



## City of Petersburg Virginia

www.petersburgva.gov

### City Council

W. Howard Myers, Mayor – Ward 5  
Samuel Parham, Vice-Mayor – Ward 3  
Treska Wilson-Smith, Councilor – Ward 1  
Darrin Hill, Councilor – Ward 2  
Brian A. Moore, Councilor – Ward 4  
David Ray Coleman, Councilor – Ward 6  
John A. Hart, Sr., Councilor – Ward 7

### Acting City Manager

Dironna M. Belton

## Agenda

April 19, 2016

Union Train Station  
103 River Street

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1. Regularly-Scheduled Meeting — 6:30 p.m.
2. Roll Call
3. Moment of Silence
4. Pledge of Allegiance
5. Presentations / Proclamations / Recognitions: (Each presentation will be limited to 10 minutes.):
  - a. 2016 Sesquicentennial Year for Ladies Memorial Association
  - b. A Proclamation to Observe May 2016 as Business Appreciation Month
  - c. Proclamation designating April 22nd as Earth Day
  - d. Financial Briefing
6. Consent Agenda:
  - a. Schedule a public hearing for a Special Use Permit pursuant to Article 23, Section 4(23) of the Zoning Ordinance to operate a stand-alone vehicle repair business, subject to certain terms and conditions at 3022-A South Crater Road T.P. 081-04-0807. The property is zoned B-2 General Commercial District.
  - b. Schedule a public hearing on the FY 17 Budget.

**7. Public Hearing: (In accordance with the Rules of Council, public comment will be heard before discussion by Council. Once discussion has started, no further input from the public will be accepted. Each speaker will be limited to three (3) minutes.)**

- a. A public hearing to amend §110-265 of the Petersburg City Code with respect to parking violations; issuance, payment, contest, etc., of parking citations.
- b. A public hearing to receive citizen comment on a petition for the City of Petersburg Capital Improvement Program (CIP) for Fiscal Years 2017-2021.
- c. A public hearing for a Special Use Permit pursuant to Article 23, Section 4(23) of the Zoning Ordinance to operate a stand-alone vehicle repair and accessory towing service, subject to certain terms and conditions at 100 Bollingbrook St, T.P. 011-15-0802.

**8. Public Information Period – The Public Information Period is established by the Rules of Council to hear input from City residents or owners of businesses in the City. It will last for a maximum of 30 minutes. Speakers will be called in the order that they have signed up to speak. If there are ten (10) or fewer speakers, each shall speak for a maximum of 3 minutes. If there are more than ten (10) people desiring to speak, the time allotted to each person may be adjusted or the number of speakers limited to meet the time limitation. A speaker may speak on items except those that are listed on tonight’s Council agenda. Any matter brought before the attention of the City Council during this public information period will not be acted upon by the City Council at this meeting.**

**9. Business or reports for / from the Mayor or other Members of City Council:**

**10. City Manager’s Agenda**

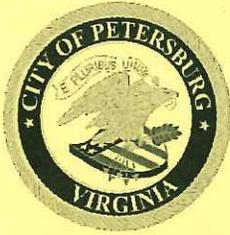
- a. City Manager’s Report

**11. Clerk of City Council's Agenda**

**12. City Attorney's Agenda**

**13. Closed Session (if necessary)**

**14. Adjournment**



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** March 28, 2016  
**TO:** The Honorable Mayor and Members of City Council  
**THROUGH:** Dironna M. Belton, Acting City Manager  
**FROM:** Pat Rowland, President of the Ladies Memorial Association  
**RE:** 2016 Sesquicentennial Year for Ladies Memorial Association

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**PURPOSE:** Presentation on Sesquicentennial Year for Ladies Memorial Association

**REASON:** Inform City Council Members of the ongoing projects to maintain and improve City property.

**RECOMMENDATION:** For information only.

**BACKGROUND:** The Ladies Memorial Association has spent in excess of \$250,000 improving City property throughout its history.

**COST TO CITY:** N/A

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** April 19, 2016

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** N/A

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:** PowerPoint Presentation

**STAFF:** N/A





THE LADIES MEMORIAL  
ASSOCIATION OF PETERSBURG

FOUNDED IN 1866

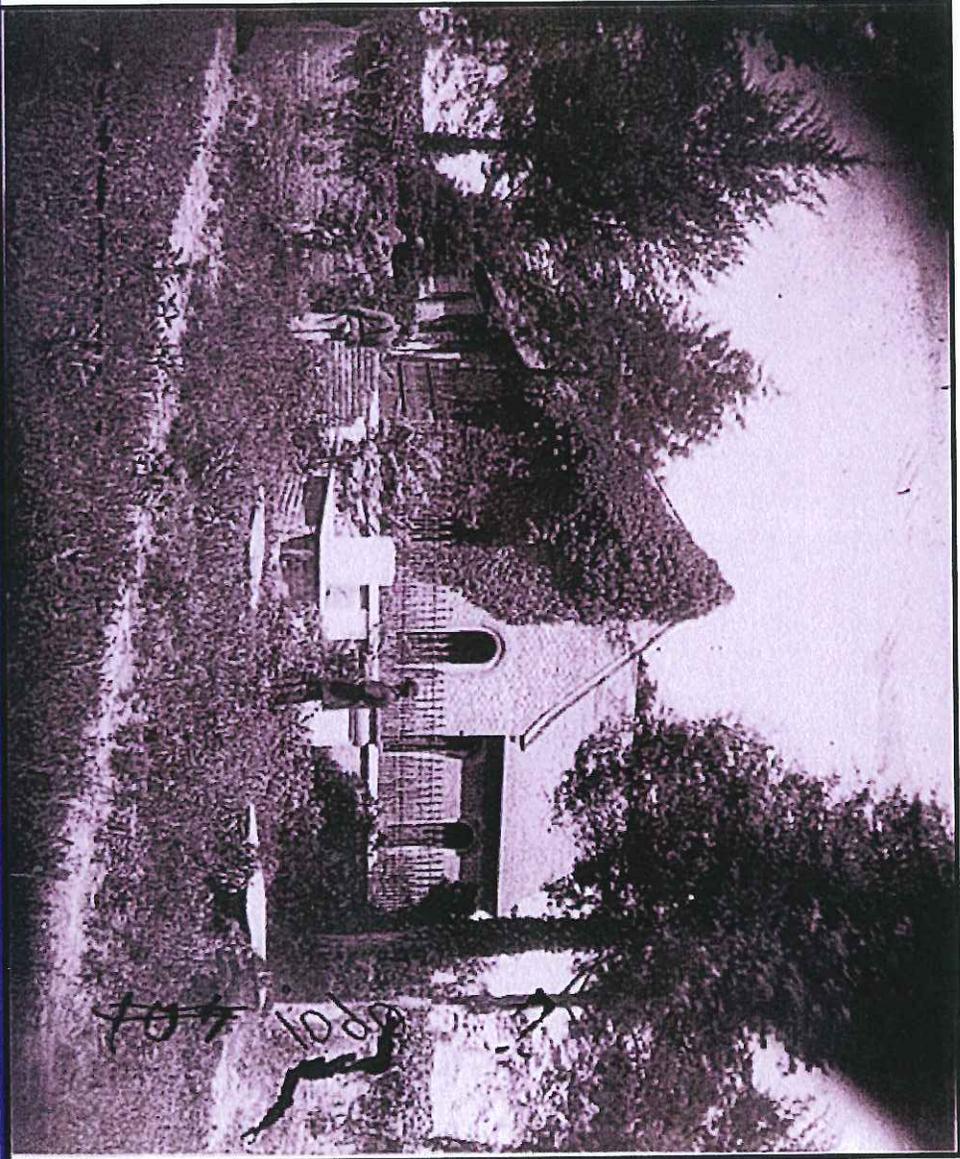
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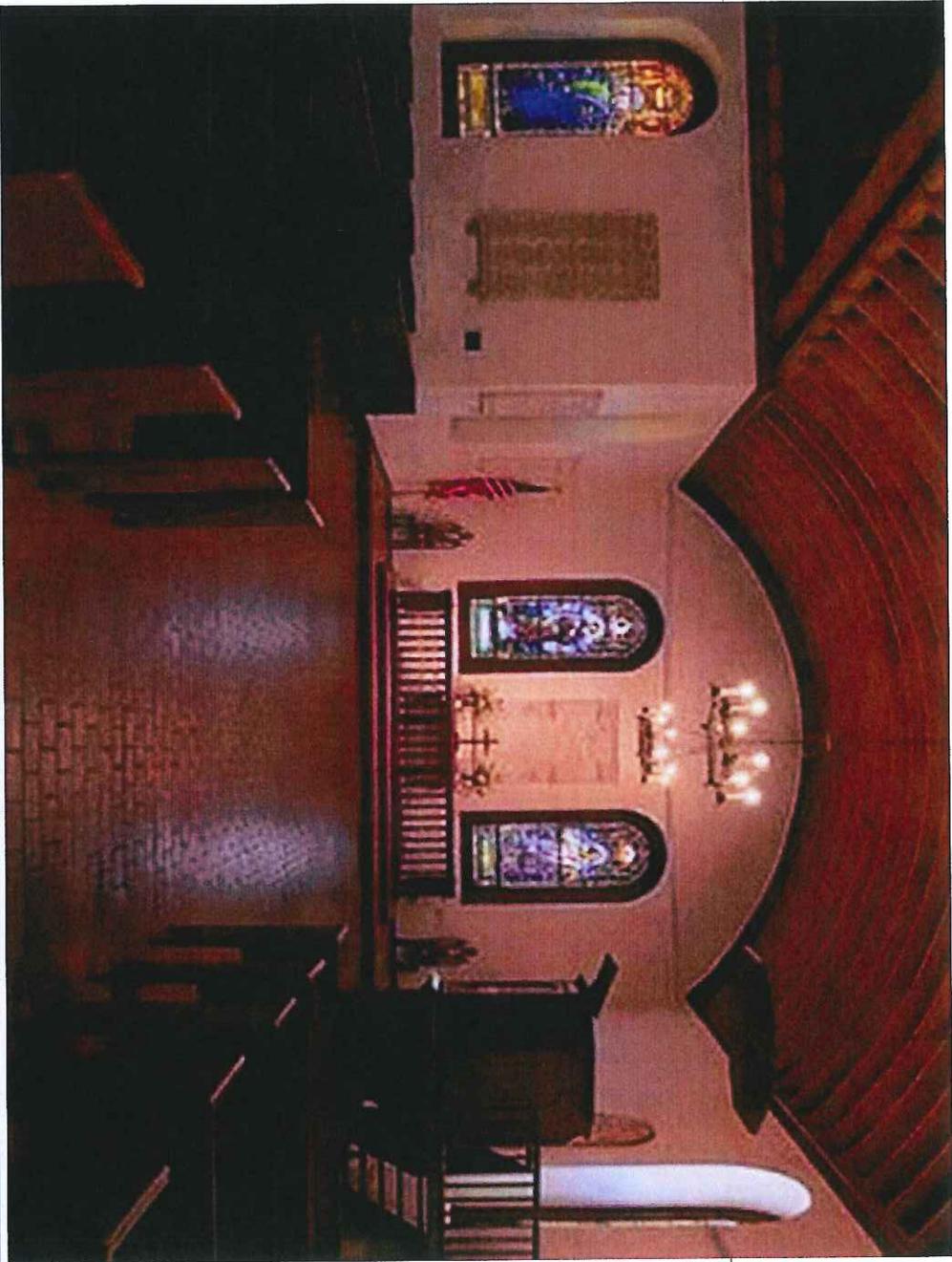






