

**Work Session Agenda
Staunton City Council
Rita S. Wilson Council Chambers
September 9, 2021
6:30 p.m.**

- | | | |
|------------------|-----------|---|
| 6:30 p.m. | 1. | Consideration of Work Session and Regular Meeting Agendas |
| 6:35 p.m. | 2. | Discussion of Resolution Establishing the Percentage of Relief at 32% for Purposes of the Personal Property Tax Relief Act |
| 6:45 p.m. | 3. | Closed Meeting for: (i) Discussion of Possible Acquisition of Real Property Within the City; and (ii) Discussion Regarding the Performance of a Specific Appointee of City Council |
| 7:15 p.m. | | Break |

**Regular Meeting Agenda
Staunton City Council
Rita S. Wilson Council Chambers
September 9, 2021
7:30 p.m.**

Call to Order

Pledge of Allegiance

Invocation/Moment of Silence—Mead

Mayor's Report

Proclamation—Constitution Week

Additional Items by Members of Council

Approval of Minutes

City Council Retreat of August 10 and 11, 2021

Work Session and Regular Meeting of August 26, 2021

REGULAR MEETING

- A. **Public Hearing and Consideration of a Request by Miller and Associates, LLC to Amend Title 18, Zoning, of the Staunton City Code by Adding Chapter 18.71, B-5, Mixed Use Business District***

- B. **Public Hearing and Consideration of a Request to Rezone 108 W. Hampton Street (PIN #8934), 110 W. Hampton Street (PIN #403), 119 W. Hampton Street (PIN #397), 710 Robertson Street (PIN #400), and 709 Hall Street (PIN #404) From I-1, Light Industrial District, to B-5, Mixed Use Business District; 103 W. Hampton Street (PIN #2415) from B-1, Local Business District, to B-5, Mixed Use Business District; and 514 Gooch Street (PIN #6102) from R-3, Medium Density Residential District, to B-5, Mixed Use Business District***

- C. **Public Hearing and Consideration of a Request by Emilee Lauer on Behalf of US Cellular for a Special Use Permit for 250 N. Jefferson Street***

- D. Public Hearing and Consideration of a Request by Mark A. Robertson to Vacate and Abandon a Portion of an Alley Lying Between 239 Thornrose Avenue and 258 Lancaster Avenue***
- E. Consideration of Resolution Establishing the Percentage of Relief at 32% for Purposes of the Personal Property Tax Relief Act**
- F. Consideration of a Resolution Authorizing Refinancing of 2005, 2012, 2013 and 2019 Bonds**

Matters from the City Manager

Roll Call

Matters from the Public*

Adjournment

***Public Participation**

For instructions on how to participate in a Public Hearing and Matters from the Public portions of the City Council meeting visit www.staunton.va.us/council.

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	September 9, 2021	City Council
Item #	1	
Ordinance #		
Department:	City Council	
Council Vision:	Responsive, Efficient Government	
Subject:	Work Session and Regular Meeting Agendas	

Background: Consistent with Procedural Memorandum No. 3, attached are draft meeting agendas for City Council's consideration and for approval as Council prefers.

Suggested Motion: I move to approve the Work Session agenda and the Regular Meeting agenda [as presented] [with the following changes: as to the Work Session, the addition/deletion of _____; as to the Regular Meeting, the addition/deletion of _____].

City Manager: Steven L. Rosenberg

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CITY COUNCIL**AGENDA BRIEFING**

Staunton, VA

Meeting Date:	September 9, 2021	Maggie Ragon Commissioner of Revenue Rick Johnson Treasurer Phil Trayer Chief Finance Officer
Item #	2 & E	
Ordinance #		
Department:	Commissioner of Revenue Finance Treasurer	
Council Vision:	Responsive, Efficient Government	
Subject:	Resolution Establishing the Percentage of Relief at 32% for Purposes of the Personal Property Tax Relief Act (PPTRA)	

Background: The Personal Property Tax Relief Act of 1998 (PPTRA) was modified by legislative action taken during the 2004 and 2005 General Assembly sessions. The legislative enactments required the City to take affirmative steps to implement changes and to provide for computation and allocation of relief. The legislative enactments also provided for an appropriation to the City, commencing in 2006, for a fixed sum to be used exclusively for the provision of tax relief to owners of vehicles subject to the City's personal property tax, and to provide the opportunity for the City to fashion a program of tax relief that best serves the citizens.

On April 13, 2006, Council adopted an ordinance that defined procedures and responsibilities for implementing the changes to the PPTRA, including the method of computing the tax relief and allocation of tax relief, plus transitional provisions. The ordinance requires that Council shall set the percentage of tax relief at such a level that is anticipated to fully exhaust PPTRA relief funds provided to the City by the Commonwealth. The Commissioner of Revenue recommends the rate of 32 percent for calendar year 2021. The Commissioner of Revenue, the City Treasurer, and the Chief Finance Officer have worked as a team to bring this matter to Council so as to implement Council's April 13, 2006 ordinance.

Attached is a copy of the April 13, 2006 ordinance, codified as Section 3.10.015 of the Staunton City Code, and a proposed resolution setting the PPTRA rate at 32 percent, as recommended by the Commissioner of Revenue.

Attachments:

Attachment 1—Personal Property Tax Relief Code

Attachment 2—Proposed Resolution

City Manager's Recommendation: I concur with the Commissioner of Revenue's recommendation and also recommend that the percentage be established at 32 percent.

Suggested Motion: I move that a resolution, as proposed, be adopted, establishing the Personal Property Tax Relief Act (PPTRA) percentage at 32 percent.

City Manager: Steven L. Rosenberg

3.10.015 Personal property tax relief.

(1) Purpose – Definitions – Relation to Other Ordinances.

(a) The purpose of this section is to provide for the implementation of the changes to the Personal Property Tax Relief Act of 1998 (PPTRA) effected by legislation adopted during the 2004 Special Session I and the 2005 Regular Session of the General Assembly of Virginia.

(b) Terms used in this section that have defined meanings set forth in PPTRA shall have the same meanings as set forth in the Code of Virginia Section 58.1-3523, as amended.

(c) To the extent that the provisions of this section conflict with any prior ordinance or provision of the city code, this section shall control.

(2) Method of Computing and Reflecting Tax Relief.

(a) For tax years commencing in 2006, the City adopts the provisions of Item 503.E of the 2005 Appropriations Act, providing for the computation of tax relief as a specific dollar amount to be offset against the total taxes that would otherwise be due but for PPTRA and the reporting of such specific dollar relief on the tax bill.

(b) The city council shall, by resolution, set the percentage of tax relief at such level that is anticipated to fully exhaust PPTRA relief funds provided to the city by the Commonwealth of Virginia.

(c) Personal property tax bills shall set forth on their face the specific dollar amount of relief credited with respect to each qualifying vehicle, together with an explanation of the general manner in which relief is allocated.

(3) Allocation of Relief Among Taxpayers.

(a) Allocation of PPTRA relief shall be provided in accordance with the general provisions of this section, as implemented by the specific provisions of a resolution adopted annually, after the personal property tax book is certified by the commissioner of revenue and delivered to the treasurer.

(b) Relief shall be allocated in such a manner as to eliminate personal property taxation of each qualifying vehicle with an assessed value of \$1,000 or less.

(c) Relief with respect to qualifying vehicles with assessed values of more than \$1,000 shall be provided at a percentage, annually fixed and applied to the first \$20,000 in value of each such qualifying vehicle, that is estimated fully to use all available state PPTRA relief.

(4) Transitional Provisions.

(a) Pursuant to authority conferred in Item 503.D of the 2005 Appropriations Act, the city treasurer is authorized to issue a supplemental personal property tax bill, in the amount of 100 percent of tax due without regard to any former entitlement to state PPTRA relief, plus applicable penalties and interest, to any taxpayer whose taxes with respect to a qualifying vehicle for tax year 2005 or any prior tax year remain unpaid on September 1, 2006, or such date as state funds for reimbursement of the state share of such bill have become unavailable, whichever earlier occurs.

(b) Penalty and interest with respect to bills issued pursuant to subsection (4)(a) of this section shall be computed on the entire amount of tax owed. Interest shall be computed at the rate provided in SCC [3.10.040](#). (Ord. 2006-05).

