveloped portion, 25 feet wide by 138.52 feet long (3,463 square feet) of Glencoe Street right-of-way - **Anita McMillan**
2. Briefing on the proposed application for allocation of Virginia Department of Transportation (VDOT) SMART SCALE funds for the Walnut Avenue Improvements Project – **Joey Hiner**

**M. ITEMS REQUIRING ACTION**

1. Consider adoption of a Resolution authorizing the Town Manager to file an application for allocation of Virginia Department of Transportation (VDOT) SMART SCALE funds for the Walnut Avenue Improvements Project – **Joey Hiner**
2. Consider adoption of a Resolution appropriating funds in the amount of \$3,265.09 for the receipt of an insurance claim made on a Dodge Charger (Unit 1137) of the Police Department – **Chief Tom Foster**

**N. TOWN MANAGER**

**O. FINANCIAL REPORT FOR JULY 2016**

**P. MAYOR**

**Q. COUNCIL**

**R. 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:**

**September 27, 2016** - 7:30 a.m. – Public Works Committee meeting – Public Works Conference Room, 804 3<sup>rd</sup> Street

**October 4, 2016** – 7:00 p.m. – Council Meeting – Council Chambers



## **Town Council Agenda Summary**

### **Meeting Date**

September 20, 2016

### **Department**

Administration

### **Issue**

Briefing on aspects of public transit service provided to the Town of Vinton by GRTG d/b/a Valley Metro

### **Summary**

Carl Palmer, General Manager for GRTC d/b/a Valley Metro will brief Council on the following:

1. Ridership numbers on a monthly basis or quarterly basis.
2. Explanation of alternative bus service scenarios such as Vinton Circulator that would feed into a transfer for Campbell Court and how this might fit into the Vision for Valley Metro and the Roanoke Valley.
3. A more in-depth explanation of funding sources for operating and capital grants from federal, state and local agencies including the Federal Transit Administration (FTA), the Virginia Department of Rail and Public Transportation, and the City of Roanoke, as well as additional sources of funding from fare box revenues, and sale of passes.
4. Costs associated with Radar and Fixed operating routes in Vinton.

### **Attachments**

None

### **Recommendations**

No action required



## **Town Council Agenda Summary**

### **Meeting Date**

September 20, 2016

### **Department**

Town Clerk

### **Issue**

Consider approval of minutes of the Regular Council meeting of September 6, 2016

### **Summary**

None

### **Attachments**

September 6, 2016 minutes

### **Recommendations**

Motion to approve minutes

MINUTES OF A REGULAR MEETING OF VINTON TOWN COUNCIL HELD AT 7:00 P.M. ON TUESDAY, SEPTEMBER 6, 2016, IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING LOCATED AT 311 SOUTH POLLARD STREET, VINTON, VIRGINIA

MEMBERS PRESENT: Bradley E. Grose, Mayor  
Keith N. Liles  
Sabrina McCarty  
Janet Scheid

MEMBERS ABSENT: Matthew S. Hare, Vice Mayor

STAFF PRESENT: Barry W. Thompson, Town Manager  
Susan N. Johnson, Executive Assistant/Town Clerk  
Susan Waddell, Town Attorney  
Richard W. Peters, Assistant Town Manager/Director of Economic Development  
Anne Cantrell, Interim Finance Director  
Anita McMillan, Planning & Zoning Director  
Joey Hiner, Public Works Director

**The Mayor called the regular meeting to order** at 7:00 p.m. The Town Clerk called the roll with Council Member Liles, Council Member Scheid and Mayor Grose present. Council Member McCarty had not arrived at the meeting and Vice Mayor Hare was absent. After a Moment of Silence, Council Member Liles led the Pledge of Allegiance to the U.S. Flag.

Roll call

**Under upcoming community events, Council Member Scheid** reminded everyone of the Roanoke Valley Greenway annual picnic on October 23<sup>rd</sup> beginning at 3:00 p.m. at the Farmer's Market stage, the downtown area and will conclude at the Twin Creeks Brewery. She also announced the Route 419 Visioning Plan that Roanoke County is holding on September 15<sup>th</sup> at 6:30 p.m. at the Tanglewood Holiday Inn.

Council Member Liles announced the Vinton Chamber Golf Tournament on September 15<sup>th</sup> at Hidden Valley Country Club. This weekend is Mingle back at the Farmer's Market stage at 5:00 p.m. with two bands and the VT-Tennessee game at Bristol will also be shown on a big screen television.

Anita McMillan announced the Fall Cleanup Waterways on October 1<sup>st</sup> and the Fall Festival on October 8<sup>th</sup>.

**Council Member Scheid made a motion to** approve the Consent Agenda; the motion was seconded by Council Member Liles and carried by the following vote, with all members voting: Vote 3-0-2; Yeas (3) – Liles, Scheid, Grose; Nays (0) – None; Absent (2) – McCarty, Hare.

Approved minutes of the Regular meeting of August 16, 2016

**The next item on the agenda was a** Proclamation for National Preparedness Month. Council Member Scheid read the Proclamation.

**Council Member McCarty arrived at the** meeting at 7:11 p.m.

**Under citizens' comments and petitions,** Debbie Brogan of 743 Bexhill Drive expressed thanks for the new water line that the Town had installed on the street. She made additional comments and requested that the Town consider paving the entire street, put up a "Dead End" sign and remove the cones, metal plates, plywood and other debris left there by the Public Works Department. She further commented that last winter they were told that their street was on the "no snow removal" list due to the potholes, but she has been told that will not happen again this year. She also complimented the Police Department for checking on her home while they were on vacation.

**The next item on the agenda was a briefing on** the petition of County of Roanoke and Waukeshaw Development, Inc., for a rezoning of the former William Byrd High School properties, from R-2 Residential to MUD Mixed Use Development District, in order for the properties to be redeveloped to residential units with supporting recreational and civic uses. The properties are located at 100 and 156 Highland Road, Vinton, Virginia, Tax Map Numbers 060.11-04-17.00 and 060.11-04-20.00.

Anita McMillan first commented that on August 15<sup>th</sup> there was tour of the buildings followed by an open house at the War Memorial. The rezoning request is from R-2 Residential to MUD Mix Use Development District. R-2 District does not allow multi-family units to be developed. The two buildings are the main building and the annex and the proposal is to develop them into apartments. The joint petitioner, Waukeshaw Development, will be doing a majority of the development. At the

present time they do not know the proposed use of the maintenance/art building on the lower lot.

The petitioner is proposing to redevelop the two buildings into 77-84 residential apartments, but not to exceed 90 units of one-bedrooms, two-bedrooms and possibly three-bedrooms. If the rezoning is approved, the existing auditorium will not be converted into apartments, but its exact use has not been determined at this time. A majority of the apartments will be one-bedroom.

Since under the MUD District we allow 24 units per acre and this subject property has six acres, they could have up to 144 units. But the developer has said there will not be any more than 90 units.

As far as the future land use, when the Vinton Area Corridors was done, this property was changed to recreational use on the upper lot, civic use and also R-3 which is more like high density. The proposed rezoning as Mixed Use Development will basically meet that designation. As of right now, the lower recreational field will remain as is.

Ms. McMillan next showed the floodplain and floodways map and commented that the recreational field is in the floodway and the upper lot of the main building, annex building and the maintenance/arts building are located outside the special flood hazard areas. The developer is not planning to construct any new buildings or any additions, so the proposed redevelopment is to the existing buildings with additional parking to the properties. This is allowed in the floodplain and floodway. She reminded Council that the County donated to the Town an 80 foot wide greenway easement along Glade Creek for construction of Phase II of the Greenway.

The off-street parking will be required to be provided along Highland Road and at the entrance from Gus Nicks Boulevard. If additional units are to be added and after the use of the auditorium and maintenance/arts building are determined, additional off-street parking will have to meet the requirements by the zoning ordinance to accommodate those uses.

Currently the zoning ordinance requires a minimum of one to two parking spaces for a one-bedroom. Being Mixed Use, but those requirements can be

reduced if parking can be shared through an agreement even though there are two separate parcels.

Ms. McMillan next commented on the list of the property owners that were notified of the open house and the rezoning. At the open house, several of the property owners expressed concerns about the increased traffic exiting Highland Road onto Gus Nicks Boulevard. Today her office received in writing the concerns that were included in the staff report and the request to consider decreasing the speed limit, installing flashing signs at the intersection and providing for another access for egress and ingress to the properties. A resident also commented that there was an access road between the two parcels that ran from Highland to Gus Nicks and would there be a possibility of opening that road back up.