10/10/10







*Supplemental Draft of Agreement*

TIFFANY STUDIOS  
3370 341 FOWRTH AVENUE  
NEW YORK

*J. S. Burkett, Jr.* 17<sup>th</sup> Feb'y 1903

For the sum of *Three hundred and eighty five* Dollars (\$ *385.00*),  
in legal tender, furnish and deliver at *Blandford Quaternary Memorial*  
City of *Petersburgh Va.*

on or before *1<sup>st</sup> May 1903* in compliance with this agreement, and the sketches or  
designs, if any, attached and approved, and the description and specifications here following, the plates with  
new engravings, to wit:

*Engraved plates, including set for design, introduction and approval*  
*being 900 in plates and 1000 in figures for 5' x 10' in size*  
*to read for the design and introduction and approval and design*  
*of the plates for plates of* \$100.00  
*and figures for figures of* \$100.00  
*and figures for figures of* \$100.00

*of the design and introduction and approval and design*  
*of the plates for plates of* \$100.00  
*and figures for figures of* \$100.00  
*and figures for figures of* \$100.00

**SPECIFICATIONS.**  
The work shall be executed in a substantial manner and to the best of the artist's skill, and  
completeness. The selection of the work shall be in accordance with the specifications of the work  
the artist shall submit to the committee of the directors of the  
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**Leadings.**  
All plates shall be furnished with a leading number of single long lines of one, with proper  
margin and register edges, seven copy and four extra for each.  
If you, friend or yourself, they shall be of average size, with ample margin, so that any  
trial process.

*That the artist shall be bound to a substantial manner and to the best of the artist's skill, and  
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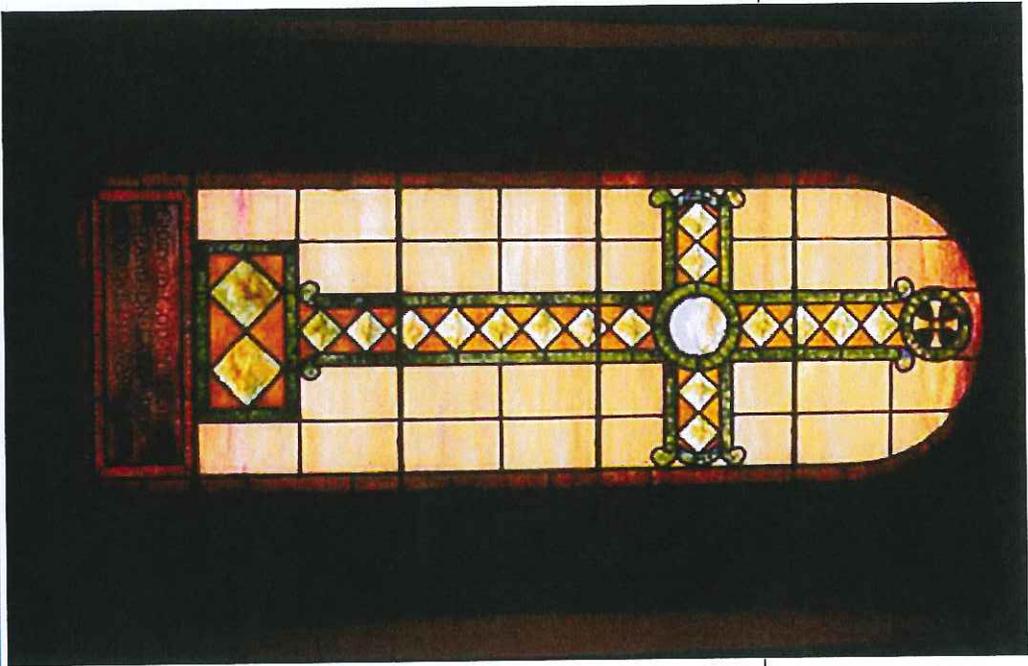
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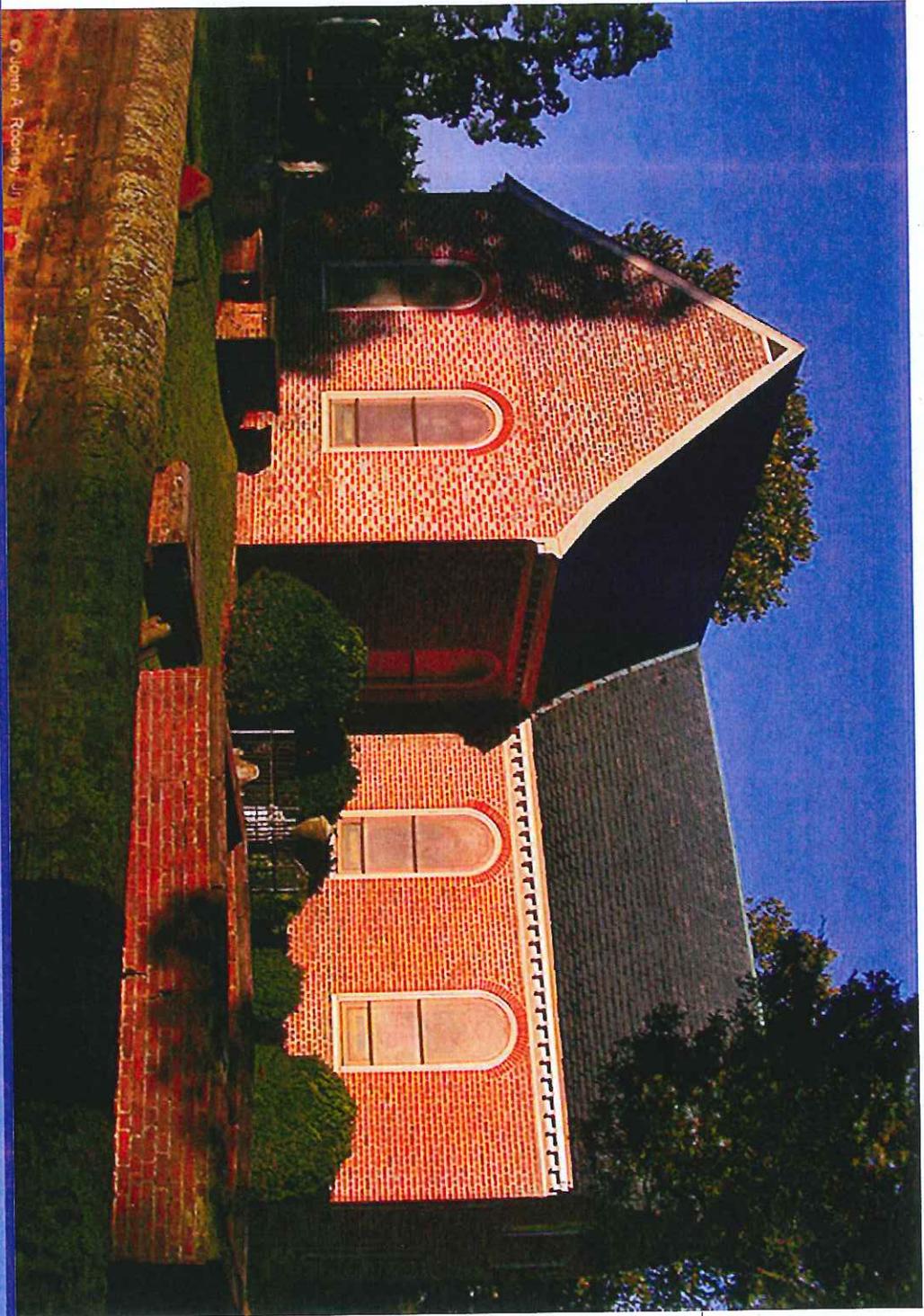