RESOLUTION
IMPLEMENTING ORDINANCE 2006-05, CODIFIED AS SECTION 3.10.015 OF THE
STAUNTON CITY CODE,
TO FURTHER IMPLEMENT THE 2004-2005 CHANGES
TO THE PERSONAL PROPERTY TAX RELIEF ACT OF 1998

WHEREAS, by Ordinance 2006-05, adopted April 13, 2006, and codified as Section 3.10.015 of the Staunton City Code, the Council of the City of Staunton fashioned a local program of tax relief that serves the best interests of the citizenry regarding personal property tax on qualifying use vehicles, pursuant to modifications made by the General Assembly of Virginia to the Personal Property Tax Relief Act of 1998 (PPTRA);

WHEREAS, the City's program of tax relief contemplates the allocation of PPTRA relief provided by the Commonwealth of Virginia pursuant to the provisions of Ordinance 2006-05, codified as Section 3.10.015 of the Staunton City Code, as further implemented by resolution adopted annually after the personal property tax book is certified by the Commissioner of Revenue and delivered to the Treasurer;

WHEREAS, on September 1, 2020, the Commissioner of Revenue delivered to the Treasurer a certified personal property tax book; and

WHEREAS, the Commissioner of Revenue has recommended to the Council of the City of Staunton, Virginia, that with respect to qualifying vehicles with assessed values of more than \$1,000 the percentage of relief to be applied to the first \$20,000 in value of each such qualifying vehicle should be 32%, which the Commissioner of Revenue estimates will fully use all available state PPTRA relief.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Staunton, Virginia, that 32% shall be the percentage of relief to be applied to the first \$20,000 in value of each qualifying vehicle with an assessed value of more than \$1,000, pursuant to and in accordance with the provisions of Section 3.10.015 of the Staunton City Code.

Adopted this 9th day of September, 2021.

Approved: _____
Mayor

Attest: _____
Rachael Zinni
Clerk of Council

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	September 9, 2021	City Council
Item #	3	
Ordinance #		
Department:	City Council	
Subject:	Closed Meeting for: (i) Discussion of Possible Acquisition of Real Property Within the City; and (ii) Discussion Regarding the Performance of a Specific Appointee of City Council	

Suggested Motion: I move that Council enter a closed meeting for: (i) discussion of possible acquisition of real property for a public purpose located within the City limits of Staunton, Virginia, where discussion in an open meeting would adversely affect the public body's bargaining position or negotiating strategy pursuant to Virginia Code Section 2.2-3711(A)(3); and (ii) discussion regarding the performance of an appointee of City Council, specifically, the Clerk of Council, pursuant to Virginia Code Section 2.2-3711(A)(1).

Second. Discussion. Vote – Clerk of Council to poll members of Council.

After the closed meeting: I move that Council reconvene in an open meeting and certify to the best of each member's knowledge that only lawfully exempted public business matters were discussed and that only public business matters as identified in the closed meeting motion were heard, discussed or considered in the meeting.

Second. Discussion. Vote – Clerk of Council to poll members of Council.



CITY OF STAUNTON, VIRGINIA

Proclamation

Constitution Week September 17-23, 2021

- WHEREAS,** September 17, 2021 marks the two hundred and thirty-fourth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and
- WHEREAS,** it is fitting and proper to officially recognize the patriotic celebrations which will commemorate the occasion; and
- WHEREAS,** Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week.

NOW, THEREFORE, BE IT PROCLAIMED, by Staunton City Council that September 17-23, 2021, is hereby designated as

Constitution Week

in the City of Staunton and all the City's citizens are asked to reaffirm the ideals established by the Framers of the Constitution in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties.

Adopted this 9th day of September, 2021.

ANDREA W. OAKES
MAYOR

ATTEST: _____
MORGAN SMITH
ACTING CLERK OF COUNCIL

RETREAT OF STAUNTON CITY COUNCIL**Tuesday, August 10, 2021****12:30 PM****Wednesday, August 11, 2021****9:00 AM**

PRESENT: Mayor Andrea W. Oakes
Mark A. Robertson, Vice Mayor
Stephen W. Claffey
Amy G. Darby
Carolyn W. Dull
R. Terry Holmes
Brenda O. Mead

ALSO PRESENT: Kim Payne, Facilitator, Berkley Group
Michael Gillette, Facilitator, Berkley Group
Leslie Beauregard, Assistant City Manager
Steve Rosenberg, City Manager

RETREAT OF STAUNTON CITY COUNCIL DAY ONE

Vice Mayor Robertson moved that Leslie Beauregard be appointed as Acting Clerk of Council for the recordation of the proceedings of Council at its retreat on August 10 and 11, 2021, and that she be authorized and directed to sign and execute such documents as are necessary and proper regarding the presence of Council members, a quorum, consideration and voting.

The motion was seconded by Mr. Holmes and carried unanimously as follows:

Ms. Mead	aye	Mayor Oakes	aye
Mr. Holmes	aye	Vice Mayor Robertson	aye
Ms. Darby	aye	Mr. Claffey	aye
		Ms. Dull	aye

Mayor Oakes called the retreat to order on Tuesday, August 10, 2021, at 12:30 p.m., and offered introductory remarks.

Kim Payne, facilitator, introduced the agenda and his co-facilitator, Michael Gillette.

The retreat was conducted, with the participation of Council members and others in attendance. Ms. Mead departed the retreat before lunch and did not return.

At 5:07 p.m., the retreat was adjourned until 9:00 a.m. on Wednesday, August 11, 2021.

RETREAT OF STAUNTON CITY COUNCIL DAY TWO

Mayor Oakes reconvened the retreat on Wednesday, August 11, 2021, at 9:06 a.m., and welcomed everyone to day two of the Council retreat.

At the time the retreat was reconvened, all were present from the previous day, with the exception of Ms. Mead and Mr. Holmes. Mr. Holmes arrived at 9:26 a.m.

Mr. Payne reviewed some of the work from the previous day and talked about how the group will move forward on day two.

The retreat continued, with the participation of Council members and others in attendance.

Mr. Payne made final closing comments about Council making a commitment to the items discussed over the past two days going forward and hopes each of them can do so. Minutes will be forthcoming from Mr. Payne and there will be formal actions that will need to be taken by City Council on certain items as well.

Mayor Oakes thanked everyone for their participation.

A detailed report of the retreat prepared by Mr. Payne is attached to these minutes as **Attachment 1**.

ADJOURNMENT

There being no further business to come before Council, the retreat adjourned at 2:02 p.m. on Wednesday, August 11, 2021.

Leslie Beauregard
Acting Clerk of Council

Staunton City Council Retreat

August 10/11, 2021

Frontier Culture Museum, Dairy Barn Lecture Hall

Notes

Tuesday, August 10th

Council members in attendance were Mayor Andrea Oakes, Vice Mayor Mark Robertson, and Councilors Steve Claffey, Amy Darby, Carolyn Dull, Terry Holmes, and Brenda Mead. Other participants were City Manager Steve Rosenberg, Assistant City Manager Leslie Beauregard, and facilitators Kimball Payne and Michael Gillette. Other members of City staff, the media, and the public were present as observers.

Council gathered at noon for lunch.

Mayor Oakes called the retreat to order at 12:30 p.m. The first order of business was to appoint Assistant City Manager Leslie Beauregard to serve as Acting Clerk of Council for the purpose of keeping minutes. On a motion by Vice Mayor Robertson, seconded by Councilmember Holmes and approved unanimously, Council appointed Ms. Beauregard Acting Clerk for the retreat.

Mayor Oakes then welcomed those present and expressed her hopes for a successful retreat before turning the floor over to the facilitators.

Mr. Payne introduced himself and Dr. Gillette and, as background for the two days, shared with Council the common themes that they had heard during interviews with members.