Council Member Scheid asked about the calculations for the parking. Ms. McMillan responded that under the Mixed Use they can reduce parking from the two per unit of off-street parking to 1.5 per unit for all of the units. A majority of the units will be one-bedroom. Council Member Scheid next asked if the submitted conceptual plan showing 127 parking spaces meets that requirement. Ms. McMillan responded it does under the 1.5 per unit. The developer knows that additional parking will have to be provided once they know the proposed use of the auditorium. The County also knows that additional off-street parking has to be provided if they are to convert the maintenance/art building into a new use. Council Member Scheid asked if there is enough space available for the additional parking that might be needed for both the auditorium and the maintenance building on the lower lot. Ms. McMillan responded there is about 22 acres and parking areas are allowed in the floodway or floodplain.

Council Member Scheid commented that she understood that the State Department of Historic Resources was going to give some indication of what their findings are on September 15<sup>th</sup>. She also understood and they are also applying for the National Historic Register and what is the time frame to hear from them. Jill Loope with Roanoke County responded that the preliminary phase of the Department of Historic Resources application has

recommended approval to the State Board which meets on September 15<sup>th</sup>. After this preliminary information form phase is passed, then it goes to the Part I application which has already been prepared and submitted. It should take another 30-60 days for that and once we get through that phase, the designation will occur. They should have that notification by the end of the year from both the State and National. Many times the State and National requirements dictate that the developer make changes along the way and forms continue to be submitted until it is acceptable to them.

Ms. McMillan commented that the adjacent property owners have been notified of the Planning Commission Public Hearing this Thursday and the Council Public Hearing on September 20<sup>th</sup>.

Council Member Liles asked about the location of the access road that the resident was referring to. Ms. McMillan showed the road on the aerial map which was a driveway, but had been used by the residents before it was closed.

**The next item on the agenda was to consider** adoption of an Ordinance reiterating findings as to the Western Virginia Regional Industrial Facility Authority and authorizing the Town Manager to execute the First Amended and Restated Agreement creating such Authority. The Town Manager first commented that this Ordinance relates to the Town's participation in the Authority and is not related to the current project being considered by the Authority. Theresa Fontana, our Town Attorney has reviewed the Agreement and has prepared some comments in her absence that Ms. Waddell will review with Council.

Ms. Waddell commented that the Authority was formed by Botetourt County, Franklin County, Roanoke County, Roanoke City, Salem City and the Town in 2013. As often happens, every few years items need to be updated. The Authority had its bond counsel review the original agreement and he has recommended some revisions which must be approved by each of the member localities.

In this particular case, the modifications that are being recommended do not appear to be substantive in how they affect the Town. The main items that are being added are nuances brought in

by the Statute. In Article III, Section 2, they added a clause that the Authority is a non-profit entity and in the event it is dissolved, the proceeds of the assets sale will vest in all of the member localities in an amount proportionate to each member's contributions to the Authority. This is to clarify something that is already existing law.

Article IV has been amended to provide that the Board can establish dues or other financial fees as may be approved by all member localities. Ms. Waddell further commented that the current agreement does not provide for approval by the member localities. Article VIII provides that in the event a revenue sharing agreement is developed then it only needs the majority approval of each of the six member boards as opposed to previously it required the unanimous vote of the member boards. There will be no additional monetary cost imposed to the Town without them coming back and requesting a specific vote on the matter.

There is no legal objection to Council entering into the revised Agreement.

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

**The next item on the agenda was to consider** adoption of a Resolution transferring funds in the amount of \$14,694.00 from 200.8900.407 (Contingency) to three Salaries and Wages line items for the Reclassification of Positions. Anne Cantrell commented that at the Finance Committee meeting two weeks ago, the compression issues in the Public Safety departments were discussed and the Committee strategized on ways to deal with them. It was decided to do a reclassification of several of the positions, which has been done. This request is to move funds from the Contingency line item to assist these departments with the reclassifications in their budgets in the amount of \$14,694.00 to the three department salaries and wages accounts. This will not cover the complete adjustment, but they are hoping that attrition will help with this and any remaining balances will be adjusted at the end of the fiscal year.

Adopted Ordinance No. 977 reiterating findings as to the Western Virginia Regional Industrial Facility Authority and authorizing the Town Manager to execute the First Amended and Restated Agreement creating such Authority

Council Member Scheid commented that this issue was addressed in the Finance Committee and staff was directed to come up with a solution which they have done and this is a fair solution. Council Member Liles asked what the plan would be if attrition does not happen and Ms. Cantrell responded that there will be surplus funds at the end of the year. It is a typical clean-up for audit purposes to move budget around at the end of the fiscal year.

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

**The Town Manager advised Council that a letter had been received from the Virginia Department of Emergency Management today regarding our request for approval to create a multi-use recreational park on Walnut Avenue. They approved certain aspects of the request and deemed the skateboard park unallowable in the floodplain. The parking area, picnic pavilion, public restroom and dirt bike trail were allowable. The paved trail and pedestrian bridge over Tinker Creek were also not allowable. There is an appeal process and staff will start this process.**

**The Mayor commented on an event that his Church held at Longwood Apartments recently and the participation of the Police Department. He commented on the success of the Town Employee Picnic.**

**Comments from Council: Council Member McCarty commented on the letter that the Town Manager had received regarding the skateboard park. She along with Council Member Scheid expressed thanks to Roanoke County for their continued partnership with the Town.**

**Council Member Scheid made a motion to adjourn the meeting; the motion was seconded by Council Member McCarty and carried by the following vote, with all members voting: Vote 4-0-1; Yeas (4) – Liles, McCarty, Scheid, Grose; Nays (0) – None; Absent (1) - Hare. The meeting was adjourned at 8:00 p.m.**

Adopted Resolution No. 2167 transferring funds in the amount of \$14,694.00 from 200.8900.407 (Contingency) to three Salaries and Wages line items for the Reclassification of Positions

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 20, 2016

### **Department**

Police

### **Issue**

Introduction of new Police Officers and recognition of the promotion of Officer Giles to Corporal

### **Summary**

Chief Foster will introduce the new Police Officers and recognize Corporal Giles

### **Attachments**

None

### **Recommendations**

None



## **Town Council Agenda Summary**

### **Meeting Date**

September 20, 2016

### **Department**

Public Works

### **Issue**

Introduction of new Public Works employees

### **Summary**

Joey Hiner will introduce the new Public Works employees

### **Attachments**

None

### **Recommendations**

None



## **Town Council Agenda Summary**

### **Meeting Date**

September 20, 2016

### **Department**

Vinton Volunteer First Aid Crew

### **Issue**

Report on the Vinton Volunteer First Aid Crew for August

### **Summary**

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

### **Attachments**

August 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)

August 2016 Report

- Volunteer Truck hours was 533 of 468 possible hours for 114 %
- We had a unit in service 100% of the volunteer time
- Medic truck marked up 86% and a BLS Unit 14%
- Responded to 90 out of 109 calls doing volunteer hours 82%
- Handled 84 out of 109 calls doing volunteer hours 77%
  - Out of the 25 calls career handled 15 were 2<sup>nd</sup> emergency calls
- Fractile Response time was 10.17
- 1519 man hours for the month of August

*Wayne Guffey*

Wayne Guffey  
Chief  
Vinton First Aid Crew



## **Town Council Agenda Summary**

### **Meeting Date**

September 20, 2016

### **Department**

Planning and Zoning

### **Issue**

Consideration of public comments on the joint petition of County of Roanoke and Waukeshaw Development, Inc., for a rezoning of the former William Byrd High School properties, from R-2 Residential to MUD Mixed Use Development District, in order for the properties to be redeveloped to residential units with supporting recreational and civic uses. The properties are located at 100 and 156 Highland Road, Vinton, Virginia, Tax Map Numbers 060.11-04-17.00 and 060.11-04-20.00.

### **Summary**

Town Council was briefed on the rezoning request at their April 5, 2016 and September 6, 2016, regularly scheduled meeting. At the Planning Commission's public hearing on September 8, 2016, Jill Loope, Director of Economic Development and Dave McCormack, principal of Waukeshaw Development, Inc. presented the request. The rezoning request of the former William Byrd School Properties to the MUD district will allow for the school properties to be adaptively reused for residential, civic, recreational, and possibly commercial uses.

The proposed redevelopment of the upper lot consists of the two existing vacant buildings; the main two-story structure along Highland Road and the annex building located adjacent to the main building. These two buildings are to be redeveloped into approximately 77 but not to exceed 90 units of one, two, and three-bedroom upscale market rate apartment units. It is anticipated that 68 units will be one-bedroom; seven units will be two-bedroom; and 2 will be three-bedroom units.