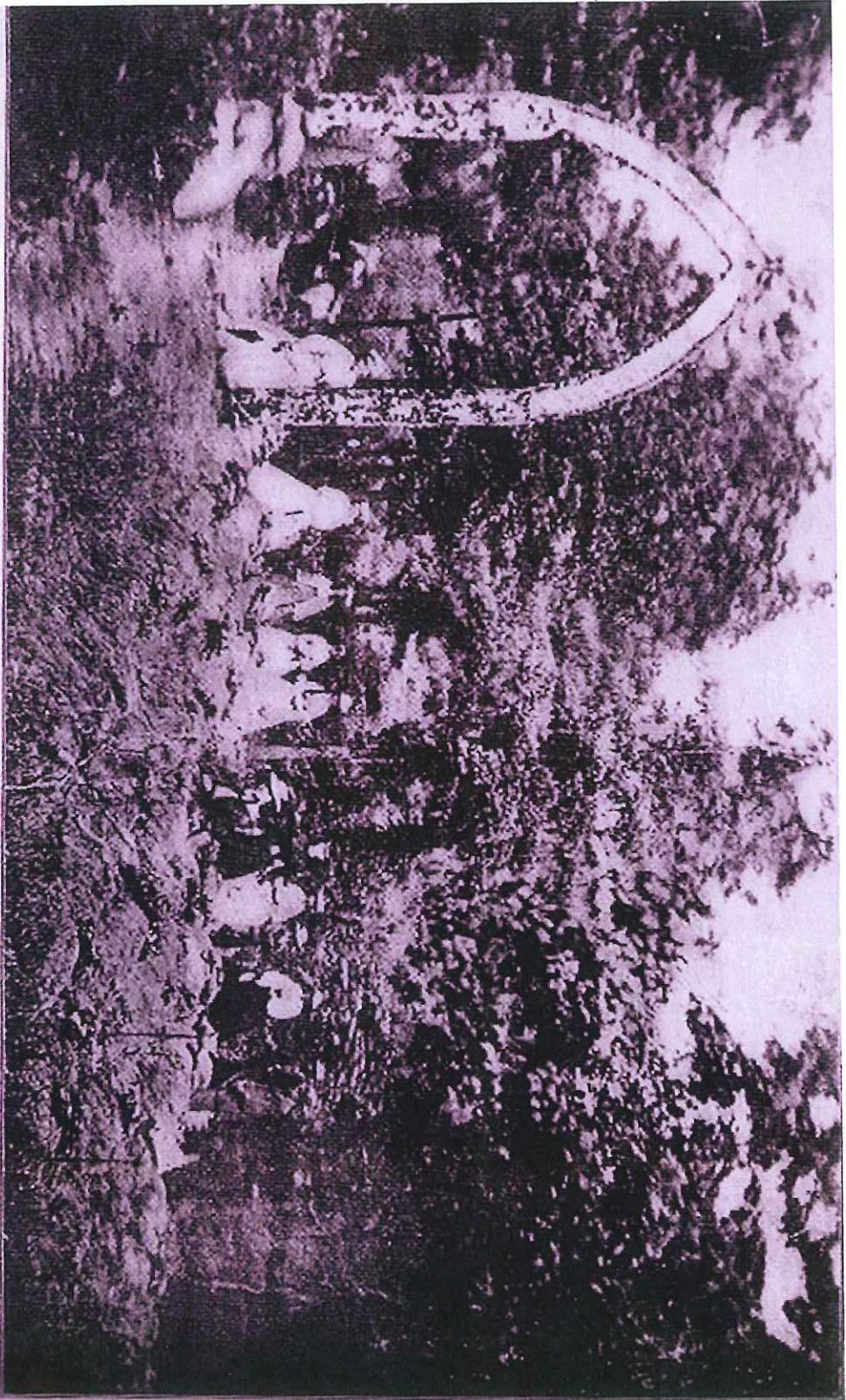






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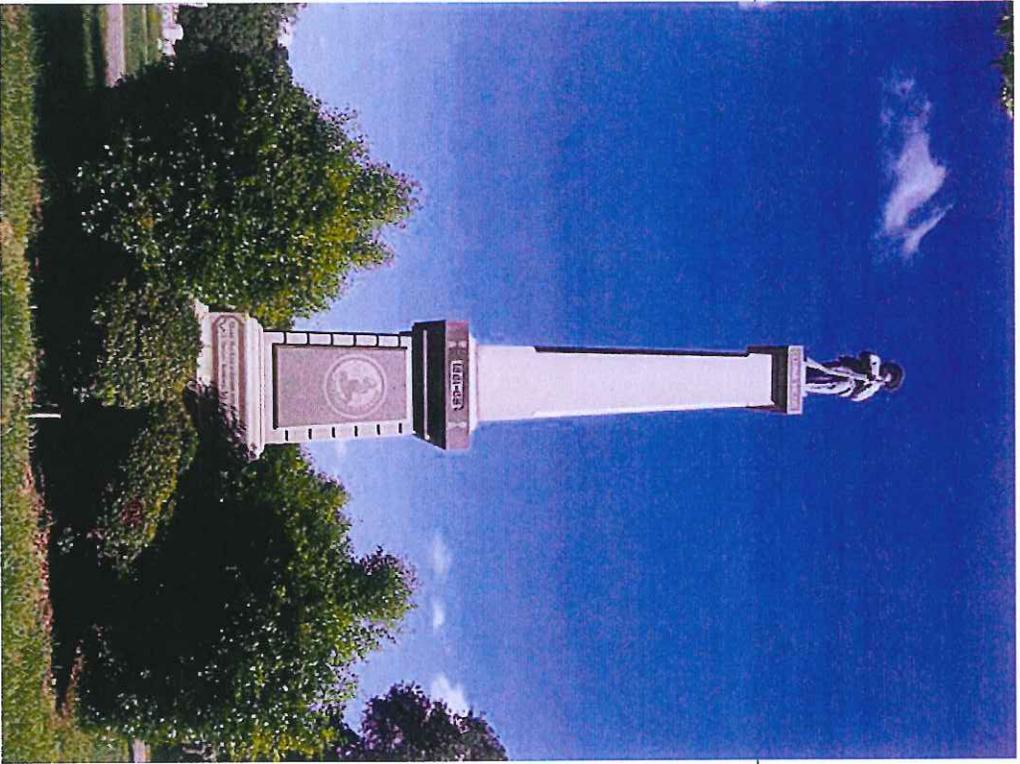


PICTURE OF FIRST CONFEDERATE MEMORIAL.

















# City of Petersburg

## Ordinance, Resolution, and Agenda Request

DATE: April 12, 2016

TO: The Honorable Mayor and Members of City Council

THROUGH: Dironna Moore Belton, Acting City Manager

FROM: Dr. Landis Faulcon, Director, Office of Economic Development

RE: A Proclamation to Observe May 2016 as Business Appreciation Month

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**PURPOSE:** To adopt a proclamation acknowledging May 2016 as Business Appreciation Month. in accordance with a designation for the Commonwealth of Virginia by Governor McAuliffe.

**REASON:** To recognize the businesses in Petersburg for their contributions to the local economy and the quality of life by providing goods and services, revenue and employment opportunities.

**RECOMMENDATION:** Recommend Council reads and adopts the attached proclamation.

**BACKGROUND:** The City of Petersburg wishes to observe May 2016 as Business Appreciation Month. The City will highlight and host events throughout the month that support and acknowledge the contributions of local businesses.

**COST TO CITY:** N/A

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** April 19, 2016

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** N/A

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:** A Proclamation

**STAFF:** Dr. Landis Faulcon, Office of Economic Development

PETERSBURG



VIRGINIA

# Proclamation

**WHEREAS**, Governor McAuliffe will be designating the entire month of May 2016 as Business Appreciation Month in Virginia; and

**WHEREAS**, Virginia will acknowledge its existing business community and the pivotal role it plays in strengthening the Commonwealth and building the New Virginia Economy in a month-long celebration; and

**WHEREAS**, Governor Terry McAuliffe and Virginia Secretary of Commerce and Trade Maurice Jones will recognize the accomplishments of our existing businesses; entrepreneurs; small, minority and women-owned businesses; and the major employers that contribute greatly to Virginia's economic vitality and the well-being of our citizens; and

**WHEREAS**, in accordance with the State's focus, the recognition this year will include a showcase of Virginia's business creation and entrepreneurial economy; and

**WHEREAS**, communities throughout Virginia are invited to participate in the business appreciation month celebration by planning local events; and

**WHEREAS**, the City of Petersburg is planning events throughout the Month of May to acknowledge and celebrate businesses in the City of Petersburg; and

**NOW, THEREFORE, I, Mayor W. Howard Myers**, by virtue of the authority vested in me by the City of Petersburg, do hereby proclaim the month of

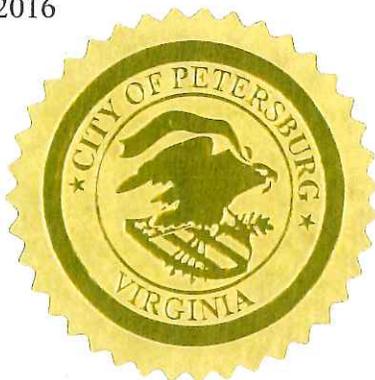
**May 2016**

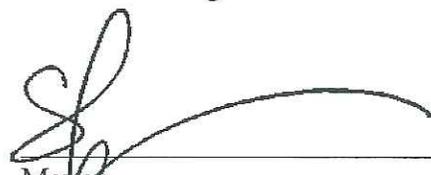
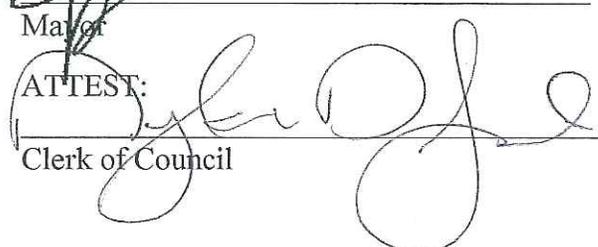
**As**

**"BUSINESS APPRECIATION MONTH"**

in the City of Petersburg, to recognize and celebrate local businesses throughout the month and into the future.

Dated: April 19, 2016



  
\_\_\_\_\_  
Mayor  
ATTEST:   
\_\_\_\_\_  
Clerk of Council





# City of Petersburg

5.c

## Ordinance, Resolution, and Agenda Request

**DATE:** April 15, 2016  
**TO:** The Honorable Mayor and Members of City Council  
**THROUGH:** Dironna M. Belton, Acting City Manager  
**FROM:** Nykesha D. Jackson, Clerk of City Council  
**RE:** Proclamation designating April 22<sup>nd</sup> as Earth Day

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**PURPOSE:** To designate April 22<sup>nd</sup> as Earth Day.