- Lack of trust
- Communications
- Affordable housing
- Infrastructure
- Economic Development
- West End
- Public Safety
- Schools
- Equity
- The recent citizen web survey

- Setting vision, priorities, and goals
- Majority/minority relationships and realities

From those interviews he developed the agenda for the two days. Mr. Payne offered the following suggested goals for Council's retreat:

- Continue building a City Council team
- Review the results of the recent citizen web survey
- Review the Staunton Vision for 2030 and the Priorities Statement
- Revise the vision, priorities, and goals as appropriate
- Establish timelines for accomplishing objectives
- Identify key values and operating principles that should guide governance
- Address issues that are inhibiting Council's effectiveness
- Gain a better understanding of Council/staff roles and responsibilities
- Understand the reality of majority rule but respect the position of the minority

He then offered the following ground rules to guide the discussion:

- Everyone participates
- Engage
- Be honest
- Listen to each other
- Respect different opinions
- No idea is too outlandish
- Seek to understand
- Ask questions
- Seek consensus (formal action at a future Council meeting)
- Silence means consent – speak up if you disagree
- Use the parking lot for issues that may evade consensus or require more background
- Let's enjoy ourselves and each other as much as possible and not take ourselves too seriously
- We will take breaks when it seems appropriate

Council agreed to the goals and ground rules for the retreat by unanimous consent.

To get the discussion underway, Mr. Payne asked that each Council member answer the following questions:

1. *What event or experience most influenced you to get involved in Staunton city government?*

2. *After your time on Council has ended, for what do you want most to be remembered?*
3. *What do you hope is accomplished at this retreat?*
4. *What are some of the things that you think every Council member can agree on?*
5. *Is there an elephant in the room that needs to be addressed before the retreat ends?*

During this exercise, Ms. Mead was taken ill and left the room. She did not return to the retreat.

Responses to the first question, "What event or experience most influenced you to get involved in Staunton city government?" were captured on Flip Chart #1.

Flip Chart #1

WHY SERVE?

- **EFFICIENCY – TOO MANY COMMITTEES**
- **PROGRESSIVE SLANT** [of the previous council]
- **SERVICE**
- **ASKED TO RUN**
- **MAKE IT BETTER**
- **NEW HIGH SCHOOL**
- **PRIOR SCHOOL BOARD SERVICE**
- **STAGNANT POPULATION**
- **GIVING BACK**

In response to the second question, "After your time on Council has ended, for what do you want most to be remembered?" the general answer was that Council members wanted the community to be a better place after their service.

Responses to the third question, "What do you hope is accomplished at this retreat?" were in agreement with the goals expressed earlier.

The fourth question, "What are some of the things that you think every Council member can agree on?" generated a list of issues that were recorded on Flip Chart #2.

Flip Chart #2

AGREEMENT

SCHOOL EXCELLENCE

**PUBLIC SAFETY
BETTER HOUSING
DIGNITY & RESPECT FOR EVERYONE
INFRASTRUCTURE
RESPECT DIVERSITY
ECONOMIC DEVELOPMENT (& TOURISM)
WEST END IMPROVEMENTS
WE ALL LOVE STAUNTON
FLOOD MITIGATION
PROTECT THE CHARM OF STAUNTON
SUPPORT FOR THE ARTS**

The final question, “Is there an elephant in the room that needs to be addressed before the retreat ends?” brought forth issues of distrust among Council members, a division of Council into “us” and “them,” poor communications in general but particularly between members of the two factions, the “majority” taking the initiative on addressing its agenda, often with little input from the “minority,” procedural mistakes made by the “majority,” and the “minority” feeling disenfranchised and having difficulty adjusting to its new role. Mr. Payne and Dr. Gillette responded with some general thoughts and suggested that policies or practices to address relationships between Council members and the effectiveness of Council as a body should be discussed at the appropriate time during the retreat. They also noted the many things that Council members said that they could agree on, stating that, while there may be disagreement on actual actions to address the areas, keeping common goals, values, and aspirations for the City in mind could help the Council to work better together.

The next item for the retreat was to discuss a vision for the future of the City of Staunton. Mr. Payne pointed out that the agenda included a briefing from staff on the Vision for 2030 that had been originally adopted in 2014, and the priority items that were included with the original vision and most recently reviewed in 2018 and 2019. Mr. Payne acknowledged, however, that it had been seven years since adoption of the vision, the environment had changed, and, particularly with the election of new Council members that bring a different perspective, goals and priorities might have changed. He asked that Council members, prior to the briefing from staff, talk about how the City would look in the future as a result of this Council’s initiatives. The thoughts were captured on Flip Charts #3-5.

Flip Chart #3

VISION

**ECONOMICALLY STABLE – BALANCED
BEAUTIFUL HISTORIC TOWN**

(FAMILY) FRIENDLY [“family” was originally included but then reconsidered as it might not be inclusive]

**SOUND HEALTHY INFRASTRUCTURE
SUSTAINABLE/RESILIENT
GREEN SPACE
SAFE
Flip Chart #4**

**CITY OF OPPORTUNITY
ARTSY
FOODIE
CULTURAL CENTER & DESTINATION
STRONG (QUALITY) EDUCATION SYSTEM
SOCIOECONOMICALLY & CULTURALLY DIVERSE**

Flip Chart #5

**PEDESTRIAN AND BIKE FRIENDLY
ENVIRONMENTALLY FRIENDLY
INNOVATIVE
AFFORDABLE**

Mr. Payne again pointed out to Council how many things it agreed on. He said that the list could help to inform a new or revised vision statement if Council wished to do that.

City Manager Steve Rosenberg then briefed Council on the vision statement adopted in 2014 and the major components of that vision. The vision statement is:

Staunton is blessed by a palpable sense of creative energy that animates our civic life and enriches our culture. This creative energy is manifested in a vibrant arts scene, a future-oriented business environment, and a governance philosophy that honors the city's rich historical legacy while investing in an exciting future of innovation, growth, and resilience.

For reference, Mr. Payne listed the major components of the vision, what he called "the big rocks," on Flip Chart #6.

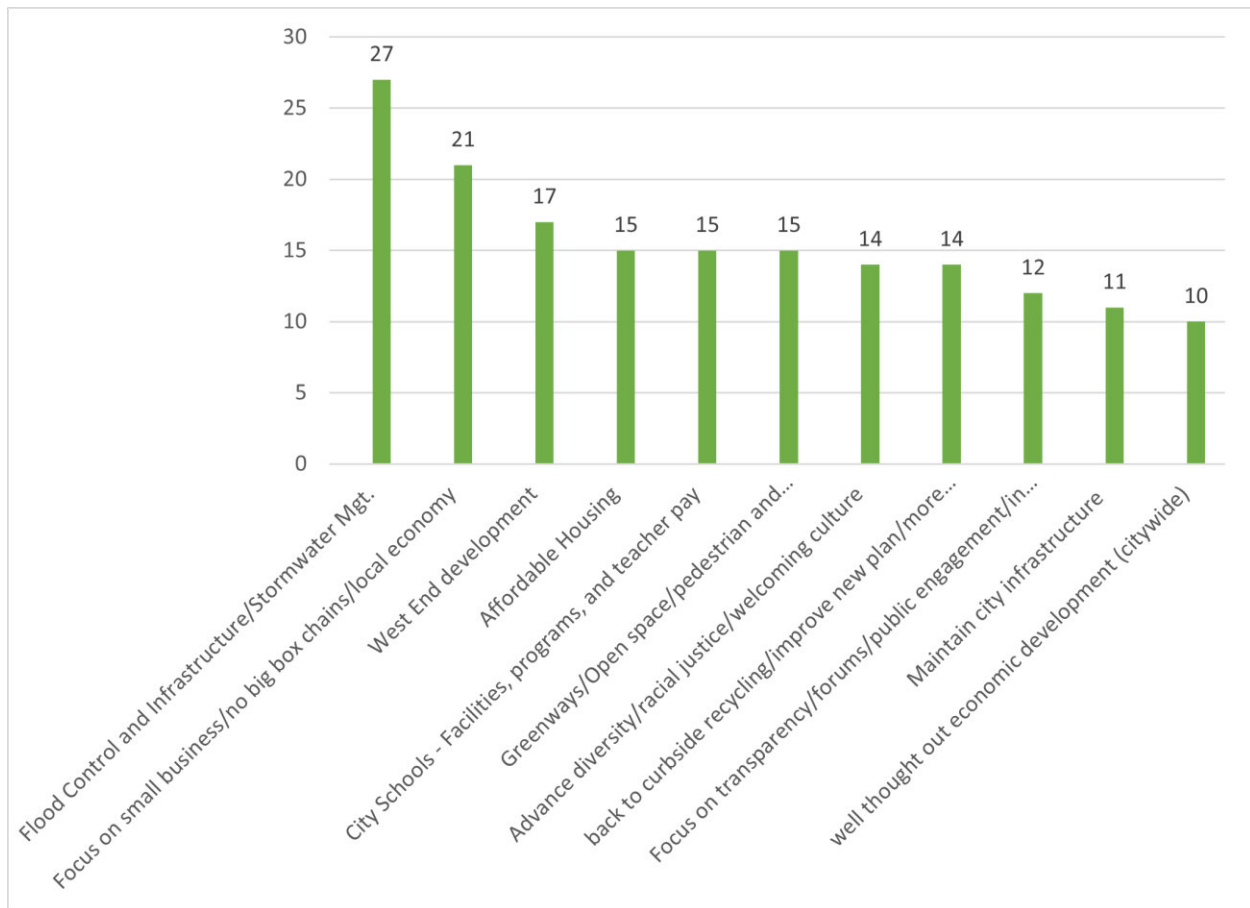
Flip Chart #6

BIG ROCKS FROM THE 2030 VISION (2014)