The existing auditorium located in the main building will not be converted into apartments but the proposed use of it has not been determined. Additionally, the renovation status is undetermined for the maintenance/manual arts building and the school bus operation located on the lower lot. No new additions or new buildings being planned for either lot. Additionally, no

changes are planned for the recreational field located on the property adjacent to the proposed Glade Creek Greenway Phase II.

There were three citizens in attendance: Mr. Doug Forbes, and Mr. Alan and Mrs. Katye Hale. A summary of the staff report was presented at the public hearing. Additionally, comments received at the rezoning Open House held on August 15, 2016, and the written comments that were submitted by Mr. and Mrs. Alan Hale to the Planning and Zoning Department on September 7, 2016 were read at the Planning Commission meeting. Mr. and Mrs. Hale concerns are traffic, primarily safety related and potential traffic volume from the proposed redevelopment of the school properties. Staff has forwarded the comments to Vinton Public Works and Police Departments prior to the Planning Commission meeting.

The Planning Commission voted unanimously to recommend approval of the rezoning request by the County of Roanoke and Waukeshaw Development, Inc.

### **Attachments**

1. Staff Report
2. Written Comments from Alan and Katye Hale, 204 Highland Road
3. Ordinance

### **Alternatives**

1. Approve the rezoning request.
2. Deny the rezoning request.

Staff recommends alternative 1, with some of the concerns to be addressed during the site plan review process.

### **Recommendation**

Conduct Public Hearing and motion to adopt Ordinance

## STAFF REPORT

**PETITIONER:** Roanoke County and Waukeshaw Development, Inc.  
**PREPARED BY:** Anita J. McMillan  
**CASE NUMBER:** 2-8-16  
**DATE:** July 28, 2016

### A. NATURE OF REQUEST

A joint petition of Roanoke County Board of Supervisors and John McCormack, DBA Waukeshaw Development, Inc., requesting a rezoning of the former William Byrd High School and Roanoke County Career Center, from R-2 Residential to Mixed Used Development (MUD) District. The proposed redevelopment of the upper lot consists of the two existing vacant buildings; the main two-story structure along Highland Road and the annex building located adjacent to the main building. These two buildings are to be redeveloped into approximately 77 but not to exceed 84 of one, two, and three-bedroom upscale market rate apartment units. It is anticipated that 68 units will be one-bedroom; seven units will be two-bedroom; and 2 will be three-bedroom units. The existing auditorium located in the main building will not be converted into apartments but the proposed use of it has not been determined. Additionally, the renovation status is undetermined for the maintenance/manual arts building and the school bus operation located on the lower lot. No new additions or new buildings being planned for either lot. Additionally, no changes are planned for the recreational field located on the property adjacent to the proposed Glade Creek Greenway Phase II. The two parcels are located at 100 and 156 Highland Road, tax map numbers 060.11-04-20 and 060.11-04-17.

### B. APPLICABLE REGULATIONS

The property is currently zoned R-2 Residential District which does not allow apartment/multi-family dwellings with 3 or more units and/or mixed uses to be located in the same building. Multi-family dwellings are only allowed in the R-3 Residential District with a Special Use permit, and by right in the PD Planned Development and MUD Mixed Use Districts. Mixed residential and business uses within the same building are currently only allowed in the business districts such as GB General Business (under certain conditions), CB Central Business (under certain conditions), PD Planned Development, or MUD Mixed Use.

Mixed use is intended as an improvement over traditional, segregated-use zoning. Mixed use is a way of creating a multi-use, multi-purpose building or set of buildings, incorporating some combination of residential, commercial, industrial, office, institutional, or other land uses as part of the overall environment. The Town's Mixed Use Development (MUD) district was adopted on April 21, 2015. The intent of the Mixed Use Development district is to encourage the orderly development of mixed residential/commercial sites and to encourage innovative development patterns that create a desirable environment, particularly for several vacant parcels, buildings, and underutilized properties located throughout the Town, which contain a number of constraints to conventional development.

## **C. ANALYSIS OF EXISTING CONDITIONS**

### Background

The former William Byrd School building was constructed in 1930, and was used as an educational and vocational training facility from 1930-2010. The two-story main building consists of 62,760 square feet with an adjoining annex building having 6,980 square feet. The school's condition assessment study was completed in August 2006, and an environmental study was completed in 2012. In May 2014, Roanoke County advertised a Request for Proposals for the sale and redevelopment of the property. The County received and accepted a proposal from Waukeshaw Development, Inc., to purchase and redevelop the property into a mixed-use residential development. To facilitate the redevelopment and historic preservation of the building, the County of Roanoke has submitted an application to the Virginia Department of Historic Resources (VA DHR) to determine the facility's eligibility for inclusion in the National Register of Historic Places and the Virginia Landmarks Register. The County has been informed that their application has been tentatively approved by the VA DHR.

As stated above the property is currently zoned R-2 Residential District which does not allow apartment/multi-family dwellings with 3 or more units and/or mixed uses to be located within the same building. Multi-family dwellings are only allowed in the R-3 Residential District with a Special Use permit, and by right in the PD Planned Development and MUD Mixed Use Districts. Mixed residential and business uses within the same building are currently only allowed in the business districts such as GB General Business (under certain conditions), CB Central Business (under certain conditions), PD Planned Development, or MUD Mixed Use.

Prior to the rezoning application being submitted, several pre-filing discussions were held on May 8, 2016, May 11, 2016, June 30, 2016, and July 14, 2016, between Dave McCormack with Waukeshaw Development, Inc., Jill Loope, County of Roanoke Economic Development Director, as well as Town personnel. On July 21, 2016, a flyer regarding an open house on the proposed redevelopment of the former school property was mailed to the property owners of the neighborhood adjacent to the school. The flyer was emailed to local media outlets and advertised on the Town's social media pages and website.

On August 15, 2016, a tour of the former school property by the members of the Town Council, Planning Commission, and interested citizens took place. The tour was followed by an open house for the general public from 6:00 p.m. to 7:30 p.m. at the Vinton War Memorial. Dave McCormack, with Waukeshaw Development Inc., along with staff from Roanoke County and Town of Vinton were on hand at the open house held on August 15, 2016, at Vinton War Memorial, from 6:00 p.m. to 7:30 p.m. About 32 people, including members of the Vinton Town Council, Planning Commission, Town and County personnel, representatives from Waukeshaw Development, Inc., property owners from Highland Road, and other interested citizens attended the open house. A few of the attendees of the tour and open house were excited about the proposed project since they either attended the school or know someone who attended the school. Additionally, according to many of those who attended the open house, the former school building needs to be reused soon instead of being left vacant like it has been for quite some time.

On August 18, 2016, a letter was mailed to surrounding property owners to notify them of the rezoning request and to inform them of the dates and times of the Planning Commission and Town Council public hearings. Additionally, the notice for the public hearings has been advertised in The Vinton Messenger and on RVTV-3. The public hearing by the Planning Commission will be held on September 8, 2016, and the Town Council public hearing will be held on September 20, 2016, respectively.

Location – The two parcels are located at 100 and 156 Highland Road, and are identified by tax map numbers 60.11-4-20, and 60.11-4-17. The upper 6.494 acres parcel is identified as 100 Highland Road and is occupied by the former main school, and the annex building, and parking areas,. The majority of this parcel is located outside the special flood hazard areas. The lower 11.335 acres parcel is occupied by the maintenance/manual arts building and a school bus operation facility that includes a fuel station, a parking area for school buses, and recreational fields. The lower parcel is identified as 156 Highland Road with the maintenance/manual arts building located outside the special flood hazard areas and the remaining parcel is located either in the floodplain or floodway areas of Glade Creek. Both parcels can be accessed from Highland Road and Gus Nicks Boulevard.

Topography/Vegetation – The lower lot is level and developed with a vacant maintenance/manual arts building, fueling/school bus operation center, paved and graveled parking areas, and recreational fields. The upper level is developed with two buildings, concrete sidewalks, paved and graveled parking areas, a grassy front lawn and a few mature trees.

Adjacent Zoning and Land Uses –The areas to the west of the parcels are either zoned R-2 or R-3 Residential District are developed with triplexes and single-family dwellings. The areas to the north are separated by Glade Creek are located in the City of Roanoke. The County of Roanoke has donated an eighty feet wide greenway easement along Glade Creek for the construction of Glade Creek Greenway Phase II. Gus Nicks Boulevard, a four-lane main thoroughfare is situated to the east of the property. The area to the south is separated by Highland Road, and are zoned either M-1 Limited Industrial or R-1 Residential District, and are developed with single-family dwellings and an auto service center.