**REASON:** To bring awareness to all Petersburg citizens about the observance of Earth Day.

**RECOMMENDATION:** Recommend Mayor Myers read and present proclamation.

**BACKGROUND:** The concept of Earth Day was created to encourage everyone to contemplate the damage being done to the earth and through pollutions. It is understood that the citizens of the global community must step forward and take action to create a green economy to combat the global challenges.

**COST TO CITY:** None

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** April 19, 2016

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** N/A

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:** Proclamation

**STAFF:** N/A



PETERSBURG



VIRGINIA

# Proclamation

**WHEREAS**, the concept of Earth Day was created to encourage Americans to contemplate the damage being done to the earth through pollution; and

**WHEREAS**, the global community now faces extraordinary challenges, such as global health issues, food and water shortages, and economic struggles; and

**WHEREAS**, all people, regardless of race, gender, income or geography, have a moral right to a healthy, sustainable environment with economic growth; and

**WHEREAS**, it is understood that the citizens of the global community must step forward and take action to create a green economy to combat the aforementioned global challenges; and

**WHEREAS**, a green economy can be achieved on the individual level through educational efforts, public policy, and consumer activism campaigns; and

**WHEREAS**, it is necessary to broaden and diversify this global movement to achieve maximum success; and

**WHEREAS**, Earth Day is a day to contribute to the well-being of our planet;

**NOW, THEREFORE, I, Mayor W. Howard**, by virtue of the authority vested in me by the City of Petersburg, do hereby proclaim

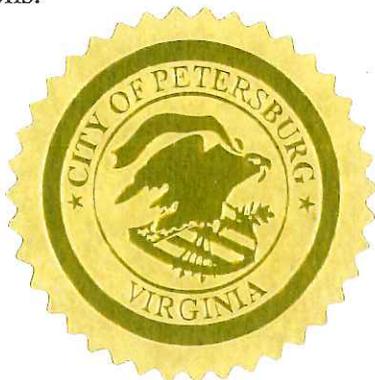
**April 22, 2016**

As

**"EARTH DAY"**

in the City of Petersburg, and encourage its residents to support green economy initiatives and to encourage others to undertake similar actions.

Dated: April 19, 2016



Mayor

ATTEST:

Clerk of Council





# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** April 11, 2016  
**TO:** The Honorable Mayor and Members of City Council  
**FROM:** Dironna M. Belton, Acting City Manager  
**RE:** **Financial Update**

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**PURPOSE:** To provide the residents of Petersburg with a financial update.

**REASON:** Informational purposes only

**RECOMMENDATION:** Informational purposes only

**BACKGROUND:** An FY16 financial update will be provided to residents

**COST TO CITY:** None

**BUDGETED ITEM:** N/ A

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** April 19, 2016

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** N/A

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:** N/A

**STAFF:** Dironna M. Belton, Acting City Manager



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## City of Petersburg

### Ordinance, Resolution, and Agenda Request

**DATE:** April 11, 2016

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Dironna Belton, Acting City Manager

**FROM:** Michelle B. Peters, Director of Planning & Community Development

**RE:** **Schedule a public hearing for a Special Use Permit pursuant to Article 23, Section 4(23) of the Zoning Ordinance to operate a stand-alone vehicle repair business, subject to certain terms and conditions at 3022-A South Crater Road T.P. 081-04-0807. The property is zoned B-2 General Commercial District.**

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**PURPOSE:** To schedule a public hearing be scheduled to receive citizen comment on a petition for a special use permit for a stand-alone vehicle repair business at 3022-A South Crater Road.

**REASON:** Council is required to schedule and conduct a public hearing before it takes legislative action on a request for a special use permit.

**RECOMMENDATION:** Staff recommends City Council to schedule a public hearing on this matter at the May 3, 2016 City Council meeting.

**BACKGROUND:** The property was recently vacated by Jamie Holman (JCS Auto Center) who operated his automotive business at this location since 2003. Mr. Holman recently moved to 946 East Wythe Street which was a special use request approved by Planning Commission and City Council last year. This property was originally built and used as the Crater Glass Shop. In 1991 additional development was constructed to the rear of the property and contained a building with 8 residential apartments. The subject parcel has frontage along South Crater Road of 100 feet. The proposed automobile repair business will use the existing three bays, and would be limited to that area as the front part of this building is leased as an office and independent of this request.

The automotive repair business is permitted at the proposed location with the approval of the Planning Commission and City Council.

Staff met with the applicant and shared the conditions that would be a part of staff's recommendation. This will help us to maintain an appealing corridor; although the use is permitted and the area is appropriate for this type of use; we still want conditions to govern the operation of the automotive business.

**COST TO CITY:** None

**BUDGETED ITEM:** N/ A

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** April 19, 2016

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** Planning and Community Development

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:**

Article 23 of the Zoning Ordinance requires that a Special Use Permit be approved by City Council.

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**STAFF:** Department of Planning & Community Development



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** April 11, 2016  
**TO:** The Honorable Mayor and Members of City Council  
**FROM:** Dironna Belton, Acting City Manager  
**RE:** **Schedule a Public Hearing on Fiscal Year 2017 Budget**

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**PURPOSE:** Request a public hearing be scheduled on Tuesday, May 3, 2016 in accordance with Section 15.2-2606 of the Code of Virginia of 1950.

**REASON:** Public hearing is being requested in accordance with Section 15.2-2606 of the Code of Virginia of 1950, as amended, on the proposed budget.

**RECOMMENDATION:** Recommend Council schedule a public hearing.

**COST TO CITY:** N/A

**BUDGETED ITEM:** Yes

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** April 19, 2016

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** None

**AFFECTED AGENCIES:** Finance

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**STAFF:** Dironna M. Belton, Acting City Manager; Irvin Carter Director of Finance





# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** March 18, 2016

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Dironna M. Belton, Acting City Manager

**FROM:** Major Charlene Hinton, Chief of Staff  
Petersburg Bureau of Police

**RE:** A public hearing to amend §110-265 of the Petersburg City Code with respect to parking violations; issuance, payment, contest, etc., of parking citations; penalty for failure to respond to citation.

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**PURPOSE:** A public hearing for the recommended changes to City code (110-265)

**REASON:** In accordance with the Code of Virginia, a public hearing must be held prior to amendments to the Code of the City of Petersburg.

**RECOMMENDATION:** Recommend City Council approve changes to the City code

**BACKGROUND:** The city has grown over the last decade in the Downtown area, with numerous new merchants, residential living and businesses. As a result, the Police Department has realized an increase in complaints related to violations of the parking limits and restrictions on a regular basis. First, due to the growth of tourism and greater volume of visitors from outside of the city of Petersburg, it is recommended that the city allow for an additional 5 days to remit payment of parking fines. Second, driving over city curbs to park on either private or public property have increased causing damage and resulting in expensive repair costs to the city. Therefore, it is recommended that the city include, as a violation for city code 110-265, driving over a city curb to park on private or public property shall result in a \$40.00 fine; and the fine will double if not paid or contested within 10 business days. Finally, the city also shall increase fines associated with parking citations as indicated in the ordinance proposal. Increased fines will assist in the reduction of violations and will more closely reflect those costs associated with enforcement.

**COST TO CITY:** None

**BUDGETED ITEM:** NA

**REVENUE TO CITY:** Related fines for parking violation

**CITY COUNCIL HEARING DATE:** April 19, 2016

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:**

**AFFECTED AGENCIES:** Police, Fire, Commissioner of Revenue and Treasure's office

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** Current city code (110-265)

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:** Draft ordinance

**STAFF:** Bureau of Police (Lieutenant S. Wills), Fire Marshal (Chief J. Reid)

**AN ORDINANCE TO AMEND CHAPTER 110, TRAFFIC VEHICLES, ARTICLE VII, SECTION 110-265, TO INCREASE THE FEE OF PARKING VIOLATIONS, AND TO EXTEND THE TIME FRAME TO PAY PENALTY; OF THE 2000 CODE OF THE CITY OF PETERSBURG, AS AMENDED.**

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**BE IT ORDAINED**, by the City Council of the City of Petersburg as follows:

That Section 110-265, of Article VII, Chapter 110, of the Code of the City of Petersburg (2000) (as amended) is hereby amended and re-ordained, as follows:

**Sec. 110-265. - Duty of officers with respect to parking violations; issuance, payment, contest, etc., of parking citations; penalty for failure to respond to citation.**

- (a) Whenever any motor vehicle is found parked or stopped in violation of any of the restrictions imposed by, or pursuant to, state law, an ordinance of this City or the rules, regulations, restrictions or prohibitions made, adopted or imposed, by the traffic and transportation safety commission or the traffic engineer, the officer or other persons appointed by the city manager to enforce this article, in addition to the regular police officers of the City, finding such vehicle, shall take its registration number, and may take any other information displayed on the vehicle which may identify its user, and shall conspicuously affix to such vehicle a written citation, in writing, on a form provided by the City, ~~for the driver to appear to answer to the charge against him within five ten days, during the hours and at a place specified in the citation.~~ Such driver may, within such period of five ten days, pay to the City Treasurer, in person, or by mailing a check or money order, as a penalty for, and in full satisfaction of, such violation, the sum of ~~\$12.00~~ 20.00; ~~. If the fine is not paid within the ten days to the City Treasurer, the fine will double. except that~~ The amount of such penalty for the violation of the ordinances or regulations relating to overtime parking shall be the sum of \$5.00 \$20.00; the amount of such penalty for the violation of the ordinances or regulations relating to parking within 15 feet of fire hydrants and in fire lanes shall be ~~\$40.00~~ 50.00; and, in special spaces reserved for disabled persons the penalty shall be the sum of ~~\$100.00~~ 150.00. Such payment shall constitute a plea of guilty of the violation in question. Parking on or driving over a city curb to park on private or public property shall be a \$50.00 fine.
- (b) c) Any person who shall desire to contest a parking citation, shall present this citation at the Office of the City Treasurer, who shall certify it, on an appropriate form, to the general district court within 10 days. ~~If payment or presentment of such citation for certification to the general district court is not postmarked or received by the city treasurer within five ten days after receipt of such citation, the violator shall be subject to payment of double the penalty as provided in this section.~~



(e-d) The failure of such owner to make such payment or present such citation to the City Treasurer for certification to the general district court shall, within 30 days after receipt of such citation, render such violator subject to the penalty provided in section 110-31.

