



## City Council Meeting

### AGENDA

**Monday, June 28, 2021, 6:30 PM**

Andrew Lewis Middle School Auditorium, 616 S. College Avenue, Salem, Virginia 24153

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1. Call to Order
2. Pledge of Allegiance
3. Bid Openings, Awards, Recognitions
4. Consent Agenda
  - A. **Minutes**

Consider the acceptance of the minutes for the June 14, 2021 Regular Meeting.
  - B. **Financial Reports**

Consider acceptance of the Statement of Revenues and Expenses for the eleven months ending May 31, 2021.
5. Old Business
6. New Business
  - A. **Amendment to the Zoning Ordinance**

Hold public hearing and consider ordinance on first reading for rezoning the property of Bethel Baptist Church, Inc., property owner, located at 6 Front Avenue (Tax Map # 234-6-2) from RSF Residential Single-Family District to HBD Highway Business District with proffered condition. (As advertised in the June 10 and 17, 2021 issues of the Salem Times-Register. Recommend approval; see page 2 of Planning Commission minutes). **STAFF REPORT**
  - B. **Amendment to the Zoning Ordinance**

Hold public hearing and consider ordinance on first reading for rezoning the property of Peter R. Fields and Vivian D. Fields, property owners, located at 303-305 South Colorado Street (Tax Map # 121-10-4) from RMF Residential Multi-Family to TBD Transitional Business District. (As advertised in the June 10 and 17, 2021 issues of the Salem Times-Register. Recommend approval; see page 3 of Planning Commission minutes). **STAFF REPORT**
  - C. **Amendment to the Zoning Ordinance**

Hold public hearing and consider ordinance on first reading for rezoning the property of MCLIP Properties, LLC, property owner, located at 901 South Colorado Street and 110 7th Street (Tax Map # 184-4- 8) from LM Light Manufacturing District to CBD Community Business District. (As advertised in the June 10 and 17, 2021 issues of the Salem Times-Register. Recommend approval; see page 3 of Planning Commission minutes). **STAFF REPORT**

D. **Special Exception Permit**

Hold public hearing to consider the request of Timothy J. Toohig and Lonzie L. Linkous, Jr., property owners, for the issuance of a Special Exception Permit to allow a two-family dwelling on the property located at 335 Roanoke Boulevard (Tax Map # 146 - 1 - 3). (As advertised in the June 10 and 17, 2021 issues of the Salem Times-Register. Recommend approval; see page 4 of Planning Commission minutes). **STAFF REPORT**

E. **Special Exception Permit**

Hold public hearing to consider the request of Total Motion Performance, lessee, and 751 Union Station, LLC, property owner for the issuance of a Special Exception Permit to allow athletic instruction services on the property located at 773 Union Street (Tax Map # 183 - 1 -1). (As advertised in the June 10 and 17, 2021 issues of the Salem Times-Register. Recommend approval; see page 6 of Planning Commission minutes). **WITHDRAWN BY PETITIONER**

F. **Abstract of Votes**

Receive the Abstract of Votes cast at the Democratic Party Primary Election held on June 8, 2021.

G. **Resolution Ending Local Declaration of Emergency**

Consider adoption of Resolution 1402 ending the local declaration of emergency and rescinding its continuity of government ordinance, with such actions to be effective June 30, 2021.

H. **Amended City Pay Plan**

Consider adoption of amended City Pay Plan for the 2021-2022 fiscal year.

7. Adjournment

**Audit-Finance Committee Meeting is cancelled.**

There will be no Work Session for the June 28, 2021 meeting.



**City Council Meeting  
MINUTES**

**Monday, June 14, 2021, 6:30 PM**

Andrew Lewis Middle School Auditorium, 616 S. College Avenue, Salem, Virginia  
24153

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**1. Call to Order**

A regular meeting of the Council of the City of Salem, Virginia was called to order at 6:30 p.m., there being present the following members to wit: Renée Ferris Turk, Mayor; James W. Wallace, III, Vice- Mayor; Council members: Byron Randolph Foley, William D. Jones, and John Saunders; with Renée Ferris Turk, Mayor, presiding together with James E. Taliaferro, II, City Manager; Rob Light, Assistant City Manager and Clerk of Council; Rosemarie B. Jordan, Director of Finance; Mike Stevens, Director of Communications; Will Simpson, City Engineer; and Jim Guynn, City Attorney

**2. Pledge of Allegiance**

**3. Bid Openings, Awards, Recognitions**

There were none.

**4. Consent Agenda**

**A. Citizen Comments**

Comments from the public, limited to five minutes, on matters not on the regular meeting agenda. The following have signed up to speak at this meeting:

- 1) John Breen, 142 Bogey Lane
- 2) Kevin Bell, 419 N. Market Street
- 3) Les Eary, 2821 Simms Circle

John Breen, 142 Bogey Lane appeared before Council. Mr. Breen requested Council consider amending their rules regarding public input at Council meetings. Primarily, Mr. Breen expressed concerns about the current rules for citizen comments and presented suggested changes.

Kevin Bell was not present to speak.

Les Eary, 2821 Simms Circle was the third speaker to speak before Council. Mr. Eary expressed concern about the recent amendments to Chapter 94 of the Code of the City of Salem relating to Nuisances.

**B. Minutes**

Consider the acceptance of the minutes for the May 24, 2021 Regular Meeting.

The May 24, 2021 Regular meeting minutes were approved as written.

**5. Old Business**

**A. Amendment to City Code**

Consider ordinance on second reading amending Chapter 66, Article I In General, Section 66-9, Article III Construction Location, Division 1 Generally, Section 66-73, Article IV Permitted Signs by Use and District, Section 66-107, and Article V Definitions, Section 66-151, of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to signs. (Approved on first reading at the May 24, 2021 meeting.)

Randy Foley motioned to adopt the ordinance on second reading amending Chapter 66, Article I In General, Section 66-9, Article III Construction Location, Division 1 Generally, Section 66-73, Article IV Permitted Signs by Use and District, Section 66-107, and Article V Definitions, Section 66-151, of the CODE OF THE CITY OF SALEM, VIRGINIA pertaining to signs. John Saunders seconded the motion.

Ayes: Foley, Jones, Saunders, Turk, Wallace

**B. Amendment to City Code**

Consider ordinance on second reading amending Chapter 106, Zoning, Article II District Regulations, Sections 106-204.3(B)1, 106-208.3(B)1, 106-213.3(B)1 pertaining to single-family dwellings; Article III Use & Design Standards, Section 106-304.5(B)(D) pertaining to home occupations, Section 106-308 pertaining to office uses, Article IV Development Standards, Section 106-404.11(A)(E) pertaining to parking, Article V Administration, Sections 106-504(A), 106-514, 106-518 pertaining to zoning permits, enforcement, and civil penalties and Article VI, Definitions and Use Types, Section 106-602, Use Types, Section 106-602.5 Civic Use Types and 106-602.7 Office Use Types, pertaining to guidance services, medical offices/clinic, and outpatient mental health and substance abuse clinics of the CODE OF THE CITY OF SALEM, VIRGINIA. (Approved on first reading at the May 24, 2021 meeting.)

Randy Foley motioned to adopt ordinance on second reading amending Chapter 106, Zoning, Article II District Regulations, Sections 106-204.3(B)1, 106-208.3(B)1, 106-213.3(B)1 pertaining to single-family dwellings; Article III Use & Design Standards, Section 106-304.5(B)(D) pertaining to home occupations, Section 106-308 pertaining to office uses, Article IV Development Standards, Section 106-404.11(A)(E) pertaining to parking, Article V Administration, Sections 106-504(A), 106-514, 106-518 pertaining to zoning permits, enforcement, and civil

penalties and Article VI, Definitions and Use Types, Section 106-602, Use Types, Section 106-602.5 Civic Use Types and 106-602.7 Office Use Types, pertaining to guidance services, medical offices/clinic, and outpatient mental health and substance abuse clinics of the CODE OF THE CITY OF SALEM, VIRGINIA. William Jones seconded the motion.

Ayes: Foley, Jones, Saunders, Turk, Wallace

**C. Amendment to City Code**

Consider ordinance on second reading amending Chapter 18, Article II, Building Code, Section 18-38, Amendments, and Article VII, Historic Structures, Section 18-657, Maintenance of historic buildings, pertaining to the Virginia Uniform Statewide Building Code, and the maintenance of historic structures of THE CODE OF THE CITY OF SALEM. (Approved on first reading at the May 24, 2021 meeting).

William Jones motioned to adopt ordinance on second reading amending Chapter 18, Article II, Building Code, Section 18-38, Amendments, and Article VII, Historic Structures, Section 18-657, Maintenance of historic buildings, pertaining to the Virginia Uniform Statewide Building Code, and the maintenance of historic structures of THE CODE OF THE CITY OF SALEM. John Saunders seconded the motion.

Ayes: Foley, Jones, Saunders, Turk, Wallace

**D. Amendment to City Code**

Consider ordinance on second reading to amend, revise, and reordain Chapter 94, Vegetation, pertaining to nuisances of THE CODE OF THE CITY OF SALEM. (Approved as amended on first reading at the May 24, 2021 meeting).

Randy Foley motioned to adopt ordinance on second reading to amend, revise, and reordain Chapter 94, Vegetation, pertaining to nuisances of THE CODE OF THE CITY OF SALEM. John Saunders seconded the motion.

Vice-Mayor asked if there should be any further discussion or research done as this was the only amendment that had any concerns expressed about. City Council voted to approve the ordinance as amended.

Ayes: Foley, Jones, Saunders, Turk, Wallace

**E. Budget Ordinance**

Consider ordinance on second reading adopting the budget for the 2021-2022 fiscal

year.

William Jones motioned to adopt ordinance on second reading adopting the budget for the 2021-2022 fiscal year. Randy Foley seconded the motion.

Ayes: Foley, Jones, Saunders, Turk, Wallace

**F. Budget Appropriation Ordinance**

Consider ordinance on second reading appropriating funds for the 2021-2022 fiscal year budget.

William Jones motioned to adopt ordinance on second reading appropriating funds for the 2021-2022 fiscal year budget. John Saunders seconded the motion.

Ayes: Foley, Jones, Saunders, Turk, Wallace

**6. New Business**

**A. Resolution for Wayne Strickland**

Consider the adoption of Resolution 1401 honoring the service and career of Wayne G. Strickland on his retirement as Executive Director of the Roanoke Valley-Alleghany Regional Commission.

Mayor Turk read Resolution 1401. She thanked him for his service. Mr. Strickland commented on the contributions that Salem has made to the Roanoke Valley-Alleghany Regional Commission.

William Jones motioned to adopt Resolution 1401 honoring the service and career of Wayne G. Strickland on his retirement as Executive Director of the Roanoke Valley-Alleghany Regional Commission. Randy Foley seconded the motion.

Ayes: Foley, Jones, Saunders, Turk, Wallace

**B. Appointment of a School Board Member**

Consider the appointment of a School Board position to fill the remaining term expiring December 31, 2021 of Dr. Michael Chiglinsky.

Randy Foley requested to make comments to the floor. He expressed the importance of appointing someone with experience to fulfill the remainder of Dr. Chiglinsky's term on the School Board. He motioned to appoint Sally Southard to fill the remaining term expiring December 31, 2021 of Dr. Michael Chiglinsky. There was no second on Mr. Foley's motion.

John Saunders motioned to appoint Teresa Sizemore-Hernandez to the School Board to fill the remaining term expiring December 31, 2021 of Dr. Michael Chiglinsky. James Wallace seconded the motion.

Ayes: Foley, Jones, Saunders, Turk, Wallace

**C. Appropriation of Funds**

Consider request to appropriate additional highway maintenance funding from the state for various projects. **Audit - Finance Committee**

James Wallace motioned to appropriate \$936,100 of carryover funds to the following accounts: Sidewalk, Curb and Gutter - \$41,800 - Broad St Downtown; Tree Trimming/Replacement - \$133,910 - Right of Way Trimming; Resurfacing - \$188,205 - College Ave Downtown; Storm Drains – Maintenance - \$530,000 - Kesler Mill Drainage; Tree Trimming/Replacement - \$42,185 - Right of Way Trimming - Total of \$936,100. John Saunders seconded the motion.

Ayes: Foley, Jones, Saunders, Turk, Wallace

**D. Appropriation of Funds**

Consider request to amend the School Operating Fund Budget as approved by the School Board on June 8, 2021. **Audit - Finance Committee**

James Wallace motioned to approve the School Board's appropriation changes of \$300,000 to the School Operating Fund. Randy Foley seconded the motion.

Ayes: Foley, Jones, Saunders, Turk, Wallace

Mr. Jones thanked Dr. Seibert and the School Board members.

**E. Simms Farm Section 1**

Consider setting bond for physical improvements and erosion and sediment control for Simms Farm Section 1. **Audit - Finance Committee**

James Wallace motioned to approve setting bond in the amount of \$334, 929 for physical improvements and erosion and sediment control for Simms Farm Section 1 for a time frame for completion set at twelve (12) months. Randy Foley seconded the motion.

Ayes: Foley, Jones, Saunders, Turk, Wallace

Will Simpson, City Engineer, clarified what Section 1 refers to. Mayor Turk asked

if they felt this would take care of the issues. He responded affirmatively.

**F. Boards and Commissions**

Consider appointments to various boards and commissions.

Randy Foley motioned to appoint Ann Tripp to Blue Ridge Behavioral Healthcare to fill the unexpired term of Carol Brittain for the remainder of a three-year term ending December 31, 2021; to re-appoint Margaret Humphrey to the Personnel Board for a two-year term ending August 12, 2023; and to re-appoint J. Chris Conner to the Personnel Board for a two-year term ending August 12, 2023. William Jones seconded the motion.

Ayes: Foley, Jones, Saunders, Turk, Wallace

**7. Adjournment**

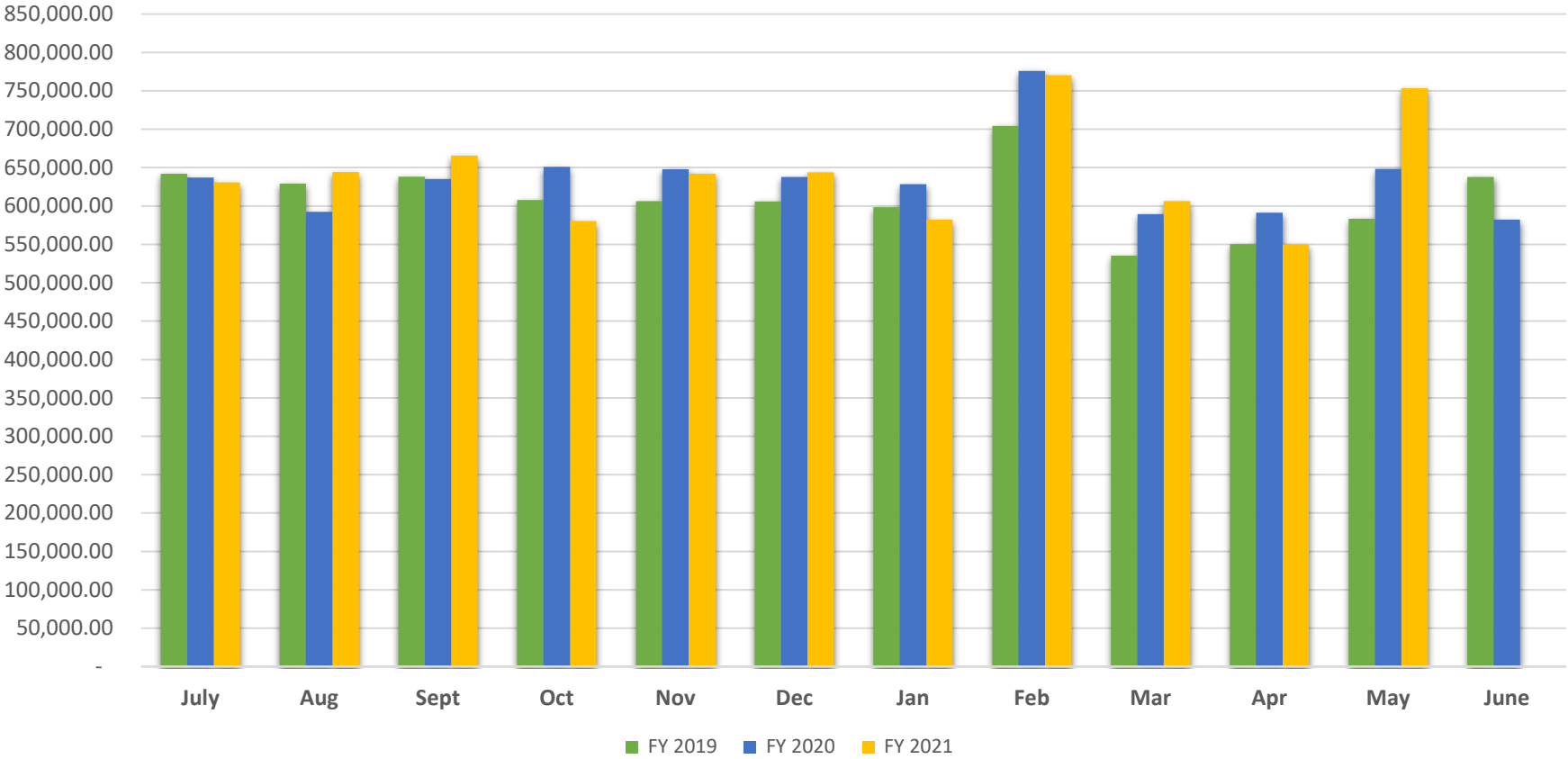
The meeting was adjourned at 7:04 p.m.

Schedule A

City of Salem, Virginia  
General Fund  
Statement of Revenues and Expenditures  
For Eleven Months Ending May 31, 2021

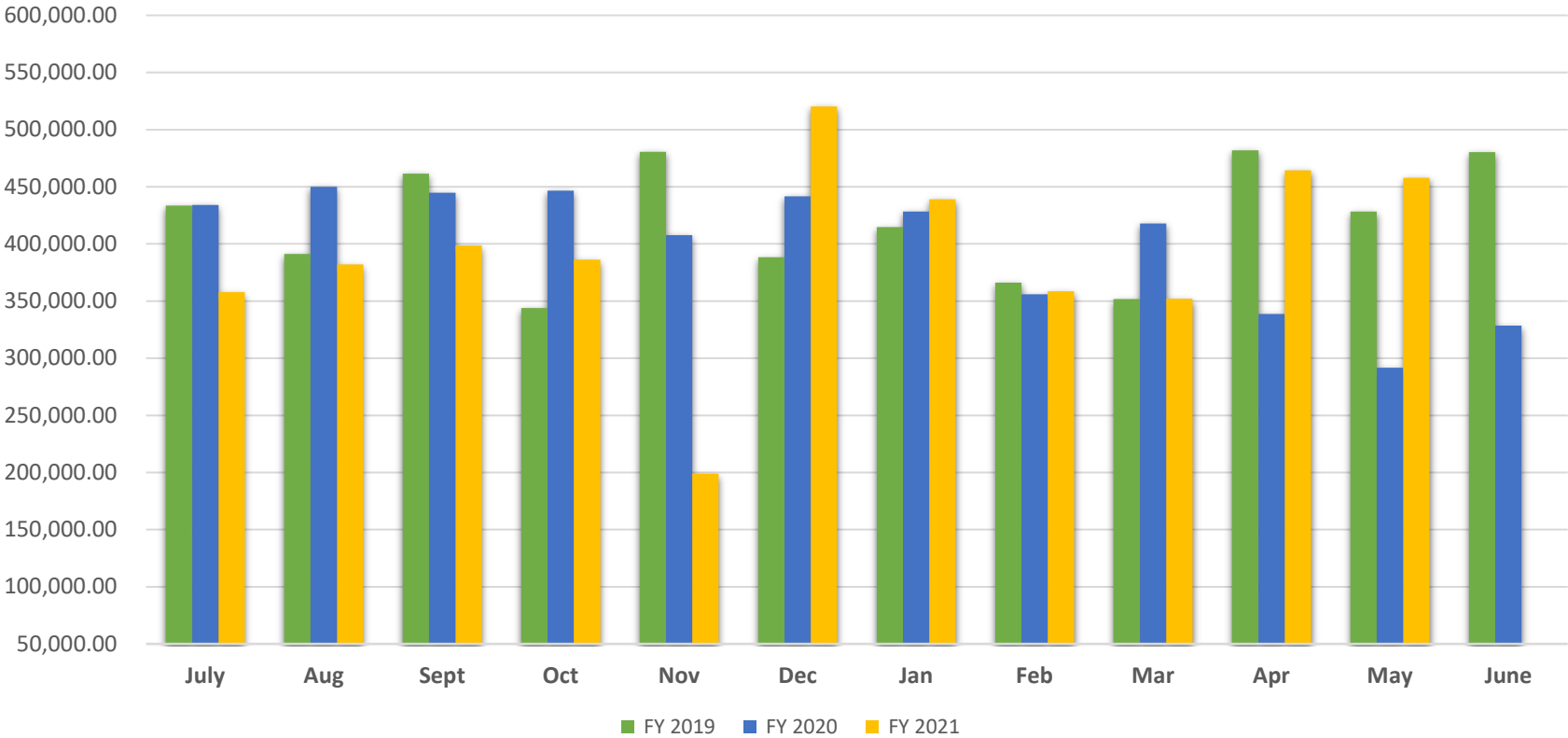
	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
<b>Revenues:</b>					
Beginning Balance 7-1-20	\$ 7,394,531	-	0%	-	\$ -
General Property Taxes	38,989,443	31,083,116	80%	22,481,953	8,601,163
Other Local Taxes	19,241,000	19,017,325	99%	19,306,402	(289,077)
Permits and Licenses	324,450	293,386	90%	302,866	(9,480)
Fines and Forfeitures	70,000	49,524	71%	58,793	(9,270)
Revenue from Use of Money and Property	1,412,273	532,783	38%	1,854,010	(1,321,227)
Charges for Services	3,503,257	2,546,749	73%	2,855,329	(308,579)
Payment in Lieu of Taxes from Electric Fund	3,160,000	3,160,000	100%	3,160,000	-
Payment in Lieu of Taxes from Water Fund	167,000	164,217	98%	161,283	2,934
Miscellaneous Revenue	389,685	348,884	90%	333,491	15,393
Non-Categorical Aid	3,884,907	1,019,872	26%	1,077,322	(57,450)
Shared Expenses	1,383,069	1,159,489	84%	1,083,683	75,806
Categorical Aid	12,145,968	12,029,185	99%	5,763,460	6,265,725
Non-Revenue Receipts	13,915	14,916	107%	72,653	(57,737)
Transfer From Other Funds	335,000	-	0%	-	-
<b>Total Revenues</b>	<b>92,414,498</b>	<b>71,419,445</b>	<b>77%</b>	<b>58,511,244</b>	<b>12,908,201</b>
<b>Expenditures:</b>					
General Government	7,763,588	6,183,241	80%	6,401,488	(218,247)
Judicial Administration	2,384,966	2,107,962	88%	1,917,406	190,556
Public Safety	20,014,487	16,085,559	80%	15,532,352	553,207
Public Works	15,950,308	13,818,096	87%	7,696,139	6,121,957
Health and Welfare	5,616,855	4,262,321	76%	3,771,414	490,907
Education	23,456,497	23,121,497	99%	23,773,587	(652,090)
Parks, Recreation and Cultural	6,466,718	4,728,450	73%	4,777,894	(49,444)
Community Development	3,272,043	2,663,843	81%	2,742,880	(79,036)
Non-Departmental	6,305,438	5,798,743	92%	5,972,903	(174,160)
Contingency	1,055,116	-	0%	-	-
Contingency for Economic Dev. Opportunities	100,000	-	0%	-	-
Reserve for Capital	28,482	-	0%	-	-
<b>Total Expenditures</b>	<b>92,414,498</b>	<b>78,769,712</b>	<b>85%</b>	<b>72,586,063</b>	<b>6,183,650</b>
<b>Revenues Over/(Under) Expenditures</b>	<b>\$ -</b>	<b>\$ (7,350,267)</b>		<b>\$ (14,074,819)</b>	<b>\$ 6,724,551</b>

City of Salem  
Sales Tax Summary  
For Fiscal Years 2019 - 2021

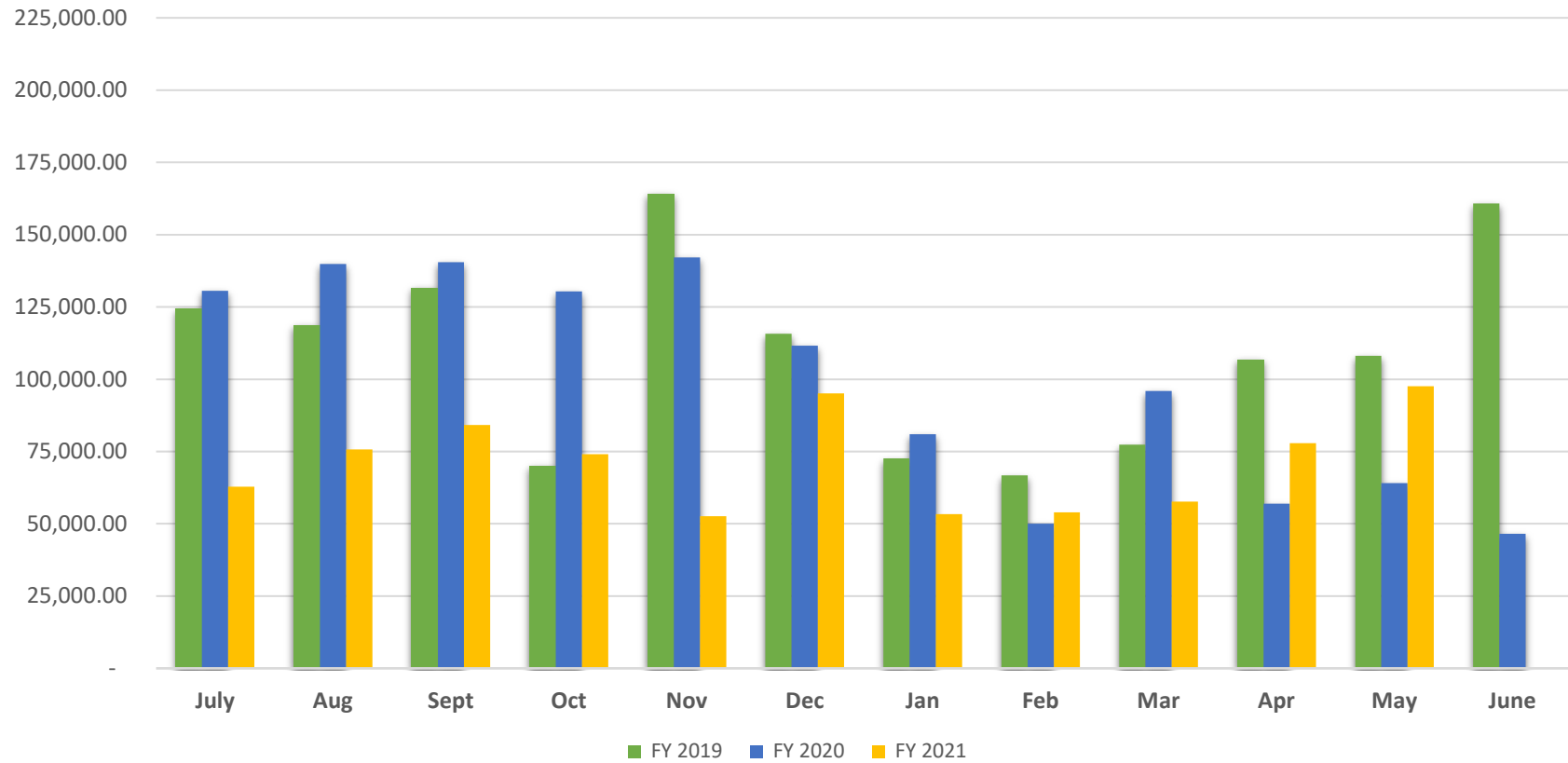




**City of Salem  
Meals Tax Summary  
For Fiscal Years 2019 - 2021**



**City of Salem  
Lodging Tax Summary  
For Fiscal Years 2019 - 2021**



City of Salem, Virginia  
Debt Outstanding  
For Period Ending May 31, 2021

Schedule E

	Balance 7/1/2020	Issuances	Principal Payments	Balance 5/31/2021
<b>City Debt Outstanding</b>				
2010B VML/VACO Series G Build America Bonds	\$ 315,000	\$ -	\$ (315,000)	\$ -
2010D VML/VACO Bonds I Tax Exempt Bonds*	1,470,000	-	(1,470,000)	-
2011 Union First Market Refunding Bonds	1,579,842	-	(409,050)	1,170,792
2013 Public Improvement Bonds	1,245,825	-	(89,425)	1,156,400
2016B Public Improvement Bonds	850,793	-	(133,192)	717,601
2019 Public Improvement Bonds	4,859,000	-	(189,000)	4,670,000
2020 Public Improvement Bonds	2,595,000	-	(220,000)	2,375,000
2020 Public Improvement Refunding Bonds	5,799,023	-	(279,997)	5,519,026
2021 Public Improvement Refunding Bonds	-	1,555,000	-	1,555,000
<b>Total City Debt Outstanding</b>	<u>18,714,483</u>	<u>1,555,000</u>	<u>(3,105,664)</u>	<u>17,163,819</u>
<b>School Debt Outstanding</b>				
2011 Union First Market Refunding Bonds	2,765,158	-	(715,950)	2,049,208
2012A Public Improvement Bonds	6,204,250	-	(477,250)	5,727,000
2013 Public Improvement Bonds	3,839,175	-	(275,575)	3,563,600
2020 Public Improvement Bonds	23,960,000	-	(125,000)	23,835,000
<b>Total School Debt Outstanding</b>	<u>36,768,583</u>	<u>-</u>	<u>(1,593,775)</u>	<u>35,174,808</u>
<b>Total Debt Outstanding</b>	<u><u>\$ 55,483,066</u></u>	<u><u>\$ 1,555,000</u></u>	<u><u>\$ (4,699,439)</u></u>	<u><u>\$ 52,338,627</u></u>

\*This issue was refunded in May 2021.