#### **D. ANALYSIS OF PROPOSED DEVELOPMENT**

Site Layout/Architecture – Please see attached survey, property map, aerial photography, conceptual site plan including parking areas, and floor plans of the former main school and annex buildings, which were included with the rezoning application. As indicated in the rezoning application, the renovation status is undetermined for the maintenance/manual arts building and school bus operation that are located in the lower lot. The preliminary conceptual plan is showing that the proposed parking areas for the Project are located at the upper and lower lots. and upper lots. If the rezoning request for the parcels is approved by the Town Council, a formal site plan for the Project must be submitted for review and approval by the Town of Vinton and County of Roanoke. The property line adjustment plat submittal or formal agreement regarding the parking areas will be addressed during the site plans review process.

Based on the preliminary floor plans submitted by Waukeshaw Development, Inc. the former main building and the annex buildings will be redeveloped into 77 residential apartments with the following breakdown; (1) Basement floor of both buildings – 27 one-bedroom and 3 two-bedroom apartments, (2) First floor level of both buildings – 29 one-bedroom and 4 two-bedroom apartments, (3) Second floor of the main building – 12 one bedroom and 2 three-bedroom apartments. The existing auditorium of the main school building will not be converted into apartments, with civic/community uses to be determined. As indicated in the rezoning application, the number of apartments shall not exceed 90 units. As shown in the submitted conceptual plan, 127 off-street parking spaces will be provided.

At this time, the exact use of the existing auditorium, the maintenance/manual arts building, and the status of the school bus operation are undetermined. There are no plans for new additions or new buildings for the properties. As indicated by the Petitioners, there will no changes planned for the recreational fields that are located within special flood hazard areas. There will be a paved greenway trail be constructed along Glade Creek within the 80 feet wide greenway easement that was donated by the County of Roanoke to the Town of Vinton in April 2016.

The Petitioners have indicated that the project consists of a total historic rehabilitation of the former main school and the annex buildings to upscale, market rate residential units, which will remove the potential for blight at the subject property, and improve an important “gateway” building coming into Vinton, as well as in the neighborhood and to Downtown Vinton.

The County of Roanoke has submitted an application for all three buildings; main school building, annex building, and the maintenance/manual arts building to the Virginia Department of Historic Resources (DHR) for the National Register of Historic Places and the Virginia Landmarks Register. As of August 15, 2016, DHR has informed the County that the Evaluation Team of the DHR of the Virginia’s historic preservation office has considered the eligibility of the buildings for potential inclusion in the National Register of Historic Places and the Virginia Landmarks Register. The meeting of the State Review Board to consider the evaluation team’s recommendation will be held on Thursday, September 15, 2016. Further, Roanoke County will be pursuing the National Register Historic District nomination for the two parcels to allow all of the structures to be eligible for the National Register under two different owners (Waukeshaw Development Corporation, Inc., and Roanoke County). Waukeshaw Development Corporation, Inc., intends to use historic tax credits to rehabilitate the existing main and annex buildings to residential apartments; therefore, the property will be redeveloped in accordance with the Secretary of the Interior’s Standards for Rehabilitation.

Most of the existing trees, front lawn, sidewalk connections, surrounding walls, stairs, and the original flagpole will be retained. The asphalt and graveled parking areas located to the west and north of the property will be redeveloped and landscaped for 127 off-street parking spaces. According to the Petitioner, the historic building will be preserved and sensitively adapted for housing. In using historic tax credits, the building will retain its architectural character and its environmental setting in the residential neighborhood. Changes to the exterior of the property and building will be minor. The property will remain primarily in residential in use. The classrooms will become individual apartments. The existing auditorium will be retained with

civic/community uses to be determined. The existing maintenance/manual arts building proposed use has not yet been determined. The Mixed Use Development District will allow this space and the maintenance/manual arts building to be used for small business flex space offering opportunities for community activities, art/exercise classes, special events, and perhaps business services (e.g. coffee/snack bar, personal service concierge, shared co-working spaces, etc.).

Site Access – The site can be accessed from Highland Road and Gus Nicks Boulevard. The primary access to the main and annex buildings will be from Highland Road. The primary access to the maintenance/manual arts building and the parking areas to the north will be from Gus Nicks Boulevard.

Utilities – The developed parcels are served by public water and sewer services. An interior sprinkler system installation is being proposed during the redevelopment of the buildings.

## **E. COMPREHENSIVE PLAN/FUTURE LAND USE**

The 2004-2024 Town Comprehensive Plan designated the developed parcels parks and recreation; community facilities and high density residential uses. The properties to the west and south are designated as high density residential, and the property to the southeast as general commercial. The Comprehensive Plan also recognizes that the Town does not contain a Historic Overlay District. The Town of Vinton 2004-2024 Town Comprehensive/Economic and Community Development Plans noted that during the public input prioritization process, the former William Byrd High School property as one of the two former school buildings to be adaptively reuse for elderly housing or an assisted living facility, was ranked as the third highest out of six categories presented.

## **F. STAFF CONCLUSION**

Approval of the proposed rezoning from R-2 Residential District to Mixed Use Development (MUD) District would allow the existing vacant school buildings to be adaptively reused as residential and recreational/small business flex space. The proposed redevelopment of the school buildings would be consistent with the existing uses of the adjoining properties to the immediate west and south, which are developed with single-family and multi-family dwellings.

As indicated by the Petitioners, the redevelopment of the property will promote and encourage the economic vitality of the community and preserve a historic building while providing increased economic investment. The Petitioners further indicate that the redevelopment of the properties for the proposed use will not adversely affect adjoining properties and will enhance the neighborhood by taking vacant buildings and repurposing them for a suitable alternative use that maintains the historic architecture and setting of the buildings. Adequate utilities and public facilities are already in place to serve the proposed apartments.

## **G. CITIZEN'S COMMENTS**

At the open house about the proposed rezoning of the properties held on August 15, 2016, at the

Vinton War Memorial, several adjoining property owners along Highland Road voiced their concerns and offered their recommendations pertaining to the proposed redevelopment of the property, as listed below:

1. Decrease speed limit from 35 MPH to 25 MPH along Gus Nicks Boulevard, to minimize accidents at the intersection of Highland Road and Gus Nicks Boulevard. The residents stated that they have had incurred vehicle damage due to accidents at this location.
2. Consider installing flashing signs to warn motorists on Gus Nicks Boulevard of vehicles entering traffic from and onto Highland Road.
3. Highland Road is a narrow road; therefore, the developer should consider providing another access for egress and ingress to the properties off Gus Nicks Boulevard.
4. One resident pointed out that there was a road that went through the middle of the two parcels, which ran from Highland Road to Gus Nicks Boulevard. The resident felt that having another access from Gus Nicks Boulevard instead of just Highland Road, will provide better traffic circulation, minimize traffic along the narrow right-of-way of Highland Road, and provide better access for emergency vehicles.
5. Ask Roanoke Gas Company to extend gas line along Highland Road.

**Proposed Rezoning of the Former William Byrd High School, 100 and 156 Highland Road, from R-2 Residential to MUD Mixed Use Development District**

Contact Name: Alan & Katye Hale

Email/Phone #: KatyeHale@gmail.com

Address: 204 Highland Rd.  
Vinton, VA 24179

Comments: We are excited about the development plans for 100 + 156 Highland.

Our only concern has to do with traffic, primarily safety related, and secondary, the potential volume. We would propose some type of safety measures such as ① stoplight @ Highland or at lower level of property ③ (old road, now closed could be reopened and would offer alternate way in and out of Highland), and/or ② lowering of speed limit to 25 mph to town limit. Most of us on this street have had cars totaled due to accidents when turning left onto Highland when coming <sup>from Washington Ave.</sup> on to Gus Nicks.

We hope any/all of these options will be considered in finalizing plans. Please contact us if clarification of suggestions is needed.

Katye Hale  
Alan R. Hale



**ORDINANCE NO.**

**AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL, HELD ON TUESDAY, SEPTEMBER 20, 2016, 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 joint petition of County of Roanoke and Waukeshaw Development, Inc., to rezone the former William Byrd High School Properties, from R-2 Residential to Mixed Used Development (MUD) District, in order for the properties to be redeveloped to residential units with supporting recreational and civic uses, located at 100 and 156 Highland Road, tax map numbers 060.11-04-17.00 and 060.11-04-20.00.