*Overtime parking* means a vehicle that remains parked in such parking space beyond the parking limit, as indicated by the parking sign, such vehicle shall be considered as parked overtime and the parking of a vehicle overtime in any part of a street where any such sign is located shall be unlawful.

*(Code 1981, § 18-152; Ord. No. 97-124, § 18-152, 9-16-1997)*

**State Law reference**— Uncontested payment of parking citations and certification of contest of parking citation, Code of Virginia, §§ 46.2-1220, 46.2-1225, 46.2-1242.





# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** April 11, 2016

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Dironna Belton, Acting City Manager

**FROM:** Michelle B. Peters, Director of Planning & Community Development

**RE:** **City of Petersburg Capital Improvement Program (CIP) for Fiscal Years 2017–2021. The CIP proposes projects and the funding plan for projects to include Petersburg Public Schools, General Government, Judicial; Fire and Emergency Services, Police, Public Works, Museums, Planning, Parks and Leisure Services, Stormwater and Public Utilities.**

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**PURPOSE:** To hold a public hearing to receive citizen comment on the Capital Improvement Program for the City of Petersburg for Fiscal Years 2017-2021.

**REASON:** Council is required to conduct a public hearing, upon receiving a recommendation from the Planning Commission, before it takes legislative action.

**RECOMMENDATION:** Following a duly advertised public hearing, Council may affirm the Planning Commission recommendation, overturn the Planning Commission recommendation, table for further consideration, or return the item under consideration to the Planning Commission requesting further review. The recommendation of the Planning Commission was to approve the request with a vote of 7-0.

**BACKGROUND:** The Code of the State of Virginia allows a local planning commission to, and at the direction of the governing body shall, prepare and revise annually a capital improvement program based on the comprehensive plan of the locality for a period not to exceed the ensuing five years. The commission shall submit the program annually to the governing body, or to the chief administrative officer or other official charged with preparation of the budget for the locality, at such time as it or he shall direct. The capital improvement program shall include the commission's recommendations, and estimates of cost of the facilities and life cycle costs, including any road improvement and any transportation improvement the locality chooses to include in its capital improvement plan and as provided for in the comprehensive plan, and the means of financing them, to be undertaken in the ensuing fiscal year and in a period not to exceed the next four years, as the basis of the capital budget for the locality. In the preparation of its capital budget recommendations, the commission shall consult with the chief administrative officer or other executive head of the government of the locality, the heads of departments and interested citizens and organizations and shall hold such public hearings as it deems necessary. This plan is prepared and reviewed each year even if the funds have not been identified to fund the Capital Improvement Program. There is no funding identified for FY17 of the proposed Capital

Improvement Program. If funding is identified for FY17 then City Council will be required to approve the appropriation.

**COST TO CITY:** None

**BUDGETED ITEM:** N/ A

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** April 19, 2016

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** N/A

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:** Power Point Presentation, Planning Commission Resolution, Capital Improvement Projects 2017-2021

**STAFF:** Department of Planning & Community Development



City of Petersburg

Capital Improvement Program  
(CIP)

Fiscal Year 2017

Irvin Carter, Director of Finance

Michelle B. Peters, Director of Planning/CD



## What is a Capital Improvement Program?



A CIP is a management and fiscal planning tool that is used for financing and constructing needed public improvements.

The CIP is a means of planning for the purchase of new and/or replacement assets.

A capital project in Petersburg is defined as a tangible asset that has a useful life of at least 5 years and a tangible asset cost of at least \$25,000.



# Categories for Capital Improvements

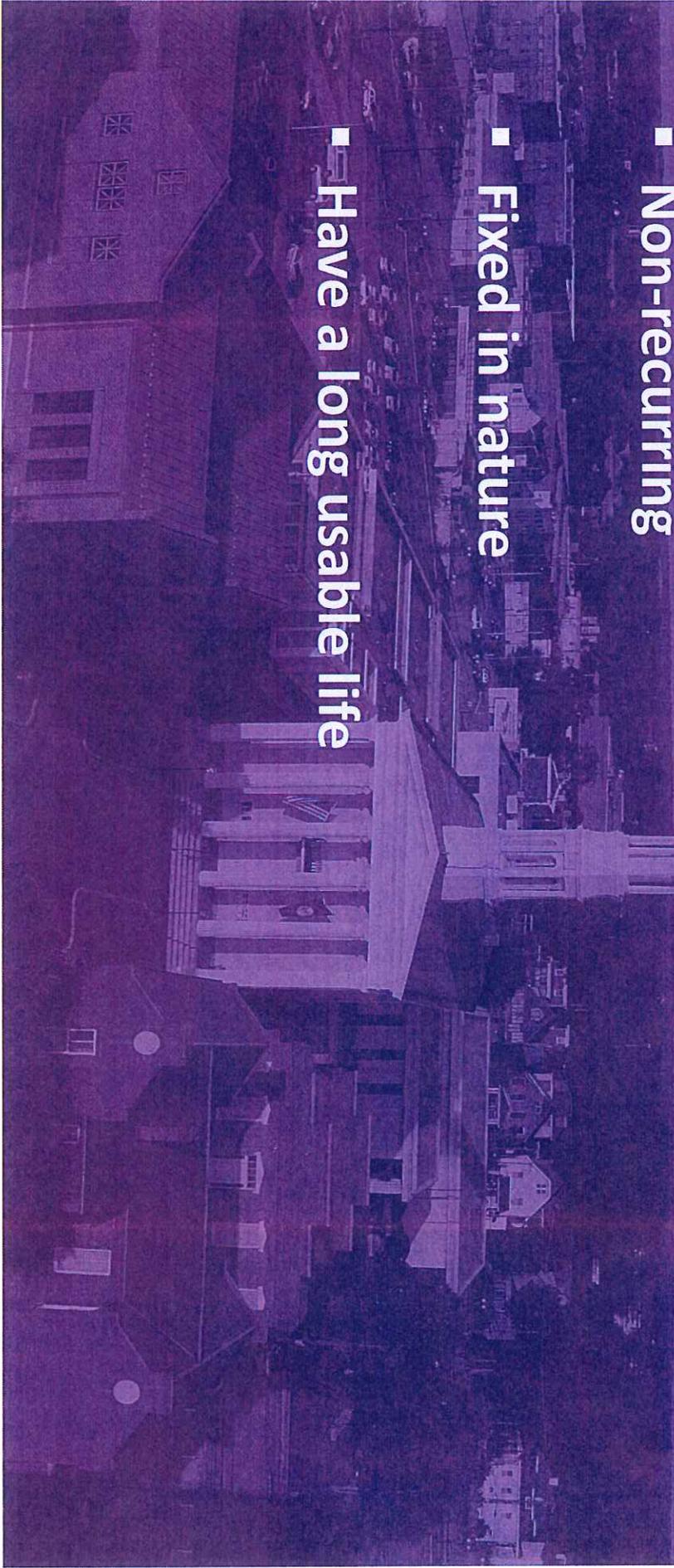


- **New Construction**
- **Major repairs, replacements, and/or additions**
- **Land acquisitions and/or rights-of-way**
- **Major equipment purchase**
- **Feasibility Studies; including planning and engineering costs**



# Capital Improvements are generally

- Large size
- Non-recurring
- Fixed in nature
- Have a long usable life





# Examples of Capital Improvements



- Water mains
- Stormwater and sanitary sewers
- New roadways and planned road repairs
- Recreation facilities
- Land acquisitions
- Purchase of major equipment
- Public building construction/rehabilitation



# Capital Improvement Program Projects



CAPITAL IMPROVEMENT GENERAL PROJECTS			
Fiscal Year 2017			
<u>Project</u>	<u>Department</u>	<u>Cost</u>	<u>Source of Funds</u>
Fire Engine/Squirt	Fire	\$240,000	
New Fire Station Land Acquisition (South End)	Fire	\$175,000	
800 MHz Radio System Upgrades	Fire	\$185,634	
Police Equipment Replacement	Police	\$428,750	
Dogwood Trace Cart Facility (amended)	Public Works	\$155,000	
Hustings Court Clock Tower (construction)	Public Works	\$900,000	
Hustings Court Clock Tower (construction services)	Public Works	\$85,000	
Farmer Street Pool (pool liner, vacuum pumps, bathrooms, storage)	Parks and Leisure Services	\$188,000	
Farmer Street Playground (basketball courts, bleachers, nets)	Parks and Leisure Services	\$164,000	
Structural Analysis-Museum Buildings	Cultural Affairs, Arts & Tourism	\$100,000	
A.P. Hill Elementary School Upgrade Restrooms	Schools	\$46,500	
J.E. B. Stuart Roof Replacement	Schools	\$135,475	
Peabody MS Replace Gymnasium Floor	Schools	\$125,000	
Peabody MS Replace Basketball Goals	Schools	\$50,000	
<b>Total</b>		<b>\$2,978,359</b>	



# Capital Improvement Program Projects



<u>Project</u>	<u>Category</u>	<u>Cost</u>	<u>Source of Funds</u>
STORMWATER UTILITY CAPITAL IMPROVEMENT PROJECTS			
FISCAL YEAR 2017			
New Equipment	Equipment	\$75,000	
New Equipment	Equipment	\$75,000	
Walton Street Drainage Improvement	Construction	\$1,000,000	
Hampton Court Drainage Improvement	Construction	\$80,000	
MS4 Compliance Storm Sewer Map	Map	\$200,000	
Dam Safety//Improving Structure Improvements	Design and Construction	\$750,000	
East Petersburg Neighborhood Drainage	Design	\$100,000	
Lakemont Neighborhood Drainage Improvement	Design	\$100,000	
CIP Plan Updates	Plan	\$85,000	
Old Street Farmer's Market Water Quality Retrofit	Design and Construction	\$325,000	
Drop Inlets, Curb and Gutter, and Pipeline Repair	Maintenance	\$300,000	
<b>Total</b>		<b>\$3,090,000</b>	



# Capital Improvement Program Projects



PUBLIC UTILITY CAPITAL IMPROVEMENT PROJECTS		FISCAL YEAR 2017	
<u>Project</u>	<u>Category</u>	<u>Cost</u>	<u>Source of Funds</u>
Locke's Pump Station Water Main Replacement	Project	\$1,875,000	
DSI Annual Sanitary Sewer Pipeline Replaced	Project	\$125,000	
<b>Total</b>		<b>\$2,000,000</b>	



# Questions







## RESOLUTION OF THE PLANNING COMMISSION

**WHEREAS**, pursuant to the requirements of Title 15.2-2204 of the Code of Virginia, as amended, the Planning Commission of the City of Petersburg, Virginia, held a public hearing to consider the Capital Improvement Program for the City of Petersburg for Fiscal Years 2017-2021.