**ECONOMIC DEVELOPMENT
EDUCATION
CULTURE
INCLUSIVENESS
RESILIENCE
RESPONSIBLE, EFFICIENT GOVERNMENT**

BUILT ENVIRONMENT

Assistant City Manager Leslie Beauregard then reviewed the results of the recent citizen web survey that asked citizens to identify their top priorities. Ms. Beauregard shared the following chart of the most mentioned priorities noting that many of them were consistent with issues already raised during the retreat discussion.



Mr. Payne then asked Council to consider what changes it might want to make to the vision and priorities. He suggested that work on a new or revised vision statement should be taken up later in the retreat and that the next step would be to revisit the “big rocks” and see if they were still relevant. Points from Council’s discussion were noted on Flip Chart #7.

Flip Chart #7

“BIG ROCKS” 2021

**INFRASTRUCTURE
ECONOMIC DEVELOPMENT
RESPONSIVE, EFFICIENT GOVERNMENT
EDUCATION
BUSINESS FRIENDLY (“YES, IF...”)
WEST END
BUILT ENVIRONMENT**

In response to the flooding that had occurred in the City one year and earlier concerns about the condition of stormwater, wastewater, and drinking water systems, Council identified “Infrastructure” as a stand-alone item separate from the “Built Environment.” There was also a suggestion that “Education” should fall under “Responsive, Efficient Government.” Also under that heading was a concern that the City government should be more “Business Friendly.” Mr. Payne offered that one approach when dealing with permitting issues was to start with “yes, if...” indicating a desire from staff to facilitate the proposed development once certain standards were addressed. This implies to the individual seeking the permit that there is a path forward, with conditions, instead of just hearing “no” from staff.

Mr. Payne then asked Council to fill in some actions that might be taken to address the “Big Rocks.” The conversation started with the West End, a topic that the facilitators heard from Council members during the pre-retreat interviews and that was high on the list of priorities from the public. Ideas were captured on Flip Chart #8. (Red indicates a specific action with a deadline.)

Flip Chart #8

WEST END

- **MARKETING**
- **WAYFINDING SIGNS**
- **PUT THE WORDS IN DOCUMENTS**
- **AREA PLAN – FY 23 BUDGET – RFP**

Marketing the West End, businesses along West Beverly Street, and erecting wayfinding signs were the first two ideas. Mr. Payne asked where in the vision and priorities document was the “West End” specifically mentioned? It is not. He suggested that one way to indicate that this is an important topic, and to quell citizen feelings of being overlooked, is to clearly list actions to address West End development in planning documents. Mr. Payne asked if an area plan had been considered for that part of the City such as had been done for downtown. He suggested that a comprehensive and

coordinated plan, developed with citizen input, might be more effective than a piecemeal approach. After further discussion, Council indicated a willingness to consider developing an area plan for the West End, possibly as a precursor to other area plans elsewhere in the City. A concern was raised about the price of such a plan. \$50-100,000 was suggested as a range depending on the scope of work. Council agreed that a first step would be to seek proposals for plan development to get a price that could be considered in the development of the Fiscal Year 2023 budget.

Economic Development was the next topic discussed. Thoughts were captured on Flip Chart #9.

Flip Chart #9

ECONOMIC DEVELOPMENT

REVIEW CORRIDOR OVERLAY

- **START WITH COUNCIL** [briefing] **(WITHIN 90 DAYS)**

ECONOMIC DEVELOPMENT INCENTIVE PHILOSOPHY & PROGRAM (SEP 2022) [the facilitator agreed to share an example from his community]

Although the development of Staunton Crossing is an important issue for Council, a number of initiatives, the demolition of buildings and the construction of a new road, are already underway. There were no other specific actions proposed for Staunton Crossing. Council members were interested in reviewing the corridor overlay regulations to see if there was an appropriate balance between achieving community standards for appearance, stormwater management, etc., and promoting, or not discouraging, private development or redevelopment. Mr. Rosenberg advised that the City was getting ready to sign a contract with a firm that would be leading the review process and it was suggested that the consultants should start with a briefing of City Council to explain the process and timeline and to hear Council's concerns.

The issue of providing incentives to encourage development was raised. Mr. Payne asked if the City had articulated a philosophy or policy on incentives and if there was a place that an interested party could review it. The response was that there was not such a policy. Mr. Payne offered to share one from another locality as an example. Council agreed to look at considering the adoption of an incentive policy within a year.

Ideas regarding actions under the topic of Infrastructure were captured on Flip Chart #10.

Flip Chart #10

INFRASTRUCTURE

- **DISCUSS USE OF ARPA FUNDS AND OTHER FEDERAL/STATE ASSISTANCE (ASAP)**
- **STORMWATER MANAGEMENT**

A short-term action is for Council to receive staff input on and discuss the potential uses of American Rescue Plan Act (ARPA) funds to address infrastructure needs. There may be other Federal or State funding that could also be used for this purpose. With regard to stormwater management, Council was briefed in May on a flood study conducted by Wiley Wilson and will be considering projects in future CIP's to reduce flooding risk.

Discussion on the Built Environment, captured on Flip Chart #11, focused on the need for new public safety facilities in the future. A new building for the Police Department has the shortest timetable, with a goal of being in a new space in five years. The first step would be to complete a space needs analysis to determine a desirable square footage. The cost of this work could be included in the CIP for Fiscal Year 2023.

Flip Chart #11

BUILT ENVIRONMENT

NEW POLICE DEPARTMENT (5 YRS) – SPACE NEEDS ANALYSIS – FY 2023
FIRE DEPARTMENT FACILITIES
STREETSCAPE PLAN
SCHOOLS AND PUBLIC WORKS FACILITIES
CITYWIDE STORAGE - PLAN – 6 MOS.

Currently, discussions are underway to address the school system's need for maintenance and storage space. There is some sharing with the Public Works Department, which also needs storage space. There are also concerns about the appropriateness of some system-wide maintenance functions being conducted in the basement of a school. An ad hoc working group of Council members, School Board members, and City and school staff are meeting to discuss possible approaches. The facilitators suggested that, as a first step, the staffs of the two organizations be tasked with exploring the issue and presenting alternatives to the committee. This led to a discussion of broader citywide storage concerns with a goal agreed to of developing a plan within six months.

Although not added as a "big rock," the issue of regional initiatives came up. It was noted that the area localities were already cooperating on a number of services and that

there might be other opportunities for regional collaboration. Thoughts were recorded on Flip Chart #12.

Flip Chart #12

REGIONAL INITIATIVES

PUBLIC TRANSIT

REGIONAL PSAP – STAFF BRIEFING – 6 MOS.

Discussions are currently underway to consider expanding the regional public transit services. Mr. Robertson said that he had been contacted by a member of the Augusta County Board of Supervisors suggesting a regional PSAP (public safety answering point for E-911 calls and dispatch). Although this issue was added to the flip chart with an action item, at a later point in the retreat Ms. Dull note her disagreement, suggesting that any need for change to the current arrangement should come from staff. She asked that this be removed from the list as it did not represent a consensus of Council. The other members of Council, nevertheless, indicated a willingness to hear more about the proposal. It was agreed that first steps would be for the City Manager to make an inquiry of the Augusta County Administrator and to share with Council any earlier reports on consolidating call answering and dispatch operations.