City of Salem, Virginia  
Capital Projects Fund  
Statement of Revenues and Expenditures  
For Period Ending May 31, 2021

Schedule F

	Budget	Project To Date	Encumbrances	Total Project	Available Balance	Year To Date	
Fund Balance, July 1, 2020							28,679,093
<u>Revenues:</u>							
Federal Grants	9,289,835	1,996,392	-	1,996,392	7,293,443	992,458	
State Grants	9,131,023	864,735	-	864,735	8,266,288	239,543	
Proceeds From Debt Issuance	34,360,900	34,360,901	-	34,360,901	(1)	-	
Interest Income	163,328	165,269	-	165,269	(1,941)	42,329	
Donations	45,000	45,000	-	45,000	-	5,000	
Transfer From General Fund	1,851,987	1,851,986	-	1,851,986	1	304,128	
Transfer From Electric Fund	148,200	148,200	-	148,200	-	-	
Transfer From Water Fund	28,000	28,000	-	28,000	-	-	
Total Revenues	55,018,273	39,460,483	-	39,460,483	15,557,790		1,583,458
<u>Expenditures:</u>							
Sheriff Equipment 2020	22,955	22,955	-	22,955	-	22,955	
Radio System Upgrade	2,637,839	2,282,345	110,570	2,392,915	244,924	279	
Fire Truck 2020	698,200	-	688,955	688,955	9,245	-	
Animal Shelter HVAC Replacement	46,450	46,450	-	46,450	-	46,450	
Next Generation 911	378,493	71,343	87,757	159,100	219,393	71,343	
Street Department Equipment 2016	521,949	483,000	39,014	522,014	(65)	-	
Roanoke Blvd Multimodal Impr at VA	876,381	778,703	-	778,703	97,678	-	
Colorado St Bridge Replacement	6,450,000	234,364	664,735	899,099	5,550,901	99,127	
Apperson Drive Bridge Replacement	3,364,939	265,295	466,516	731,811	2,633,128	207,848	
Street Department Equipment 2019	718,342	672,159	46,182	718,341	1	-	
VDOT E Main Project UPC 8753	217,955	165,885	-	165,885	52,070	134,341	
Street Department Equipment 2020	1,221,293	583,839	596,479	1,180,318	40,975	583,839	
Hanging Rock Battlefield Phase 2	570,310	131,261	13,061	144,322	425,988	10,403	
Kiwanis Scoreboard	45,158	45,158	-	45,158	-	-	
Western Roanoke River Greenway	50,000	1,500	-	1,500	48,500	-	
Elizabeth Campus Greenway	1,104,400	-	-	-	1,104,400	-	
Parks and Recreation Equipment 2020	22,832	22,833	-	22,833	(1)	22,833	
Kiwanis Field Lighting Upgrades	700,000	428,980	244,124	673,104	26,896	428,980	
Longwood Park Restroom Replacement	150,000	355	107,025	107,380	42,620	355	
Salem Memorial Park Equipment 2020	35,950	35,950	-	35,950	-	35,950	
Salem Memorial Park Lower Level Seats	101,000	90,398	10,602	101,000	-	90,398	
Library Sidewalk Replacement	36,800	-	-	-	36,800	-	
Kiwanis Roof/Infrastructure Renovations	97,549	8,310	4,250	12,560	84,989	8,310	
Downtown Impr - E Main St/College Ave	1,684,900	1,469,614	-	1,469,614	215,286	446,273	
Downtown Impr - E Main St/Broad St	974,799	802,353	87,259	889,612	85,187	702,454	
Downtown Impr - E Main St/Broad St-CDBG	250,000	245,254	4,746	250,000	-	245,254	
Downtown Impr - CDBG Community Impr	285,000	27,130	25,615	52,745	232,255	6,561	
Downtown Impr - E Main St/Union St	1,000,000	37,705	78,345	116,050	883,950	37,705	
Downtown Impr - E Main St/Market St	3,629,869	57,776	108,314	166,090	3,463,779	57,286	

## Schedule F

	Budget	Project To Date	Encumbrances	Total Project	Available Balance	Year To Date
Capital Projects Local Reserve	15,910	-	-	-	15,910	-
Transfer to Civic Center-2020 Bonds	109,000	109,000	-	109,000	-	109,000
Transfer to Schools-2020 Bonds	27,000,000	15,667,392	-	15,667,392	11,332,608	12,221,431
Total Expenditures	55,018,273	24,787,307	3,383,549	28,170,856	26,847,417	15,589,375
Fund Balance, May 31, 2021						14,673,176

**City of Salem, Virginia**  
**Electric Fund**  
**Statement of Operations**  
**For Eleven Months Ending May 31, 2021**

	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
<b>Operating Revenues</b>					
Sale of Power	\$ 39,986,044	\$ 34,505,058	86%	\$ 34,715,072	\$ (210,014)
Other Electric Revenue	578,920	687,669	119%	742,981	(55,312)
Reserve for Encumbrances	13,235,339	-	0%	-	-
Appropriated from Net Position	401,050	-	0%	-	-
Total Operating Revenues	54,201,353	35,192,727	65%	35,458,053	(265,326)
<b>Operating Expenses</b>					
Other Power Generation - Operation	90,000	33,870	38%	46,276	(12,406)
Other Power Generation - Maintenance	54,630	26,918	49%	51,619	(24,701)
Purchased Power	21,540,000	17,086,832	79%	17,487,806	(400,974)
Transmission - Operation	6,210,500	6,196,059	100%	5,101,465	1,094,593
Transmission - Maintenance	24,000	3,171	13%	3,813	(643)
Distribution - Operations	944,150	799,035	85%	849,531	(50,496)
Distribution - Maintenance	1,221,665	917,203	75%	1,002,820	(85,617)
Customer Service	580,459	503,944	87%	478,729	25,215
Administration & General - Operation	3,026,488	1,426,614	47%	1,320,653	105,960
Administration & General - Maintenance	165,012	109,723	66%	166,665	(56,942)
Depreciation	-	1,206,864	0%	1,222,928	(16,064)
Capital	16,556,582	4,495,402	27%	3,801,587	693,814
Contingency	627,867	-	0%	-	-
Total Operating Expenses	51,041,353	32,805,633	64%	31,533,893	1,271,741
<b>Income (loss) Before Transfers</b>	3,160,000	2,387,093		3,924,160	(1,537,067)
Transfers	(3,160,000)	(3,160,000)	100%	(3,160,000)	-
Income (loss)	\$ -	\$ (772,907)		\$ 764,160	\$ (1,537,067)

**City of Salem, Virginia**  
**Water Fund**  
**Statement of Operations**  
**For Eleven Months Ending May 31, 2021**

<b>Operating Revenues</b>	<b>Current Year Budget</b>	<b>Current Year Year to Date</b>	<b>% of Budget</b>	<b>Prior Year Year to Date</b>	<b>Variance</b>
Services	\$ 7,180,151	\$ 6,366,804	89%	\$ 6,259,752	\$ 107,052
Other Revenue	390,544	281,860	72%	365,770	(83,910)
Reserve for Encumbrances	508,452	-	0%	-	-
Appropriated from Net Position	11,575	-	0%	-	-
CARES Act Utility Funding	-	31,490	0%	-	31,490
<b>Total Operating Revenues</b>	<b>8,090,722</b>	<b>6,680,154</b>	<b>83%</b>	<b>6,625,522</b>	<b>54,632</b>
<b>Operating Expenses</b>					
<i><u>Production</u></i>					
Salaries of Personnel	776,077	708,661	91%	713,315	(4,653)
Fringe Benefits	372,684	323,009	87%	308,900	14,109
Contractual Services	681,215	414,505	61%	477,113	(62,608)
Printing and Binding	2,500	409	16%	484	(75)
Advertising	1,000	195	20%	355	(160)
Utilities	417,200	354,050	85%	349,844	4,206
Communications	6,900	3,642	53%	4,006	(363)
Insurance	29,750	28,070	94%	27,277	793
Travel and Training	9,200	2,066	22%	5,970	(3,904)
Miscellaneous	61,137	58,412	96%	57,393	1,019
Materials and Supplies	194,100	92,568	48%	121,801	(29,233)
Depreciation	-	784,690	0%	783,659	1,031
Capital	390,000	72,519	19%	511,115	(438,596)
Contingency	964,266	-	0%	-	-
<b>Total Production Expenses</b>	<b>3,906,029</b>	<b>2,842,795</b>	<b>73%</b>	<b>3,361,230</b>	<b>(518,434)</b>
<i><u>Distribution</u></i>					
Salaries of Personnel	585,456	480,737	82%	445,271	35,466
Fringe Benefits	295,345	228,065	77%	206,103	21,962
Contractual Services	608,253	480,386	79%	501,096	(20,711)
Communications	4,950	2,932	59%	3,184	(252)
Insurance	24,000	23,437	98%	22,073	1,364
Lease/Rent of Equipment	2,000	1,669	83%	1,669	-
Travel and Training	5,300	503	9%	5,577	(5,074)
Miscellaneous	26,537	23,268	88%	30,281	(7,013)
Miscellaneous Credits	(240,000)	(205,998)	86%	(232,762)	26,765
Materials and Supplies	139,888	86,567	62%	39,392	47,174
Depreciation	-	88,715	0%	86,449	2,265
Capital	1,046,645	529,925	51%	613,089	(83,163)
Interest Obligations	1,519,319	338,435	22%	133,519	204,915
<b>Total Distribution Expenses</b>	<b>4,017,693</b>	<b>2,078,641</b>	<b>52%</b>	<b>1,854,943</b>	<b>223,698</b>
<b>Income (loss) Before Transfers</b>	<b>167,000</b>	<b>1,758,718</b>		<b>1,409,349</b>	<b>349,368</b>
Transfers	(167,000)	(164,217)	98%	(161,283)	(2,934)
<b>Income (loss)</b>	<b>\$ -</b>	<b>\$ 1,594,501</b>		<b>\$ 1,248,066</b>	<b>\$ 346,435</b>

**City of Salem, Virginia**  
**Sewer Fund**  
**Statement of Operations**  
**For Eleven Months Ending May 31, 2021**

<b>Operating Revenues</b>	<u>Current Year Budget</u>	<u>Current Year Year to Date</u>	<u>% of Budget</u>	<u>Prior Year Year to Date</u>	<u>Variance</u>
Services	\$ 6,862,860	\$ 6,147,126	90%	\$ 6,163,978	\$ (16,851)
Other Revenue	169,544	95,662	56%	154,340	(58,679)
Reserve for Encumbrances	1,103,610	-	0%	-	-
Appropriated from Net Position	440,942	-	0%	-	-
CARES Act Utility Funding	-	33,530	0%	-	33,530
<b>Total Operating Revenues</b>	<u>8,576,956</u>	<u>6,276,318</u>	<u>73%</u>	<u>6,318,318</u>	<u>(42,000)</u>
<b>Operating Expenses</b>					
Salaries of Personnel	669,045	519,182	78%	594,723	(75,541)
Fringe Benefits	324,667	243,526	75%	274,592	(31,066)
Contractual Services	3,548,586	2,540,975	72%	2,617,746	(76,771)
Printing and Binding	1,500	-	0%	-	-
Advertising	1,500	674	45%	-	674
Utilities	4,500	3,704	82%	3,813	(109)
Communications	15,600	13,164	84%	11,973	1,191
Insurance	18,000	11,836	66%	11,211	625
Lease/Rent of Equipment	3,000	1,669	56%	1,669	-
Travel and Training	9,000	1,117	12%	9,476	(8,360)
Miscellaneous	38,537	34,650	90%	41,325	(6,676)
Miscellaneous Credits	(325,000)	(127,492)	39%	(232,028)	104,536
Materials and Supplies	98,000	25,909	26%	34,660	(8,751)
Depreciation	-	1,217,994	0%	1,072,090	145,904
Capital	1,792,278	835,315	47%	883,460	(48,145)
Interest Obligations	1,631,321	132,946	8%	149,009	(16,063)
Contingency	746,422	-	0%	-	-
<b>Total Operating Expenses</b>	<u>8,576,956</u>	<u>5,455,168</u>	<u>64%</u>	<u>5,473,720</u>	<u>(18,552)</u>
<b>Income (loss) before Transfers</b>	<u>-</u>	<u>821,150</u>		<u>844,598</u>	<u>(23,448)</u>
Transfers	<u>-</u>	<u>-</u>	<u>0%</u>	<u>-</u>	<u>-</u>
<b>Income (loss)</b>	<u>\$ -</u>	<u>\$ 821,150</u>		<u>\$ 844,598</u>	<u>\$ (23,448)</u>



**City of Salem, Virginia  
Salem Civic Center  
Statement of Operations  
For Eleven Months Ending May 31, 2021**

<b>Operating Revenues</b>	<b>Current Year Budget</b>	<b>Current Year Year to Date</b>	<b>% of Budget</b>	<b>Prior Year Year to Date</b>	<b>Variance</b>
Shows/rentals	\$ 367,000	\$ 185,826	51%	\$ 256,757	\$ (70,930)
Box office shows	1,200,000	168,694	14%	1,251,362	(1,082,668)
Catering and concessions	150,000	23,759	16%	142,054	(118,296)
Merchandise and commissions	151,500	39,829	26%	95,551	(55,722)
Static advertising	60,000	26,500	44%	60,964	(34,464)
Miscellaneous income	21,905	37,152	170%	13,097	24,054
Salem Fair	9,113	(3,500)	-38%	577,473	(580,973)
Reserve for encumbrances	3,046	-	0%	-	-
<b>Total Operating Revenues</b>	<b>1,962,564</b>	<b>478,259</b>	<b>24%</b>	<b>2,397,258</b>	<b>(1,918,998)</b>
<b>Operating Expenses</b>					
Salaries of personnel	1,037,843	779,831	75%	946,180	(166,349)
Fringe benefits	431,046	342,370	79%	367,785	(25,414)
Maintenance and contractual services	218,899	97,572	45%	197,063	(99,491)
Printing and binding	1,000	-	0%	399	(399)
Advertising	37,000	21,880	59%	23,547	(1,666)
Utilities	277,000	179,788	65%	265,226	(85,438)
Communications	18,200	11,667	64%	12,653	(986)
Insurance	21,000	23,577	112%	19,948	3,629
Lease/Rent of Equipment	3,500	-	0%	-	-
Travel and training	7,800	199	3%	3,694	(3,495)
Miscellaneous	84,536	70,369	83%	68,423	1,946
Show expense	1,300,213	168,025	13%	1,476,012	(1,307,987)
Fair 2020 expense	6,000	8,870	148%	460,959	(452,089)
Materials and supplies	52,300	7,358	14%	26,717	(19,360)
Capital	171,952	160,877	94%	595,236	(434,359)
Depreciation	-	280,648	0%	261,181	19,467
Contingency	24,760	-	0%	-	-
<b>Total Operating Expenses</b>	<b>3,693,049</b>	<b>2,153,032</b>	<b>58%</b>	<b>4,725,023</b>	<b>(2,571,991)</b>
<b>Income (loss) Before Transfers</b>	<b>(1,730,485)</b>	<b>(1,674,772)</b>		<b>(2,327,765)</b>	<b>652,993</b>
Transfers	1,730,485	1,601,135	93%	1,707,254	(106,119)
<b>Income (loss)</b>	<b>\$ -</b>	<b>\$ (73,637)</b>		<b>\$ (620,511)</b>	<b>\$ 546,874</b>

**City of Salem, Virginia**  
**Salem Catering and Concessions**  
**Statement of Operations**  
**For Eleven Months Ending May 31, 2021**

	Current Year Budget	Current Year Year to Date	% of Budget	Prior Year Year to Date	Variance
<b>Operating Revenues:</b>					
Catering	\$ 472,600	\$ 117,940	25%	\$ 657,425	\$ (539,484)
Concessions	130,504	11,550	9%	126,140	(114,591)
Moyer Concessions	35,500	56,075	158%	28,662	27,413
Salem High Concessions	9,000	1,396	16%	4,607	(3,211)
Total Operating Revenues	647,604	186,961	29%	816,834	(629,873)
<b>Operating Expenses:</b>					
<u>Catering</u>					
Salaries of personnel	147,705	127,179	86%	261,337	(134,158)
Fringe benefits	97,305	53,896	55%	79,933	(26,037)
Contractual services	10,000	5,859	59%	11,806	(5,947)
Printing and binding	500	21	4%	775	(753)
Laundry and Cleaning	15,000	2,174	14%	8,235	(6,061)
Communications	600	132	22%	179	(48)
Insurance	1,200	1,642	0%	1,212	431
Miscellaneous	140,205	33,386	24%	132,577	(99,190)
Materials and supplies	159,430	45,944	29%	149,484	(103,540)
Depreciation	-	4,018	0%	3,980	38
Total Catering Expenses	571,945	274,252	48%	649,517	(375,266)
<u>Concessions</u>					
Salaries of Personnel	56,776	9,895	17%	52,966	(43,071)
Fringe Benefits	16,009	2,762	17%	14,145	(11,382)
Miscellaneous	42,950	2,490	6%	43,572	(41,082)
Materials and Supplies	32,000	4,076	13%	31,687	(27,610)
Total Concessions Expenses	147,735	19,224	13%	142,369	(123,146)
<u>Moyer Concessions</u>					
Salaries of Personnel	32,710	29,329	90%	25,795	3,534
Fringe Benefits	9,782	11,315	116%	6,551	4,764
Contractual services	2,500	2,292	92%	2,292	-
Miscellaneous	5,500	8,264	150%	4,349	3,915
Materials and Supplies	12,000	16,973	141%	9,074	7,899
Total Moyer Expenses	62,492	68,172	109%	48,061	20,111
<u>Salem High Concessions</u>					
Salaries of Personnel	12,017	865	7%	3,783	(2,918)
Fringe Benefits	3,969	106	3%	1,043	(938)
Miscellaneous	300	4	1%	(9)	12
Materials and Supplies	2,350	92	4%	650	(558)
Total Salem High Expenses	18,636	1,066	6%	5,468	(4,402)
<b>Income (loss) Before Transfers</b>	(153,204)	(175,753)		(28,581)	(147,171)
Transfers	153,204	-	0%	148,205	(148,205)
<b>Income (loss)</b>	\$ -	\$ (175,753)		\$ 119,624	\$ (295,376)

City of Salem, Virginia  
Schedule of Deposits and Investments  
For Period Ending May 31, 2021

Schedule L

	Cash Value 5/31/2021	Unrealized Gain (Loss)	Fair Value 5/31/2021	FV as a % of Portfolio
<b>Demand &amp; Time Deposits</b>				
Concentration Account	\$ 41,614,940	\$ -	\$ 41,614,940	30.7%
Payroll Account	10,036	-	10,036	0.0%
Revenue Recovery Account	12,175	-	12,175	0.0%
Utility Billing Account	12,973	-	12,973	0.0%
Box Office Account	200,502	-	200,502	0.1%
Held as Fiscal Agent of:				
Cardinal Academy	716,671	-	716,671	0.5%
Court Community Corrections	1,943,991	-	1,943,991	1.4%
Held on Behalf of:				
Economic Development Authority	314,081	-	314,081	0.2%
<b>Total Demand &amp; Time Deposits</b>	<u>44,825,369</u>	<u>-</u>	<u>44,825,369</u>	<u>32.9%</u>
<b>Investments</b>				
Local Government Investment Pool (LGIP)	16,877	-	16,877	0.0%
Local Government Investment Pool EM (LGIP EM*)	77,057,844	(108,462)	76,949,382	57.0%
VA State Non-Arbitrage Program (SNAP)	13,670,416	-	13,670,416	10.1%
<b>Total Investments</b>	<u>90,745,137</u>	<u>(108,462)</u>	<u>90,636,675</u>	<u>67.1%</u>
<b>Total Deposits and Investments</b>	<u><u>\$ 135,570,506</u></u>	<u><u>\$ (108,462)</u></u>	<u><u>\$ 135,462,044</u></u>	<u><u>100.0%</u></u>

\* Extended Maturity

AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SALEM,  
VIRGINIA HELD AT ANDREW LEWIS MIDDLE SCHOOL

**AGENDA ITEM:**

**Amendment to the Zoning Ordinance**

Hold public hearing and consider ordinance on first reading for rezoning the property of Bethel Baptist Church, Inc., property owner, located at 6 Front Avenue (Tax Map # 234-6-2) from RSF Residential Single-Family District to HBD Highway Business District with proffered condition. Advertised in the June 10 and 17, 2021 issues of the Salem Times-Register.

**SUBMITTED BY:**

Benjamin W. Tripp, AICP, CECD, City Planner

**SUMMARY OF INFORMATION:**

Zoning: RSF Residential Single Family

Future Land Use Plan Designation: Residential

Existing Use: Religious Assembly

Proposed Use: Religious Assembly with Proffered Conditions

The subject property consists of a single parcel of approximately 0.88 acres, located at the southwest corner of the intersection of Front Avenue and South Colorado Street, near the intersection of South Colorado Street and Apperson Drive. It is occupied by a single large building used as a gymnasium and for other religious assembly purposes.

**SUMMARY OF PROPOSED CHANGES:**

The applicant is requesting the property be rezoned to HBD Highway Business District, with the voluntarily proffered condition that the property only be used for Religious Assembly. This will allow the installation of a new LED sign at the corner of Front and South Colorado Street.

**STAFF RECOMMENDATION:**

Staff recommends approval.

AN ORDINANCE TO AMEND SECTION 106-110, ARTICLE I, CHAPTER 106, OF THE CODE OF THE CITY OF SALEM, VIRGINIA, RELATING TO ZONING AND DIVIDING THE CITY INTO BUILDING DISTRICTS AND ESTABLISHING DISTRICT BOUNDARY LINES ON THE ZONING MAP OF THE CITY OF SALEM, VIRGINIA.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, that Section 106-110, Article I, Chapter 106 of The Code of the City of Salem, Virginia, relating to building district boundary lines be amended in the following particular and no other, viz:

That the following described property in the City of Salem of Bethel Baptist Church, Inc., property owner, being the property located at 6 Front Street (Tax Map # 234-6-2) be and the same is hereby changed from RSF Residential-Single Family District to HBD Highway Business District and the map referred to shall be changed in this respect and no other, said property being described as follows:

Beginning at a point at the intersection of Front Avenue and South Colorado Street being 299.93' from Bowman Avenue; thence along western right-of-way for South Colorado Street S 12° 05' 00" W, 52.55' to a nail set; thence N 78° 00' 00" W, 130.16' to an iron rod set; thence S 52° 19' 00" W, 34.66' to a nail set; thence N 37° 41' 00" W, 194.00' to an iron rod set, being the eastern right-of-way of King Street; thence with King Street N 52° 19' 00" E, 159.00' to the intersection of King Street and Front Avenue; thence with Front Avenue S 37° 41' 00 E, 259.30' back to the Point of Beginning; containing 0.880 acres; being Lot 3A as recorded on Plat Book 14, Page 50, plat of survey for Bethel Baptist Church, Inc., dated September 12, 2015 in the City of Salem, Virginia.

All ordinances or parts of ordinances in conflict with the provisions of this ordinance be and the same are hereby repealed.

This ordinance shall be in full force and effect ten (10) days after its final passage.

Upon a call for an aye and a nay vote, the same stood as follows:

John E. Saunders –  
William D. Jones –  
Byron Randolph Foley –  
James W. Wallace, III –  
Renee F. Turk –

Passed:  
Effective:

/s/  
Mayor

ATTEST:

H. Robert Light  
Clerk of Council  
City of Salem, Virginia

# PETITION FOR ZONING AMENDMENT (REZONING)

## City of Salem Community Development Department

Benjamin W. Tripp, AICP - City Planner

Email: [btripp@salemva.gov](mailto:btripp@salemva.gov)

Telephone: 540-375-3032

1. Applicant(s):

Bethel Baptist Church

2. Legal Owner(s) of property requested to be rezoned:

Pastor - Hilton Jeffreys

Trustees - Bruce Thompson, James Harvey

3. Location of Property:

Address: 6 Front Ave.

Subdivision:

Official Tax Map Number: 234-6-2

4. Characteristics of Property:

Size (Acreage): .88

Deed Restrictions:

Present Use: Religious assembly

5. Zoning Classification:

Present Zoning: RESF

Proposed Zoning: HBD

Land Use Designation: Religious assembly

6. Reason(s) for Rezoning Request (Including proposed use):

We wish to insert an electronic/lit sign in the present framing of the old sign at corner of Front & Colorado

7. Agent(s) or representative(s) of property owner(s): (Specify interest)

Hilton Jeffreys

Mailing Address: 1601 S. Colorado Street Salem

Telephone Number: 540-353-2376

8. Affidavit:

- A. The undersigned person certifies that this petition and the foregoing answers, statements, and other information herewith submitted are in all respects true and correct to the best of their knowledge and belief. Also, the petitioner understands that a "Notice of Zoning Request" sign will be posted on the property by the City.