**WHEREAS**, the Planning Commission has given interested citizens and other parties the opportunity to comment on the proposed request at a duly advertised public hearing conducted on March 2, 2016; and

**WHEREAS**, the Planning Commission considered the information provided by staff of the Planning Department regarding the report of the CIP sub-committee regarding projects and funding for the 2017-2021 Capital Improvement Program for the City of Petersburg; and

**WHEREAS**, the Planning Commission received no letters of opposition or support; and

**WHEREAS**, staff made a recommendation on behalf of the CIP sub-committee to the Planning Commission to approve the projects in the CIP for FY17-FY21;

**THEREFORE, BE IT RESOLVED** that the Planning Commission of the City of Petersburg at its March 2, 2016 meeting recommends that City Council approve the Capital Improvement Program for Fiscal Years 2017-2021 for the City of Petersburg with a vote of 8-0.

Discussion from the Commission:

1. Concern that the City of Petersburg has a court order to repair the Hustings Court building and this repair cost will cause other projects to be on the back burner. **It was explained that funds have been identified to complete some of the work under the previous two Capital Improvement Programs 2015 and 2016. Additional funds may have to be identified to complete the work.**
2. The importance of the gateway improvements and that we keep moving forward with those commitments. **This was a project approved under a previous CIP. The money is for University Boulevard Gateway Improvements.**
3. If funding was secured for the projects in the CIP FY17-Fy21 would they get to review and discuss before a decision was made on the final projects? **Yes, the Planning Commission would have to review any final funding for the CIP since this review and request did not cover the allocation of resources to the program.**

*I, Michelle B. Peters, Secretary to the Planning Commission of the City of Petersburg, do hereby certify that the foregoing action was taken by said Commission at its meeting held on March 2 2016*



---

Michelle B. Peters  
Planning Commission Secretary



A	B	C	D	E
1	CAPITAL IMPROVEMENTS PROGRAM			
2	Fiscal Year 2017			
3	<u>Project</u>	<u>Department</u>	<u>Cost</u>	<u>Source of Funds</u>
4				
5				
6	1 Fire Engine/Squirt	Fire	\$240,000	General Fund
7	2 New Fire Station Land Acquisition (South End)	Fire	\$175,000	
8	3 800 MHz Radio System Upgrades	Fire	\$185,634	General Fund
9	4 Police Equipment Replacement	Police	\$428,760	
10	5 Dogwood Trace Cart Facility (amended)	Public Works	\$155,000	
11	6 Hustings Court Clock Tower (construction)	Public Works	\$900,000	
12	7 Hustings Court Clock Tower (construction services)	Public Works	\$85,000	
13	8 Farmer Street Pool (pool liner, vacuum pumps, bathrooms, storage)	Parks and Leisure Services	\$188,000	
14	9 Farmer Street Playground (basketball courts, bleachers, nets)	Parks and Leisure Services	\$164,000	
15	10 Structural Analysis-Museum Buildings	Cultural Affairs, Arts & Tourism	\$100,000	
16	11 A.P. Hill Elementary School Upgrade Restrooms	Schools	\$46,500	
17	12 J.E. B. Stuart Roof Replacement	Schools	\$135,475	
18	13 Peabody MS Replace Gymnasium Floor	Schools	\$125,000	
19	14 Peabody MS Replace Basketball Goals	Schools	\$50,000	
20				
21	<b>Total</b>		<b>\$2,978,359</b>	



A	B	C	D	E
1				
2	<b>STORMWATER UTILITY CAPITAL IMPROVEMENTS PROGRAM</b>			
3	<b>FISCAL YEAR 2017</b>			
4	<u>Project</u>	<u>Category</u>	<u>Cost</u>	<u>Source of Funds</u>
5				
6	1 New Equipment	Equipment	\$75,000	
7	2 New Equipment	Equipment	\$75,000	
8	3 Walton Street Drainage Improvement	Construction	\$1,000,000	
9	4 Hampton Court Drainage Improvement	Construction	\$80,000	
10	5 MS4 Compliance Storm Sewer Map	Map	\$200,000	
11	6 Dam Safety/Impounding Structure Improvements	Design and Construction	\$750,000	
12	7 East Petersburg Neighborhood Drainage	Design	\$100,000	
13	8 Lakemont Neighborhood Drainage Improvement	Design	\$100,000	
14	9 CIP Plan Updates	Plan	\$85,000	
15	10 Old Street Farmer's Market Water Quality Retrofit	Design and Construction	\$325,000	
16	11 Drop Inlets, Curb and Gutter, and Pipeline Repair	Maintenance	\$300,000	
17				
18	<b>Total</b>		<b>\$3,090,000</b>	
19				
20				
21				
22				
23				
24				
25				



A	B	C	D	E
1				
2	PUBLIC UTILITY CAPITAL IMPROVEMENTS PROGRAM			
3		FISCAL YEAR 2017		
4	<u>Project</u>	<u>Category</u>	<u>Cost</u>	<u>Source of Funds</u>
5				
6	1 Locke's Pump Station Water Main Replacement	Project	\$1,875,000	
7	2 DSI Annual Sanitary Sewer Pipeline Replaced	Project	\$125,000	
8				
9	<b>Total</b>		<b>\$2,000,000</b>	
10				
11				
12				



A	B	C	D	E
		CAPITAL IMPROVEMENTS PROGRAM		
		FISCAL YEAR 2018		
		<u>Department</u>	<u>Cost</u>	<u>Source of Funds</u>
	<u>Project</u>			
1	1 Fire Engine/Squirt	Fire	\$240,000	
2	2 Handheld Public Safety Radios	Fire	\$480,000	
3	3 Computer Aided Dispatching(CAD) Replacement/Upgrades	Fire	\$1,200,000	
4	4 New Fire Station Design (South End)	Fire	\$450,000	
5	5 Police Replacement Vehicles (15 vehicles)	Police	\$428,750	
6	6 New City Hall Building/Site Construction	Public Works	\$7,031,202	
7	7 New City Hall Furniture	Public Works	\$1,500,000	
8	8 Playground Equipment Petersburg Sports Complex	Parks and Leisure Services	\$199,400	
9	9 A.P. Hill Elementary School Window Replacement	Schools	\$356,000	
10	10 Peabody Middle School Roof Replacement	Schools	\$421,455	
11	11 Peabody Middle School New Ceiling and Lighting	Schools	\$65,000	
12	12 Petersburg High School Replace Gym Floor	Schools	\$130,000	
13	13 New Elementary School Design	Schools	\$1,000,000	
14	14 2 New School Buses	Schools	\$76,000	
20				
21	<b>TOTAL</b>		<b>\$13,577,807</b>	
22				
23				



A	B	C	D	E
1				
2	STORMWATER UTILITY CAPITAL IMPROVEMENTS PROGRAM			
3		FISCAL YEAR 2018		
4	<u>Project</u>	<u>Category</u>	<u>Cost</u>	<u>Source of Funds</u>
5				
6	1 Neighborhood Drainage Improvement Project	Construction	\$850,000	
7	2 Neighborhood Drainage Improvement Project	Construction	\$850,000	
8	3 MS4 Compliance TMDL Action Plan Project	Design and Construction	\$750,000	
9	4 Neighborhood Drainage Improvement Project	Design	\$150,000	
10	5 Neighborhood Drainage Improvement Project	Design	\$100,000	
11	6 Drop Inlets, Curb and Gutter, and Pipeline Repair	Maintenance	\$300,000	
12				
13	<b>Total</b>		<b>\$3,000,000</b>	



A	B	C	D	E
1				
2	PUBLIC UTILITIES CAPITAL IMPROVEMENTS PROGRAM			
3		FISCAL YEAR 2018		
4	<u>Project</u>	<u>Category</u>	<u>Cost</u>	<u>Source of Funds</u>
5				
6	1 Rives Water Line (part of widening project)	Project	\$500,000	
7	2 Medical Park Hydro Pump Lift Station	Project	\$500,000	
8	3 South Crater Water Transmission Main	Project	\$750,000	
9				
10	<b>Total</b>		<b>\$1,750,000</b>	



A	B	C	D	E
1				
2	CAPITAL IMPROVEMENTS PROGRAM			
3		FISCAL YEAR 2019		
4	<u>Project</u>	<u>Department</u>	<u>Cost</u>	<u>Source of Funds</u>
5				
6	1 Fire Station Design (East End)	Fire	\$450,000	
7	2 800 MHz Radio System Upgrades	Fire	\$185,634	
8	3 Handheld Public Safety Radios	Fire	\$480,000	
9	4 Fire Engine/Squirt	Fire	\$240,000	
10	5 Ambulance Purchase	Fire	\$285,875	
11	6 Police Replacement Vehicles (15 vehicles)	Police	\$428,750	
12	7 McKenney Library Interior and Exterior Repairs	General Government	\$60,000	
13	8 New City Hall	Public Works	\$8,326,034	
14	9 Sports Complex Parking Lot Paving	Public Works	\$450,000	
15	10 City Jail HVAC System Replacement	Sheriff	\$550,000	
16	11 J.E.B. Stuart ES Upgrade Restroom	Schools	\$71,500	
17	12 Petersburg High School Boiler Replacement	Schools	\$180,000	
18	13 Petersburg High School Roof Replacement	Schools	\$681,981	
19	14 Petersburg High School Field House	Schools	\$1,200,000	
20	15 Robert E. Lee ES Window Replacement	Schools	\$266,400	
21	16 Elementary School Design	Schools	\$800,000	
22	17 5 Replaced School Buses	Schools	\$441,065	
23				
24	Total		\$15,097,239	