As it was 5:07 p.m., Mr. Payne suggested that the retreat wrap-up for the day. He reviewed the next day's agenda and asked for any feedback from Council on how the first day had gone.

Mayor Oakes thanked the facilitators for their efforts and declared the retreat adjourned until 9:00 a.m. Wednesday, August 11th.

Wednesday, August 11th

Mayor Oakes called the retreat to order at 9:06 a.m.

Mr. Payne welcomed everyone back and asked if there were any reflections on the previous day's work. He complimented Council members on the quality of the discussion toward the end of the day, pointing out that Council was discussing how to advance agreed upon goals and paying less attention to individual differences. He expressed a hope that the productive discussion would continue into the day.

Mr. Payne then reviewed the goals for the day. He noted that there was still one "big rock" to discuss, "Responsive, Efficient Government," and that there had been an interest expressed in revising the vision statement. He suggested starting the day's discussion, however, with a focus on shared values and operating principles that would arise out of or complement those values. He described this as the "how" things are

done, explaining that while it was important to do the “right” things, it was also important to do things the “right way,” and offered that this would inform the discussion of responsive, efficient government.

Mr. Payne offered a series of questions for Council to consider as it explored the “how” of governance.

- *What is important in how the City operates, in citizen, Council, and staff interactions and relationships?*
- *What approaches will not change regardless of the issues being addressed and the goals being pursued?*
- *What processes, rules and procedures are important for good governance?*
- *What does Council need from staff to assist in its deliberations and policy decisions?*
- *Are there any obvious limitations affecting good governance?*
- *What can be done to overcome any limitations?*

Major points from the discussion were captured on Flip Charts #13 and #14.

Flip Chart # 13

OPERATING PRINCIPLES/VALUES

OPEN HONEST COMMUNICATIONS

LISTEN

RESPECT DIFFERENT OPINIONS

FISCALLY RESPONSIBLE

COMMUNITY ENGAGEMENT

RESPECT DIVERSITY

POLITENESS

ENVIRONMENTALLY CONSCIOUS

Flip Chart #14

[an awareness of the impact of **CLIMATE CHANGE** on decisions]

INTEGRITY

TRUST

ONGOING EDUCATION & DEVELOPMENT (COUNCIL, STAFF, COMMUNITY)

The facilitators congratulated Council for its consensus on how to govern in the right way and suggested that several of these values could inform the relationships among Council members and between the “majority” and the “minority.” This led immediately into a discussion on Council roles, responsibilities, and interaction. Issues that had

been mentioned earlier again came forward; the respective roles of the majority and the minority in governance, following adopted policies and procedures, agenda development and management, the importance of allowing for substantive discussion of a proposal and considering both sides while recognizing the need to make a decision and the reality of a majority vote. The facilitators urged Council members to agree on values, goals, and practices that would transform conflict to a healthy rather than a destructive process. Main points of the discussion were recorded on Flip Chart #15.

Flip Chart #15

COUNCIL ROLES, RESPONSIBILITIES, INTERACTION

COMMUNICATIONS

RESPECT FOR COUNCIL/MANAGER PRINCIPLES

ROLL CALL

POLICIES & PROCEDURES

PREPARED [agenda materials read in advance of the meeting and discussed with staff if appropriate]

~~**NO POT SHOTS**~~ [Council agreed that the term “pot shots” was unclear and could lead to confusion. Instead, it clarified that comments should be] **GERMANE, POSITIVE, NO PERSONAL ATTACKS**

The importance of open, honest, timely, and equal communications between Council and staff and among Council members was stressed. All Council members should be privy to the same information at the same time. Respect for Council/Manager principles implies respecting the City Manager’s responsibility for directing the daily operations of the City and for directing staff and understanding that Council’s authority exists in it acting as a body, not as individuals. Council members, although granted deference due to their elected status, have no authority to direct staff or to suggest actions that are counter to established policy or require a commitment of resources not previously identified by the Council as a body. A Council member proposing a new initiative should have the matter brought to a meeting of the body, after appropriate staff work, for deliberation and action by consensus or a majority vote. All members of Council should be informed of the proposal in advance and should have access to staff input. Having a provision for “Roll Call” on the agenda would give Council members an opportunity to raise an issue, ask staff to look into the matter, and bring it back to Council at a future work session or regular meeting.

A brief discussion ensued about Council’s collective procedure memoranda. The facilitators expressed the opinion that there were substantive holes in the processes that could be addressed in a coordinated, comprehensive set of rules of procedure. For example, because Roberts Rules of Order are not suited for small bodies, the rules of procedure could provide simple guidance on how motions before the body are introduced, debated, and decided. Goals of the rules of procedure would include giving every member of the Council equal opportunity to participate in decision making and to

preserve the rights of the minority while carrying out the will of the majority. The facilitators agreed to provide a copy of a set of rules of procedure that has been used in other jurisdictions.

During the discussion of Council relationships, it was clear that events and actions that had taken place early in the term of this Council, while both the majority and the minority were adjusting to their new roles, were still causing dissention and conflict. The facilitators encouraged all members to put the past behind and to agree on appropriate behavior, along the lines of what had been discussed, moving forward.

Mr. Payne then asked the Council to circle back to the “big rock” of Responsive, Efficient Government. He suggested that the adjectives “effective” and “equitable” be added to complement “efficient.” Two ideas, captured on Flip Chart #16, came forth.

Flip Chart #16

RESPONSIVE, EFFICIENT [EFFECTIVE, EQUITABLE] GOVERNMENT

STAFF TRAINING & DEVELOPMENT

EMPLOYEES REFLECTING THE COMMUNITY THAT THEY SERVE

The retreat recessed for lunch at 12:00 p.m. and reconvened at 12:30 p.m.

Mr. Payne suggested that it was now time to discuss a possible revision to the vision statement originally adopted in 2014. In the give-and-take that followed, a preliminary statement was crafted and recorded on Flip Chart #17.

Flip Chart #17

VISION STATEMENT

A CULTURALLY RICH HISTORIC CITY WITH AN EXCITING FUTURE OF INNOVATION, GROWTH, AND RESILIENCE. YOU BELONG HERE!

[An alternative version was later suggested by staff: “A culturally rich city with an exciting history and future. Innovative, Growing, Resilient: You Belong Here!”]

Further revision might suggest, “A culturally rich city with a fascinating history and an exciting future. Innovative, Growing, Resilient: You Belong Here!

It was agreed that Council and staff should have further discussion on the vision statement, consider how it might be used in City communications and marketing, and adopt a final version at a later date.

As the retreat was drawing to a conclusion Mr. Payne asked that the focus shift to what it would take to implement the vision, goals, and actions identified by Council and how

progress would be monitored. He asked Mr. Rosenberg to speak to any constraints that the City was facing. Highlights were recorded on Flip Chart #18.

Flip Chart #18

IMPLEMENTATION

WORKFORCE

ORGANIZATIONAL STRUCTURE

ECONOMIC DEVELOPMENT DIRECTOR

RECRUITMENT & RETENTION

IN PUBLIC WORKS & PARKS MAINTENANCE (LOST INMATE LABOR)

COMMUNITY DEVELOPMENT

SMALL AREA PLANS

CDBG

Workforce recruitment and retention is a common challenge in many organizations. Mr. Rosenberg mentioned particular challenges in staffing public works and parks maintenance. When asked if the organizational structure was conducive to achieving Council's goals, he responded that he wanted to separate the responsibilities of the Director of Economic Development and the Director of Community Development, positions currently held by a single individual, so that each area of responsibility can receive an appropriate level of attention. Mr. Rosenberg advised that this separation would be reflected in the FY 2023 budget proposal. This would possibly provide some capacity in the Community Development Department to manage the development of small area plans and the use of Community Development Block Grant (CDBG) funding, although additional resources might be required, including the establishment of a CDBG coordinator position.

Council then discussed how to monitor progress on its initiatives and other City programs and activities. Ideas were captured on Flip Chart #19.