**WHEREAS**, on April 5, 2016, during regularly scheduled Town Council meeting, County of Roanoke and Waukeshaw Development, Inc., presented a PowerPoint presentation of the proposed development of the former William Byrd High School Properties; and

**WHEREAS**, on July 8, 2016, the joint petition of County of Roanoke and Waukeshaw Development, Inc., to rezone the former William Byrd High School Properties, from R-2 Residential to Mixed Used Development (MUD) District, in order for the properties to be redeveloped to residential units with supporting recreational and civic uses, located at 100 and 156 Highland Road, tax map numbers 060.11-04-17.00 and 060.11-04-20.00, was received; and

**WHEREAS**, on July 21, 2016, a flyer regarding an open house on the proposed rezoning and redevelopment of the former school properties was mailed to the property owners of the neighborhood adjacent to the school including the City of Roanoke and County of Roanoke Department of Community Development; and

**WHEREAS**, on August 15, 2016, an open house was held for the general public at Vinton War Memorial by the Petitioners about the proposed rezoning and redevelopment of the former William Byrd High School properties including the vacant buildings; and

**WHEREAS**, on August 18, 2016, a letter was mailed to surrounding property owners notifying them of the rezoning request and informing them of the dates and times of the public hearings of the Planning Commission and Town Council; and

**WHEREAS**, pursuant to the provisions of Section 15.2-2204 of the 1950 Code of Virginia, as amended, the legal notice for the public hearings has been advertised in The Vinton Messenger, the Town's social media pages and website, and on RVTV-3; and

**WHEREAS**, on September 7, 2016, regularly scheduled meeting of Town Council, the Council members were briefed with the rezoning request by Vinton and Roanoke County personnel; and

**WHEREAS**, the Planning Commission held a public hearing on September 8, 2016, and voted unanimously to recommend that the joint petition of County of Roanoke and Waukeshaw Development, Inc., to rezone the former William Byrd High School Properties, from R-2 Residential to Mixed Used Development (MUD) District, be approved; and

**WHEREAS**, the Vinton Town Council held a public hearing on September 20, 2016.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the Town of Vinton, Virginia that the joint petition of County of Roanoke and Waukeshaw Development, Inc., to rezone the former William Byrd High School Properties, from R-2 Residential to Mixed Used Development (MUD) District, in order for the properties to be redeveloped to residential units with supporting recreational and civic uses, located at 100 and 156 Highland Road, tax map numbers 060.11-04-17.00 and 060.11-04-20.00 be approved.

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 20, 2016

### **Department**

Planning and Zoning

### **Issue**

Briefing on a request from Mr. Audley Robinson, 222 Highland Road, to purchase the vacated and undeveloped portion, 25 feet wide by 138.52 feet long (3,463 square feet) of Glencoe Street right-of-way.

### **Summary**

In 1993, Mr. Audley Robinson, who resides at 222 Highland Road, petitioned the Town to close the undeveloped Glencoe Street. Town Council closed the street by Ordinance No. 584, which was adopted on April 6, 1993. The land was divided between Mr. Robinson's property at 222 Highland Road and the Town-owned property at 350 Highland Road, known as Gearheart Park.

On June 9, 2016, Mr. Steve Robinson, Mr. A. Robinson's brother, came into the office to inquire if the Town would be willing to sell the 25 ft. x 138.52 ft. of the Town's portion of the undeveloped street that was vacated in 1993. Mr. Steve Robinson stated that his brother is in poor health, and they would like to build an addition onto the house, as well as install a handicapped ramp. This strip of land is needed in order to install a handicapped ramp.

### **Attachments**

1. Plat showing the yellow portion that was conveyed to Mr. A. Robinson when the undeveloped street was vacated, and the green portion that they would like to purchase from the Town.
2. The aerial map and property information for the property owned by the Town of Vinton, 350 Highland Road.
3. The aerial map for the property owned by Mr. Audley Robinson, 222 Highland Road.
4. Ordinance No. 584, adopted on April 6, 1993.

## **Recommendations**

None at this time. Please note that in the past, the Town has required the petitioner to pay for all expenses, including a survey of the portion to be purchased, survey plat, as well as legal fees.

In addition to requiring the petitioner to pay the survey and legal fees, the Town has the right to sell the land for the assessed value. The 2016 tax assessment value for the land located at 350 Highland Road is \$110,700.00, which is approximately \$0.37 per square foot. The 25 ft. x 138.52 ft. portion of the property in question totals 3,463 square feet. Using the per square foot value of \$0.37, the land that Mr. A. Robinson would like to purchase has a value of \$1,281.31.

If Town Council wants to proceed with the request, a purchase agreement will need to be drafted, signed by the purchaser, and presented to Town Council for approval, after a legal notice for a public hearing is advertised once in a newspaper having general circulation in the locality at least seven days prior to the date set for the hearing.

**CURVE DATA :**

**C1:**  
 ARC = 36.59' ( deed ); 36.62' ( actual )  
 RADIUS = 18.46' ( deed ); 18.48' ( actual )  
 CHORD = N 67° 21' 13" W , 30.91' ( actual )

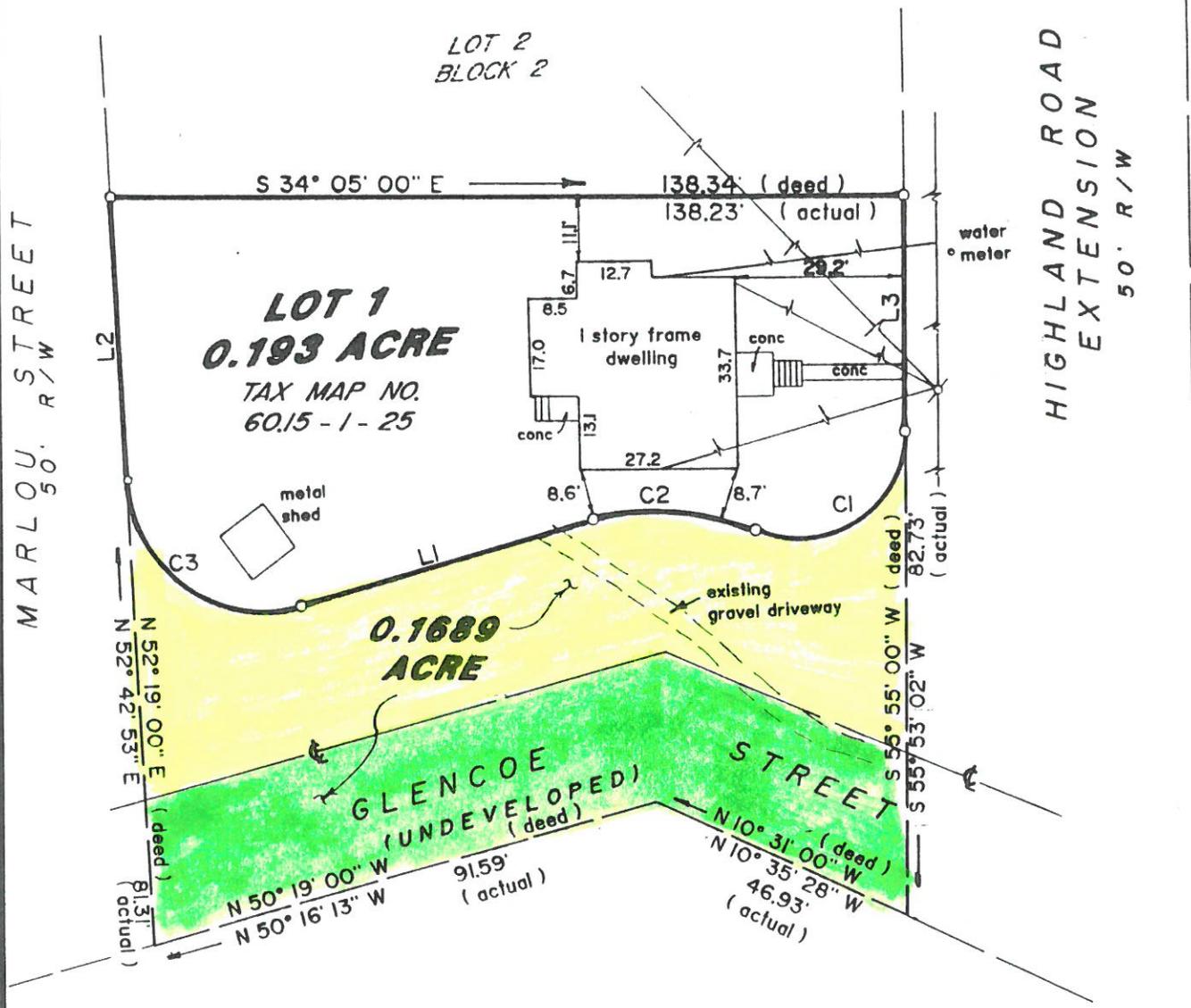
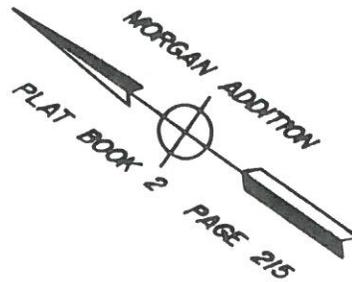
**C3:**  
 ARC = 42.92' ( deed ); 42.90' ( actual )  
 RADIUS = 23.96' ( deed ); 23.87' ( actual )  
 CHORD = N 01° 13' 20" E , 37.36'