A	B	C	D	E
1				
2	STORMWATER UTILITY CAPITAL IMPROVEMENTS PROGRAM			
3		FISCAL YEAR 2019		
4	<u>Project</u>	<u>Category</u>	<u>Cost</u>	<u>Source of Funds</u>
5				
6	1 New Equipment	Equipment	\$75,000	
7	2 New Equipment	Equipment	\$75,000	
8	3 Neighborhood Drainage Improvement Project	Construction	\$1,100,000	
9	4 Neighborhood Drainage Improvement Project	Construction	\$1,000,000	
10	5 Neighborhood Drainage Improvement Project	Design	\$120,000	
11	6 Neighborhood Drainage Improvement Project	Design	\$120,000	
12	7 Neighborhood Drainage Improvement PER	Report	\$65,000	
13	8 MS4 Permit Compliance	Permit	\$100,000	
14	9 Drop Inlets, Curb and Gutter, and Pipeline Repair	Maintenance	\$300,000	
15				
16	<b>Total</b>		<b>\$2,955,000</b>	



	A	B	C	D	E
1					
2		PUBLIC UTILITIES CAPITAL IMPROVEMENTS PROGRAM			
3			FISCAL YEAR 2019		
4		<u>Project</u>	<u>Category</u>	<u>Cost</u>	<u>Source of Funds</u>
5					
6	1	Locke's Pump Station Upgrade	Project	\$700,000	
7					
8		<b>Total</b>		<b>\$700,000</b>	



	A	B	C	D	E
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		CAPITAL IMPROVEMENTS PROGRAM		Source of Funds	
		FISCAL YEAR 2020			
	<u>Project</u>	<u>Category</u>	<u>Cost</u>		
1	Sports Complex Parking Lot Paving	Public Works	\$467,500		
2	Wilcox Lake Irrigation System	Public Works	\$70,000		
3	Dogwood Trace Maintenance	Public Works	\$250,000		
4	Relocate of Police Headquarters	Police	\$5,657,950		
5	Mobile Command Post Purchase	Police	\$649,921		
6	Police Replacement Vehicles (15 vehicles)	Police	\$428,500		
7	Handheld Public Safety Radios	Fire	\$480,000		
8	Apparatus Replacement	Fire	\$225,000		
9	Fire and Life Safety Education Trailer	Fire	\$73,404	Fire Fund	
10	Petersburg Sports Complex Playground	Parks and Leisure Services	\$199,400		
11	Financial Management System (Needs Analysis)	Finance	\$120,000		
12	Museums Collections/Artifacts Stabilization	Cultural Affairs, Arts and Tourism	\$330,000		
13	Peabody Middle School Renovation	Schools	\$24,907,810		
	<b>Total</b>		<b>\$33,859,485</b>		



A	B	C	D	E
1				
2	STORMWATER UTILITY CAPITAL IMPROVEMENTS PROGRAM			
3		FISCAL YEAR 2020		
4	<u>Project</u>	<u>Category</u>	<u>Cost</u>	<u>Source of Funds</u>
5				
6	1 Neighborhood A Drainage Improvement	Construction	\$1,050,000	
7	2 Neighborhood B Drainage Improvement	Construction	\$1,050,000	
8	3 MS4 Compliance TMDL Action Plan Project	Design/Construction	\$750,000	
9	4 Neighborhood C Drainage Improvement	Design	\$150,000	
10	5 Neighborhood D Drainage Improvement	Design	\$100,000	
11	6 Drop Inlets, Curb and Gutter, and Pipeline Repair	Maintenance	\$300,000	
12				
13	<b>Total</b>		<b>\$3,400,000</b>	
14				



	A	B	C	D	E
1					
2		PUBLIC UTILITIES CAPITAL IMPROVEMENTS PROGRAM			
3		FISCAL YEAR 2020			
4		<u>Project</u>	<u>Category</u>	<u>Cost</u>	<u>Source of Funds</u>
5					
6		1 Gravity Sewer Lining	Construction	\$1,000,000	
7		2 Water Line Replacement	Construction	\$1,500,000	
8					
9		<b>Total</b>		<b>\$2,500,000</b>	



A	B	C	D	E
1				
2	<b>CAPITAL IMPROVEMENTS PROGRAM</b>			
3	<b>FISCAL YEAR 2021</b>			
4	<u>Project</u>	<u>Category</u>	<u>Cost</u>	<u>Source of Funds</u>
5				
6	1 800 MHz Radio System Upgrades	Fire	\$400,000	
7	2 800 MHz Radio System Enhancements	Fire (Public Safety)	\$600,000	
8	3 Handheld Public Safety Radios	Fire	\$480,000	
9	4 Museums Infrastructure and Maintenance	Cultural Affairs, Arts and Tourism	\$833,000	
10	5 Pavillion/Conference Center	Public Works	\$235,000	
11	6 Dogwood Trace In-house Maintenance	Public Works	\$175,000	
12	7 Replacement Vehicles Facility Management Div.	Public Works	\$90,000	
13	8 Dogwood Trace Banquet Hall	Public Works	\$410,000	
14	9 Sidewalk Repairs	Public Works	\$150,000	
15	10 Roof Repair Historic Resources Building	Public Works	\$50,000	
16	11 Animal Shelter Roof, fence and interior repairs	Public Works	\$50,000	
17	12 Fort Cross Fire Training Water and Sewer Study	Fire	\$50,000	
18	13 Public Safety Training Center	Fire	\$986,500	
19	14 7 low floor buses Petersburg Area Transit	Transit	\$2,800,000	
20				
21	<b>Total</b>		<b>\$7,309,500</b>	
22				





# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** March 25, 2016

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Dironna M. Belton, Acting City Manager

**FROM:** Michelle B. Peters, Director of Planning & Community Development

**RE:** **A public hearing a Special Use Permit pursuant to Article 23, Section 4(23) of the Zoning Ordinance to operate a stand-alone vehicle repair and accessory towing service, subject to certain terms and conditions at 100 Bollingbrook St, T.P. 011-15-0802**

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**PURPOSE:** To hold a public hearing be scheduled to receive citizen comment on a petition for a special use permit for a stand-alone vehicle repair business at 100 Bollingbrook Street.

**REASON:** Council is required to conduct a public hearing before it takes legislative action on a request for a special use permit.

**RECOMMENDATION:** Following a duly advertised public hearing, Council may affirm the Planning Commission recommendation, overturn the Planning Commission recommendation, table for further consideration, or return the item under consideration to the Planning Commission requesting further review. The recommendation of the Planning Commission was to deny the request with a vote of 7-0.

**BACKGROUND:** The property is currently vacant, but was last used as a retail store by Petersburg Pickers. The property has been used over the years as a tire shop and an automotive repair shop, sometimes associated with a dealership and other times independent of the dealer. The applicant currently operates his business in a neighboring locality operating off of a temporary home occupation permit. The applicant has to find a location other than his home to operate his business. This property was rezoned in 2012 to the B-2 zoning designation to allow the continued use of the subject property, mid-twentieth century buildings for automotive related uses. The interior of the building is designed for this type of use with several floor lifts. There are currently 5 bay doors on Bollingbrook Street, 2 bay doors on the South side of the building and 4 bay doors on the East side of the building. A special use permit is required for this type of use in this district.

**COST TO CITY:** None

**BUDGETED ITEM:** N/ A

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** April 19, 2016

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** Planning and Community Development

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:**

Article 23 of the Zoning Ordinance requires that a Special Use Permit be approved by City Council.

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:** Planning Commission Resolution, Staff Report and supplemental information

**STAFF:** Department of Planning & Community Development



## RESOLUTION OF THE PLANNING COMMISSION

**WHEREAS**, pursuant to the requirements of Title 15.2-2204 of the Code of Virginia, as amended, the Planning Commission of the City of Petersburg, Virginia, held a public hearing to consider a request of Edward H. Moore (Moore's Auto and Towing), for a special use permit to operate a stand-alone vehicle repair business and accessory towing service, subject to certain terms and conditions, at 100 Bollingbrook Street.

**WHEREAS**, the Planning Commission has given interested citizens and other parties the opportunity to comment on the proposed request at a duly advertised public hearing conducted on March 2, 2016; and

**WHEREAS**, the Planning Commission considered the information provided by the applicant regarding the Special Use Permit; and

**WHEREAS**, the Planning Commission received several letters of opposition and support; and

**WHEREAS**, staff made a recommendation to the Planning Commission to deny the request, but provided conditions to be considered if the Planning Commission approved the request;

**THEREFORE, BE RESOLVED** that the Planning Commission of the City of Petersburg at its March 2, 2016 meeting recommends that City Council deny a Special Use Permit to allow a stand-alone vehicle repair and accessory towing service at 100 Bollingbrook Street with a vote of 8-0.

The following conditions were provided, if the Planning Commission recommended approval of the request.

Conditions for Special Use Permit Petition presented by Edward H. Moore (Moore's Auto and Towing) for establishment and operation of a stand-alone vehicle repair and accessory towing service at property address of 100 Bollingbrook Street, Petersburg, VA

1. The lot is currently paved and where possible the applicant will provide plantings and shown for illustration purposes along North Adams Street.
2. The petitioner will submit a sign plan to the Department of Planning and Community Development for review and approval.
3. The petitioner will seek approval from the ARB for the exterior changes and all signage proposed at this location.
4. The exterior improvements must take place prior to the issuance of a business license.