Flip Chart #19

REPORTING

PERIODIC REPORTS – SEMI-ANNUAL

BENCHMARKS – DASHBOARD

ANNUAL RETREAT

4 HR [pre] BUDGET WORKSESSION IN JANUARY

This concluded the retreat. Mr. Payne advised that he would be preparing notes from the retreat and that he would share them with the City Manager and Assistant City Manager. Once finalized, the notes can be used in any manner that the Manager and Council consider appropriate.

Mr. Payne thanked Council members for their participation and their willingness to devote the better part of two days to making Staunton a better place. He asked the Council members to each set aside past shortcomings and grievances and to make a commitment, and hold each other accountable, to being true to the values, principles, and behaviors that they had agreed were important for good governance. Hearing no dissent, he proclaimed the unanimous consent of those present and wished the City Council good luck.

Mayor Oakes thanked the facilitators for their efforts and declared the retreat adjourned at 2:02 p.m.

Action Items

- Discuss the use of ARPA funds, and other Federal and State funding, to address infrastructure needs – ASAP.
- Brief Council on the corridor overlay review process – within 90 days.
- Develop a plan to address citywide storage needs – 6 months.
- Provide a briefing to Council on the potential for developing a regional PSAP – 6 months.
- Conduct a half-day pre-budget retreat in January to review financial performance and discuss the Manager's and Council's issues or priorities for the upcoming budget.
- Provide semi-annual reports on the progress related to Council initiatives and other City projects and programs.
- Initiate a space needs analysis for a new Police Department Building – in FY 2023.
- Consider including the cost of developing an area plan for the West End in the FY 2023 Budget.
- Consider the separation of the Director of Economic Development and Director of Community Development positions in the FY 2023 Budget.
- Develop, adopt, and publish an economic development incentive philosophy and program – by September 2022.
- Include specific references to West End redevelopment in City planning documents.
- Consider the development and adoption of comprehensive rules of procedure for Council meetings.
- Develop a dashboard of important benchmarks for City projects.
- Conduct an annual planning retreat to review goals and priorities.

REGULAR MEETING OF STAUNTON CITY COUNCIL**Thursday, August 26, 2021****7:30 p.m.****Rita S. Wilson Council Chambers**

PRESENT: Mayor Andrea Oakes
Mark Robertson, Vice Mayor
Stephen W. Claffey
Amy G. Darby
Carolyn W. Dull
R. Terry Holmes
Brenda O. Mead

ALSO PRESENT: Steven Rosenberg, City Manager
Leslie Beauregard, Assistant City Manager
John Blair, City Attorney
Rachael ML Zinni, Clerk of Council

Mayor Oakes called the meeting to order: Mayor Oakes called this meeting of Staunton City Council to order. Mayor Oakes stated that mask wearing is encouraged for non-vaccinated individuals, not required for vaccinated individuals, and that hand sanitizing stations are placed inside and outside chambers for use.

The Pledge of Allegiance was recited in unison.

The invocation/moment of silence was given by Council member Holmes.

MAYOR'S REPORT

Mayor Oakes stated that the 2nd Annual Queen City Rucking is this Saturday at 7am at the Bandstand. This five-hour hike with additional weights on the backs of participants symbolizes Veterans that carry the effects of PTSD.

Mayor Oakes commented that the "Get Vaccinated" Event on August 30, 2021, is at Bessie Weller Elementary School from 4 p.m. to 7:30 p.m. She encouraged people to attend the event if they have not been vaccinated against COVID-19.

Mayor Oakes finished with the Newtown 2021 Potluck Block Party on Monday, September 6, 2021, from 5 p.m. to 8 p.m, between the first block of Church Street and Beverley and Johnson Streets.

ADDITIONAL ITEMS BY MEMBERS OF COUNCIL

Vice Mayor Robertson commented his support in the moment of silence Mr. Holmes gave, in supporting the military members who have lost their lives in the Afghanistan evacuation recently. He further commented that while he is not on board with mandating items like vaccinations for society, he encouraged people to get informed and work together as a community to help fight the COVID-19 pandemic and unnecessary deaths. He also welcomed the firefighters and police officers in the audience tonight.

Ms. Mead stated that Heifitz and the Staunton Music Festival events are coming to a close for the summer. She commented that they grow the economy in Staunton and their events are quite entertaining. She continued that she participated in a meeting hosted by the Department of Environmental Quality, which covered the status of PCBs in Lewis Creek.

Ms. Darby gave praise to Staunton City Schools in their ability to continue through a difficult time and encouraged citizens to support the school system.

APPROVAL OF MINUTES

Mr. Holmes stated that he would abstain from voting on this item, as he was not present at the August 12, 2021 meeting.

Mr. Claffey moved to approve the Work Session and Regular Meeting Minutes of August 12, 2021 as presented.

The motion was seconded by Vice Mayor Robertson and carried as follows:

Ms. Dull	aye	Vice Mayor Robertson	aye
Mr. Claffey	aye	Mayor Oakes	aye
Mr. Holmes	abstained	Ms. Darby	aye
Ms. Mead	aye		

REGULAR MEETING

A. Recognition of Leslie Miller for Years of Service to the City of Staunton

Leslie Miller, retired Captain and Deputy Police Chief with the Staunton Police Department, was present to receive her recognition.

Chief Jim Williams, Staunton Police Department, gave high praise to Leslie Miller for the service she provided to the citizens and the City of Staunton. He gave a brief overview of Ms. Miller's accolades and ranks in the Police Department.

B. Recognition of Eddie Snyder for Years of Service to the City of Staunton

Eddie Snyder, retired Fire Fighter and Intermediate EMT with Staunton Fire and Rescue, was present to receive his award and recognition.

Chief Scott Garber, Staunton Fire Department, gave high praise to Eddie Snyder for the service he provided to the citizens, the City of Staunton, and his crew. He commented that Mr. Snyder was an integral part in being a liaison between his crew and command staff.

C. Consideration of Ordinance to Amend the FY2022 Budget Ordinance for the City of Staunton by Adding Budget Amendment Number Two

Phil Trayer, City Chief Finance Officer, stated that Budget Amendment Number Two totals \$4,831,774. The City portion totals \$194,995 and the School portion totals \$4,636,779. He

commented that the City Manager recommends approval this budget amendment as presented and details were given to Council at the August 12, 2021 meeting.

Mayor Oakes asked Council members if they had any questions.

Council members did not have any further questions.

Ms. Darby moved that to adopt an ordinance amending the fiscal year 2022 budget by adding Budget Amendment Number Two, totaling \$4,831,774, as presented.

The motion was seconded by Mr. Claffey and carried as follows:

Vice Mayor Robertson	aye	Mr. Claffey	aye
Mayor Oakes	aye	Mr. Holmes	aye
Ms. Darby	aye	Ms. Mead	aye
Ms. Dull	aye		

(SEE ATTACHMENT #1 – FY2022 BUDGET ORDINANCE)

D. Consideration of Establishment of Elder's Way

Steve Rosenberg, City Manager, stated that Mr. Holmes brought this item to the agenda, in memorializing former Council member Bruce Elder. A brick walkway in the green space adjacent to Lewis Creek and the White Star Mill building, adjacent to Mill Street Grill is the proposed location for Elder's Way. If acted upon, City staff would schedule and make arrangements for a dedication ceremony at a later date.

Mayor Oakes asked Council members if they had any questions.

Council members did not have any further questions.

Mr. Holmes moved that City Council adopt the proposed resolution to establish Elder's Way.

Ms. Mead commented she was in support of this resolution. She commented that the Memorandum was reviewed and approved to not wait two years from an individual's death to name a City landmark after them. She stated that there was not a political correctness issue as discussed in the Work Session earlier in the evening.

Mayor Oakes stated that she was not in favor of this resolution. She was concerned on the timing and the perception that Black community members had to wait for their honors in this fashion. She commented that this brick walkway and grassy area should be named after former Vice Mayor Kenneth Jones, the first Black Vice Mayor in the City of Staunton, as opposed to former Council member Bruce Elder.

Vice Mayor Robertson echoed that he thought the timing of this was also not appropriate given the current climate. He commented that he has received information that there are community members who feel the same in the quick motion of this resolution.