Applicant Signature: Hilton Jeffreys Date: 4/21/2021

Applicant Interest in Property: Pastor of church

Applicant Mailing Address: 1601 S. Colorado St. Salem, VA 24153

Applicant Phone Number: 540-353-2376

Owner Signature: James A. Harvey Date: April 21st

Owner Interest in Property: Trustee

Owner Mailing Address: 270 Howard Drive Salem, VA

Owner Telephone Number: 580-9252



January 20, 2021

1601 Colorado Street  
Salem, VA 24153-6922

540-389-2376  
fax: 540-389-1784

www.bethelbaptistva.com  
office@bethelbaptistva.com

**Hilton Jeffreys**  
*Lead Pastor*  
pastorjeffreys@gmail.com

**Adam Hughes**  
*Associate Pastor*  
pastoradam@bethelbaptistva.com

**Josh Jones**  
*Youth & Young Adult Pastor*  
students@bethelbaptistva.com

**Joshua Kelly**  
*Children's Pastor*  
kids@bethelbaptistva.com

**Aaron Clark**  
*Office Administrator*  
office@bethelbaptistva.com

**Benjamin Tripp**  
**City Planner**  
Salem, VA

Mr. Tripp,

Thank you for the opportunity to request rezoning our property to hopefully grant us permission in the installation of a lit sign at the same location our present sign is standing. Our plan does not include taking down the original brick framing, but to simply insert a sign for a more useful digital sign. We will be using our property and signage for religious assembly purposes only. It will not be used for any other purpose. Thank you again, and I will be glad to answer any further questions you may have for me.

Sincerely,

**Rev Hilton Jeffreys**  
Lead Pastor





1 inch = 100 feet

0 50 100 200

Feet

# JUNE 2021 PLANNING COMMISSION

## ITEM 1

### 6 FRONT AVE.

CITY OF SALEM

Community Development  
Department

P.O. Box 869  
Salem, Virginia 24153-0869  
Phone: (540) 375-3032



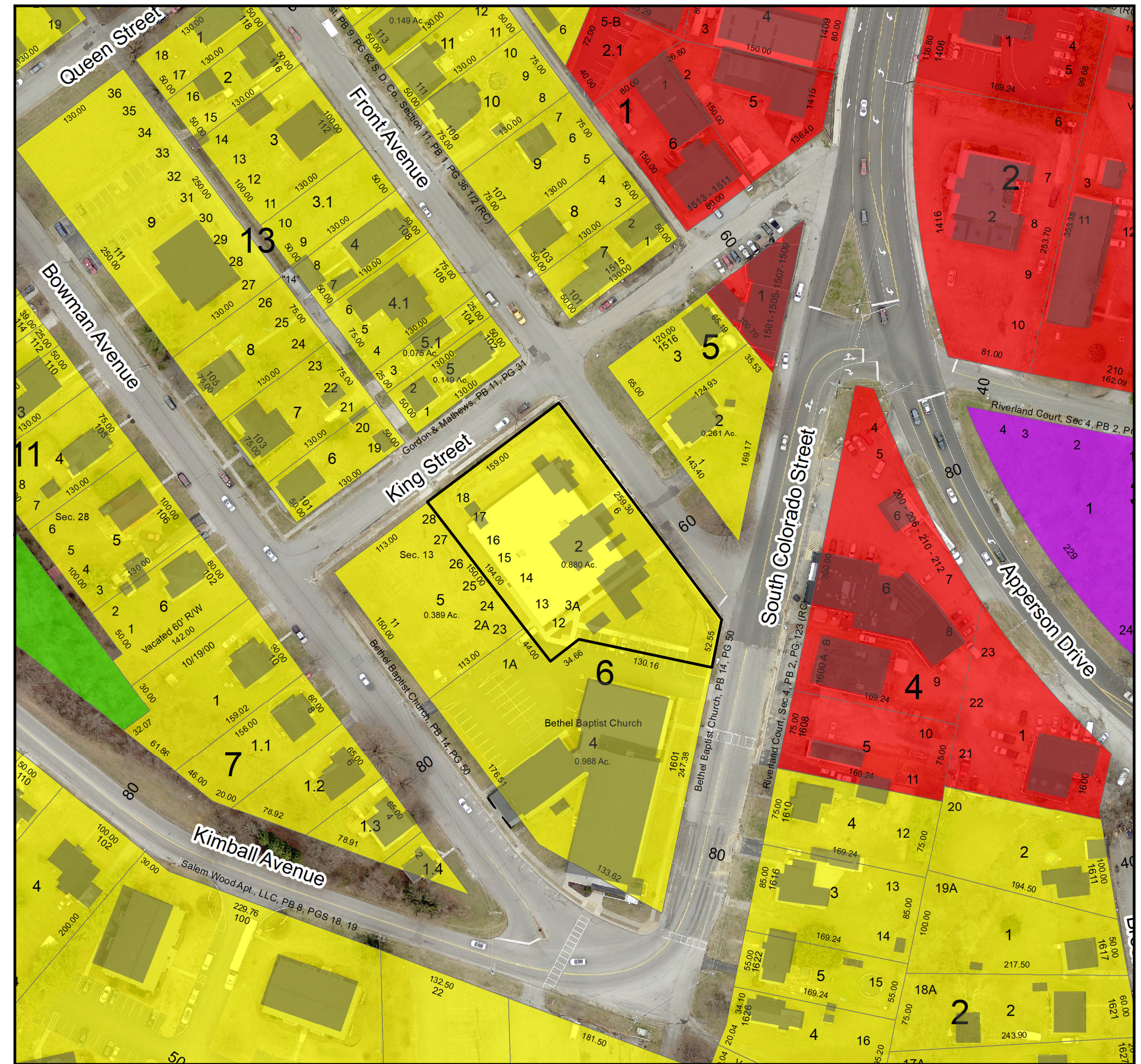
## EXISTING ZONING



□ Tax Parcel 264-6-2    ■ Buildings    □ Parcels    □ City Limits

- |  |   |
|--|---|
| AG - Agriculture District                                | PUD - Planned Unit District   |
| BCD - Business Commerce District                         | RB - Residential Business District                                    |
| CBD - Community Business District                        | RMF - Residential Multi-Family District                               |
| CUD - College/University District                        | RMF/RB - Residential Multi-Family/Residential Business District       |
| DBD - Downtown Business District                         | RSF - Residential Single Family District                              |
| HBD - Highway Business District                          | RSF/HBD - Residential Single Family/Highway Business District         |
| HBD/HM - Highway Business/Heavy Manufacturing District   | RSF/LM - Residential Single Family/Light Manufacturing                |
| HBD/LM - Highway Business/Light Manufacturing District   | RSF/RB - Residential Single Family/Residential Business District      |
| HM - Heavy Manufacturing District                        | RSF/RMF - Residential Single Family/Residential Multi-Family District |
| LM - Light Manufacturing District                        | RSF/TBD - Residential Single Family/Transitional Business District    |
| LM/HM - Light Manufacturing/Heavy Manufacturing District | TBD - Transitional Business District                                  |
| MHP - Manufactured Home Park District                    |   |

## FUTURE LAND USE



□ Tax Parcel 264-6-2    ■ Buildings    □ Parcels    □ City Limits

- |                           |                               |
|---------------------------|-------------------------------|
| Commercial                | Mixed Use                     |
| Downtown                  | Public Parks and Recreational |
| Economic Development Area | Residential                   |
| Industrial                | Transitional                  |
| Institutional             |                               |



**AFFADAVIT OF MAILING PURSUANT TO S15.2-2204  
CODE OF VIRGINIA**

**PLANNING COMMISSION  
JUNE 16, 2021**

**ITEM #**

This is to certify that I mailed letters in reference to the rezoning request of Bethel Baptist Church Inc., property owner, for rezoning the property located at 6 Front Ave (Tax Map # 234-6-2) from RSF Residential Single Family to HBD Highway Business District, with proffered condition, to the following property owners and adjacent property owners on June 4 2021, in the 2:00 p.m. mail:

BETHEL BAPTIST CHURCH INC  
1601 S COLORADO ST  
SALEM VA 24153

LINDA THORNHILL IVES  
EDWARD NELSON THORNHILL  
P O BOX 711  
SALEM VA 24153

EDWARD N THORNHILL  
LINDA T IVES  
P O BOX 711  
SALEM VA 24153

DAVID M GORDON  
114 BOWMAN AVE  
SALEM VA 24153

CAREN S SAUNDERS  
101 BOWMAN AVE  
SALEM VA 24153

STEPHEN V WALLACE II  
3130 CHAPARRAL DR STE 10  
ROANOKE VA 24018

EAGLE AMERICAN LLC  
P O BOX 907  
SALEM VA 24153

SHELBY M BOHON  
4736 BOHON HOLLOW RD  
SALEM VA 24153

Signed



Date

6-4-2021

City of Salem

Commonwealth of Virginia

The foregoing instrument was acknowledged before me this 4<sup>th</sup> day of June, 2021, by

Mary Ellen Wines

Loretta L. Prillaman

Notary Public

My commission expires: 5/31/2022





**IMPORTANT NOTICE OF PUBLIC HEARINGS  
PROPOSAL TO CHANGE ZONING**

Notice is hereby given that a request has been filed with the City of Salem by the property owner/petitioner of the property described below. The Planning Commission of the City of Salem will consider this request at its meeting listed below and make a recommendation to the City Council. The City Council of the City of Salem will also consider this request, and the recommendation of the Planning Commission at its meeting listed below. City Council will make the final decision in this matter.

**Property Owner/Petitioner:**

Bethel Baptist Church, Inc., property owner

**Location of Property:**

6 Front Avenue (Tax Map # 234-6-2)

**Purpose of Request:**

To rezone from RSF Residential Single Family to HBD Highway Business District with proffered condition, on the property located at 6 Front Avenue, (Tax Map # 234-6-2).

The date, time, and place of the public hearing scheduled by the Planning Commission on this request are as follows:

**WEDNESDAY, JUNE 16, 2021 – 7 P.M.**

**SALEM CIVIC CENTER, COMMUNITY ROOM  
1001 ROANOKE BOULEVARD, SALEM, VIRGINIA**

The date, time, and place of the public hearing scheduled by City Council on this request are as follows:

**MONDAY, JUNE 28, 2021 – 6:30 P.M.**

**ANDREW LEWIS MIDDLE SCHOOL, AUDITORIUM  
616 SOUTH COLLEGE AVENUE, SALEM, VIRGINIA**

Additional information on this request may be obtained in the Community Development Department, 21 South Bruffey Street, Salem, Virginia or at (540) 375-3032.

James E. Taliaferro, II  
Executive Secretary  
Planning Commission

Legal description for Tax Parcel 234-6-2:

Beginning at a point at the intersection of Front Avenue and South Colorado Street being 299.93' from Bowman Avenue; thence along western right-of-way for South Colorado Street S 12° 05' 00" W, 52.55' to a nail set; thence N 78° 00' 00" W, 130.16' to an iron rod set; thence S 52° 19' 00" W, 34.66' to a nail set; thence N 37° 41' 00" W, 194.00' to an iron rod set, being the eastern right-of-way of King Street; thence with King Street N 52° 19' 00" E, 159.00' to the intersection of King Street and Front Avenue; thence with Front Avenue S 37° 41' 00" E, 259.30' back to the Point of Beginning; containing 0.880 acres; being Lot 3A as recorded on Plat Book 14, Page 50, plat of survey for Bethel Baptist Church, Inc., dated September 12, 2015 in the City of Salem, Virginia.

**PAYMENT DATE**  
05/24/2021  
**COLLECTION STATION**  
Engineering/Inspections  
**RECEIVED FROM**  
Bethel Baptist Church  
**DESCRIPTION**

**City of Salem**  
P.O. Box 869  
Salem, VA 24153

**BATCH NO.**  
2021-00005565  
**RECEIPT NO.**  
2021-00128152  
**CASHIER**  
Loretta Prillaman

PAYMENT CODE	RECEIPT DESCRIPTION	TRANSACTION AMOUNT
ENG LAND USE	Land Use Application Fees Rezoning Application Fee - 6 Front Avenue - June 2021 Planning Commission Meeting	\$200.00
	<div><div>Total Cash\$0.00</div><div>Total Check\$0.00</div><div>Total Charge\$0.00</div><div>Total Wire\$0.00</div><div>Total Other\$200.00</div><div>Total Remitted\$200.00</div><div>Change\$0.00</div><div>Total Received\$200.00</div></div>	
Total Amount:		\$200.00
Customer Copy		



**Notice is hereby  
given to**

all interested persons that the Council of the City of Salem, at its regular meeting on Monday, June 28, 2021, at 6:30 p.m., in the Auditorium of Andrew Lewis Middle School, 616 South College Avenue, Salem, Virginia, will hold a public hearing, pursuant to Sections 15.2-2204 and 15.2-2285 of the Code of Virginia, as amended, to consider the following requests relative to the CODE OF THE CITY OF SALEM, VIRGINIA:

1. Consider the request of Bethel Baptist Church, Inc., property owner, for rezoning the property located at 6 Front Avenue (Tax Map # 234-6-2) from RSF Residential Single-Family District to HBD Highway Business District with proffered condition.

2. Consider the request of Peter R. Fields and Vivian D. Fields, property owners, for rezoning the property located at 303-305 South Colorado Street (Tax Map # 121-10-4) from RMF Residential Multi-Family to TBD Transitional Business District.

3. Consider the request of MCLIP Properties, LLC, property owner, for rezoning the property located at 901 South Colorado Street and 110 7th Street (Tax Map # 184-4-8) from LM Light Manufacturing District to CBD Community Business District.

4. Consider the request of Timothy J. Toohig and Lonzie L. Linkous, Jr., property owners, for the issuance of a Special Exception Permit to allow a two-family dwelling on the property located at 335 Roanoke Boulevard (Tax Map # 146 - 1 - 3).

5. Consider the request of Total Motion Performance, lessee, and 751 Union Station, LLC, property owner, for the issuance of a Special Exception Permit to allow athletic instruction services on the property located at 773 Union Street (Tax Map # 183 1 1).

Copies of the proposed plans, ordinances or amendments may be examined in the Office of the City Planner, Community Development, 21 South Bruffey Street, Salem, Virginia.

At said hearing, parties in interest and citizens shall have an opportunity to be heard relative to the said requests.

THE COUNCIL OF THE  
CITY OF SALEM, VIRGINIA  
BY  
H. Robert Light  
Clerk of Council

# Marketplace

ourvalley.org

on Messenger

The New Castle Record

Salem Times-Register

Salem Messenger

Radford News Journal

## Legals - City of Salem

### Notice is hereby given to

All interested persons that the Council of the City of Salem, at its regular meeting on Monday, June 28, 2021, at 6:30 p.m., in the Auditorium of Andrew Lewis Middle School, 616 South College Avenue, Salem, Virginia, will hold a public hearing, pursuant to Sections 15.2-2204 and 15.2-2285 of the Code of Virginia, as amended, to consider the following requests relative to the CODE OF THE CITY OF SALEM, VIRGINIA:

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4. Consider the request of Timothy J. Toohig and Lonzie L. Linkous, Jr., property owners, for the issuance of a Special Exception Permit to allow a two-family dwelling on the property located at 335 Roanoke Boulevard (Tax Map # 146-1-3).

5. Consider the request of Total Motion Performance, lessee, and 751 Union Station, LLC, property owner, for the issuance of a Special Exception Permit to allow athletic instruction services on the property located at 773 Union Street (Tax Map # 183-1-1).

Copies of the proposed plans, ordinances or amendments may be examined in the Office of the City Planner, Community Development, 21 South Bruffey Street, Salem, Virginia.

At said hearing, parties in interest and citizens shall have an opportunity to be heard relative to the said requests.

THE COUNCIL OF THE  
CITY OF SALEM, VIRGINIA  
BY  
H. Robert Light  
Clerk of Council







**Planning Commission Meeting**  
**MINUTES**  
**Wednesday, June 16, 2021, 7:00 PM**

Salem Civic Center, Community Room, 1001 Roanoke Boulevard, Salem, VA 24153

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**1. Call to Order**

A regular meeting of the Planning Commission of the City of Salem, Virginia, was held after due and proper notice in the Community Room, Salem Civic Center, 1001 Roanoke Boulevard, Salem, Virginia, at 7:00 p.m., on June 16, 2021. Notice of such hearing was published in the June 3 and 10, 2021, issues of the "Salem Times Register", a newspaper published and having general circulation in the City. All adjacent property owners were notified via the U. S. Postal Service.

The Commission, constituting a legal quorum, presided together with Jim H. Guynn, Jr., City Attorney; Rob Light, Assistant City Manager and Deputy Executive Secretary; William L. Simpson, Jr, City Engineer; Benjamin W. Tripp, City Planner; and Mary Ellen Wines, Zoning Administrator; and the following business was transacted:

Chair Daulton called the hearing to order at 7:03 p.m.

**2. Pledge of Allegiance**

**3. Consent Agenda**

**A. Amend Agenda**

Reid Garst motioned to amend Item F to consider the request for preliminary and final approval of a proposed subdivision plat AND PLAN filed by Simms Property, LLC, property owner/developer, for a 7.564-acre tract known as Simms Farm Section 1. Neil Conner seconded the motion.

Ayes: Beamer, Conner, Daulton, Garst, King

**B. Minutes**

Consider acceptance of the minutes from the May 12, 2021, work session and regular meeting.

Jackson Beamer motioned to accept the minutes from the May 12, 2021, meeting. Neil Conner seconded the motion.

Ayes: Beamer, Conner, Daulton, Garst, King



#### **4. New Business**

##### **A. Amendment to the Zoning Ordinance**

Hold public hearing to consider the request of Bethel Baptist Church, Inc., property owner, for rezoning the property located at 6 Front Avenue (Tax Map # 234-6-2) from RSF Residential Single-Family District to HBD Highway Business District with proffered condition.

Hilton Jeffries, 2125 Stonemill Drive, lead pastor of Bethel Baptist Church, appeared before the Commission on behalf of the church; he presented pictures of the sign and proposed changes to the sign; he stated the location of the sign will not change and the same structure will be used; the center of the sign will be replaced with a screen that will be pointed toward 7-Eleven.

A discussion was held regarding the existing sign--lighting, etc. and the proposed sign lighting, etc.

Adam Hughes, 4620 Buck Run Drive, Apartment E, Roanoke, associate pastor, appeared before the Commission to further explain the sign; the static sign at the top does not do any type of moving or lettering, but the original design of the top part of the sign did have a static light that was set on a timer to go off at a certain time of night--it does not scroll or do any video, it just shows the name of the church.

No other person(s) appeared before the board to speak on the matter.

It was noted that a sign permit would be required to place the sign on the property. Vice Chair King complimented the preschool staff at Bethel Baptist Church.

Reid Garst motioned to consider the request of Bethel Baptist Church, Inc., property owner, for rezoning the property located at 6 Front Avenue (Tax Map #234-6-2) from RSF Residential Single-Family District to HBD Highway Business District with proffered condition. Jackson Beamer seconded the motion.

Ayes: Beamer, Conner, Daulton, Garst, King

##### **B. Amendment to the Zoning Ordinance**

Hold public hearing to consider the request of Peter R. Fields and Vivian D. Fields, property owners, for rezoning the property located at 303-305 South Colorado Street (Tax Map # 121-10-4) from RMF Residential Multi-Family to TBD Transitional Business District.

Commissioner Conner requested to be recused due to a conflict. Chair Daulton approved.

Peter Fields, 6416 North Barrens Road, Roanoke, property owner, appeared before the Commission; he stated that the reason for the request is to allow for the operation of a hair cutting salon in the building, which is not allowed under the current RMF zoning with a

Special Exception Permit; he feels the business is in conformance with the way the building was built in the 1960s as it was originally built as a dental practice; the building has always either been a dental office or an office building since it was constructed and he does not know how the property became to be zoned a residential multi-family zoning; he stated that the use of the building hasn't changed and isn't changing with the request, the request will properly zone the building for what it's always been used for.

No other person(s) appeared before the board to speak on the matter.

Denise King motioned to consider the request of Peter R. Fields and Vivian D. Fields, property owners, for rezoning the property located at 303-305 South Colorado Street (Tax Map #121-10-4) from RMF Residential Multi Family to TBD Transitional Business District. Jackson Beamer seconded the motion.

Ayes: Beamer, Daulton, Garst, King

Abstain: Conner

### **C. Amendment to the Zoning Ordinance**

Hold public hearing to consider the request of MCLIP Properties, LLC, property owner, for rezoning the property located at 901 South Colorado Street and 110 7th Street (Tax Map # 184-4-8) from LM Light Manufacturing District to CBD Community Business District.

Leslie McVay, 2655 Lees Gap Road, Fincastle, representing MCLIP Properties, appeared before the Commission to explain the request; she stated that there are two buildings located on the property; the structures are not set up for light manufacturing--there are no docks, drive-ins, etc.; it has never been used as light manufacturing; it's always been used as retail/office commercial on the first floor with an apartment above for the 901 S. Colorado Street building, and the building that fronts on 7th street is still being used in that way as a grandfathered use. The structure at 901 S. Colorado Street was the former Hickson Lock and Key business and had an apartment above the business, but it has been vacant for more than two years and is in need of renovation. The plan is to renovate the structure to display its historic features for it to be used as a commercial/retail space with an apartment above as there is a need/demand for that type of space. She stated that they already have a permit to renovate the upstairs apartment in the structure located at 110 7<sup>th</sup> Street as it had a tenant up until last year.

No other person(s) appeared before the board to speak on the matter.

Neil Conner motioned to consider the request of MCLIP Properties, LLC, property owner, for rezoning the property located at 901 S. Colorado Street and 110 7th Street (Tax Map #184-4-8) from LM Light Manufacturing District to CBD Community Business District. Denise King seconded the motion.

Ayes: Beamer, Conner, Daulton, Garst, King

**D. Special Exception Permit**

Hold public hearing to consider the request of Timothy J. Toohig and Lonzie L. Linkous, Jr., property owners, for the issuance of a Special Exception Permit to allow a two-family dwelling on the property located at 335 Roanoke Boulevard (Tax Map # 146 - 1 - 3).

Timothy Toohig, 5719 Glen Meadow Drive, Roanoke, property owner, appeared before the Commission to explain the request; he stated that the property has been used in the past as an office--ad agency on one side, oral surgeon in the other--they would like to use it as a duplex as it backs up to nice residential properties on Pennsylvania Avenue. The property has been in a bit of disrepair but would like to renovate the property for a two-family dwelling.

Vice Chair King noted that there is a garage on the property and questioned if the garage would be split between the duplex, or would it be used for only one side.

Mr. Toohig stated it would be left for one.

No other person(s) appeared before the board to speak on the matter.

Denise King motioned to consider the request of Timothy J. Toohig and Lonzie L. Linkous, Jr., property owners, for the issuance of a Special Exception Permit to allow a two-family dwelling on the property located at 335 Roanoke Boulevard (Tax Map #146-1-3). Neil Conner seconded the motion.

Ayes: Beamer, Conner, Daulton, Garst, King

**E. Special Exception Permit**

Hold public hearing to consider the request of Total Motion Performance, lessee, and 751 Union Station, LLC, property owner for the issuance of a Special Exception Permit to allow athletic instruction services on the property located at 773 Union Street (Tax Map # 183 - 1 - 1).

Ashton King, 9 Alleghany Street, Christiansburg, partner and Director of Performance at Total Motion, appeared before the Commission to explain the request; he presented a proposed layout of the space and a plan of business for the property; he stated that Total Motion Performance partners with Total Motion Physical Therapy to operate an out-patient physical therapy clinic out of the space to better utilize service to cater to athletes. Total Motion Performance would be the main lessee of the building that would provide athletic training services with a monthly membership rather than a session-by-session basis to cater to golfers and baseball players, as well as football, basketball, etc.; a lot of the green area would be taken up with cages, etc., as well as a track man golf simulator for golf clientele, and a full weight room for all of the other performance clientele. The main base of operation for the performance operations and offices would be upstairs, which is a different, added on space that is listed on the floorplans. He stated that physical therapy would operate from 8 a.m. to 5 p.m. and performance would operate from 8 a.m. to 8 p.m.

The number of employees for physical therapy would be two and there would be two for performance with future projections having three for physical therapy and up to six for performance. He further stated that the employee number would stay very low compared to what the property was previously used for. There is plenty of parking available for the businesses. Given the property's close proximity to the Moyer Sports Complex, it would be opened up during those weekends if batting practice or anything else was needed for the teams playing at Moyer. They currently hold tournaments and camps at their current location in Blacksburg, and plan to do the same at this location as well. With it being a former warehouse, there isn't an issue for noise, etc. He clarified that the physical therapy offered would be for existing clients/athletes/members of the facility, not post-op patients.

Chair Daulton questioned if membership would be offered to individuals or teams.

Mr. King stated that memberships would be offered to both. A team membership would be offered a consulting membership where members of the team would train individually and one of the consultants would work with the team to consult along the lineups or any implementation of on-field strategy.

Vice Chair King questioned if physical therapy would be allowed since the request is to allow athletic instruction on the premises.

The Zoning Administrator stated that physical therapy would be allowed as an accessory to the business.

A discussion was held regarding services offered at the proposed business and how it differs from a regular gym membership; accessory businesses allowed as part of the request, etc.

Mr. King further explained the physical therapy services that would be offered--it would be a "get back to play" type of therapy for members, not referrals from doctors for post-op or neurological patients. It would also be used for research and data collection to help develop better treatment.

Vice Chair King noted that the Special Exception Permit goes with the property, not the business. She also questioned if a stop sign should be placed at the entrance of the property.

A discussion was held regarding a stop sign, parking, average group size, etc.

Member Conner questioned why this property versus another property.

Mr. King started that they got a good deal on the building and plans to move the business from Blacksburg to Salem.

No other person(s) appeared before the board to speak on the matter.

Jackson Beamer motioned to consider the request of Total Motion Performance, lessee, and 751 Union Station, LLC, property owner, for the issuance of a Special Exception

Permit to allow athletic instruction services on the property located at 773 Union Street (Tax Map #183-1-1). Denise King seconded the motion.

Ayes: Beamer, Conner, Daulton, Garst, King

**F. Simms Farm Section 1**

Consider the request for preliminary and final approval of proposed subdivision plat filed by Simms Property, LLC., property owner/developer, for a 7.564-acre tract known as Simms Farm Section 1.

Chair Daulton stated that the request is not a public hearing and requested that staff speak regarding the matter.

Mary Ellen Wines, Zoning Administrator, appeared before the Commission to speak on the zoning aspects of the proposed plat and plan. She reviewed the conditions that were placed on the property as part of the rezoning and Special Exception Permit--the property shall be developed in substantial conformance with the master plan dated September 17, 2019. All new homes constructed within the development shall have roof materials of architectural grade shingles, designer shingles, and/or metal; all front elevations shall have a combination of masonry finish and siding; all above grade foundations shall be faced with brick, stone, synthetic stone, or equivalent materials; the hours of construction associated with the development are 7 a.m. to 5 p.m. Monday thru Friday, 8 a.m. to 3 p.m. on Saturdays, and no construction on Sundays; all homes constructed on the cluster lots shall be a maximum of one and half stories; a Type B landscape buffer will be provided along Upland Drive along the western property line of Tax Parcel 273-2-2; the minimum front setbacks of Lots 1, 2, 3, 4, 5, 136, 137, 138, and 139 shall be a minimum of 40 feet; the houses will be constructed in substantial conformance with exterior architectural styles depicted on the Simms Farm Architectural Styles exhibits filed with the rezoning request dated September 26, 2019, and all commercial vehicle construction traffic will be prohibited from using Franklin Street for access to and from the project site. She stated that before the Commission is Section 1 of the Simms Farm project and not all of the conditions apply at this point. Anything that has to do with the appearance, the architectural style, the materials used, the one and half stories tall will be handled on a building permit level once submitted; but everything else currently meets the conditions as part of Section 1.