**C2:**  
 ARC = 28.79'  
 RADIUS = 41.44' ( deed ); 41.57' ( actual )  
 CHORD = N 30° 25' 51" W , 28.22' ( actual )

conc concrete  
 power pole  
 overhead line

**LINE TABLE :**

L1	N 50° 19' 00" W	53.10'	( deed )
	N 50° 16' 13" W	53.10'	( actual )
L2	N 52° 19' 00" E	49.84'	( deed )
	N 52° 42' 53" E	49.52'	( actual )
L3	S 55° 58' 00" W	40.95'	( deed )
	S 55° 53' 02" W	41.07'	( actual )



4415 ELECTRIC ROAD, S.W.  
 ROANOKE, VIRGINIA 24014  
 772-0055

**ROBERT G. CANTLEY, INC.**  
 LAND SURVEYORS

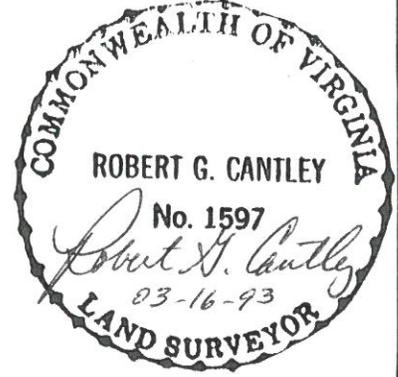
**PLAT FOR TOWN OF VINTON**

SHOWING A PORTION OF GLENCOE STREET ( UNDEVELOPED )

PROPOSED TO BE CLOSED AND SAID PROPERTY ( 0.1689 ACRE ) TO BE CONVEYED TO

**AUDLEY C. ROBINSON, JR.**

TOWN OF VINTON  
 ROANOKE COUNTY, VIRGINIA  
 DRAWN MARCH 16, 1993  
 SCALE : 1" = 30'





## Unofficial Property Record Card - Roanoke County, Virginia

### General Property Data

Parcel ID 060.15-01-22.00-0000	Account Number 20493
Prior Parcel ID --	
Property Owner TOWN OF VINTON	Property Location 350 HIGHLAND RD
	Property Use MUNICIPAL
Mailing Address 311 SOUTH POLLARD ST	Most Recent Sale Date 12/1/1998
	Legal Reference CH12/01/1998
City VINTON	Grantor
Mailing State VA Zip 24179	Sale Price 0
Jurisdiction-ZoningCode- Vinton-R2-Medium Density	Land Area 6.81 - AC
Description Residential	

### Current Property Assessment

Card 1 Value	Building Value 0	Xtra Features Value 131,800	Land Value 110,700	Total Value 242,500
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### Building Description

Building Style N/A	Foundation Type N/A	Flooring Type N/A
# of Living Units N/A	Frame Type N/A	Basement Floor N/A
Year Built N/A	Roof Structure N/A	Heating Type N/A
Style/Story Height N/A	Roof Cover N/A	Heating Fuel N/A
Insulation N/A	Primary Ext. Siding N/A	Air Conditioning 0%
Finished Area (SF) N/A	Interior Walls N/A	# of Bsmt Garages 0
Number Rooms 0	# of Bedrooms 0	# of Full Baths 0
# of 3/4 Baths 0	# of 1/2 Baths 0	# of Other Fixtures 0

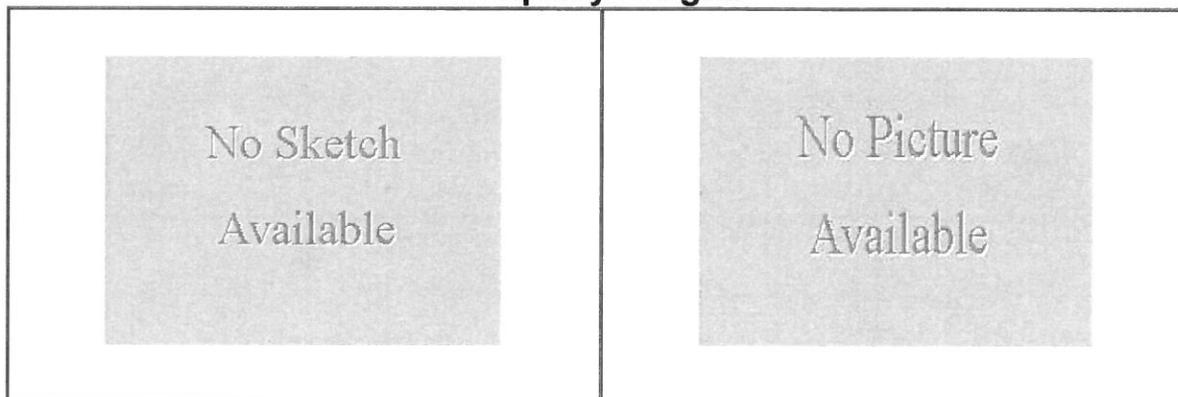
### Legal Description

GEARHART PARK OFF HIGHLAND

### Narrative Description of Property

This property contains 6.81 - AC of land mainly classified as MUNICIPAL with a(n) N/A style building, built about N/A , having N/A exterior and N/A roof cover, with N/A unit(s), 0 room(s), 0 bedroom(s), 0 bath(s), 0 half bath(s).

### Property Images

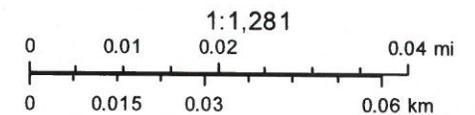


Disclaimer: This information is believed to be correct but is subject to change and is not warranted.

# Audley Robinson, 222 Highland Road, Vinton



ine 9, 2016



2015 Roanoke County, VA.  
Roanoke County, 2014  
Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus I  
USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS

**ORDINANCE NO. 584**

AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, APRIL 6, 1993, AT 6:00 P.M. IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING, 311 SOUTH POLLARD STREET, VINTON, VIRGINIA.

**AN ORDINANCE** officially vacating, discontinuing and closing an undeveloped street right-of-way which is more particularly described hereafter.

**WHEREAS**, the approved subdivision plat of Morgan Addition is recorded in the Clerk's Office of the Circuit Court of Roanoke County, Virginia, in plat book 2, page 215; and

**WHEREAS**, Audley Robinson is the owner of Lot 1 in Block 2 as shown on said plat, has applied to the Council of the Town of Vinton in accordance with law requesting that Council permanently vacate, discontinue and close an undeveloped street right-of-way immediately to the west of the said lot 1; and

**WHEREAS**, as required by Section 15.1-482 of the Code of Virginia (1950), as amended, the Town Council of the Town of Vinton has properly evaluated the request; and

**WHEREAS**, it appearing that no limitation or inconvenience would result to individuals or to the public from vacating the hereinafter described street right-of-way; and

**WHEREAS**, Council has given notice of and held a public hearing as required by law and, after considering all public comment on the issue, has found that no limitation or inconvenience will result to individuals or to the public from vacating said right-of-way as requested.

**THEREFORE, BE IT ORDAINED** by the Council of the Town of Vinton, Virginia that said street right-of-way situate in the Town of Vinton, Virginia and described as follows:

Situated in the Town of Vinton, County of Roanoke, State of Virginia:

**BEING** a twenty-five (25') foot in width **STREET RIGHT-OF-WAY**, beginning on the north side of Highland Road and running northward to its intersection with Marlou Street, and being shown on a plat of survey dated April 1, 1993 by Robert Cantley, C.L.S., a true copy of which is attached hereto and made a part hereof,

is hereby permanently **VACATED, DISCONTINUED** and **CLOSED**.