The motion was seconded by Ms. Dull and carried as follows:

Mr. Claffey	aye	Vice Mayor Robertson	no
Ms. Dull	aye	Ms. Mead	aye
Ms. Darby	no	Mr. Holmes	aye
Mayor Oakes	no		

**RESOLUTION
OF THE
COUNCIL OF THE CITY OF STAUNTON, VIRGINIA
TO ESTABLISH ELDER'S WAY IN HONOR OF
BRUCE A. ELDER**
Recitals

A. Bruce A. Elder moved to Staunton, Virginia in 1989 where he relocated and expanded Bruce A. Elder Antique and Classic Automobiles; and

B. Bruce A. Elder served on the Staunton City Council from 2006 until 2014; and

C. Bruce A. Elder served on the Staunton Economic Development Authority from 2015 until his passing on February 2, 2021; and

D. Staunton City Council Procedure Memorandum 14 provides that the Staunton City Council may name public facilities in honor of deceased individuals who have made significant contributions to the quality of life of Staunton residents, or significant contributions to the Commonwealth or Nation; and

E. Bruce A. Elder's efforts contributed significantly to improving the quality of life of Staunton residents; and

F. These recitals are an integral part of this resolution.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Staunton, Virginia, that pursuant to Virginia Code Section 15.2-2019 and Staunton City Council Procedure Memorandum 14 that the brick walkway between Mill Street Grill and Lewis Creek on City Tax Map Parcel 9119 and more particularly identified on Exhibit A to this Resolution is named Elder's Way in honor of Bruce A. Elder for the significant contributions he made to improve the quality of life for Stauntonians.

Adopted this 26th day of August, 2021.

/s/Andrea W. Oakes
Andrea W. Oakes, Mayor

ATTEST: /s/Rachael ML Zinni
Rachael ML Zinni, Clerk of Council

E. Consideration of Personnel Policy Manual Update to Grievance Procedure

Jon Venn, Chief Human Resources Officer, stated that the grievance procedure was reviewed by members of staff with some revisions. The changes would remove Appendix A, the list of people not eligible for filing a grievance, which would be posted on the City's Intranet. The position of City Building Official would be added to that list, and that the section on panel hearings were consolidated for clarity purposes. He stated that if approved, the Circuit Court would certify these changed.

Mayor Oakes asked Council members if they had any questions.

Council members did not have any further questions.

Mr. Holmes moved that City Council approve the proposed revisions to Policy 9.1, Grievance Procedure, of the City of Staunton Personnel Policy Manual and adopt the revised policy, as presented.

The motion was seconded by Vice Mayor Robertson and carried as follows:

Ms. Dull	aye	Ms. Mead	aye
Ms. Darby	aye	Mr. Holmes	aye
Mayor Oakes	aye	Mr. Claffey	aye
Vice Mayor Robertson	aye		

F. Consideration of Resolution Authorizing Virginia Department of Transportation Inventory Adjustments

Lyle Hartt, City Engineer, stated that VDOT constructed Seth Drive and the City of Staunton accepted it under their urban maintenance inventory. He commented this is a housekeeping item, to transfer this out of VDOT's primary system.

Mayor Oakes asked Council members if they had any questions.

Council members did not have any further questions.

Ms. Darby moved that City Council adopt the proposed resolution authorizing the Virginia Department of Transportation's (VDOT) request to transfer the portion of Seth Drive constructed by VDOT from the primary system of state highways to the City's local system of roads.

The motion was seconded by Mr. Holmes and carried as follows:

Ms. Mead	aye	Mr. Holmes	aye
Vice Mayor Robertson	aye	Mr. Claffey	aye
Mayor Oakes	aye	Ms. Dull	aye
Ms. Darby	aye		

**A RESOLUTION
OF THE COUNCIL OF THE CITY OF STAUNTON, VIRGINIA
AUTHORIZING THE REQUEST TO TRANSFER THE PORTION OF SETH
DRIVE CONSTRUCTED BY THE VIRGINIA DEPARTMENT OF TRANSPORTATION**

**FROM THE PRIMARY SYSTEM OF STATE HIGHWAYS TO THE CITY'S LOCAL
SYSTEM OF ROADS**

Recitals

A. The Virginia Department of Transportation (VDOT) constructed FR-1058 (Seth Drive) in conjunction with VDOT Project 0252-132-101, C-501;

B. Those segments identified on the project sketch, annexed and incorporated by reference as **Exhibit A**, serve local traffic and it is the desire of VDOT and the City of Staunton to transfer said segments from the Primary System of State Highways to the local system of roads operated by the City of Staunton;

C. This matter has been properly heard and considered; and

D. These recitals are an integral part of this resolution.

NOW, THEREFORE, BE IT RESOLVED that, the Council of the City of Staunton, Virginia, hereby requests the Commonwealth Transportation Board transfer those segments identified on the attached project sketch from the Primary System of State Highways to the Urban System of roads maintained by the City of Staunton, pursuant to Virginia Code § 33.2-315 and Staunton City Code §12.05.030;

BE IT FURTHER RESOLVED that, for those segments identified on the attached project sketch, the Virginia Department of Transportation renumber the segments to be included as part of the Urban System; and

The Clerk of Council is hereby **DIRECTED** to forward a certified copy of this resolution to the Residency Administrator of the Virginia Department of Transportation.

Introduced:

Adopted:

Effective Date:

/s/Andrea W. Oakes

Andrea W. Oakes, Mayor

ATTEST: /s/Rachael ML Zinni

Rachael ML Zinni, Clerk of Council

G. Discussion and Consideration of Utility Easements at Staunton Crossing

John Blair, City Attorney, summarized that there will be a completion of a road from Crossing Way to Valley Center Drive and the easements that contain utilities will need to be relocated. Mr. Blair commented that he and Mr. Hartt verified the legal sufficiency and operational considerations of those easements. The Economic Development Authority approved the utility easements at their meeting earlier in the day. He continued that the EDA cannot fully release the easements until City Council authorized release.

Mayor Oakes asked Council members if they had any questions.

Council members did not have any further questions.

Mr. Claffey moved that City Council adopt the proposed resolution retroactively consenting to the Economic Development Authority of Staunton, Virginia granting utility easements to Virginia Electric and Power Company and Shenandoah Valley Electric Cooperative on the property known as Staunton Crossing.

The motion was seconded by Mr. Holmes and carried as follows:

Ms. Dull	aye	Mayor Oakes	aye
Mr. Claffey	aye	Vice Mayor Robertson	aye
Mr. Holmes	aye	Ms. Mead	aye
Ms. Darby	aye		

**RESOLUTION OF
THE COUNCIL OF THE CITY OF STAUNTON, VIRGINIA
RETROACTIVELY CONSENTING TO THE ECONOMIC DEVELOPMENT
AUTHORITY OF STAUNTON, VIRGINIA GRANTING UTILITY EASEMENTS TO
VIRGINIA ELECTRIC AND POWER COMPANY (DBA DOMINION VIRGINIA
ENERGY) AND SHENANDOAH VALLEY ELECTRIC COOPERATIVE
ON THE PROPERTY KNOWN AS STAUNTON CROSSING**

Recitals

A. The City of Staunton (City) and its Economic Development Authority (EDA) entered into an agreement dated November 11, 2010 (Contribution Agreement) which states the City would make available the funding contemplated for the EDA to acquire for economic development purposes what was then known as the “WSH” property from the Commonwealth of Virginia, now known as Staunton Crossing, located near U.S. Route 250 and Interstate 81 and Interstate 64, originally comprised of approximately 278 acres (the Property);

B. The City, on behalf of the EDA, applied for and in 2018 was awarded an \$8,780,000 grant from Virginia Department of Transportation (VDOT) under its SMARTSCALE program which involves the design and construction of a new 4,000 linear-foot spine road connecting Richmond Avenue to Valley Center Drive. When completed, the road project will make the Property fully accessible and make the Property even more suitable for marketing and development;

C. VDOT is now nearing completion of the construction plans for the road which will necessitate the EDA granting easements to help facilitate the road construction;

D. Under section 3.3 of the Contribution Agreement, the City and the EDA stated and agreed, in part, as follows: “The Authority shall not license, lease, sell, encumber, alienate, grant or convey or relinquish all or any portion or interest or use, including but not limited to an easement of any type, or authorize any letter or memorandum of intent for such, of the WSH property without the express consent of City Council”;