Member Garst noted that what is being presented is what was originally presented and there aren't any changes.

Will Simpson, City Engineer, appeared before the Commission to review the storm water, erosion control issues with the project. He stated that the plan submitted has been reviewed for all drainage, storm water, and erosion and sediment control. The calculations submitted, which include drainage structures, storm water ponds, was submitted with the plans and meets the city and state standards; it will be containing all of the water that is created with the development of the plan. Any additional runoff that is created by the development of the plan--new houses, roads, etc.--will be captured and contained within the proposed storm water management facilities. As far as erosion and sediment control,

all of the measures proposed in the plan as submitted, do meet the current state standards, which is what the City of Salem follows. This development will require a state permit through DEQ, which has its own set of standards.

Member Garst questioned if the standards referred to are both construction and final finish development standards.

Mr. Simpson confirmed the standards. He stated that during construction, there is a set of standards that have to be met for the erosion and sediment control; and then at post-construction there is a set of standards that have to meet for storm water runoff. The engineer that designed the plan, has taken into account both sets of standards, and it meets both sets of standards.

A discussion was held regarding water runoff on Upland Drive, sewer line inspections, mud in roadway, etc.

Benjamin Trip, City Planner, appeared before the Commission and noted that staff has reviewed the subdivision plans at length through the plan review process. The process involves all of the departments in the city. The plans are reviewed and discussed at length. A list of comments and questions are produced which are sent to the developer. The developer has to respond to the comments and questions, and make necessary corrections/changes, which will then be reviewed by all of the departments. The staff has approved the proposed subdivision plan, which is what is presented to the Commission.

Jackson Beamer motioned to consider the request for preliminary and final approval of proposed subdivision plat and plan filed by Simms Property, LLC, property owner/developer, for a 7.564-acre tract known as Simms Farm Section 1. Neil Conner seconded the motion.

Ayes: Beamer, Conner, Daulton, Garst, King

## 5. Adjournment

Member Garst thanked the Deputy Sheriff present at the meeting.

Meeting was adjourned at 7:50 p.m.

Work Session, Wednesday, June 16, 2021, 6:00 p.m.  
Parlor B, Salem Civic Center

City Council meeting, June 28, 2021, 6:30 p.m.  
Auditorium of Andrew Lewis Middle School

AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SALEM,  
VIRGINIA HELD AT ANDREW LEWIS MIDDLE SCHOOL

**AGENDA ITEM:**

**Amendment to the Zoning Ordinance**

Hold public hearing and consider ordinance on first reading for rezoning the property of Peter R. Fields and Vivian D. Fields, property owners, located at 303-305 South Colorado Street (Tax Map # 121-10-4) from RMF Residential Multi-Family to TBD Transitional Business District.

Advertised in the June 10 and 17, 2021 issues of the Salem Times-Register.

**SUBMITTED BY:**

Benjamin W. Tripp, AICP, CECD, City Planner

**SUMMARY OF INFORMATION:**

Zoning: RMF Residential Multi Family

Future Land Use Plan Designation: Residential

Existing Use: General Offices

Proposed Use: General Offices and Personal Services

The subject property consists of a single parcel of approximately 0.11 acres, located at the southwest corner of the intersection of First Street and South Colorado Street, near the intersection of South Colorado Street and Boulevard. It is occupied by a single story office building.

The building was built in 1960s as an office building and has always been operated as an office building. After the mass rezoning in 2005, the property then contained a non-conforming use. In July 2009, a Special Exception Permit was approved on the condition that medical office use would be allowed but outpatient mental health and substance abuse clinics would be excluded.

**SUMMARY OF PROPOSED CHANGES:**

The applicant is requesting the property be rezoned to TBD Transitional Business District in order to allow a hair salon to operate at this location.

**FISCAL IMPACT:**

Changing the zoning from residential to commercial will produce a positive fiscal impact.

**STAFF RECOMMENDATION:**

Staff recommends approval.

AN ORDINANCE TO AMEND SECTION 106-110, ARTICLE I, CHAPTER 106, OF THE CODE OF THE CITY OF SALEM, VIRGINIA, RELATING TO ZONING AND DIVIDING THE CITY INTO BUILDING DISTRICTS AND ESTABLISHING DISTRICT BOUNDARY LINES ON THE ZONING MAP OF THE CITY OF SALEM, VIRGINIA.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, that Section 106-110, Article I, Chapter 106 of The Code of the City of Salem, Virginia, relating to building district boundary lines be amended in the following particular and no other, viz:

That the following described property in the City of Salem of Peter R. Fields and Vivian D. Fields, property owners, for rezoning the property located at 303-305 South Colorado Street (Tax Map # 121-10-4) from RMF Residential Multi-Family to TBD Transitional Business District and the map referred to shall be changed in this respect and no other, said property being described as follows:

BEGINNING at the southwest corner of First Street and Colorado Street, a ½" rebar; thence from the beginning point, S. 11 deg. 45' 00" E. 75.00' to a pin with cap; thence S. 78 deg. 15' 00" W. 65.00' to a ½" rebar; thence N. 11 deg. 45' 00" E. 75.00' to a ½" rebar; thence 78 deg. 15' 00" E. 65.00' to the place of BEGINNING, and being the easterly 65' of Lots 30, 31, and 32, Section 1, Salem Improvement Company, recorded in Plat Book 1, Page 22 ½, in the Clerk's Office for the Circuit Court of Roanoke, County, Virginia.

All ordinances or parts of ordinances in conflict with the provisions of this ordinance be and the same are hereby repealed.

This ordinance shall be in full force and effect ten (10) days after its final passage.

Upon a call for an aye and a nay vote, the same stood as follows:

John E. Saunders –  
William D. Jones –  
Byron Randolph Foley –  
James W. Wallace, III –  
Renee F. Turk –

Passed:  
Effective:

/s/  
Mayor

ATTEST:

H. Robert Light  
Clerk of Council  
City of Salem, Virginia



Date: 5-19-2021

Executive Secretary  
Salem Planning Commission  
114 North Broad Street  
Salem, VA 24153

**RE:** Rezoning Request  
303/305 S. Colorado Street  
Tax map # 121-10-4

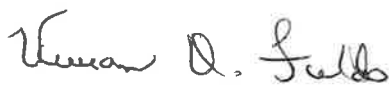
Our property is currently Zoned RMF with a special exception for general and medical office use. This building was designed and used for a dental practice. The use of this building is currently general office however we would like to allow a hair cutting salon to occupy part of this building. While medical office does not include this personal service, it seems very closely related.

Our building was built to a standard found mostly in the transitional business district with the positioning of the building on the lot and the lot size, neither of which conform to the RMF standards. We are surrounded on 3 sides with commercial uses and on 2 sides with the transitional business district zoning. We feel that this is the most appropriate zoning for our building.

We respectfully request the change of zoning from RMF to Transitional Business District to allow this property to function more closely to its original intended purpose and more in line with surrounding properties.

Thank you for your consideration in this matter.

Sincerely,



Peter Fields and Vivian Fields  
6416 North Barrens Rd.  
Roanoke, VA 24019

540-293-8608

# PETITION FOR ZONING AMENDMENT (REZONING)

## City of Salem Community Development Department

Benjamin W. Tripp, AICP - City Planner

Email: [btripp@salemva.gov](mailto:btripp@salemva.gov)

Telephone: 540-375-3032

1. Applicant(s):

Peter + Vivian Fields

2. Legal Owner(s) of property requested to be rezoned:

Peter + Vivian Fields

3. Location of Property:

Address: 303 + 305 Colorado St.

Subdivision: \_\_\_\_\_

Official Tax Map Number: 121-10-4

4. Characteristics of Property:

Size (Acreage): .11 Acres

Deed Restrictions: \_\_\_\_\_

Present Use: General + Medical Office Proposed Use: Personal Services  
Hair Salon

5. Zoning Classification:

Present Zoning: RMF

Proposed Zoning: TBD

Land Use Designation: \_\_\_\_\_

6. Reason(s) for Rezoning Request (Including proposed use):

Property borders Downtown District on 2 sides and has always been commercial use. Lot size and building setbacks are unchanged since built in 1964 and more closely align with the downtown District. Transitional.

7. Agent(s) or representative(s) of property owner(s): (Specify interest)

Peter Fields

Mailing Address: 6416 N. Barrens Rd. Roanoke VA 24019

Telephone Number: 540-293-8608

8. Affidavit:

- A. The undersigned person certifies that this petition and the foregoing answers, statements, and other information herewith submitted are in all respects true and correct to the best of their knowledge and belief. Also, the petitioner understands that a "Notice of Zoning Request" sign will be posted on the property by the City.

Applicant Signature: Peter R. Fields Vivian H. Fields Date: 5-19-21

Applicant Interest in Property: Owners

Applicant Mailing Address: 6416 North Barrens Rd. Roanoke VA 24019

Applicant Phone Number: 540-293-8608

Owner Signature: Same as above Date: \_\_\_\_\_

Owner Interest in Property: \_\_\_\_\_

Owner Mailing Address: \_\_\_\_\_

Owner Telephone Number: \_\_\_\_\_

Consideration \$100,000.00

TAX MAP NO.: 121-10-4

THIS DEED, made and entered into this 18th day of February, 2003, by and between **DAVID L. JONES**, party of the first part and hereinafter referred to as the "Grantor", and **PETER R. FIELDS** and **VIVIAN D. FIELDS**, Husband and wife, as tenants by the entirety with the right of survivorship, whose mailing address is 120 DOWNING STREET, ROANOKE, VA 24019, parties of the second part and hereinafter referred to as the "Grantees".

WITNESSETH:

THAT FOR AND IN CONSIDERATION of the sum of Ten Dollars (\$10.00), cash in hand, paid by the Grantees unto the Grantor, and other good and valuable consideration, the receipt of which is hereby acknowledged, the Grantor does hereby BARGAIN, SELL, GRANT AND CONVEY unto the Grantees, as tenants by the entirety with the right of survivorship, and as provided for in Section 55-21 of the Code of Virginia of 1950, as amended, with GENERAL WARRANTY and MODERN ENGLISH COVENANTS OF TITLE, all the following described parcel of land, together with any improvements thereon, lying and being in the CITY OF SALEM, State of Virginia, to-wit:

SEE SCHEDULE "A" ATTACHED FOR DESCRIPTION

Without reimposing any of the reservations, restrictions, easements and conditions affecting the hereinabove described property, this conveyance is made subject to all of them.

WITNESS the following signature and seal:

  
\_\_\_\_\_(SEAL)  
David L. Jones

STATE OF VIRGINIA                   )  
CITY OF SALEM                    ) to-wit:

The foregoing instrument was acknowledged before me this the 18th day of February, 2003,  
by David L. Jones.

  
\_\_\_\_\_  
Notary Public

My Commission Expires:

October 31, 2006

SCHEDULE "A"

All of Lots Thirty (30), Thirty-One (31) and Thirty-two (32), in Section One (1) as known, shown, and designated on the map of the lands of Salem Improvement Company, which map is recorded in Plat Book 1, at page 22, of the records of the Clerk's Office of the Circuit Court for the County of Roanoke, Virginia, reference to which plat book and page is hereby specifically had; and

LESS AND EXCEPTING the westerly sixty feet of Lots Thirty (30), Thirty-one (31), and Thirty-two (32), Section One (1), according to said map of Salem Improvement Company as conveyed to George S. Tate, Jr. et als, by deed dated November 12, 1956, and recorded in the Clerks' office of the Circuit Court of Roanoke County, Virginia, in Deed Book 566, at page 546;

TOGETHER with a 9 ft. wide roadway easement along the southerly line of the westerly portion of Lot 30, Section 1, Salem Improvement Company; and

BEING the same property conveyed unto David L. Jones by deed dated February 27, 2001, from David L. Jones and Theresa P. Jones, husband and wife, said deed being recorded in the Clerk's Office of the Circuit Court for the City of Salem, Virginia, in Deed Book 345, page 752.

039 State Tax  
214 City Tax  
212 Transfer Fee  
301 Clerk's Fee  
~~301 Plats~~ 036  
038 Add. St. Tax 58.1-802  
220 Local 58.1-802  
145 Archives  
106 Tech Fund  
Total

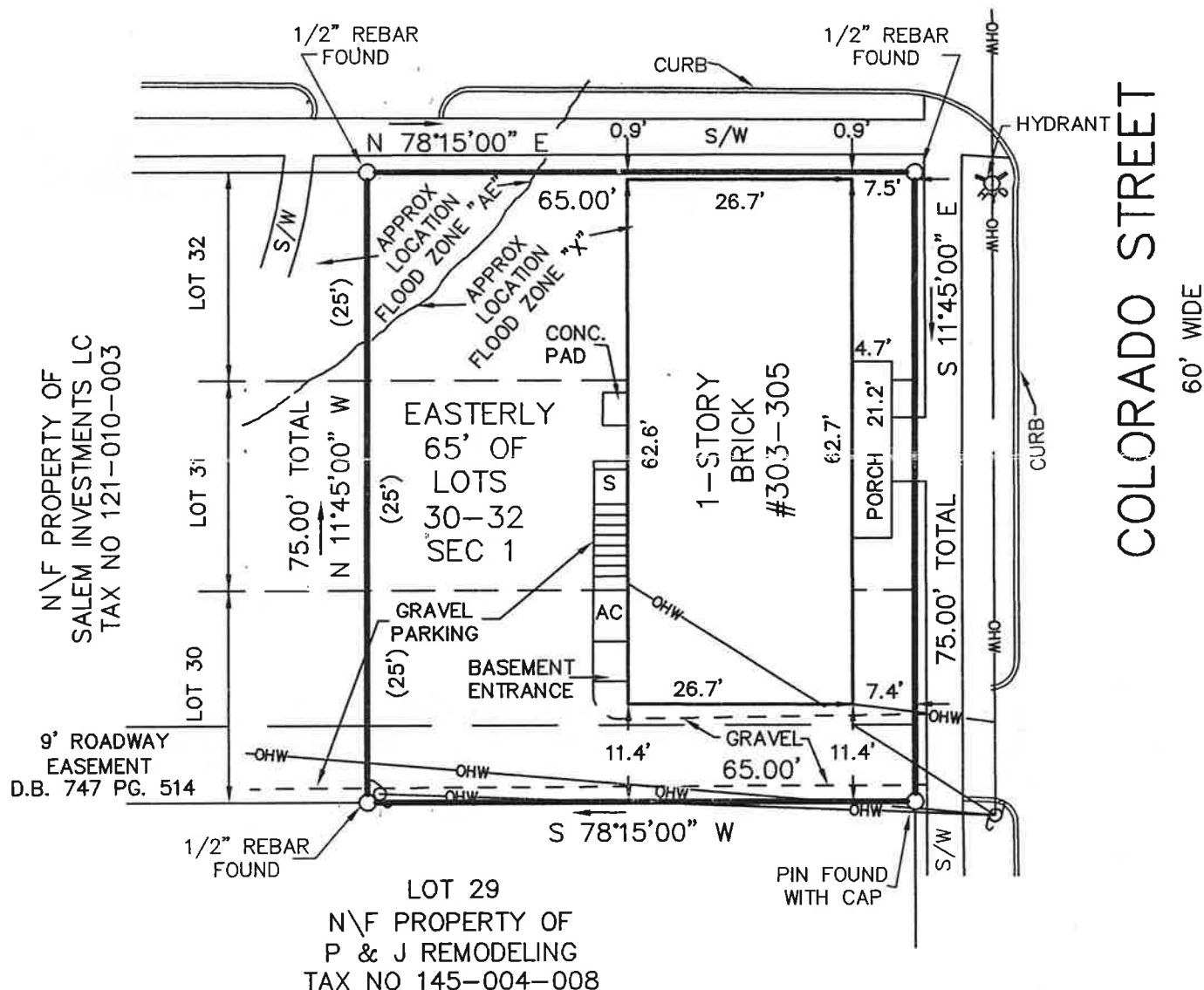
\$ 150.00 In the Clerk's Office of the Circuit Court for the City  
\$ 50.00 of Salem, VA, this 20 day of FEB, 2003  
\$ 7.00 this instrument was presented, with the Certificate  
\$ 14.50 of acknowledgement thereto annexed and admitted  
\$ 10.00 to record at 10:47 o'clock A M. I hereby certify  
\$ 50.00 that the tax imposed under Sec. 58.1-802 in the  
\$ 50.00 amount of \$ 100.00 has been paid to this office.  
\$ 1.50 Teste: CHANCE CRAWFORD, Clerk  
\$ 3.00 By [Signature], Deputy Clerk  
\$ 330.00

1. THIS PLAT WAS PREPARED WITHOUT BENEFIT OF A TITLE REPORT AND IS SUBJECT THERETO. THEREFORE, THERE MAY EXIST ENCUMBRANCES WHICH AFFECT THE PROPERTY NOT SHOWN HEREON.
2. THE SUBJECT PROPERTY IS WITHIN THE LIMITS OF ZONE "AE, X" AS SHOWN ON THE FEMA FLOOD INSURANCE RATE MAP. THIS DETERMINATION IS BASED ON SAID MAP AND HAS NOT BEEN VERIFIED BY ACTUAL FIELD ELEVATIONS.
3. THIS PLAT WAS PREPARED IN ACCORDANCE WITH REQUIREMENTS SET FORTH BY THE COMMONWEALTH OF VIRGINIA FOR PHYSICAL IMPROVEMENT SURVEYS.

N\F= NOW OR FORMERLY      S/W= SIDEWALK  
APPROX= APPROXIMATE      CONC= CONCRETE  
OHW= OVERHEAD WIRES      S = STOOP  
AC= AIRCONDITIONING      ⚡= UTILITY POLE

MERIDIAN OF P.B. 1 PG. 22 1/2

60' WIDE



SURVEY FOR  
PETER & VIVIAN FIELDS

SHOWING THE EASTERLY 65' OF  
LOTS 30, 31 AND 32, SECTION 1,  
SALEM IMPROVEMENT CO.  
P.B. 1, PG. 22 1/2  
SALEM, VIRGINIA



TAX # 121-010-004  
N.B. RR-6 DRAWN Z/LD/14  
CALC. \_\_\_\_\_ CHK'D JD  
CLOSED: JD



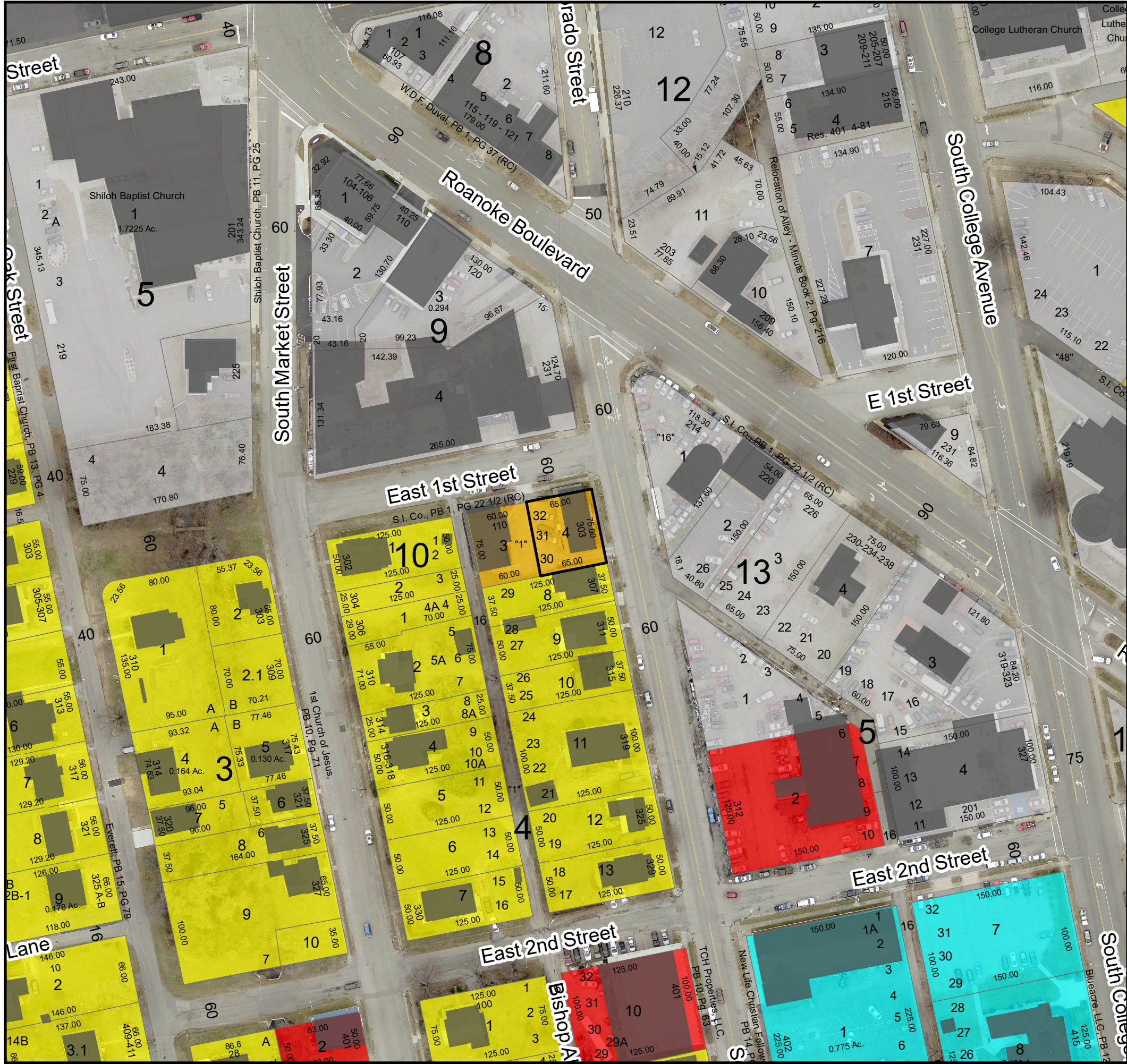
**TPP&S**  
ENGINEERS  
SURVEYORS  
PLANNERS

**T. P. PARKER & SON**  
816 Boulevard  
Post Office Box 39  
Salem, Virginia 24153

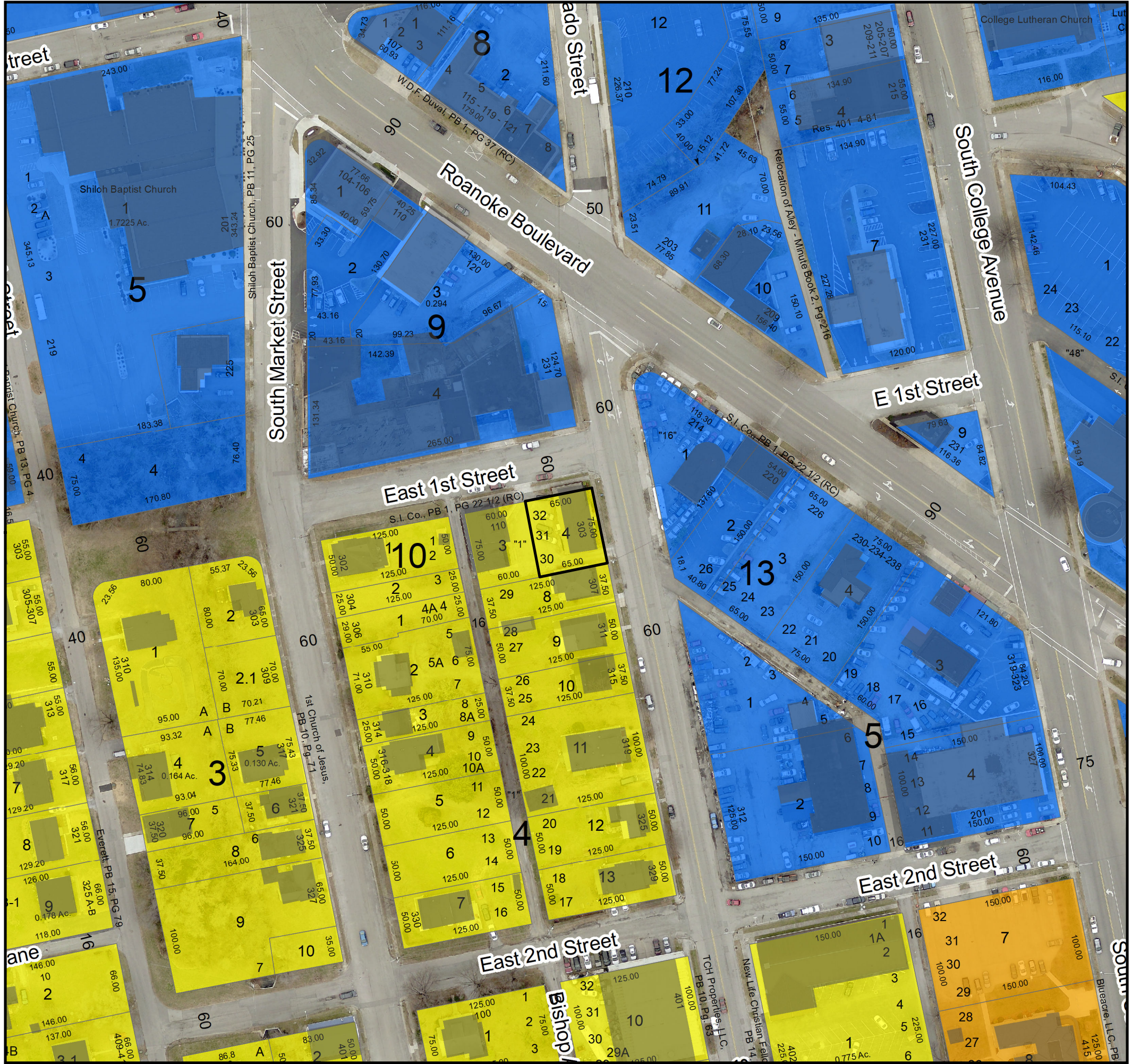
SCALE: 1"= 20'  
DATE: FEB. 20, 2003  
D- 51973  
W.O.: 03-0087



EXISTING ZONING



FUTURE LAND USE





**AFFADAVIT OF MAILING PURSUANT TO §15.2-2204  
CODE OF VIRGINIA**

**PLANNING COMMISSION  
JUNE 16, 2021**

**ITEM #**

This is to certify that I mailed letters in reference to the rezoning request of Peter R. Fields and Vivian D. Fields, property owners, for rezoning the property located at 303-305 S Colorado St (Tax Map # 121-10-4) from RMF Residential Multi-Family to TBD Transitional Business District to the following property owners and adjacent property owners on June 4, 2021, in the 2:00 p.m. mail:

PETER R FIELDS  
VIVIAN D FIELDS  
6416 N BARRENS RD  
ROANOKE VA 24019-2326

KELBY C ZIEGER  
307 S COLORADO ST  
SALEM VA 24153

110 E 1<sup>ST</sup> STREET LLC  
110 E 1<sup>ST</sup> STREET  
SALEM VA 24153

PEACOCK-SALEM LLC  
P O BOX 586  
ROANOKE VA 24004

LINDA THORNHILL IVES  
EDWARD NELSON THORNHILL  
P O BOX 711  
SALEM VA 24153

ASSOCIATED BUSINESS  
INVESTMENTS CORPORATIC  
220 ROANOKE BLVD  
SALEM VA 24153

327 COLLEGE LLC  
327 S COLLEGE AVE  
SALEM VA 24153

Signed \_\_\_\_\_



Date \_\_\_\_\_

6-4-21

City of Salem

Commonwealth of Virginia

The foregoing instrument was acknowledged before me this 4<sup>th</sup> day of June, 2021, by

Mary Ellen Wines

Loretta L. Prillaman

Notary Public

My commission expires: 5/31/2022







**IMPORTANT NOTICE OF PUBLIC HEARINGS  
PROPOSAL TO CHANGE ZONING**

Notice is hereby given that a request has been filed with the City of Salem by the property owner/petitioner of the property described below. The Planning Commission of the City of Salem will consider this request at its meeting listed below and make a recommendation to the City Council. The City Council of the City of Salem will also consider this request, and the recommendation of the Planning Commission at its meeting listed below. City Council will make the final decision in this matter.