**BE IT FURTHER ORDAINED** that the Town Manager be and hereby is directed to mark "permanently vacated" on the said street right-of-way of all maps and plats on file in the office of the Department

of Public Works on which said street right-of-way is shown referring to the book and page of the Ordinance of the Council of the Town of Vinton, Virginia.

**BE IT FURTHER ORDAINED** that the applicant should bear the expense of the plat of survey recorded herewith which has been prepared and submitted to the Vinton Town Attorney for his review and approval as to format.

**BE IT FURTHER ORDAINED** that the Clerk of Council of the Town of Vinton cause a copy of a certified copy of this ordinance be transmitted to the Clerk of the Circuit Court for the County of Roanoke, for recordation in the deed books in the Clerk's Office, indexing the same in the name of Audley Robinson et al, the Town of Vinton and Morgan Addition.

This ordinance was adopted on motion made by Councilman Donald L. Davis, and seconded by Councilman Joseph L. Bush, Jr..

**AYES** 5

**NAYS** 0

**APPROVED:**

Charles R. Hill  
Charles R. Hill, Mayor

**ATTEST:**

Carolyn S. Ross  
Carolyn S. Ross, Clerk of Council



## **Town Council Agenda Summary**

### **Meeting Date**

September 20, 2016

### **Department**

Planning and Zoning

### **Issue**

Briefing on the proposed application for allocation of Virginia Department of Transportation (VDOT) SMART SCALE funds for the Walnut Avenue Improvements Project.

### **Summary**

Virginia Department of Transportation (VDOT) SMART SCALE grant funding is currently available with applications for the grant due by September 22<sup>nd</sup>.

In accordance with the Commonwealth Transportation Board (CTB) construction allocation procedures, it is necessary that a Resolution be received from the sponsoring local jurisdiction requesting VDOT to establish a SMART SCALE project in the Town of Vinton. The prioritization process for Smart Scale shall be based, at a minimum on the following factors: congestion mitigation, economic development, accessibility, safety, and environmental quality.

Improvements along the Walnut Avenue Corridor were identified in the Roanoke Valley Area Metropolitan Planning Organization (RVAMPO) Long Range Plan, the RVAMPO 2005 Regional Bikeway Plan, and the 2006 Pedestrian Access to Commercial Centers report prepared by the RVAMPO. The Walnut Avenue Improvements Project was also identified in the Vinton Area Corridors Plan, which was incorporated into the Vinton Comprehensive Plan by ordinance on February 16, 2010. The Walnut Avenue Corridor is one of the eight designated Urban Development Areas (UDA) of the Town of Vinton, as adopted by this Council on August 16, 2016,

The 2013 Regional Surface Transportation Program (RSTP) sidewalk project along Walnut Avenue from 1st Street to 2nd Street has been completed, and the Walnut Avenue/5th Street bridge replacement project over Glade Creek has been completed through VDOT Six Year Improvement Program (SYIP) and Town of Vinton funds. Walnut Avenue Corridor

Improvements from 5th Street to the Western Town Limit, including 8th Street intersection improvements, is listed on the FY17-FY22 VDOT Six-Year Improvement Program; however, is not fully funded.

Improvements along the Walnut Avenue Corridor from 5<sup>th</sup> Street to the Western Town Limit, including 8th Street intersection improvements, would provide safer bicycle and pedestrian access to downtown Vinton, the Glade Creek Greenway, which is currently under construction, and to the Roanoke Valley Greenway system.

If Council were to consider this SMART SCALE grant application, it would not require a local match from the Town of Vinton. It is important for the Town to be considered in this year's funding cycle because if we miss this cycle, it will be two years before we can make application again.

**Attachments**

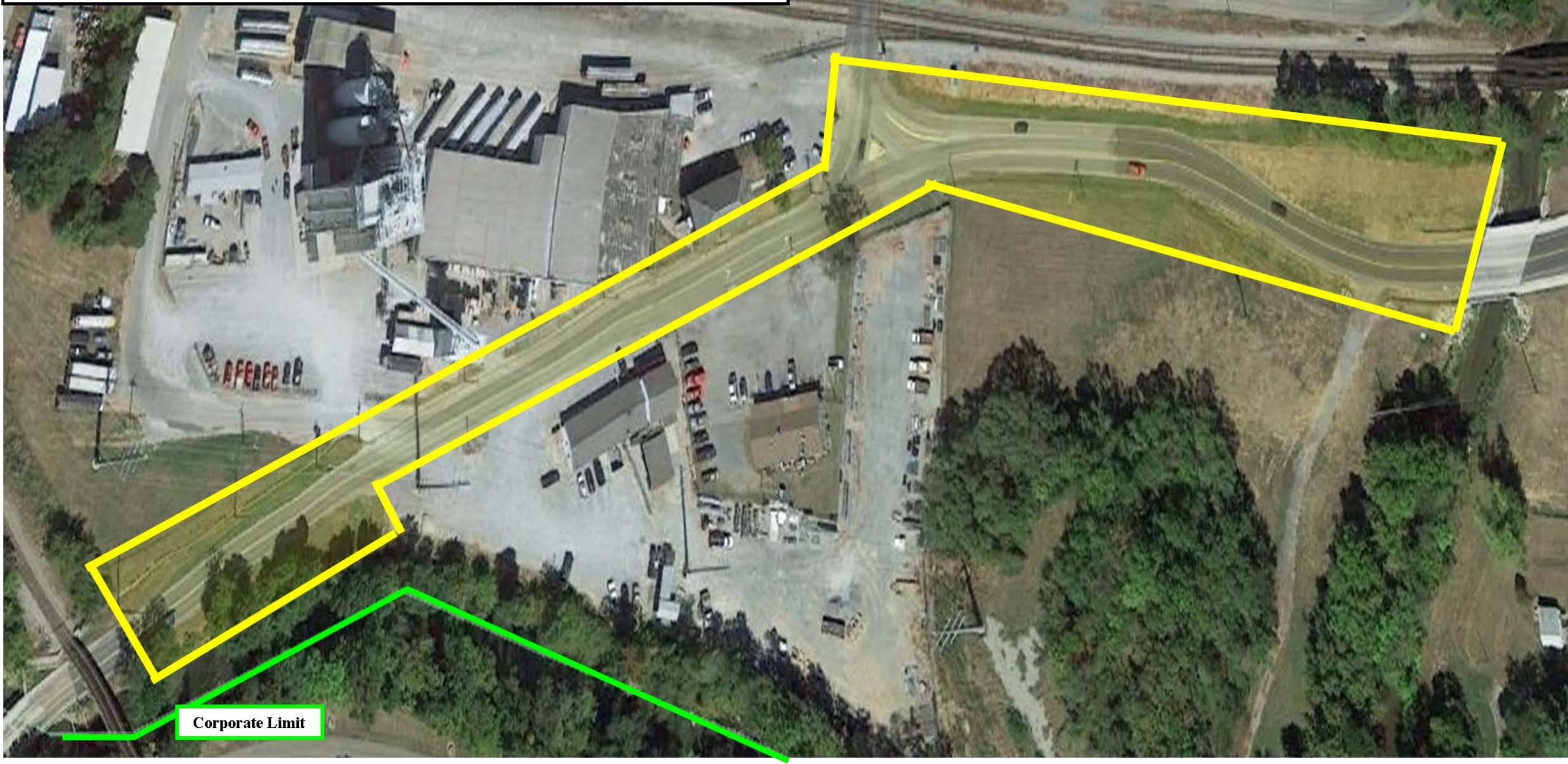
Aerial Map

**Recommendations**

No action required

WALNUT AVENUE CORRIDOR IMPROVEMENT PROJECT  
5th Street to western corporate limit

Project Area



Corporate Limit



## **Town Council Agenda Summary**

### **Meeting Date**

September 20, 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 Transportation (VDOT) SMART SCALE funds for the Walnut Avenue Improvements Project.

### **Summary**

VDOT is currently accepting applications for SMART SCALE grant funding, with applications for the grant due by September 22, 2016. This grant application is for bicycle, pedestrian, and intersection improvements along the Walnut Avenue Corridor from the new bridge located at 5<sup>th</sup> Street to the western corporate limit.

### **Attachments**

Resolution

### **Recommendations**

Motion to adopt Resolution

**RESOLUTION NO.**

**AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, SEPTEMBER 20, 2016, AT 7:00 P.M., IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING LOCATED AT 311 SOUTH POLLARD STREET, VINTON, VIRGINIA**

**WALNUT AVENUE IMPROVEMENTS PROJECT**

A **RESOLUTION** authorizing the Town Manager for and on behalf of the Town of Vinton, to file an application for allocation of Virginia Department of Transportation (VDOT) SMART SCALE Program funds.