5. Any vehicle not capable of operation or which does not bear a current Virginia inspection sticker, shall be kept within the enclosed building. Only vehicles that are being picked up by a customer may be stored on the lot.
6. No inoperable vehicles may be retained on the subject property unless work to repair such vehicle is in progress. Use of this property for storing inoperable vehicles is prohibited.
7. In no case shall the business be operated as a scrap or junkyard. No outside storage, to include but not limited to, vehicle components, metal scrap, plastic materials, glass, used or waste tires, is permitted.
8. Collection and deposition of engine fluids must be done in accordance with local, state, and federal standards, regulations, or laws.
9. Any site lighting shall be directed downward and inward.
10. The petitioner will provide off-street parking spaces for customers and employees. The spaces will be marked on the lot. Cars must be parked in delineated spaces.
11. No fencing is permitted.
12. The tow truck must not be parked on the lot overnight.
13. This Special Use Permit is not transferable.
14. Violation of the conditions attached to this special use permit will be cause for the revocation of business license and the special use permit.

Planning Commission Discussion: The location was a key gateway into the city and the proposed use could be located in more appropriate commercial zoning districts.

Concerned with the exterior appearance of the lot at this very visible corner.

Concerned that this would be a long-term use at this corner and would prevent other desirable land uses from locating in the general vicinity.

*I, Michelle B. Peters, Secretary to the Planning Commission of the City of Petersburg, do hereby certify that the foregoing action was taken by said Commission at its meeting held on March 2, 2016.*

---

Michelle B. Peters  
Planning Commission Secretary



RECEIVED

CASE NUMBER 16 SP-01

Applicant: Edward H. Moore  
Moore's Auto & Towing  
100 Bollingbrook St

BY: EP

**PETITION FOR REZONING OR SPECIAL USE PERMIT**

RETURN TO: DEPARTMENT OF PLANNING (CITY HALL, THIRD FLOOR, ROOM 304) WITH THE FILING FEE: \$1,500 (CHECK/MONEY ORDER/CASH) AT THE TIME OF SUBMITTAL

**A. Property Information**

1. Edward H. Moore, do hereby petition to rezone the following described properties from zoning district n/a to zoning district n/a to permit a vehicle repair shop

2. Legal Description: (Use attachment if necessary) - Identify proposed Use

2 parcels  
known as 100 Bollingbrook Street

3. Tax Parcel Identification Number(s):

Map	Block	Lot
<u>011</u>	<u>15</u>	<u>0802</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

4. Current Street Address(es): - (if assigned)

100 Bollingbrook St.

5. Approximate Area: \_\_\_\_\_ sq. ft. 1.01 acres

6. Public Street Frontage 201.79 ft.

7. A boundary plat of this property outlining the area to be rezoned shall be attached to this petition.

8. The following deed restrictions may affect the use of this property:

n/a



9. Brief:

Said deed restrictions will expire on : n/a

**B. JUSTIFICATION FOR REZONING**

1. The proposed change in zoning is necessary for the preservation and enjoyment of a substantial property right because: (A detailed statement of reasons why the proposed rezoning should be granted).

City zoning Ordinance requires a special use permit for a vehicle repair shop. We feel the special use permit should be granted because the property has been used in the past for auto repair vehicle uses and other neighboring properties have similar use.

2. The material impact of the proposed rezoning will not be detrimental to the public welfare of the City nor to adjacent property owner(s) or properties located within the nearby vicinity because: (Specify reasons to substantiate this statement).

We believe this special use permit will not be detrimental to the City or adjacent property owners. The area is suited for commercial development and repair shops in this corridor.

3. The proposed rezoning will be advantageous to the City and benefit the welfare of the general public because: (Specify reasons to substantiate this statement).

The proposed special use permit is advantageous to the City because it allows the property to be used for a similar use that operated in the past and create a new business here.

4. The proposed rezoning is necessary because suitable property for the proposed use is not presently situated within required existing zoning districts. (Specify reasons for this determination).

A repair shop requires a special use permit according to zoning Ordinance. The subject property is suitable for these uses which have existed at this location for many years.



C. CERTIFICATION:

The undersigned applicant certifies that: (He) (She):

- (a) Is the owner or lessee or agent specified in writing, for  
 (b) Possesses a proprietary interest in: (contract or option agreement)

the property(ies) identified within this PETITION FOR REZONING; and that the foregoing answer and statements herein contained and all other information herewith submitted are in all respects true and correct to the best of (his) (her) knowledge and belief.

APPROVED

Signed: Edmund P. Pinner  
Mailing Address: Po Box 291  
Colonial Heights Va 23034  
Phone Number: 804-896-4412

\_\_\_\_\_  
City Attorney

TO BE FILED IN TRIPLICATE (3-SETS) IN THE PLANNING DEPARTMENT, CITY HALL

ACTION RECORD

Date Filed (with Planning Department) 11/7/16  
Date of Planning Commission Public Hearing \_\_\_\_\_  
Planning Commission Action(s) \_\_\_\_\_  
Date of City Council Hearing: \_\_\_\_\_  
City Council Action(s): \_\_\_\_\_



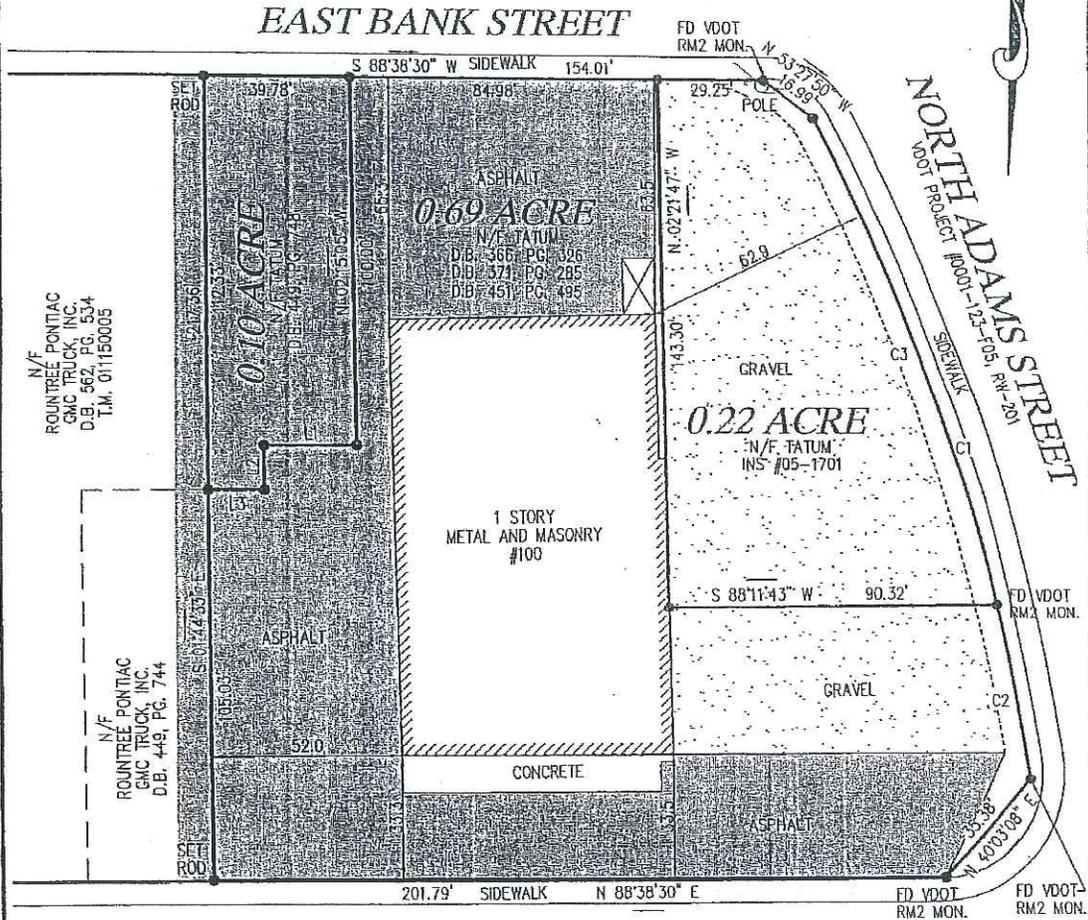
THIS IS TO CERTIFY THAT ON APRIL 16, 2007  
I MADE AN ACCURATE SURVEY OF THE PREMISES  
SHOWN HEREON AND THAT THERE ARE NO EASEMENTS  
OR ENCROACHMENTS VISIBLE ON THE GROUND OTHER  
THAN THOSE SHOWN HEREON.

THIS PROPERTY IS IN A U.D. DEFINED FLOOD  
HAZARD AREA. ZONE: "C", AS SHOWN ON FIRM  
COMMUNITY PANEL #510112 0002B, DATED 3-16-81.

LINE TABLE		
LINE	LENGTH	BEARING
L1	25.30	N 88°17'02" E
L2	12.08	N 01°44'55" W
L3	15.37	N 88°16'08" E

CURVE TABLE						
CURVE	LENGTH	RADIUS	TANGENT	DELTA	CHORD BEARING	CHORD
C1	190.86	537.96	96.44	20°19'41"	S 19°32'08" E	189.86
C2	49.11	537.96	24.57	5°13'49"	S 11°59'12" E	49.09
C3	141.76	537.96	71.29	15°05'52"	S 22°09'02" E	141.35

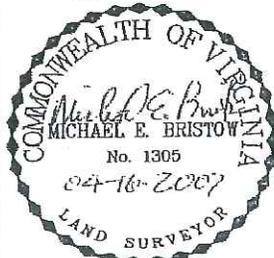
D.B. 454, PG. 500



**BOLLINGBROOK STREET**  
PLAT SHOWING IMPROVEMENTS ON  
**THREE PARCELS OF LAND, TOTALING 1.01 ACRES**  
SITUATED ON  
**BOLLINGBROOK STREET, BANK STREET**  
**AND NORTH ADAMS STREET**  
CITY OF PETERSBURG, VIRGINIA

PUR.: DRISKILL PROPERTIES, LLC.

THIS SURVEY IS SUBJECT TO ANY EASEMENTS  
OF RECORD AND OTHER PERTINENT FACTS  
WHICH A TITLE SEARCH MIGHT DISCLOSE.



**HARVEY L. PARKS, INC.**

4508 W. HUNDRED ROAD  
CHESTER, VA.  
748-8641 748-0515

DATE: APRIL 16, 2007	SCALE: 1"=40'
DRAWN BY: RLL	
CHECKED BY: MEB	
F.BK.: 547 PG. 41	