**Property Owner/Petitioner:**

Peter R. Fields and Vivian D. Fields, property owners

**Location of Property:**

303-305 S Colorado St (Tax Map # 121-10-4)

**Purpose of Request:**

To rezone from RMF Residential Multi-Family to TBD Transitional Business District on the property located at 303-305 S Colorado St, (Tax Map # 121-10-4).

The date, time, and place of the public hearing scheduled by the Planning Commission on this request are as follows:

**WEDNESDAY, JUNE 16, 2021 – 7 P.M.  
SALEM CIVIC CENTER, COMMUNITY ROOM  
1001 ROANOKE BOULEVARD, SALEM, VIRGINIA**

The date, time, and place of the public hearing scheduled by City Council on this request are as follows:

**MONDAY, JUNE 28, 2021 – 6:30 P.M.  
ANDREW LEWIS MIDDLE SCHOOL, AUDITORIUM  
616 SOUTH COLLEGE AVENUE, SALEM, VIRGINIA**

Additional information on this request may be obtained in the Community Development Department, 21 South Bruffey Street, Salem, Virginia or at (540) 375-3032.

James E. Taliaferro, II  
Executive Secretary  
Planning Commission

BEGINNING at the southwest corner of First Street and Colorado Street, a ½" rebar; thence from the beginning point, S. 11 deg. 45' 00" E. 75.00' to a pin with cap; thence S. 78 deg. 15' 00" W. 65.00' to a ½" rebar; thence N. 11 deg. 45' 00" 75.00' to a ½" rebar; thence 78 deg. 15' 00" E. 65.00' to the place of BEGINNING, and being the easterly 65' of Lots 30, 31, and 32, Section 1, Salem Improvement Company, recorded in Plat Book 1, Page 22 ½, in the Clerk's Office for the Circuit Court of Roanoke, County, Virginia.

**PAYMENT DATE**

05/24/2021

**COLLECTION STATION**

Engineering/Inspections

**RECEIVED FROM**Peter R Fields and Vivian D  
Fields**DESCRIPTION****City of Salem**  
P.O. Box 869  
Salem, VA 24153**BATCH NO.**

2021-00005565

**RECEIPT NO.**

2021-00128142

**CASHIER**

Loretta Prillaman

PAYMENT CODE	RECEIPT DESCRIPTION	TRANSACTION AMOUNT
ENG LAND USE	Land Use Application Fees Rezoning Application Fee for June 16, 2021 Planning Commission Meeting for 303/305 S Colorado St	\$225.00
	<div><div>Total Cash\$0.00 Total Check\$225.00 Total Charge\$0.00 Total Wire\$0.00 Total Other\$0.00 Total Remitted\$225.00 Change\$0.00 Total Received\$225.00</div></div>	
Total Amount:		\$225.00
Customer Copy		

AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SALEM,  
VIRGINIA HELD AT ANDREW LEWIS MIDDLE SCHOOL

**AGENDA ITEM:**

**Amendment to the Zoning Ordinance**

Hold public hearing and consider ordinance on first reading for rezoning the property of MCLIP Properties, LLC, property owner, located at 901 South Colorado Street and 110 7th Street (Tax Map # 184-4-8) from LM Light Manufacturing District to CBD Community Business District. Advertised in the June 10 and 17, 2021 issues of the Salem Times-Register.

**SUBMITTED BY:**

Benjamin W. Tripp, AICP, CEcD, City Planner

**SUMMARY OF INFORMATION:**

Zoning: LM Light Manufacturing  
Future Land Use Plan Designation: Mixed Use  
Existing Use: Mixed Use and Vacant  
Proposed Use: Mixed Use

The subject property consists of a single parcel of approximately 0.2 acres, located at the southwest corner of the intersection of Seventh Street and South Colorado Street. It is occupied by an older storefront building on the South Colorado Street frontage, and by a two story building on the Seventh Street frontage. The property was recently added to the Salem Historic Register

**SUMMARY OF PROPOSED CHANGES:**

The applicant is requesting the property be rezoned to CBD Community Business District in order to allow Mixed Use (Commercial uses on the ground floor, and residential above.)

**FISCAL IMPACT:**

Changing the zoning will allow this property to be used in an economically productive manner, producing a positive fiscal impact to the city.

**STAFF RECOMMENDATION:**

Staff recommends approval.

AN ORDINANCE TO AMEND SECTION 106-110, ARTICLE I, CHAPTER 106, OF THE CODE OF THE CITY OF SALEM, VIRGINIA, RELATING TO ZONING AND DIVIDING THE CITY INTO BUILDING DISTRICTS AND ESTABLISHING DISTRICT BOUNDARY LINES ON THE ZONING MAP OF THE CITY OF SALEM, VIRGINIA.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, that Section 106-110, Article I, Chapter 106 of The Code of the City of Salem, Virginia, relating to building district boundary lines be amended in the following particular and no other, viz:

That the following described property in the City of Salem of MCLIP Properties, LLC, property owner, for rezoning the property located at 901 South Colorado Street and 110 7th Street (Tax Map # 184-4-8) from LM Light Manufacturing District to CBD Community Business District and the map referred to shall be changed in this respect and no other, said property being described as follows:

Beginning at a point at the intersection of South Colorado Street and 7th Street, being approximately 226' east of the intersection of South Market Street and 7th Street; thence with western right-of-way of South Colorado Street, S 11° 45' 00" E 75.00' to an iron pin, being the common corner with Tax Parcel 184-4-9; thence S 78° 15' 00" W 115.00' to an iron pin, being the eastern right-of-way of Bishop Alley; thence with the eastern right-of-way Bishop Alley, N 11° 45' 00" W 75.00' to an iron pin set at the intersection of Bishop Alley and 7th Street; thence with southern right-of-way of 7th Street, N 78° 15' 00" E 115.00' back to the Point of Beginning; said area containing 0.198 acres.

All ordinances or parts of ordinances in conflict with the provisions of this ordinance be and the same are hereby repealed.

This ordinance shall be in full force and effect ten (10) days after its final passage.

Upon a call for an aye and a nay vote, the same stood as follows:

John E. Saunders –  
William D. Jones –  
Byron Randolph Foley –  
James W. Wallace, III –  
Renee F. Turk –

Passed:  
Effective:

/s/  
Mayor

ATTEST:

H. Robert Light  
Clerk of Council  
City of Salem, Virginia

# McLip PROPERTIES, LLC

3330 HOLLINS ROAD, NE, SUITE A • ROANOKE, VA 24012 • (540) 563-9903 • Fax: (540) 563-9923

May 27, 2021

James E. Taliaferro, II,  
Executive Secretary  
City of Salem Planning Commission  
21 South Bruffey Street  
Salem, VA 24153

RE: Rezoning Request for Tax Map No. 184-4-8

Dear Mr. Taliaferro:

This is a formal request to rezone 901 S. Colorado and 110 7<sup>th</sup> Street (Tax Map No. 184-4-8) from Light Manufacturing (LM) to Community Business District (CBD). This property was added to Salem's historic register on May 12, 2021. 901 S. Colorado was believed to have been constructed between the years 1913 and 1922 according to Sanborn Maps. The Colorado building is approximately 2,400± square feet and was originally constructed for a business on the first floor and residential on the second floor. The earliest known use of this building was a grocery store on the first floor and the owners/operators of that store residing on the second floor. The building fronting on 7<sup>th</sup> Street and known as 110-112 7<sup>th</sup> Street was constructed prior to 1932 according to the April 1932 Sanborn Map and is two-story containing approximately 1,650± square feet with commercial on the first floor and residential on the second floor. Both buildings have continued to be used as commercial/residential and have never been used for light manufacturing use.

The Colorado building has been vacant for the last couple of years and is in need of renovation and repairs. We would like to renovate this property for its historic use as commercial on the first floor and residential on the second floor. The property is not suited for light manufacturing use.

The 7<sup>th</sup> Street building has continued as commercial on the first floor and residential on the second floor and its use is grandfathered. We currently have a building permit to renovate and repair the upstairs residential apartment.

Please do not hesitate to contact us if you have any questions.

Sincerely,

  
John H. Lipscomb, Member  
McLip Properties, LLC



# PETITION FOR ZONING AMENDMENT (REZONING)

## City of Salem Community Development Department

Benjamin W. Tripp, AICP - City Planner  
Email: [btripp@salemva.gov](mailto:btripp@salemva.gov)

Telephone: 540-375-3032

1. Applicant(s):

McLip Properties, LLC

2. Legal Owner(s) of property requested to be rezoned:

McLip Properties, LLC  
John Lipscomb, Member & David McCray, Member

3. Location of Property:

Address: 110 7th Street & 901 S. Colorado St.

Subdivision: N/A

Official Tax Map Number: 184-4-8

4. Characteristics of Property:

Size (Acreage): 0.198 Acres

Deed Restrictions:

Present Use: Colorado Bldg - Vacant; 7th St - commercial & apartment

5. Zoning Classification:

Present Zoning: LM

Proposed Zoning: CBD

Land Use Designation:

6. Reason(s) for Rezoning Request (Including proposed use):

The Colorado building was historically used as commercial downstairs & apartment upstairs. The property is best suited for this use. The 7th St. building is currently used ~~as~~ this way & grandfathered.

7. Agent(s) or representative(s) of property owner(s): (Specify interest)

Leslie McVey, office manager, McLip Properties, LLC

Mailing Address: 3330 Hollins Rd. Suite A

Telephone Number: Roanoke, VA 24012

8. Affidavit:

A. The undersigned person certifies that this petition and the foregoing answers, statements, and other information herewith submitted are in all respects true and correct to the best of their knowledge and belief. Also, the petitioner understands that a "Notice of Zoning Request" sign will be posted on the property by the City.

Applicant Signature: 

Date: 5-27-21

Applicant Interest in Property: Member

Applicant Mailing Address: 3330 Hollins Rd. Suite A, Roanoke, VA 24012

Applicant Phone Number: 703-963-9903

Owner Signature: 

Date: 5-27-21

Owner Interest in Property: same

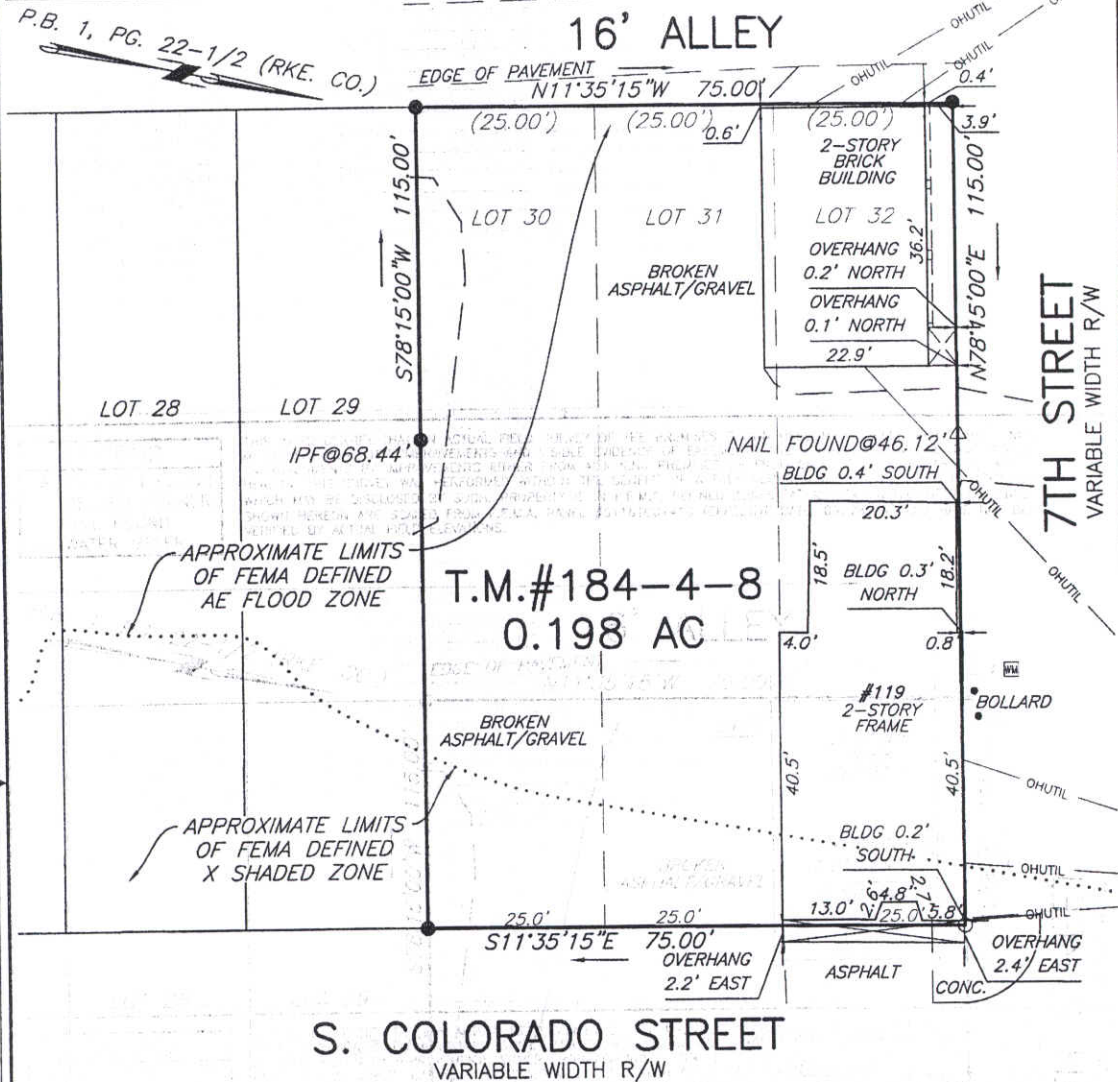
Owner Mailing Address: same

Owner Telephone Number: same

# LEGEND

- IRON PIN FOUND
- DEEDED CORNER
- △ NAIL FOUND
- WM WATER METER

THIS IS TO CERTIFY THAT AN ACTUAL FIELD SURVEY OF THE PREMISES SHOWN HEREON HAS BEEN PERFORMED UNDER MY SUPERVISION; THAT IMPROVEMENTS AND VISIBLE EVIDENCE OF EASEMENTS ARE SHOWN HEREON, AND THAT VISIBLE ENCROACHMENTS BY IMPROVEMENTS EITHER FROM ADJOINING PREMISES OR FROM SUBJECT PREMISES ARE SHOWN HEREON. THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT AND IS SUBJECT TO INFORMATION WHICH MAY BE DISCLOSED BY SUCH. PROPERTY IS IN F.E.M.A. DEFINED ZONES "A" AND "X UNSHADED". FLOODLINES SHOWN HEREON ARE SCALED FROM F.E.M.A. PANEL #51181C0141G (EFFECTIVE DATE: 09/28/07) AND HAVE NOT BEEN VERIFIED BY ACTUAL FIELD ELEVATIONS.

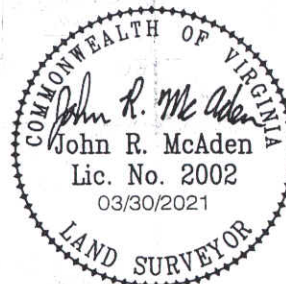


## NOTES:

1. OWNERS OF RECORD: DANNY CARTER
2. LEGAL REFERENCE: INST. #200003296
3. TAX MAP NUMBER: 184-4-8
4. PROPERTY MAY CONTAIN UNDERGROUND UTILITY SERVICE LINES.

## PHYSICAL IMPROVEMENT SURVEY FOR MCLIP PROPERTIES, LLC

110 7TH STREET  
LOTS 30 THRU 32, BLOCK 7  
SALEM IMPROVEMENT COMPANY  
PLAT BOOK 1, PG. 22-1/2 (RKE. CO.)  
CITY OF SALEM, VIRGINIA  
SURVEYED 03-30-21  
JOB #05210108.MS  
SCALE: 1" = 20'



**BALZER**  
& ASSOCIATES

DRAWN BY: EJP  
CHECKED BY: JRM

PLANNERS / ARCHITECTS / ENGINEERS / SURVEYORS  
ROANOKE / RICHMOND / NEW RIVER VALLEY / STAUNTON / HARRISONBURG / LYNCHBURG  
1208 Corporate Circle / Roanoke, Virginia 24018 / Phone (540) 772-9580 / www.balzer.cc



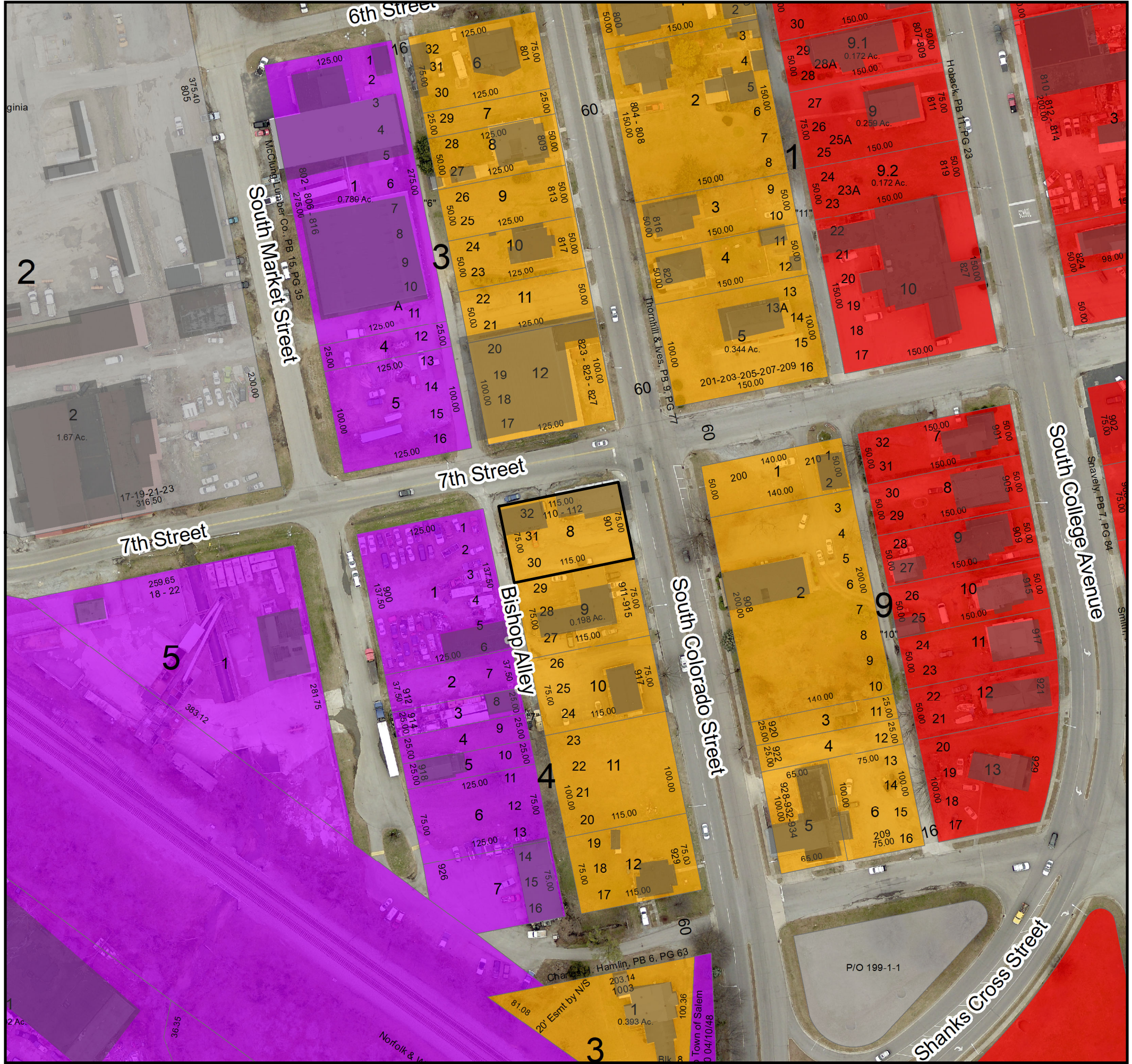
EXISTING ZONING



Tax Parcel 184-4-8 Buildings Parcels City Limits

- |  |   |
|--|---|
| AG - Agriculture District                                | PUD - Planned Unit District   |
| BCD - Business Commerce District                         | RB - Residential Business District                                    |
| CBD - Community Business District                        | RMF - Residential Multi-Family District                               |
| CUD - College/University District                        | RMF/RB - Residential Multi-Family/Residential Business District       |
| DBD - Downtown Business District                         | RSF - Residential Single Family District                              |
| HBD - Highway Business District                          | RSF/HBD - Residential Single/Highway Business District                |
| HBD/HM - Highway Business/Heavy Manufacturing District   | RSF/LM - Residential Single Family/Light Manufacturing                |
| HBD/LM - Highway Business/Light Manufacturing District   | RSF/RB - Residential Single Family/Residential Business District      |
| HM - Heavy Manufacturing District                        | RSF/RMF - Residential Single Family/Residential Multi-Family District |
| LM - Light Manufacturing District                        | RSF/TBD - Residential Single Family/Transitional Business District    |
| LM/HM - Light Manufacturing/Heavy Manufacturing District | TBD - Transitional Business District                                  |
| MHP - Manufactured Home Park District                    |   |

FUTURE LAND USE



Tax Parcel 184-4-8 Buildings Parcels City Limits

- |                           |                               |
|---------------------------|-------------------------------|
| Commercial                | Mixed Use                     |
| Downtown                  | Public Parks and Recreational |
| Economic Development Area | Residential                   |
| Industrial                | Transitional                  |
| Institutional             |                               |



**AFFADAVIT OF MAILING PURSUANT TO S15.2-2204  
CODE OF VIRGINIA**

**PLANNING COMMISSION  
JUNE 16, 2021**

**ITEM #**

This is to certify that I mailed letters in reference to the rezoning request of MCLIP Properties, LLC, property owner, for rezoning the property located at 901 S Colorado Street and 110 7<sup>th</sup> Street (Tax Map # 184-4-8) from LM Light Manufacturing District to CBD Community Business District to the following property owners and adjacent property owners on June 4, 2021, in the 2:00 p.m. mail:

MCLIP PROPERTIES LLC  
3330 HOLLINS RD NE SUITE A  
ROANOKE VA 24012

WINSLOW PROPERTIES LLC  
2800 FRANKLIN ST  
SALEM VA 24153

WALLACE A ANGEL  
TIMOTHY P MEADOWS  
900 S MARKET ST  
SALEM VA 24153

MCCLUNG LUMBER COMPANY INC  
P O BOX 1229  
SALEM VA 24153

TLF PARTNERSHIP  
1917 MAYLIN DR  
SALEM VA 24153

LINDA THORNHILL IVES  
EDWARD NELSON THORNHILL  
P O BOX 711  
SALEM VA 24153

LINDA THORNHILL IVES  
EDWARD NELSON THORNHILL  
P O BOX 711  
SALEM VA 24153

KHAI C DUONG  
LAM LE TROUNG  
908 S COLORADO ST  
SALEM VA 24153

Signed  Date 6-4-21

City of Salem  
Commonwealth of Virginia

The foregoing instrument was acknowledged before me this 4<sup>th</sup> day of June, 2021, by

Mary Ellen Wines  
Loretta L. Phillaman

Notary Public

My commission expires: 5/31/2022





**IMPORTANT NOTICE OF PUBLIC HEARINGS  
PROPOSAL TO CHANGE ZONING**

Notice is hereby given that a request has been filed with the City of Salem by the property owner/petitioner of the property described below. The Planning Commission of the City of Salem will consider this request at its meeting listed below and make a recommendation to the City Council. The City Council of the City of Salem will also consider this request, and the recommendation of the Planning Commission at its meeting listed below. City Council will make the final decision in this matter.

**Property Owner/Petitioner:**

MCLIP Properties, LLC, property owner

**Location of Property:**

901 S Colorado Street and 110 7<sup>th</sup> Street (Tax Map # 184-4-8)

**Purpose of Request:**

To rezone from LM Light Manufacturing District to CBD Community Business District on the property located at 901 S Colorado Street and 110 7<sup>th</sup> Street, (Tax Map # 184-4-8).

The date, time, and place of the public hearing scheduled by the Planning Commission on this request are as follows:

**WEDNESDAY, JUNE 16, 2021 – 7 P.M.  
SALEM CIVIC CENTER, COMMUNITY ROOM  
1001 ROANOKE BOULEVARD, SALEM, VIRGINIA**

The date, time, and place of the public hearing scheduled by City Council on this request are as follows:

**MONDAY, JUNE 28, 2021 – 6:30 P.M.  
ANDREW LEWIS MIDDLE SCHOOL, AUDITORIUM  
616 SOUTH COLLEGE AVENUE, SALEM, VIRGINIA**

Additional information on this request may be obtained in the Community Development Department, 21 South Bruffey Street, Salem, Virginia or at (540) 375-3032.

James E. Taliaferro, II  
Executive Secretary  
Planning Commission

Legal Description for Tax Parcel 184-4-8:

Beginning at a point at the intersection of South Colorado Street and 7<sup>th</sup> Street, being approximately 226' east of the intersection of South Market Street and 7<sup>th</sup> Street; thence with western right-of-way of South Colorado Street, S 11° 45' 00" E 75.00' to an iron pin, being the common corner with Tax Parcel 184-4-9; thence S 78° 15' 00" W 115.00' to an iron pin, being the eastern right-of-way of Bishop Alley; thence with the eastern right-of-way Bishop Alley, N 11° 45' 00" W 75.00' to an iron pin set at the intersection of Bishop Alley and 7<sup>th</sup> Street; thence with southern right-of-way of 7<sup>th</sup> Street, N 78° 15' 00" E 115.00' back to the Point of Beginning; said area containing 0.198 acres.

**PAYMENT DATE**  
05/28/2021  
**COLLECTION STATION**  
Engineering/Inspections  
**RECEIVED FROM**  
MCLIP Properties LLC  
**DESCRIPTION**

**City of Salem**  
**P.O. Box 869**  
**Salem, VA 24153**

**BATCH NO.**  
2021-00005650  
**RECEIPT NO.**  
2021-00129921  
**CASHIER**  
Loretta Prillaman

PAYMENT CODE	RECEIPT DESCRIPTION	TRANSACTION AMOUNT
ENG LAND USE	Land Use Application Fees Rezoning Application Fee for Planning Commission June 16, 2021 (901 S Colorado St and 110 7th St)	\$200.00
	<div>Total Cash\$0.00 Total Check\$0.00 Total Charge\$0.00 Total Wire\$0.00 Total Other\$200.00 Total Remitted\$200.00 Change\$0.00 Total Received\$200.00</div>	
Total Amount:		\$200.00

Customer Copy

Customer Copy

AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SALEM,  
VIRGINIA HELD AT ANDREW LEWIS MIDDLE SCHOOL

**AGENDA ITEM:**

**Special Exception Permit**

Hold public hearing to consider the request of Timothy J. Toohig and Lonzie L. Linkous, Jr., property owners, for the issuance of a Special Exception Permit to allow a two-family dwelling on the property located at 335 Roanoke Boulevard (Tax Map # 146 - 1 - 3). Advertised in the June 10, and 17, 2021 issues of the Salem Times-Register.