**WHEREAS**, in accordance with the Commonwealth Transportation Board (CTB) construction allocation procedures, it is necessary that a Resolution be received from the sponsoring local jurisdiction requesting the Virginia Department of Transportation (VDOT) to establish a SMART SCALE project in the Town of Vinton, Virginia; and

**WHEREAS**, the prioritization process for Smart Scale shall be based, at a minimum on the following factors: congestion mitigation, economic development, accessibility, safety, and environmental quality; and

**WHEREAS**, improvements along the Walnut Avenue Corridor were indentified in the Roanoke Valley Area Metropolitan Planning Organization Long Range Plan; and

**WHEREAS**, bicycle improvements along the Walnut Avenue Corridor were included in the 2005 Regional Bikeway Plan for the Roanoke Valley Area Metropolitan Planning Organization; and

**WHEREAS**, pedestrian improvements along the Walnut Avenue Corridor were included in the 2006 Pedestrian Access to Commercial Centers report prepared by the Roanoke Valley Area Metropolitan Planning Organization; and

**WHEREAS**, the Walnut Avenue Improvement Project was identified in the Vinton Area Corridors Plan, which was incorporated into the Vinton Comprehensive Plan by ordinance on February 16, 2010; and

**WHEREAS**, improvements along the Walnut Avenue Corridor, including 8<sup>th</sup> Street intersection improvements, will provide safer bicycle and pedestrian access to downtown Vinton, the Glade Creek Greenway, which is currently under construction, and the Roanoke Valley Greenway system; and

**WHEREAS**, the Walnut Avenue Improvements Project from 5<sup>th</sup> Street to the Western Town Limit, including 8<sup>th</sup> Street intersection improvements, is listed on the FY17-FY22 VDOT Six-Year Improvement Program, however is not fully funded; and

**WHEREAS**, this project is located within the Walnut Avenue Corridor, which is one of the eight designated Urban Development Areas (UDA) of the Town of Vinton, as adopted by this Council on August 16, 2016; and

**WHEREAS**, the 2013 Regional Surface Transportation Program (RSTP) sidewalk project along Walnut Avenue from 1<sup>st</sup> Street to 2<sup>nd</sup> Street has been completed; and

**WHEREAS**, the Walnut Avenue/5<sup>th</sup> Street bridge replacement project over Glade Creek has been completed through VDOT Six Year Improvement Program (SYIP) and Town of Vinton funds.

**NOW, THEREFORE, BE IT RESOLVED**, the Council of the Town of Vinton endorses the SMART SCALE candidate project for Walnut Avenue Improvements Project from 5<sup>th</sup> Street to the Western Town Limit, including 8<sup>th</sup> Street intersection improvements, and directs staff to formally apply for the project under the Construction District Grant Program by the September 22, 2016 deadline.

**BE IT FURTHER RESOLVED**, that the Town of Vinton hereby agrees to enter into a project administration agreement with the Virginia Department of Transportation (VDOT) and provide the necessary oversight to ensure the project is developed in accordance with all state and federal requirements for design, right-of-way acquisition, and construction of a federally funded transportation project.

**BE IT FURTHER RESOLVED**, that the Town of Vinton will be responsible for maintenance and operating costs of any facility constructed with SMART SCALE Program funds unless other arrangements have been made with VDOT.

**BE IT FURTHER RESOLVED**, that if the Town of Vinton subsequently elects to cancel this Project, the Town of Vinton hereby agrees to reimburse VDOT for the total amount of costs expended by VDOT through the date VDOT is notified of such cancellation. The Town of Vinton also agrees to repay any funds previously reimbursed that are later deemed ineligible for the Federal Highway Administration.

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**

September 20, 2016

### **Department**

Police

### **Issue**

Consider adoption of a Resolution appropriating funds in the amount of \$3,265.09 for the receipt of an insurance claim made on a Dodge Charger (Unit 1137) of the Police Department.

### **Summary**

On August 24, 2016, a Dodge Charger (Unit 1137) of the Police Department was struck by another vehicle, causing front end damage. The Town's insurance carrier, VML Insurance Programs has issued a check in the amount of \$3,265.09, which is the estimate from Buddy's Auto Body, Inc. to repair said vehicle less the \$500.00 deductible.

### **Attachments**

Resolution

### **Recommendations**

Motion to adopt Resolution

**RESOLUTION NO.**

**AT A REGULAR MEETING OF THE VINTON TOWN COUNCIL HELD ON TUESDAY, SEPTEMBER 20, 2016 AT 7:00 PM IN THE COUNCIL CHAMBERS OF THE VINTON MUNICIPAL BUILDING, 311 SOUTH POLLARD STREET, VINTON, VIRGINIA 24179.**

**WHEREAS,** while driving home from work on August 24, 2016, Unit 1137 was involved in an accident with another vehicle. The other vehicle pulled in front of the Officer, causing a motor vehicle accident; and

**WHEREAS,** the proper insurance filing was made with the VML Insurance Programs and has been received into the Revenue Account 200.1901.001– Recoveries and Rebates in the amount of \$3,265.09; and

**WHEREAS,** in order that Buddy’s Auto Body can be paid when the invoice is received for the work, it is necessary for the Vinton Town Council to appropriate the funds from the Revenue Account 200.1901.001 – Recoveries and Rebates to the Police Department Operating Budget Account Number 200.3101.304 Maintenance and Repair of Equipment.

**NOW, THEREFORE, BE IT RESOLVED** that the Vinton Town Council does hereby approve the following accounting transaction:

<b>FROM:</b>	<b>200.1901.001</b>	<b>Recoveries and Rebates</b>	<b>\$3,265.09</b>
<b>TO:</b>	<b>200.3101.304</b>	<b>Maintenance and Repair of Equipment</b>	<b>\$3,265.09</b>

This Resolution was adopted on motion by Council Member \_\_\_\_\_, seconded by Council Member \_\_\_\_\_, with the following votes recorded:

AYES:

NAYS:

APPROVED:

\_\_\_\_\_  
Bradley E. Grose

ATTEST:

\_\_\_\_\_  
Susan N. Johnson, Town Clerk



## **Town Council Agenda Summary**

### **Meeting Date**

September 20, 2016

### **Department**

Finance/Treasurer

### **Issue**

Financial Report for July 2016

### **Summary**

The Financial Report for the period ending July 31, 2016 has been placed in the Town's Dropbox and on the Town's Website.

The Finance Committee met on September 12, 2016 to discuss this report and will make a presentation to Council at their Regular Meeting.

### **Attachments**

July 2016 Financial Report Summary

### **Recommendations**

Motion to approve the July 2016 Financial Report

**Financial Report Summary  
Month Ending July 31, 2016**

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	8,629,845	8,631,358	73,536	73,536	(8,557,822)	1%
Accrued Revenue Adjustment			151,290	151,290		
Total Adj. Revenues	8,629,845	8,631,358	224,826	224,826	(8,406,532)	3%
Expenditures	8,629,845	8,631,358	467,322	467,332	(8,164,026)	5%
<b>Revenues over/(under) Expenditures</b>		<b>0</b>	<b>(242,497)</b>	<b>(242,507)</b>		
<b>Utility Fund 300</b>						
Revenues	3,684,151	3,572,778	126,024	126,024	(3,446,754)	4%
Bond Series 2013		111,373	0	0	(111,373)	
Operating Revenues	3,684,151	3,461,405	126,024	126,024	(3,335,381)	4%
Expenditures	3,684,151	3,572,778	318,234	318,234	(3,254,544)	9%
Bond Series 2013	0	111,373	0	0	(111,373)	
Operating Expenditures	3,684,151	3,461,405	318,234	318,234	(3,143,171)	9%
<b>Revenues over/(under) Expenditures</b>		<b>0</b>	<b>(192,210)</b>	<b>(192,210)</b>		
<b>Stormwater Fund 600</b>						
Revenues	299,792	299,792	0	0	(299,792)	0%
Expenditures	299,792	299,792	11,174	11,174	(288,618)	4%
<b>Revenues over/(under) Expenditures</b>		<b>0</b>	<b>(11,174)</b>	<b>(11,174)</b>		
<b>Total All Funds</b>						
Revenues	12,613,788	12,392,555	350,849	350,849	(12,041,706)	3%
Expenditures	12,613,788	12,392,555	796,730	796,740	(11,595,815)	6%
<b>Revenues over/(under) Expenditures</b>		<b>0</b>	<b>(445,881)</b>	<b>(445,891)</b>		