**SUBMITTED BY:**

Benjamin W. Tripp, AICP, CEcD, City Planner

**SUMMARY OF INFORMATION:**

Zoning: RMF Residential Multi-Family  
Future Land Use Plan Designation: Residential  
Existing Use: Vacant (former offices)  
Proposed Use: Two-Family Dwelling

The subject property consists of a single parcel of approximately 0.344 acres, located at the north corner of the intersection of the Boulevard and Virginia Avenue. It is occupied by a single-family home built in 1940, and two accessory structures, one cottage and one garage. The property was rezoned in 1973 and the home converted to offices.

**SUMMARY OF PROPOSED CHANGES:**

The applicant is requesting a special exception permit to allow the conversion of the home to a two-family dwelling. There are no current plans for the garage or cottage other than to be accessory to the duplex.

**STAFF RECOMMENDATION:**

Staff recommends approval.



25 May 2021

Executive Secretary of the City of Salem, Va. planning commission

RE: 335 Roanoke Blvd. Salem, Va. 24153

Tax ID# 146-1-3

Desire to modify zoning to Townhouse style Duplex

Dear Secretary,

We would like to request the City of Salem consider our application for special use permit for the above-noted property. It is our desire to modify/renovate the interior to make it usable as a 2-family dwelling/duplex. There will be no exterior modifications to the property save electrical upgrades to accommodate 2 families and paint/cosmetic enhancements.

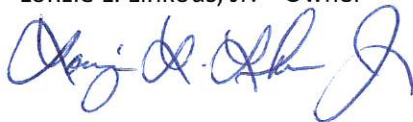
It is our understanding that current zoning allows for commercial or multiple smaller apartments; we prefer to upgrade the home to enhance the neighborhood and minimize the number of occupants at the same time.

Thank you for your consideration.

Timothy J. Toohig Owner



Lonzie L. Linkous, Jr. Owner



# PETITION FOR SPECIAL EXCEPTION PERMIT

## City of Salem Department of Community Development

Benjamin W. Tripp, AICP - City Planner

Email: [btripp@salemva.gov](mailto:btripp@salemva.gov)

Telephone: 540-375-3032

1. Applicant(s):

TIMOTHY J. TOOTHIG + LOWZIE L. LINKOUS, JR

2. Legal Owner(s) of property wherein special exception is to be conducted:

TIMOTHY J. TOOTHIG + LOWZIE L. LINKOUS, JR

3. Location of Property:

Address: 335 ROANOKE BLVD SALEM, VA 24153

Subdivision: LOTS 9+10, Sect 48, SALEM IMPROVEMENT

Official Tax Map Number: 146-1-3

4. Characteristics of Property:

Size (Acreage): .3444 AC

Deed Restrictions: none

Present Use: offices

Present Zoning Classification: RMF

Land Use Plan Designation:

5. Proposed use of property: USE AS 2 FAMILY DWELLING

6. Agent(s) or representative(s) of property owner(s): (Specify interest)

TIMOTHY J. TOOTHIG

Mailing Address: PO Box 21207 ROANOKE, VA 24018

Telephone Number: 540-330-8300

7. Affidavit:

- A. The undersigned person(s) certifies that this petition and the foregoing answers, statements, and other information herewith submitted are in all respects true and correct to the best of their knowledge and belief. Also, the petitioner understands that a "Notice of Zoning Request" sign will be posted on the property by the City.

Applicant Signature: Timothy J. Toothig Date: 5-25-21

Applicant Interest in Property: owner

Applicant Mailing Address: PO Box 21207 Roanoke, VA 24018

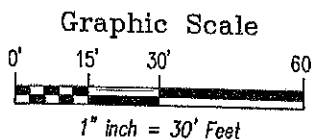
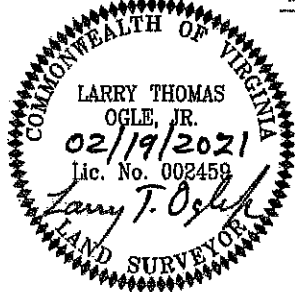
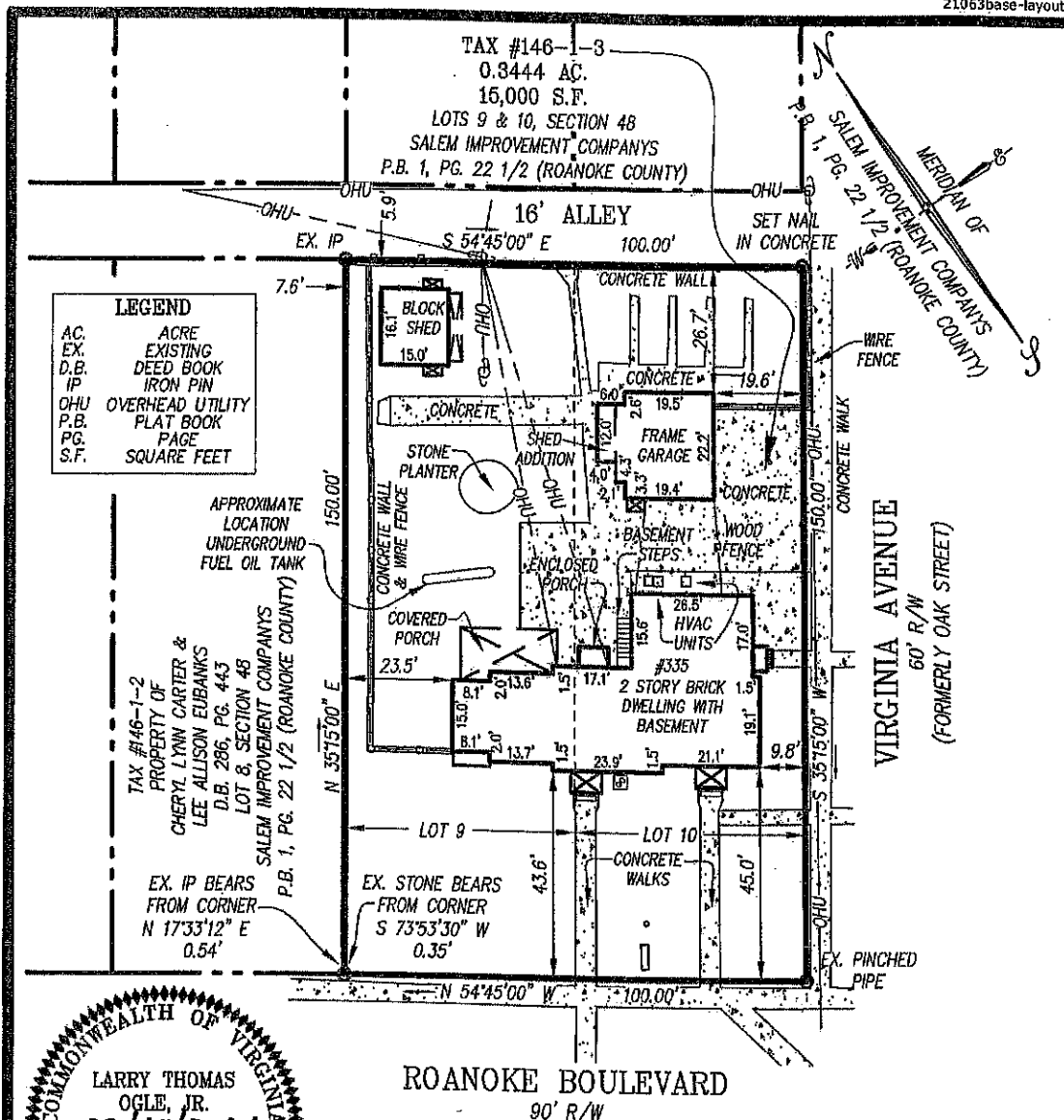
Applicant Telephone Number: 540-330-8300

Owner Signature: [Signature] Date: 25 May 2021

Owner Interest in Property: 50/50 owner/applicant

Owner Mailing Address: PO Box 21207 Roanoke, VA 24018

Owner Telephone Number: 540 309-3940



SYMBOLS	
	UTILITY POLE
	GUY WIRE
	OVERHEAD UTILITIES
	GAS METER

**NOTES:**

1. THIS PLAT IS BASED ON A CURRENT FIELD SURVEY.
2. PROPERTY CORNERS WERE FOUND OR SET AS SHOWN HEREON.
3. THIS PLAT WAS PREPARED WITHOUT THE BENEFIT OF A CURRENT TITLE REPORT AND ENCUMBRANCES MAY EXIST THAT AFFECT THE SUBJECT PROPERTY THAT ARE NOT SHOWN HEREON.
4. THIS PROPERTY DOES NOT LIE WITHIN THE LIMITS OF A SPECIAL FLOOD HAZARD AREA AS DESIGNATED BY F.E.M.A. THIS OPINION IS BASED ON AN INSPECTION OF THE FLOOD INSURANCE RATE MAPS AND HAS BEEN VERIFIED BY ACTUAL FIELD ELEVATIONS. SEE MAP NUMBER 51161C0141G, DATED SEPTEMBER 28, 2007. ZONE "X" UN-SHADED.
5. CURRENT OWNER: TAX #146-1-3, JACK G. BREWER, SR. & BEATRICE J. BREWER, D.B. 28, PG. 670.

PLAT SHOWING  
0.3444 AC. (15,000 S.F.)  
BEING

LOTS 9 AND 10, SECTION 48  
"SALEM IMPROVEMENT COMPANY"  
P.B. 1, PG. 22 1/2 (ROANOKE COUNTY)  
PREPARED FOR

**TIMOTHY J. TOOHIG &  
LONZIE J. LINKOUS, JR.**  
SITUATED AT #335 ROANOKE BLVD.  
CITY OF SALEM, VIRGINIA

DATE: February 19, 2021  
SCALE: 1" = 30'  
COMM. NO.: 21-063



**Lumsden Associates, P.C.**  
ENGINEERS | SURVEYORS | PLANNERS

4664 BRAMBLETON AVENUE  
P.O. BOX 20669  
ROANOKE, VIRGINIA 24018

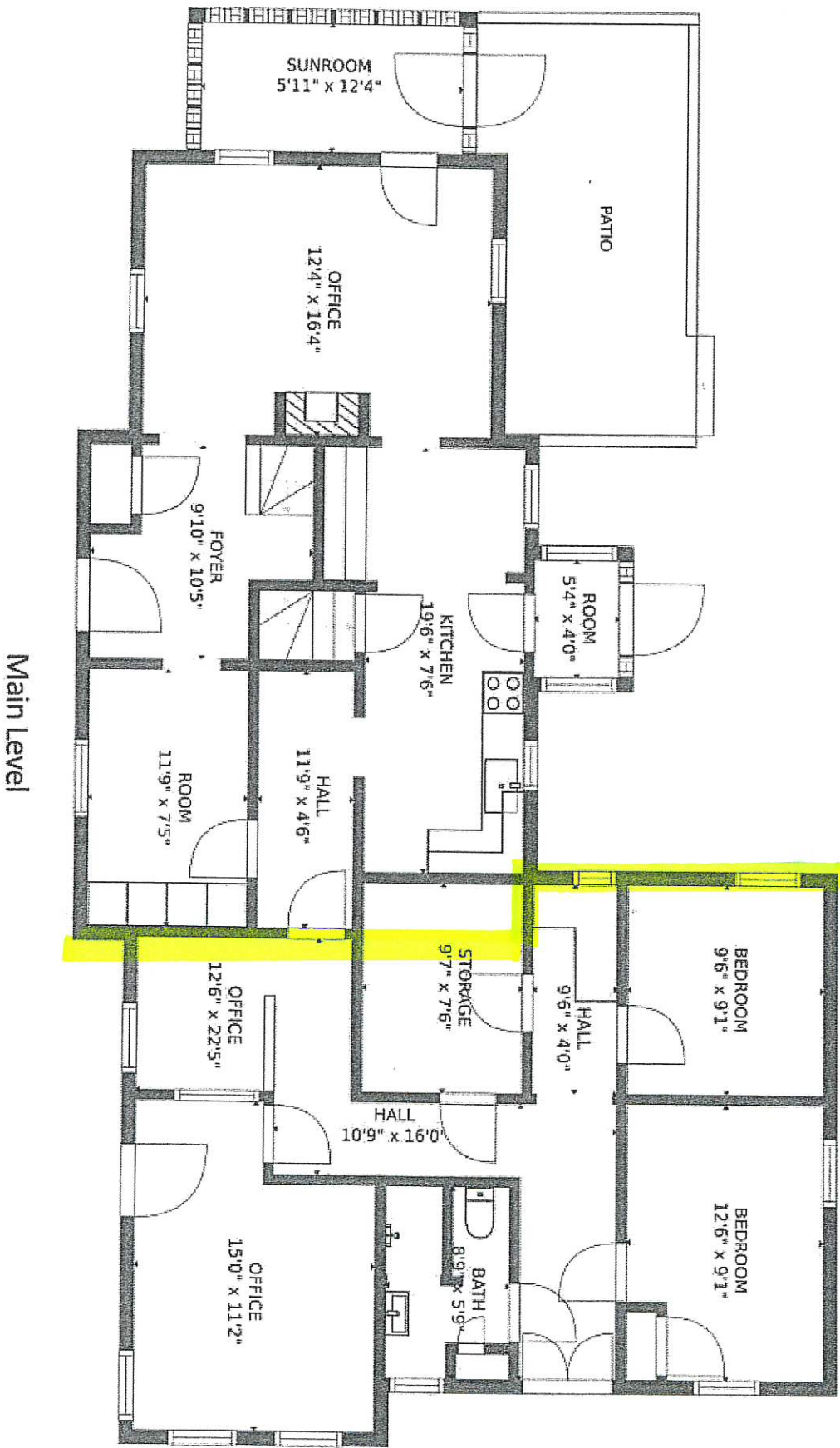
PHONE: (540) 774-4411  
FAX: (540) 772-9445  
WWW.LUMSDENPC.COM



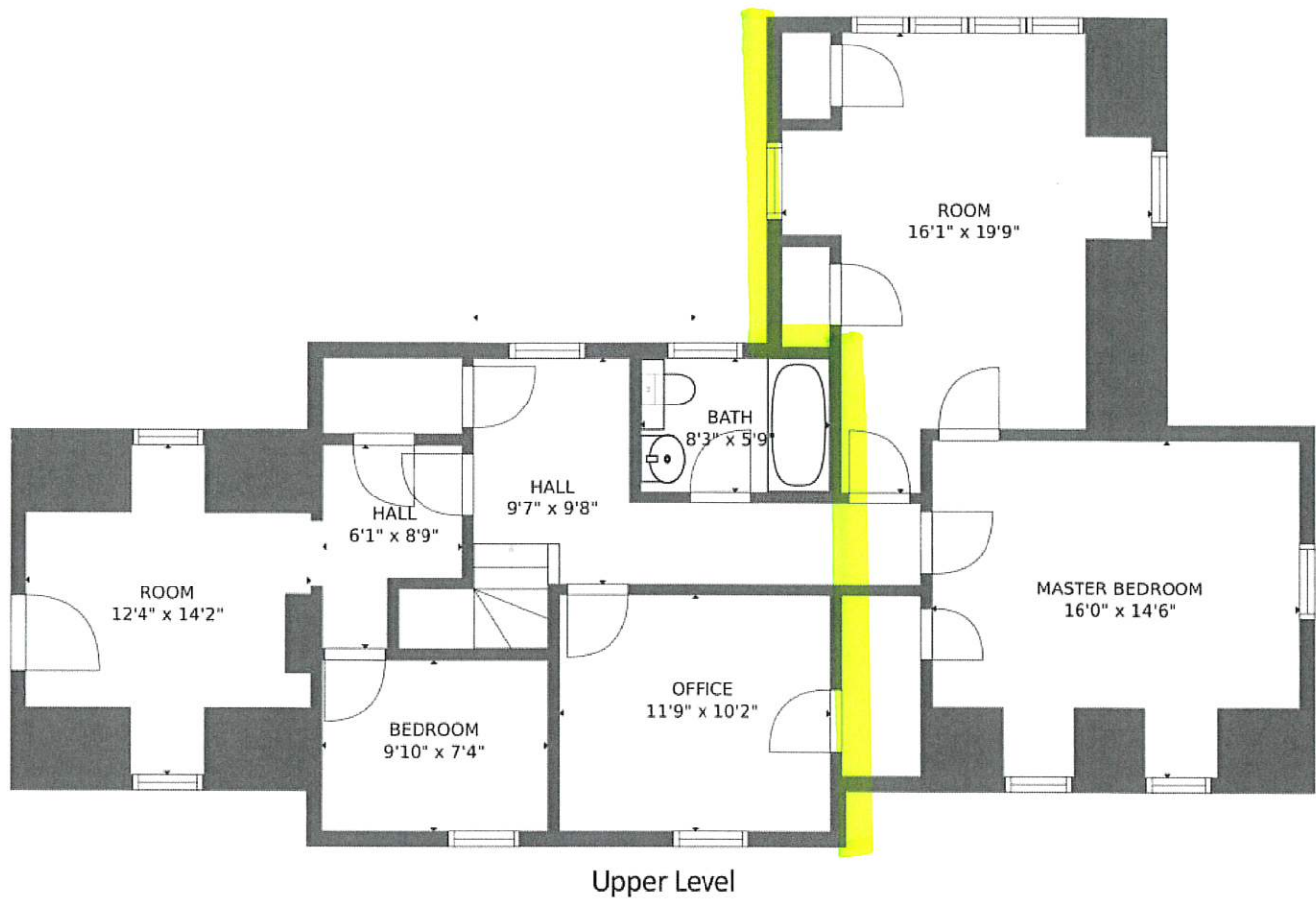










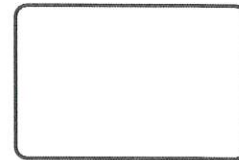


Roanoke Real Estate Photos

SIZES AND DIMENSIONS ARE APPROXIMATE. ACTUAL MAY VARY.

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Sorry, unable to display video  
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**AFFADAVIT OF MAILING PURSUANT TO S15.2-2204  
CODE OF VIRGINIA**

**PLANNING COMMISSION**  
**June 16, 2021**

**ITEM #**

This is to certify that I mailed letters in reference to the Special Exception Permit request of Timothy L. Toohig and Lonzie L. Linkous, Jr., property owners, for the issuance of a Special Exception Permit, to allow a two-family dwelling on the property located at 335 Roanoke Boulevard (Tax Map # 146-1-3) to the following property owners and adjacent property owners on June 4, 2021 in the 2:00 p.m. mail:

TIMOTHY L TOOFIG  
LONZIE L LINKOUS JR  
P O BOX 21207  
ROANOKE VA 24018

CHERYL LYNN CARTER  
LEE ALLISON EUBANKS  
329 ROANOKE BLVD  
SALEM VA 24153

KAREN E WALKER  
CARL V WALKER  
P O BOX 1446  
SALEM VA 24153

CHRISTOPHER J MCGRATH  
MARILYN MCGRATH  
2828 PULPIT HILL CT  
WOODBIDGE VA 22191-5119

WILLIAM C MAXWELL  
ROSEMARY B MAXWELL  
360 PENNSYLVANIA AVE  
SALEM VA 24153

RICHARD ALAN PIERCE  
KARINE OWENS PIERCE  
404 PENNSYLVANIA AVE  
SALEM VA 24153

DENTAL ASSOC PROPERTIES LLC  
403 ROANOKE BOULEVARD  
SALEM VA 24153

WILLIAM F BRAND III  
310 E 2<sup>ND</sup> STREET  
SALEM VA 24153

MICHAEL G SCHMITT  
DEBRA A SCHMITT  
334 ROANOKE BLVD APT 1  
SALEM VA 24153

TIMOTHY L RUNION  
TAMMY A RUNION  
340 ROANOKE BLVD  
SALEM VA 24153

Signed \_\_\_\_\_

Date \_\_\_\_\_

City of Salem  
Commonwealth of Virginia

The foregoing instrument was acknowledged before me this 4<sup>th</sup> day of June, 2021, by

Shirley Ellen Wines  
Loretta L. Prillaman

Notary Public

My commission expires: 5/31/2022





**IMPORTANT NOTICE OF PUBLIC HEARINGS  
PROPOSAL TO CHANGE USE**

Notice is hereby given that a request of the property owner/petitioner of the property described below has been filed with the City of Salem. The Planning Commission of the City of Salem will consider this request at its meeting listed below and make a recommendation to the City Council. The City Council of the City of Salem will also consider this request and the recommendation of the Planning Commission at its meeting listed below. City Council will make the final decision in this matter.

**Property Owner/Petitioner:**

Timothy J. Toohig and Lonzie L. Linkous, Jr., property owners

**Location of Property:**

335 Roanoke Boulevard (Tax Map # 146-1-3)

**Purpose of Request:**

For the issuance of a Special Exception Permit to allow a two-family dwelling on the property located at 335 Roanoke Boulevard (Tax Map # 146-1-3).

The date, time, and place of the public hearing scheduled by the Planning Commission on this request are as follows:

**WEDNESDAY, JUNE 16, 2021 – 7 P.M.  
SALEM CIVIC CENTER, COMMUNITY ROOM  
1001 ROANOKE BOULEVARD, SALEM, VIRGINIA**

The date, time, and place of the public hearing scheduled by City Council on this request are as follows:

**MONDAY, JUNE 28, 2021 – 6:30 P.M.  
ANDREW LEWIS MIDDLE SCHOOL, AUDITORIUM  
616 SOUTH COLLEGE AVENUE, SALEM, VIRGINIA**

Additional information on this request may be obtained in the Community Development Department, 21 South Bruffey Street, Salem, Virginia or at (540) 375-3032.

James E. Taliaferro, II  
Executive Secretary  
Planning Commission

**PAYMENT DATE**  
05/28/2021  
**COLLECTION STATION**  
Engineering/Inspections  
**RECEIVED FROM**  
Tim Toohig  
**DESCRIPTION**

**City of Salem**  
**P.O. Box 869**  
**Salem, VA 24153**

**BATCH NO.**  
2021-00005650  
**RECEIPT NO.**  
2021-00129922  
**CASHIER**  
Loretta Prillaman

PAYMENT CODE	RECEIPT DESCRIPTION	TRANSACTION AMOUNT
ENG LAND USE	Land Use Application Fees Special Exception Permit application fee for Planning Commission Meeting June 16, 2021 for 335 Roanoke Boulevard	\$200.00
	<div>Total Cash\$0.00 Total Check\$0.00 Total Charge\$0.00 Total Wire\$0.00 Total Other\$200.00 Total Remitted\$200.00 Change\$0.00 Total Received\$200.00</div>	
Total Amount:		\$200.00
Customer Copy		

Customer Copy



AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SALEM,  
VIRGINIA HELD AT ANDREW LEWIS MIDDLE SCHOOL

**AGENDA ITEM:**

**Special Exception Permit**

Hold public hearing to consider the request of Total Motion Performance, lessee, and 751 Union Station, LLC, property owner for the issuance of a Special Exception Permit to allow athletic instruction services on the property located at 773 Union Street (Tax Map # 183 - 1 -1). Advertised in the June 10, and 17, 2021 issues of the Salem Times-Register.

**SUBMITTED BY:**

Benjamin W. Tripp, AICP, CEcD, City Planner

**SUMMARY OF INFORMATION:**

Zoning: HM Heavy Manufacturing  
Future Land Use Plan Designation: Commercial  
Existing Use: Vacant  
Proposed Use: Athletic Instruction Services

The subject property consists of a single parcel of approximately 8.51 acres, located on the west side of Union Street north of 7<sup>th</sup> Street and south of the northern most railway crossing. It is occupied by several multi-tenant warehouse buildings.

**SUMMARY OF PROPOSED CHANGES:**

The applicant is requesting a special exception permit to allow athletic instruction services. Total Motion Performance is an all-encompassing athletic performance service provider with locations throughout the New River Valley. Due to the nature of their training methods, higher ceilings, as those found in typical warehouse buildings, are required.

**STAFF RECOMMENDATION:**

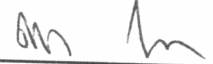

Staff recommends approval.

# PETITION FOR SPECIAL EXCEPTION PERMIT

## City of Salem Department of Community Development

Benjamin W. Tripp, AICP - City Planner  
Email: [btripp@salemva.gov](mailto:btripp@salemva.gov)

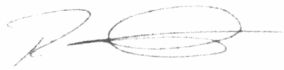
Telephone: 540-375-3032

1. Applicant(s):  
Total Martial Performance
2. Legal Owner(s) of property wherein special exception is to be conducted:  
751 UNION STATION LLC
3. Location of Property:  
Address: 773 UNION STREET  
Subdivision: \_\_\_\_\_  
Official Tax Map Number: 183-1-1
4. Characteristics of Property:  
Size (Acreage): 8.51  
Deed Restrictions: \_\_\_\_\_  
Present Use: VACANT (773 UNION STREET)  
Present Zoning Classification: HM  
Land Use Plan Designation: \_\_\_\_\_
5. Proposed use of property: ~~Sports performance, fitness, physical therapy, and a business~~  
training - Athletic Instruction Services
6. Agent(s) or representative(s) of property owner(s): (Specify interest)  
ANDY MULLINS - Agent  
Mailing Address: 3959 Electric Rd Suite 100 / Roanoke, VA 24018  
Telephone Number: 540-580-6278
7. Affidavit:
  - A. The undersigned person(s) certifies that this petition and the foregoing answers, statements, and other information herewith submitted are in all respects true and correct to the best of their knowledge and belief. Also, the petitioner understands that a "Notice of Zoning Request" sign will be posted on the property by the City.  
Applicant Signature:  Date: 5/20/21  
Applicant Interest in Property: Asst. Mgr  
Applicant Mailing Address: P.O. Box 1632 Christiansburg, VA 24008  
Applicant Telephone Number: 540-250-7414  
Owner Signature:  Date: May 26, 2021  
Owner Interest in Property: \_\_\_\_\_  
Owner Mailing Address: 1819 Electric Rd. STE E Roanoke, VA 24018  
Owner Telephone Number: 5408152555

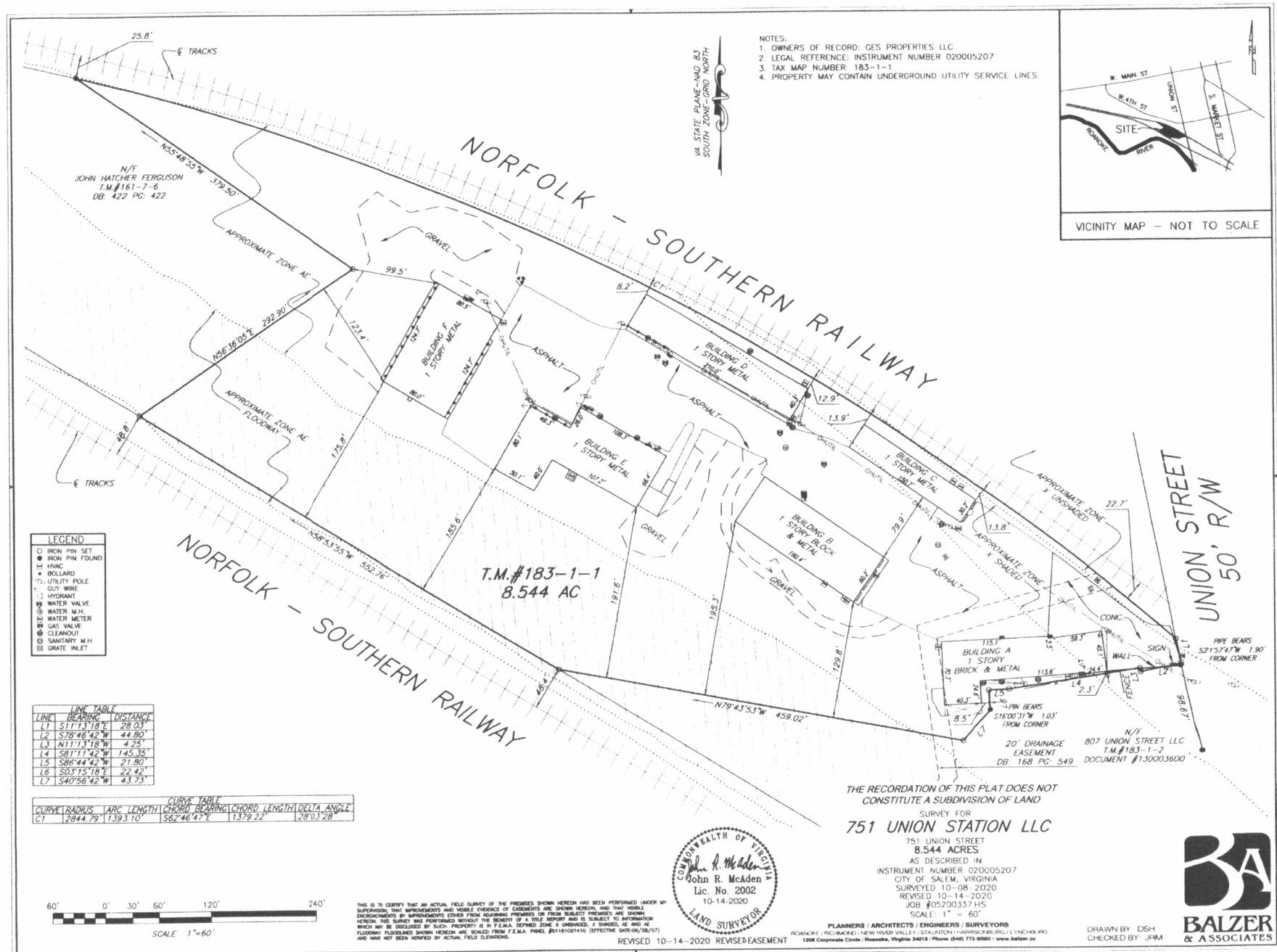
To whom it may concern:

I, Richard Goodpasture, Member/Manager of the legal owner (GM Real Estate LLC) of record of the property located at 773 Union Street, Salem, VA, approve the Lessee's application for Special Use Permit at the above mentioned property. If you require further information regarding this matter, please feel free to contact me at (540) 815-2555 or [gmre19a@outlook.com](mailto:gmre19a@outlook.com).

Richard Goodpasture, Member/Manager

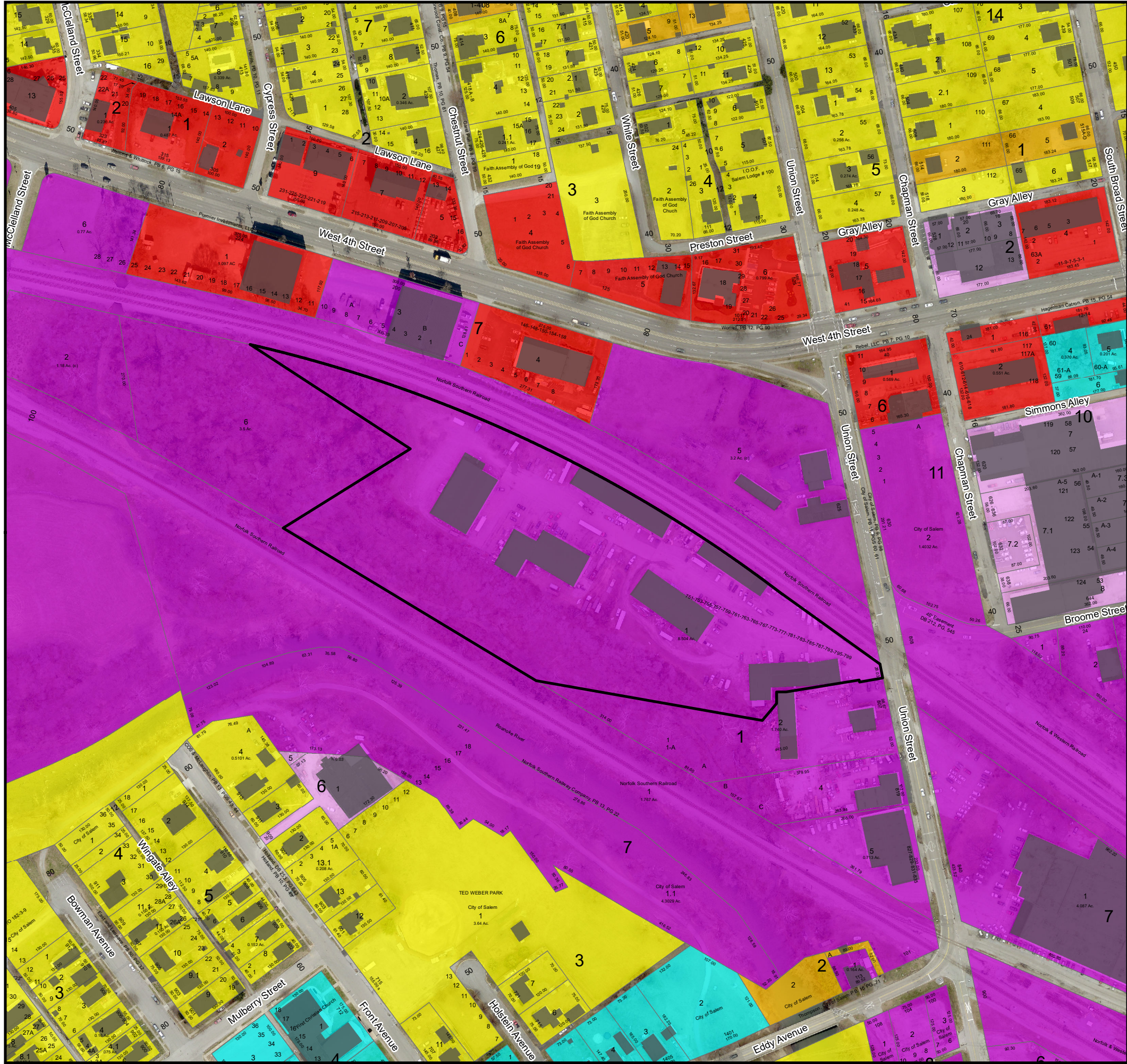


GM Real Estate LLC – 751 Union Station LLC





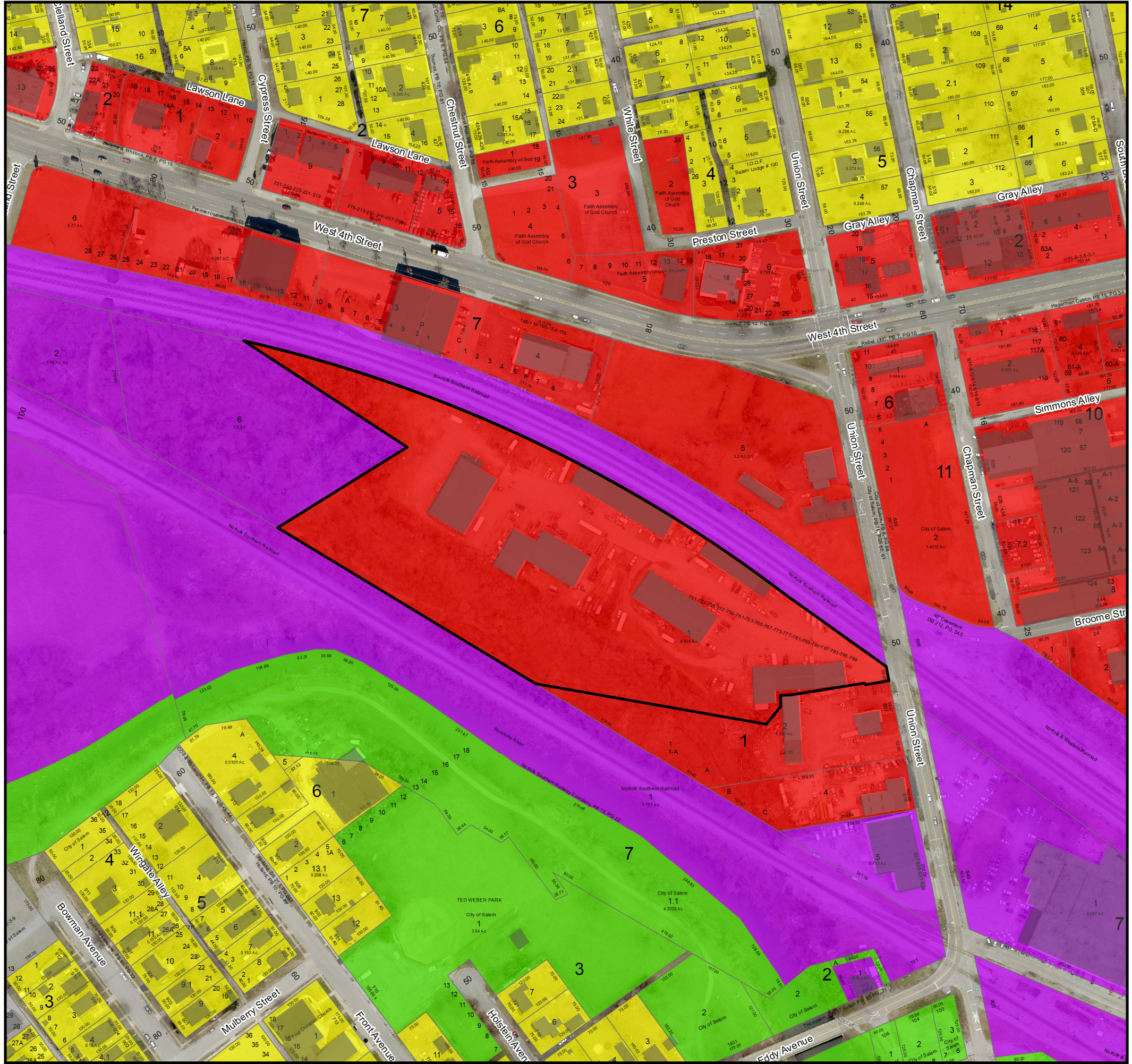
EXISTING ZONING



Tax Parcel 183-1-1 Buildings Parcels City Limits

- |  |   |
|--|---|
| AG - Agriculture District                                | PUD - Planned Unit District   |
| BCD - Business Commerce District                         | RB - Residential Business District                                    |
| CBD - Community Business District                        | RMF - Residential Multi-Family District                               |
| CUD - College/University District                        | RMF/RB - Residential Multi-Family/Residential Business District       |
| DBD - Downtown Business District                         | RSF - Residential Single Family District                              |
| HBD - Highway Business District                          | RSF/HBD - Residential Single/Highway Business District                |
| HBD/HM - Highway Business/Heavy Manufacturing District   | RSF/LM - Residential Single Family/Light Manufacturing                |
| HBD/LM - Highway Business/Light Manufacturing District   | RSF/RB - Residential Single Family/Residential Business District      |
| HM - Heavy Manufacturing District                        | RSF/RMF - Residential Single Family/Residential Multi-Family District |
| LM - Light Manufacturing District                        | RSF/TBD - Residential Single Family/Transitional Business District    |
| LM/HM - Light Manufacturing/Heavy Manufacturing District | TBD - Transitional Business District                                  |
| MHP - Manufactured Home Park District                    |   |

FUTURE LAND USE



Tax Parcel 183-1-1 Buildings Parcels City Limits

- |                           |                               |
|---------------------------|-------------------------------|
| Commercial                | Mixed Use                     |
| Downtown                  | Public Parks and Recreational |
| Economic Development Area | Residential                   |
| Industrial                | Transitional                  |
| Institutional             |                               |



**AFFADAVIT OF MAILING PURSUANT TO S15.2-2204  
CODE OF VIRGINIA**

**PLANNING COMMISSION**  
**June 16, 2021**

**ITEM #**

This is to certify that I mailed letters in reference to the Special Exception Permit request of Total Motion Performance, lessee and 751 Union Station, LLC property owner, for the issuance of a Special Exception Permit, to allow athletic instruction services on the property located at 773 Union Street (Tax Map # 183-1-1) to the following property owners and adjacent property owners on June 4, 2021 in the 2:00 p.m. mail:

751 UNION STATION LLC  
1819 ELECTRIC RD STE E  
ROANOKE VA 24018

807 UNION STREET LLC  
807 UNION ST  
SALEM VA 24153

HESTER COAL & OIL CORP  
625 UNION ST  
SALEM VA 24153

WILLIAM D JONES  
MARY ANN JONES  
602 HIGHFIELD RD  
SALEM VA 24153-3234

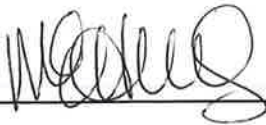
BETTER BATHROOMS &  
KITCHENS INC  
200 W 4<sup>TH</sup> ST  
SALEM VA 24153

PREMIER INVESTMENTS LL  
P O BOX 485  
SALEM VA 24153

JOHN HATCHER FERGUSON  
80 MIRTEB RD  
ROCKY MOUNT VA 24157

NORFOLK & WESTERN RAILWAY CO  
THREE COMMERCIAL PLACE BOX 209  
NORFOLK VA 23510

Signed



Date

6-4-21

City of Salem  
Commonwealth of Virginia

The foregoing instrument was acknowledged before me this 4<sup>th</sup> day of June, 2021, by

Mary Ellen Wines

Loretta L. Prillaman

Notary Public

My commission expires: 5/31/2021





**IMPORTANT NOTICE OF PUBLIC HEARINGS  
PROPOSAL TO CHANGE USE**

Notice is hereby given that a request of the property owner/petitioner of the property described below has been filed with the City of Salem. The Planning Commission of the City of Salem will consider this request at its meeting listed below and make a recommendation to the City Council. The City Council of the City of Salem will also consider this request and the recommendation of the Planning Commission at its meeting listed below. City Council will make the final decision in this matter.

**Property Owner/Petitioner:**

Total Motion Performance, lessee and 751 Union Station, LLC, property owner

**Location of Property:**

773 Union Street (Tax Map # 183-1-1)

**Purpose of Request:**

For the issuance of a Special Exception Permit to allow athletic instruction services on the property located at 773 Union Street (Tax Map # 183-1-1).

The date, time, and place of the public hearing scheduled by the Planning Commission on this request are as follows:

**WEDNESDAY, JUNE 16, 2021 – 7 P.M.  
SALEM CIVIC CENTER, COMMUNITY ROOM  
1001 ROANOKE BOULEVARD, SALEM, VIRGINIA**

The date, time, and place of the public hearing scheduled by City Council on this request are as follows:

**MONDAY, JUNE 28, 2021 – 6:30 P.M.  
ANDREW LEWIS MIDDLE SCHOOL, AUDITORIUM  
616 SOUTH COLLEGE AVENUE, SALEM, VIRGINIA**

Additional information on this request may be obtained in the Community Development Department, 21 South Bruffey Street, Salem, Virginia or at (540) 375-3032.

James E. Taliaferro, II  
Executive Secretary  
Planning Commission

**PAYMENT DATE**

05/28/2021

**COLLECTION STATION**

Engineering/Inspections

**RECEIVED FROM**Total Motion Performance  
(Ashton King)**DESCRIPTION****City of Salem**P.O. Box 869  
Salem, VA 24153**BATCH NO.**

2021-00005650

**RECEIPT NO.**

2021-00129923

**CASHIER**

Loretta Prillaman

PAYMENT CODE	RECEIPT DESCRIPTION	TRANSACTION AMOUNT
ENG LAND USE	Land Use Application Fees Special Exception Permit application fee for June 16, 2021 Planning Commission Meeting for 773 Union Street	\$200.00
	<div><div>Total Cash\$0.00</div><div>Total Check\$0.00</div><div>Total Charge\$0.00</div><div>Total Wire\$0.00</div><div>Total Other\$200.00</div><div>Total Remitted\$200.00</div><div>Change\$0.00</div><div>Total Received\$200.00</div></div>	
Total Amount:		\$200.00

Customer Copy

Customer Copy



**Total Motion Performance**

**Business Plan**

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Location	
Hours of Operation	
Management	
<b>Market</b> .....	<b>6</b>
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Competition	
Pricing	
Advertising and Promotion	

## **Executive Summary**

Total Motion Performance is a sports performance facility that provides top of the line training to athletes of all ages. Its objective is to bring an elite level training facility to the Roanoke Valley area. Total Motion Performance aims to build the athletes of the future through its data driven approach that utilizes the most cutting-edge training strategies. For Total Motion Performance to be successful it must build a facility that continually differentiates itself from the other facilities in the surrounding area. Total Motion Performance will operate as an LLC with the initial partners being Dr. Ron Masri, Ashton King, and Ervin Buchannon. The market in Roanoke is one that is great for Total Motion Performance's success. Given the large number of athletes and teams in the area, and the lack of quality training facilities in the area. The pricing model is one that is different than any other one in the area. Rather than a pay per session rate it uses a membership rate that allows our athletes to maximize their training program. This payment structure also allows Total Motion Performance to have a better idea for the cash flow each month and will lead to more accurate income projections. Overall, Total Motion Performance is a facility that will be not only prosperous for the ownership. But also provide a high-quality service that will serve the athletes in the Roanoke Valley and allow them to take their game to a level they have not previously seen.



## **Objectives**

The main objective of Total Motion Performance is to open a facility to serve the athletes of the Roanoke Valley and beyond. Total Motion is already an established name in the community and addition of the performance umbrella has already proven to be a success even during tough COVID times. Total Motion will now be able to treat, heal, improve wellness, and finally improve sports performance in the Roanoke Valley area, in addition to the New River Valley.

## **Mission Statement**

Total Motion Performance aims to build the athletes of the future through its data driven approach that utilizes the most cutting-edge training strategies.

## **Keys to Success**

The key for Total Motion Performance's success is to be able to produce the best product in the area. To do this it will utilize the most up to date technology and training methods. Additionally, it blends these methods with Total Motion PT to create an all-encompassing plan to promote its athlete's success. Total Motion Performance must show that it is different from the rest of the training sites in the area. It produces results that are driven by data, and result from an all-encompassing training plan.

## **Description of Business**

### **Company Ownership/Legal Entity**

Total Motion Performance will operate as an LLC. With the initial partners being Dr. Ron Masri, Ashton King, and Ervin Buchannon

### **Location**

Total Motion Performance will be located in Salem, Va at 773 Union Street.

### **Hours of Operation**

Total Motion Performance will launch in August starting with hours from 3pm-8pm Monday-Friday, and 9am-1pm on Saturday. In addition to these hours Total Motion PT will operate out of the Performance location from 9am-5pm Monday through Friday. Team Virginia will have facility rental time from 5:30-9:30pm on three-week nights, and from 1pm-8pm Saturday and Sundays.

### **Management**

Each performance location will be managed by Dr. Masri, and Ashton King. With day to day management coming from the gym managers at each respective facility. Each facility will be given separate budgets to run the facility based off of. All profit will then be put into the overall Total Motion Performance account.

## **Marketing**

### **Market Analysis**

The market for Total Motion Performance will be any athlete ages 7 to professional within a reasonable traveling distance to our facility. Within a reasonable traveling distance there are 19 high schools, 18 middle schools, along with numerous other elementary schools. Assuming there are varsity, junior varsity, and middle school teams for 10 sanctioned sports with an average of 15 athletes per team, there is the potential to serve 8,400 athletes in the Roanoke valley. Along with the large volume of various travel sports in the Roanoke area.

### **Competition**

There are some training facilities within reasonable traveling distance that will be competitors for Total Motion Performance. First, Rip City in Salem, Rip City has all of the technology that Total Motion will have however they do not have the staff to implement it correctly, nor do they operate full time. Their pricing is based off of a lesson plan or a day pass rate. The day pass runs \$10 for the basic and \$20 for the advanced. Lesson rates are \$60 per hour or \$240 for 5. People are willing to pay these rates, which is good for our business model, if people will pay \$240 to go in 5 times a month for an hour to hit what will they pay for full access 6 days a week for our all-encompassing program. Additionally, most of their revenue is generated through rentals so the time for training is limited. Finally, they do not offer the strength and conditioning services that we offer. Next, there is Iron Palace. Iron Palace is run by a highly qualified staff, but once again is operated only part time. Furthermore, they do not offer the sport specific training that we offer, and they only train a limited number of athletes at any given time. Their pricing model is also one that will allow us to out price them. Their monthly membership is around \$325 monthly,

compared to ours at \$175. The final main competitor is Lab Sports/ Player Development. This is located on the Vinton side of Roanoke, close to 25 minutes away from our location. They do a good job with their athletes, but again generate a lot of their revenue from rentals, and do very limited marketing about their program. There are a few other various locations throughout Roanoke, none of which are large enough to pose a real threat.

## **Pricing**

### *Sports Performance Membership*

Monthly Rate- \$175

Includes full Total Motion training program, with recurring assessments quarterly included.

Includes full access to the facility during member only times, comes with PT checkups with cost included. Full access to the recovery suite is also included.

### *Baseball Monthly Membership*

Monthly Rate- \$300, 2-Way- \$400

Includes full access to our baseball gym and programming for hitting or pitching, throwing for hitters and running written by the Total Motion Performance staff, as well as everything included in the Sports Performance Membership outlined above.

### *Golf Monthly Membership*

Monthly Rate- \$500

In conjunction with Steve Prater Golf academy we will offer golf training. In addition to everything offered in the Sports Performance Monthly Membership. Golfers will also have



access to our Trackman Golf Simulator and will be taught by Steve Prater's apprentice once weekly.

### *Personal Training*

Sports Performance/ General Fitness- \$500 monthly

Baseball- \$1000 Monthly

Golf- \$1500 Monthly

General fitness or individual sports performance training includes everything in any respective membership.

### *Baseball Full Assessment*

Rate- \$500

Includes a full movement and skills assessment for both pitching and hitting. Full weight room assessment using bar velocity tracking technology. Full physical therapy and mobility assessment with DPT. Nutrition assessment and recommendations with registered dietitian, as well as an Inbody report.

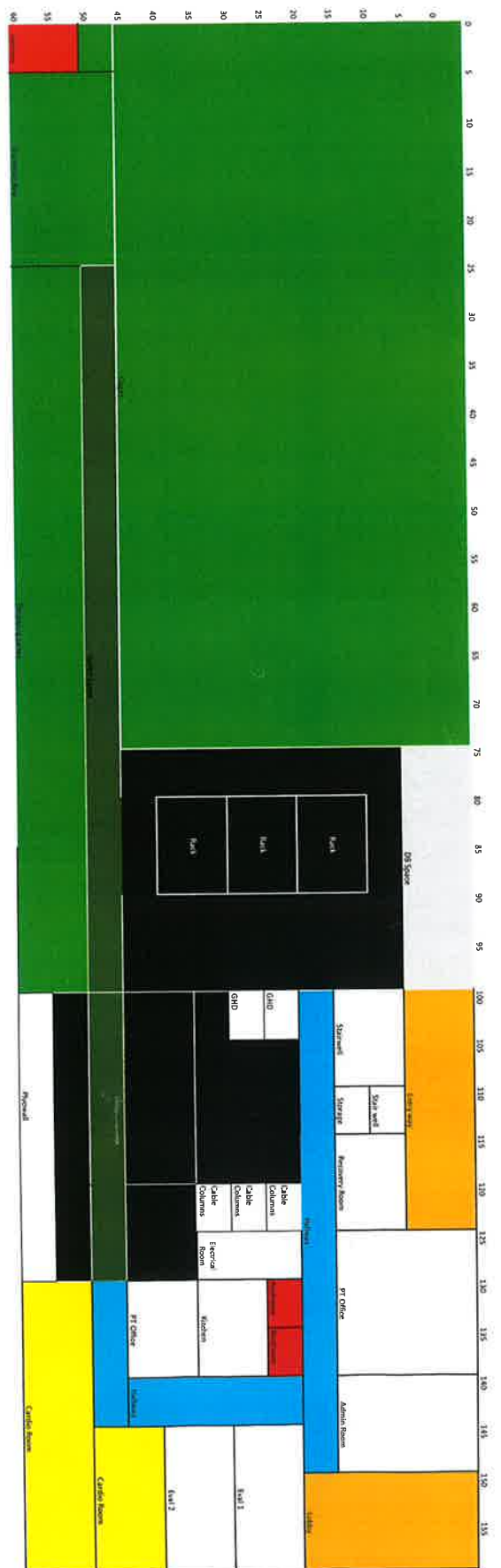
### *Golf Full Assessment*

Rate- \$500

Includes a full movement and skills assessment for both golf using Trackman and TPI. Full weight room assessment using bar velocity tracking technology. Full physical therapy and mobility assessment with DPT. Nutrition assessment and recommendations with registered dietitian.

## **Advertising and Promotion**

Initially, many of Total Motion Performance Blacksburg's current clients from Roanoke will be transitioned to the Roanoke facility, as well as its current golf clients from Steve Prater Golf Academy. This will give an initial gym membership of around 30 clients. This will be plenty to start a quality word of mouth campaign in the Roanoke area. Additionally, Total Motion has 15-20 clients who have already expressed interested in training full time, rather than their part time status as of now at the Blacksburg facility. In addition, there is an allotted monthly budget of \$2500 to put towards marketing campaigns. They will be two-fold, one will be focused on generating revenue through the parents, and the other will be geared towards driving interaction with our client population. Next, to promote Total Motions PT bridge program we will use contacts at the local country clubs to build a relationship with the orthopedic surgeons in the Roanoke Valley. This will also help with the golf market, as it shows that Total Motion is able to serve the golf market at a high level. Finally, Total Motion is planning a ribbon cutting ceremony with the Chamber of Commerce and WSLs 10. The first week of opening the focus will be mainly on giving tours and free initial assessments to potential athletes. By utilizing these marketing strategies outlined above Total Motion feels that we can confidently hit the projected numbers for the first year.



Item # 6F  
Date: 6-28-21

AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SALEM, VIRGINIA  
HELD AT ANDREW LEWIS MIDDLE SCHOOL AUDITORIUM

**MEETING DATE:** June 28, 2021

**AGENDA ITEM:** Receive the Abstract of Votes cast at the Democratic Party  
Primary Election held on June 8, 2021.

**SUBMITTED BY:** Dana Oliver, Registrar

**SUMMARY OF INFORMATION:**

Attached is the result from the Salem City Electoral Board after canvas.

**STAFF RECOMMENDATION:**

Staff recommends that City Council accept the Abstract of Votes.



**CITY OF SALEM, VIRGINIA**  
**OFFICE OF GENERAL REGISTRAR**  
**ELECTORAL BOARD**  
**P. O. BOX 203**  
**SALEM, VIRGINIA 24153**



**DANA M. OLIVER, GENERAL REGISTRAR**  
**SHARON E. PRATT, DEPUTY REGISTRAR**  
**EVERETTE B. OBENSHAIN, JR., CHAIRMAN**  
**STEVEN M. SMELTZER, VICE CHAIRMAN**  
**KATHERIN A. ELAM, SECRETARY**

June 14, 2021

The Honorable Jay Taliaferro  
City Manager of Salem City  
114 North Broad Street  
Salem, VA 24153

Dear Mr. Taliaferro:

Pursuant to provisions of §24.2-675 of the Code of Virginia, as amended, I hereby deliver to you one certified copy of the Abstract of Votes cast at the Democratic Party Primary Election held on June 8, 2021.

Sincerely,

Dana M. Oliver  
General Registrar / Director of Elections

# ABSTRACT of VOTES

Cast in SALEM CITY, VIRGINIA  
at the 2021 June Democratic Primary Election held on June 08, 2021 for,

## Governor

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED  
(IN FIGURES)

Terry R. McAuliffe	522
Jennifer D. Carroll Foy	165
Jennifer L. McClellan	45
Lee J. Carter	32
Justin E. Fairfax	26

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on June 08, 2021, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Governor.

Given under our hands this 11<sup>th</sup> day of JUNE, 2021



Everette Shepherd

, Chairman

Shmily

, Vice Chairman

Shmily

, Secretary

Shmily

, Acting Secretary

# ABSTRACT of VOTES

Cast in SALEM CITY, VIRGINIA  
at the 2021 June Democratic Primary Election held on June 08, 2021 for,

## Lieutenant Governor

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED  
(IN FIGURES)

S. "Sam" Rasoul	617
Hala S. Ayala	47
Mark H. Levine	41
Elizabeth R. Guzman	25
Andria P. McClellan	23
Sean A. Perryman	21
Xavier JaMar Warren	14

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on June 08, 2021, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Lieutenant Governor.

Given under our hands this 11<sup>th</sup> day of JUNE, 2021



Erica B. Chen, Chairman  
SLM, Vice Chairman  
SLM, Secretary  
SLM, Acting Secretary



# ABSTRACT of VOTES

Cast in SALEM CITY, VIRGINIA  
at the 2021 June Democratic Primary Election held on June 08, 2021 for,

## Attorney General

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED  
(IN FIGURES)

Mark R. Herring	465
Jerrauld C. "Jay" Jones	303

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on June 08, 2021, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Attorney General.

Given under our hands this 11<sup>th</sup> day of JUNE, 2021



Eugene B. Chamberlain, Chairman  
De M. J., Vice Chairman  
De M. J., Secretary  
De M. J., Acting Secretary

AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SALEM,  
VIRGINIA HELD AT ANDREW LEWIS MIDDLE SCHOOL

**MEETING DATE:** June 28, 2021

**AGENDA ITEM:** Rescission of the local declaration of emergency and termination of Council's continuity of government ordinance.

**SUBMITTED BY:** Rob Light, Assistant City Manager

**SUMMARY OF INFORMATION:**

On March 17, 2020, the City's Director of Emergency Management (City Manager) declared a local emergency due to the outbreak of SARS-CoV-2/COVID-19 following declarations of emergency by the United States Secretary of Health and Human Services and the Governor of the Commonwealth of Virginia. City Council reaffirmed the declaration of emergency by resolution on March 23, 2020.

Additionally, Council adopted an ordinance on March 27, 2020 to effectuate temporary changes in certain deadlines and to modify public meeting and public hearing practices and procedures to address continuity of operations associated with the COVID-19 pandemic disaster. Council readopted this ordinance on August 24, 2020 to remain in effect until repealed or the end of the declaration of local emergency.

On June 10, 2021, the Governor of Virginia's office sent correspondence to localities advising that Governor Northam has determined that it will not be necessary to re-issue the state-wide declaration of emergency once it automatically expires on June 30, 2021.

Therefore, the City's Director of Emergency Management recommends Council find that all necessary emergency action has been taken, and that Council act, pursuant to the Code of Virginia, to end, by resolution, the declared emergency, and to rescind its continuity of government ordinance.

**FISCAL IMPACT:**

None

**STAFF RECOMMENDATION:**

Staff recommends Council adopt a resolution ending the local declaration of emergency and rescinding its continuity of government ordinance, with such actions to be effective on June 30, 2021.



IN THE COUNCIL OF THE CITY OF SALEM, VIRGINIA, JUNE 28, 2021:

**RESOLUTION 1402**

**RESCISSION OF THE LOCAL DECLARATION OF EMERGENCY AND TERMINATION OF COUNCIL'S  
CONTINUITY OF GOVERNMENT ORDINANCE**

WHEREAS, on March 17, 2020 following declarations of emergency by the United States Secretary of Health and Human Services and the Governor of the Commonwealth of Virginia, the City's Director of Emergency Management (City Manager) declared a local emergency due to the outbreak of SARS-CoV2/COVID-19: and

WHEREAS, Council confirmed the local declaration of emergency by resolution on March 23, 2020; and

WHEREAS, additionally, Council adopted an ordinance on March 27, 2020 to effectuate temporary changes in certain deadlines and to modify public meeting and public hearing practices and procedures to address continuity of operations associated with the COVID-19 pandemic disaster; and

WHEREAS, Council readopted this ordinance on August 24, 2020 to remain in effect until repealed or the end of the declaration of local emergency; and

WHEREAS, on June 10, 2021, the Governor of Virginia's office sent correspondence to localities advising that Governor Northam has determined that it will not be necessary to re-issue the state-wide declaration of emergency once it automatically expires on June 30, 2021; and

WHEREAS, the City's Director of Emergency Management recommends Council find that all necessary emergency action has been taken, and that Council act, pursuant to the Code of Virginia, to end, by resolution, the declared emergency, and to rescind its continuity of government ordinance.

NOW THEREFORE, BE IT RESOLVED THAT

1. Council finds that all necessary emergency actions have been taken, and therefore ends the local declaration of emergency.
2. Council rescinds its continuity of government ordinance.
3. This resolution shall be effective on June 30, 2021

Upon a call for an aye and a nay vote, the same stood as follows:

John E. Saunders -  
William D. Jones -  
Byron Randolph Foley -  
James W. Wallace, III -  
Reneé F. Turk -

ATTEST:

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H. Robert Light  
Clerk of Council  
City of Salem, Virginia

AT A REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF SALEM,  
VIRGINIA HELD AT ANDREW LEWIS MIDDLE SCHOOL

**MEETING DATE:** June 28, 2021

**AGENDA ITEM:** Consider amendment to the City Job Class List and Pay Scale

**SUBMITTED BY:** Jay Taliaferro, City Manager

**SUMMARY OF INFORMATION:**

During the fiscal year 2021/2022 budget development work sessions, staff briefed Council on the chronic issues related to the recruitment and retainage of skilled Electric Department positions due to market wage impacts and advised that pending completion of analysis, proposed classification changes would be provided to Council for consideration.

The recommended classification grade changes for applicable positions are:

<b><u>Position</u></b>	<b><u>FY 21/22 Adopted Grade</u></b>	<b><u>Requested New Grade</u></b>
Electric Line Tech I	22	23
Electrical Eng. Tech	24	25
Electric Line Tech II	24	26
Lead Lineman	26	27
Electric Line Crew Leader	27	28
Electric Line Supervisor	28	29
Electrical Engineer	30	31

The amended FY 21/22 Job Class List and Pay Scale incorporating these proposed changes is attached. There are no other changes requested.



**FISCAL IMPACT:**

The Electric Department Fund has sufficient revenues to support market rate changes for employees within the requested new grades.

**STAFF RECOMMENDATION:**

Staff recommends Council amend the fiscal year 2021/2022 Job Class List and Pay Scale with these proposed changes.

**City of Salem, Virginia**  
**List of Positions for Fiscal Year 2021-2022**

<b>Title</b>	<b>Grade</b>	<b>Min</b>	<b>Mid</b>	<b>Max</b>
Account Services Supervisor	24	\$47,297.59	\$61,723.36	\$76,149.12
Accountant	22	\$42,094.69	\$54,933.57	\$67,772.45
Accounting Assistant	17	\$31,455.60	\$41,049.56	\$50,643.51
Accounting Manager	28	\$59,712.12	\$77,924.32	\$96,136.51
Accounting Technician	19	\$35,343.51	\$46,123.28	\$56,903.05
Accreditation Manager	23	\$44,620.37	\$58,229.58	\$71,838.79
Administrative Assistant	16	\$29,675.09	\$38,726.00	\$47,776.90
Animal Control Officer	22	\$42,094.69	\$54,933.57	\$67,772.45
Animal Shelter Manager	24	\$47,297.59	\$61,723.36	\$76,149.12
Animal Shelter Worker	13	\$24,915.78	\$32,515.09	\$40,114.41
Applications Manager	30	\$67,092.54	\$87,555.76	\$108,018.98
Assistant Chef	16	\$29,675.09	\$38,726.00	\$47,776.90
Assistant Chief WTP Operator	23	\$44,620.37	\$58,229.58	\$71,838.79
Assistant Commonwealth Attorney	29	\$63,294.85	\$82,599.77	\$101,904.70
Assistant Community Development Director	31	\$71,118.09	\$92,809.11	\$114,500.12
Assistant Director of Civic Facilities	30	\$67,092.54	\$87,555.76	\$108,018.98
Assistant Director of Electric Utility	32	\$75,385.17	\$98,377.65	\$121,370.13
Assistant Director of Finance	31	\$71,118.09	\$92,809.11	\$114,500.12
Assistant Director of Human Resources	29	\$63,294.85	\$82,599.77	\$101,904.70
Assistant Director of Parks & Recreation	30	\$67,092.54	\$87,555.76	\$108,018.98
Assistant Director of Streets and GM/Street Superintendent	31	\$71,118.09	\$92,809.11	\$114,500.12
Assistant Director of Water and Sewer	30	\$67,092.54	\$87,555.76	\$108,018.98
Assistant Food and Beverage Manager	22	\$42,094.69	\$54,933.57	\$67,772.45
Assistant Recreation Program Supervisor	20	\$37,464.12	\$48,890.68	\$60,317.24
Assistant to the City Manager	26	\$53,143.57	\$69,352.36	\$85,561.15
Assistant Utility Lines Manager	23	\$44,620.37	\$58,229.58	\$71,838.79
Assistant Utility Maintenance Manager	23	\$44,620.37	\$58,229.58	\$71,838.79
Automotive Mechanic	19	\$35,343.51	\$46,123.28	\$56,903.05
Automotive Service Worker	14	\$26,410.73	\$34,466.00	\$42,521.27
Box Office Supervisor	21	\$39,711.97	\$51,824.12	\$63,936.27
Building Engineer	25	\$50,135.45	\$65,426.76	\$80,718.07
Building Maintenance Assistant	16	\$29,675.09	\$38,726.00	\$47,776.90
Building Maintenance Superintendent	26	\$53,143.57	\$69,352.36	\$85,561.15
Building Maintenance Technician I	19	\$35,343.51	\$46,123.28	\$56,903.05
Building Maintenance Technician II	21	\$39,711.97	\$51,824.12	\$63,936.27
Building Maintenance Technician III	23	\$44,620.37	\$58,229.58	\$71,838.79
Building Official	28	\$59,712.12	\$77,924.32	\$96,136.51
Business Analyst I	21	\$39,711.97	\$51,824.12	\$63,936.27
Business Analyst II	23	\$44,620.37	\$58,229.58	\$71,838.79
Business Analyst III	25	\$50,135.45	\$65,426.76	\$80,718.07
Buyer	21	\$39,711.97	\$51,824.12	\$63,936.27
Captain Deputy Sheriff	29	\$63,294.85	\$82,599.77	\$101,904.70
Chef	21	\$39,711.97	\$51,824.12	\$63,936.27
Chemist	23	\$44,620.37	\$58,229.58	\$71,838.79
Chief Deputy Commissioner of the Revenue	26	\$53,143.57	\$69,352.36	\$85,561.15

**City of Salem, Virginia**  
**List of Positions for Fiscal Year 2021-2022**

<b>Title</b>	<b>Grade</b>	<b>Min</b>	<b>Mid</b>	<b>Max</b>
Chief Deputy Court Clerk I	27	\$56,332.19	\$73,513.50	\$90,694.82
Chief Deputy Treasurer	26	\$53,143.57	\$69,352.36	\$85,561.15
Chief Information Officer	33	\$79,908.28	\$104,280.31	\$128,652.34
Chief of Police	34	\$84,702.78	\$110,537.13	\$136,371.48
Chief WTP Operator	25	\$50,135.45	\$65,426.76	\$80,718.07
Children's Services Supervisor	25	\$50,135.45	\$65,426.76	\$80,718.07
City Assessor	32	\$75,385.17	\$98,377.65	\$121,370.13
City Engineer	30	\$67,092.54	\$87,555.76	\$108,018.98
City Garage Supervisor	23	\$44,620.37	\$58,229.58	\$71,838.79
City Horticulturist	26	\$53,143.57	\$69,352.36	\$85,561.15
City Planner	27	\$56,332.19	\$73,513.50	\$90,694.82
Civic Center Booking Coordinator	17	\$31,455.60	\$41,049.56	\$50,643.51
Civic Center Events & Production Manager	28	\$59,712.12	\$77,924.32	\$96,136.51
Civic Center Events Manager	26	\$53,143.57	\$69,352.36	\$85,561.15
Civic Center Mechanic	22	\$42,094.69	\$54,933.57	\$67,772.45
Civic Center Operations Supervisor	21	\$39,711.97	\$51,824.12	\$63,936.27
Civic Center Operations Worker	15	\$27,995.37	\$36,533.96	\$45,072.55
Civic Center Public Relations Associate	16	\$29,675.09	\$38,726.00	\$47,776.90
Civic Facilities Sales Representative	22	\$42,094.69	\$54,933.57	\$67,772.45
Civil Engineer I	23	\$44,620.37	\$58,229.58	\$71,838.79
Civil Engineer II	26	\$53,143.57	\$69,352.36	\$85,561.15
Code Compliance Investigator I	19	\$35,343.51	\$46,123.28	\$56,903.05
Codes Enforcement Officer I	19	\$35,343.51	\$46,123.28	\$56,903.05
Codes Enforcement Officer II	21	\$39,711.97	\$51,824.12	\$63,936.27
Communications Specialist	22	\$42,094.69	\$54,933.57	\$67,772.45
Construction Inspector	20	\$37,464.12	\$48,890.68	\$60,317.24
Construction Project Manager	25	\$50,135.45	\$65,426.76	\$80,718.07
Crime Analyst	19	\$35,343.51	\$46,123.28	\$56,903.05
Custodian	11	\$22,174.96	\$28,938.32	\$35,701.68
Deputy Chief of Police	32	\$75,385.17	\$98,377.65	\$121,370.13
Deputy City Clerk-Executive Assistant	22	\$42,094.69	\$54,933.57	\$67,772.45
Deputy Commissioner of the Revenue II	15	\$27,995.37	\$36,533.96	\$45,072.55
Deputy Commissioner of the Revenue III	19	\$35,343.51	\$46,123.28	\$56,903.05
Deputy Commonwealth Attorney	32	\$75,385.17	\$98,377.65	\$121,370.13
Deputy Court Clerk II	17	\$31,455.60	\$41,049.56	\$50,643.51
Deputy Court Clerk III	21	\$39,711.97	\$51,824.12	\$63,936.27
Deputy Fire Chief	31	\$71,118.09	\$92,809.11	\$114,500.12
Deputy Registrar	19	\$35,343.51	\$46,123.28	\$56,903.05
Deputy Sheriff I	21	\$39,711.97	\$51,824.12	\$63,936.27
Deputy Sheriff II	23	\$44,620.37	\$58,229.58	\$71,838.79
Deputy Treasurer I	13	\$24,915.78	\$32,515.09	\$40,114.41
Deputy Treasurer II	15	\$27,995.37	\$36,533.96	\$45,072.55
Deputy Treasurer III	19	\$35,343.51	\$46,123.28	\$56,903.05
Director of Civic Facilities	33	\$79,908.28	\$104,280.31	\$128,652.34
Director of Communications	31	\$71,118.09	\$92,809.11	\$114,500.12
Director of Community Development	33	\$79,908.28	\$104,280.31	\$128,652.34



**City of Salem, Virginia**  
**List of Positions for Fiscal Year 2021-2022**

<b>Title</b>	<b>Grade</b>	<b>Min</b>	<b>Mid</b>	<b>Max</b>
Director of Economic Development	32	\$75,385.17	\$98,377.65	\$121,370.13
Director of Elections	26	\$53,143.57	\$69,352.36	\$85,561.15
Director of Electric Utility	34	\$84,702.78	\$110,537.13	\$136,371.48
Director of Finance	34	\$84,702.78	\$110,537.13	\$136,371.48
Director of Human Resources	33	\$79,908.28	\$104,280.31	\$128,652.34
Director of Parks and Recreation	32	\$75,385.17	\$98,377.65	\$121,370.13
Director of Streets and General Maintenance	33	\$79,908.28	\$104,280.31	\$128,652.34
Director of Water and Sewer	33	\$79,908.28	\$104,280.31	\$128,652.34
Economic Support Specialist	19	\$35,343.51	\$46,123.28	\$56,903.05
Electric Line Crew Leader	28	\$56,332.19	\$73,513.50	\$90,694.82
Electric Line Supervisor	29	\$59,712.12	\$77,924.32	\$96,136.51
Electric Line Technician I	23	\$42,094.69	\$54,933.57	\$67,772.45
Electric Line Technician II	26	\$47,297.59	\$61,723.36	\$76,149.12
Electric Meter Technician	19	\$35,343.51	\$46,123.28	\$56,903.05
Electrical Engineer	31	\$67,092.54	\$87,555.76	\$108,018.98
Electrical Engineering Technician	25	\$47,297.59	\$61,723.36	\$76,149.12
EMS Billing Specialist	17	\$31,455.60	\$41,049.56	\$50,643.51
EMS Captain	27	\$56,332.19	\$73,513.50	\$90,694.82
EMS Coordinator	29	\$63,294.85	\$82,599.77	\$101,904.70
Equipment Operator I	16	\$29,675.09	\$38,726.00	\$47,776.90
Equipment Operator II	18	\$33,342.94	\$43,512.53	\$53,682.13
Equipment Operator III	20	\$37,464.12	\$48,890.68	\$60,317.24
Evidence Technician	18	\$33,342.94	\$43,512.53	\$53,682.13
Financial Services Supervisor	25	\$50,135.45	\$65,426.76	\$80,718.07
Fire Administrative Captain	27	\$56,332.19	\$73,513.50	\$90,694.82
Fire and EMS Training Officer	29	\$63,294.85	\$82,599.77	\$101,904.70
Fire Battalion Chief Administration	29	\$63,294.85	\$82,599.77	\$101,904.70
Fire Battalion Chief Operations	29	\$63,294.85	\$82,599.77	\$101,904.70
Fire Captain	27	\$56,332.19	\$73,513.50	\$90,694.82
Fire Chief	34	\$84,702.78	\$110,537.13	\$136,371.48
Firefighter EMT	22	\$42,094.69	\$54,933.57	\$67,772.45
Firefighter Paramedic	24	\$47,297.59	\$61,723.36	\$76,149.12
Fleet Management Superintendent	26	\$53,143.57	\$69,352.36	\$85,561.15
Food and Beverage Manager	26	\$53,143.57	\$69,352.36	\$85,561.15
GIS Analyst	23	\$44,620.37	\$58,229.58	\$71,838.79
GIS Manager	26	\$53,143.57	\$69,352.36	\$85,561.15
Human Resource Technician	19	\$35,343.51	\$46,123.28	\$56,903.05
Human Resources Specialist	21	\$39,711.97	\$51,824.12	\$63,936.27
Inventory Assistant	16	\$29,675.09	\$38,726.00	\$47,776.90
Inventory Technician	18	\$33,342.94	\$43,512.53	\$53,682.13
Inventory and Procurement Specialist	19	\$35,343.51	\$46,123.28	\$56,903.05
Laborer	12	\$23,505.45	\$30,674.62	\$37,843.78
Lead Lineman	27	\$53,143.57	\$69,352.36	\$85,561.15
Legal Administrator	22	\$42,094.69	\$54,933.57	\$67,772.45
Librarian	24	\$47,297.59	\$61,723.36	\$76,149.12
Library Director	31	\$71,118.09	\$92,809.11	\$114,500.12

**City of Salem, Virginia**  
**List of Positions for Fiscal Year 2021-2022**

<b>Title</b>	<b>Grade</b>	<b>Min</b>	<b>Mid</b>	<b>Max</b>
Library Technician	15	\$27,995.37	\$36,533.96	\$45,072.55
Lieutenant Deputy Sheriff	28	\$59,712.12	\$77,924.32	\$96,136.51
Maintenance-Construction Worker I	14	\$26,410.73	\$34,466.00	\$42,521.27
Maintenance-Construction Worker II	15	\$27,995.37	\$36,533.96	\$45,072.55
Major Deputy Sheriff	31	\$71,118.09	\$92,809.11	\$114,500.12
Master Deputy Sheriff	24	\$47,297.59	\$61,723.36	\$76,149.12
Meter Reader	17	\$31,455.60	\$41,049.56	\$50,643.51
Meter Service Supervisor	22	\$42,094.69	\$54,933.57	\$67,772.45
Network Administrator	24	\$47,297.59	\$61,723.36	\$76,149.12
Organizational Development and Training Coordinator	27	\$56,332.19	\$73,513.50	\$90,694.82
Paralegal	19	\$35,343.51	\$46,123.28	\$56,903.05
Parks and Recreation Superintendent	28	\$59,712.12	\$77,924.32	\$96,136.51
Payroll Manager	26	\$53,143.57	\$69,352.36	\$85,561.15
Payroll Technician	20	\$37,464.12	\$48,890.68	\$60,317.24
Permit Technician	19	\$35,343.51	\$46,123.28	\$56,903.05
Police Captain	30	\$67,092.54	\$87,555.76	\$108,018.98
Police Lieutenant	28	\$59,712.12	\$77,924.32	\$96,136.51
Police Officer	22	\$42,094.69	\$54,933.57	\$67,772.45
Police Records Specialist	16	\$29,675.09	\$38,726.00	\$47,776.90
Police Sergeant	26	\$53,143.57	\$69,352.36	\$85,561.15
Process Improvement-Business Efficiency Director	32	\$75,385.17	\$98,377.65	\$121,370.13
Project Manager	29	\$63,294.85	\$82,599.77	\$101,904.70
Real Estate Appraiser	23	\$44,620.37	\$58,229.58	\$71,838.79
Recreation Maintenance Worker	15	\$27,995.37	\$36,533.96	\$45,072.55
Recreation Program Supervisor I	21	\$39,711.97	\$51,824.12	\$63,936.27
Recreation Program Supervisor II	22	\$42,094.69	\$54,933.57	\$67,772.45
Recreation Site Supervisor	19	\$35,343.51	\$46,123.28	\$56,903.05
Risk Manager	24	\$47,297.59	\$61,723.36	\$76,149.12
Sanitation Equipment Operator	18	\$33,342.94	\$43,512.53	\$53,682.13
Sanitation Superintendent	26	\$53,143.57	\$69,352.36	\$85,561.15
Sanitation Worker	15	\$27,995.37	\$36,533.96	\$45,072.55
Scanning-Imaging Technician	16	\$29,675.09	\$38,726.00	\$47,776.90
Senior Accountant	24	\$47,297.59	\$61,723.36	\$76,149.12
Senior Administrative Assistant	18	\$33,342.94	\$43,512.53	\$53,682.13
Senior Animal Control Officer	24	\$47,297.59	\$61,723.36	\$76,149.12
Senior Automotive Mechanic	21	\$39,711.97	\$51,824.12	\$63,936.27
Senior Firefighter EMT	23	\$44,620.37	\$58,229.58	\$71,838.79
Senior Firefighter Paramedic	25	\$50,135.45	\$65,426.76	\$80,718.07
Senior Librarian	25	\$50,135.45	\$65,426.76	\$80,718.07
Senior Library Assistant	17	\$31,455.60	\$41,049.56	\$50,643.51
Senior Meter Reader	19	\$35,343.51	\$46,123.28	\$56,903.05
Senior Police Officer	24	\$47,297.59	\$61,723.36	\$76,149.12
Senior Programmer Analyst	28	\$59,712.12	\$77,924.32	\$96,136.51
Senior Real Estate Appraiser	25	\$50,135.45	\$65,426.76	\$80,718.07
Senior Telecommunicator	20	\$37,464.12	\$48,890.68	\$60,317.24
Senior WTP Operator	22	\$42,094.69	\$54,933.57	\$67,772.45

**City of Salem, Virginia**  
**List of Positions for Fiscal Year 2021-2022**

<b>Title</b>	<b>Grade</b>	<b>Min</b>	<b>Mid</b>	<b>Max</b>
Sergeant Deputy Sheriff	26	\$53,143.57	\$69,352.36	\$85,561.15
Small Engine Mechanic	18	\$33,342.94	\$43,512.53	\$53,682.13
SPO - Traffic Officer	24	\$47,297.59	\$61,723.36	\$76,149.12
Stormwater Manager	26	\$53,143.57	\$69,352.36	\$85,561.15
Streets Crew Supervisor	22	\$42,094.69	\$54,933.57	\$67,772.45
Survey Crew Member	15	\$27,995.37	\$36,533.96	\$45,072.55
Tax Specialist	17	\$31,455.60	\$41,049.56	\$50,643.51
Technical Services Supervisor	25	\$50,135.45	\$65,426.76	\$80,718.07
Technology Manager	30	\$67,092.54	\$87,555.76	\$108,018.98
Technology Support Specialist	23	\$44,620.37	\$58,229.58	\$71,838.79
Telecommunications Manager	26	\$53,143.57	\$69,352.36	\$85,561.15
Telecommunicator I	17	\$31,455.60	\$41,049.56	\$50,643.51
Telecommunicator II	19	\$35,343.51	\$46,123.28	\$56,903.05
Traffic Signal Technician	23	\$44,620.37	\$58,229.58	\$71,838.79
Transfer Clerk	19	\$35,343.51	\$46,123.28	\$56,903.05
Tree Trimmer	18	\$33,342.94	\$43,512.53	\$53,682.13
Utility Asset Manager	28	\$59,712.12	\$77,924.32	\$96,136.51
Utility Billing Specialist	20	\$37,464.12	\$48,890.68	\$60,317.24
Utility Lines Crew Supervisor	22	\$42,094.69	\$54,933.57	\$67,772.45
Utility Lines Manager	25	\$50,135.45	\$65,426.76	\$80,718.07
Utility Lines Technician I	16	\$29,675.09	\$38,726.00	\$47,776.90
Utility Lines Technician II	18	\$33,342.94	\$43,512.53	\$53,682.13
Utility Locator	19	\$35,343.51	\$46,123.28	\$56,903.05
Utility Maintenance Manager	25	\$50,135.45	\$65,426.76	\$80,718.07
Utility Maintenance Mechanic	21	\$39,711.97	\$51,824.12	\$63,936.27
Utility Maintenance Technician	19	\$35,343.51	\$46,123.28	\$56,903.05
Water Meter Mechanic	18	\$33,342.94	\$43,512.53	\$53,682.13
WTP Operator Class I	20	\$37,464.12	\$48,890.68	\$60,317.24
WTP Operator Class II	18	\$33,342.94	\$43,512.53	\$53,682.13
WTP Operator Class III	16	\$29,675.09	\$38,726.00	\$47,776.90
WTP Operator Trainee	15	\$27,995.37	\$36,533.96	\$45,072.55
Zoning Administrator	27	\$56,332.19	\$73,513.50	\$90,694.82