E. Virginia Electric and Power Company (DBA Dominion Energy Virginia) and Shenandoah Valley Electric Cooperative have identified the need to relocate existing utility

easements to prevent any obstructions during construction of the road (as shown on the preliminary draft construction plans by VDOT dated July 21, 2021 and annexed and incorporated herein as **Exhibit A**);

F. City staff have reviewed the preliminary draft construction plans and approve of the proposed utility easement locations;

G. The deeds of easement have been reviewed by EDA legal counsel and the City Attorney who approves of and consents to the form of the deeds (copies of which are annexed and incorporated herein as **Exhibits B, C and D**);

H. After briefing and review, the EDA took action at its August 26, 2021 meeting to approve granting of the utility easements, subject to consent and approval by City Council;

I. City Council desires to continue to support the EDA's development of Staunton Crossing;

J. These recitals are an integral part of this resolution.

NOW, THEREFORE, BE IT RESOLVED, to the extent necessary or required by law, by the Council of the City of Staunton, Virginia, that, it gives its consent, effective retroactively, to the Economic Development Authority of the City of Staunton, Virginia granting utility easements on the Staunton Crossing property to Virginia Electric and Power Company (DBA Dominion Energy Virginia) and Shenandoah Valley Electric Cooperative as detailed in the preliminary draft construction plans and draft deeds of easement.

Adopted this 26th day of August, 2021.

/s/Andrea W. Oakes

Andrea W. Oakes, Mayor

ATTEST: /s/Rachael ML Zinni

Rachael ML Zinni, Clerk of Council

MATTERS FROM THE CITY MANAGER

Mr. Rosenberg commented that he was welcomed to Staunton Kiwanis Club earlier that morning and that the Kiwanis Club members are interested in the work of City Council.

Mr. Rosenberg stated that the reconfiguration of the "Shop and Dine Out in Downtown" to restore public access to the sidewalks have been finalized and will be in effect in the afternoon of August 28, 2021. He thanked various staff members and Virginia ABC in their guidance with this transition.

ROLL CALL

Mayor Oakes read the following statement: "This evening, we have a new addition to our regular meeting agenda, identified as "Roll Call." Council members agreed to this addition during our

394 retreat earlier this month. Roll Call affords each council member an opportunity to bring forth
395 matters for staff follow-up, either during the same meeting or subsequently if additional time is
396 required to respond to a councilmember inquiry.”

397
398 Ms. Mead, Mr. Holmes, and Mayor Oakes did not have any questions or remarks at this time.
399

400 Mr. Claffey inquired about the Regional Jail expansion expanses and the status of the 25% State
401 funding contribution. He also wanted to know the long-term expense for the remodeling and what
402 the City will be liable for in this project.
403

404 Mr. Rosenberg stated that he could provide a more thorough update at a later time, but that the
405 Superintendent of the Jail Authority would confirmed with the Virginia Department of Corrections
406 no later than the end of September. The Superintendent would inquire if the reduced project would
407 still qualify for the 25% State match. If so, then the reduced project could be scheduled for
408 consideration by the Virginia Board of Local and Regional Jails in October. Once that approval
409 occurs, the project will come to the governing bodies of each one of the member localities for the
410 approval. He continued that once the updated figures were compiled, those numbers in dollars and
411 percentages would be distributed to City Council via email.
412

413 Vice Mayor Robertson inquired how the businesses would be affected by the new configuration
414 of the “Shop and Dine Out in Downtown” program.
415

416 Mr. Rosenberg stated that the businesses no longer have a mandatory social distancing mandate.
417 He continued that there are two instances where businesses would butt up against one another in
418 seating. The walkway section is no longer in existence and there would be little real estate lost in
419 the seating for restaurants overall.
420

421 Ms. Darby asked how often Mr. Rosenberg visits other departments outside of City Hall.
422

423 Mr. Rosenberg stated that he does get out of City Hall to visit those departments outside of City
424 Hall, but this year has been challenging in making those outings. He does make more effort to
425 have meetings in the office of the department heads and not his own.
426

427 Ms. Dull queried why “Roll Call” was in the Regular Agenda and not in the Work Session, as
428 discussed at the Retreat.
429

430 Mr. Rosenberg stated his notes on this matter would be added to the Work Session. He stated that
431 the Work Session has a constraint on beginning and ending times. He commented that for this
432 meeting, due to the large agenda during the Work Session, was put in the Regular Agenda this
433 meeting. He continued that this could be moved to the Work Session in future meetings.
434

435 **MATTERS FROM THE PUBLIC**

436

437 Mayor Oakes read the following statement:
438

439 “This part of City Council’s agenda is entitled “Matters from the Public.” It is a time that Council
440 sets aside to hear from citizens and others about a wide variety of subjects. Before we begin, I’d
441 like to share five basic ground rules that we ask you to respect as you make your remarks:
442

1. Please come to the podium or begin your call, identify yourself, and complete your remarks within 5 minutes. I will let you know when you've reached your 5 minutes. We ask that you please give your name, your address, and then keep your remarks at 5 minutes or less. When you reach the 5 minute time limit, I will let you know that your time limit has expired. If you continue to speak, I will ask you to step away from the podium or to end your call. If you continue to speak after I inform you that you have exceeded your time limit, I will, again, ask you to please stop speaking and step away from the podium or end your call. If you still continue to speak, I will ask the City Manager to end your call, and if you continue to speak from the podium you may be charged with disorderly conduct under Virginia Code § 18.2-415(A)(2) .

2. This is a time for us as a Council simply to listen to your remarks. In an effort to encourage and maintain orderly conduct, we will not engage in give and take debate. If you are seeking information, you may mention it during your remarks and the City Manager or his staff may get in touch with you in the days ahead.

3. We ask that you direct your comments to Council as a whole and not to identify members of Council or to an individual employee of the City. If you want to take up an issue with an individual member of Council or an employee, please speak with us before or after the meeting. We are also accessible by phone, mail or email. Again, we ask that you direct your comments to the Council as a whole.

4. We expect every speaker to be civil and courteous. Using profanity, making personal attacks on an individual unrelated to the performance of their official duties on behalf of the City of Staunton, and doing anything that is disruptive to the orderly conduct of this meeting will not be tolerated.

5. Finally, as the presiding officer, it is my duty to remind you that if you choose not to abide by these ground rules, I may find that you are out of order and will ask you to withdraw from the podium or to end your call. We certainly do not want to reach that point and even beyond, so we respectfully ask for your full cooperation in observing these guidelines.

If you wish, you may obtain a copy of the ground rules from our Clerk of Council, Ms. Zinni. And now, we welcome all speakers. The podium is now available for matters from the public."

Albino Fossa, 401 Bowling Street, continued his comments from the previous meeting, in that he has been struggling with the process of the appraisal of his home.

There was no one else wishing to speak.

ADJOURNMENT

There being no further business to come before Council, the meeting adjourned at 8:31 p.m.

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Rachael ML Zinni
Clerk of Council

DRAFT

Ordinance No. 2021- 24
AN ORDINANCE TO AMEND
THE FY2022 BUDGET ORDINANCE
FOR THE CITY OF STAUNTON
BY ADDING BUDGET AMENDMENT NUMBER TWO

BE IT ORDAINED, by the City Council of the City of Staunton, Virginia, that the FY2022 Budget is amended as follows:

GENERAL FUND

Anticipated Revenue

General Revenue	\$ 100,000
Capital Grants and Contributions	94,995
Total Revenue	\$ 194,995

Appropriations

Judicial Administration	\$ 73,686
Parks, Recreation, Cultural	21,309
Community Development	100,000
Total Appropriations	\$ 194,995

EDUCATION FUND

Anticipated Revenue

General Revenue	\$ 228,225
Capital Grants and Contributions	469,715
Total Revenue	\$ 697,940

Appropriations

Operations	\$ 697,940
Total Appropriations	\$ 697,940

SCHOOL CIP FUND- 966

Anticipated Revenue

Capital Grants and Contributions	3,938,839
Total Revenue	\$ 3,938,839

Appropriations

Capital Projects	\$ 3,938,839
Total Appropriations	\$ 3,938,839

GRAND TOTAL BUDGET AMENDMENT NO 2	\$ 4,831,774
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INTRODUCED: August 12, 2021

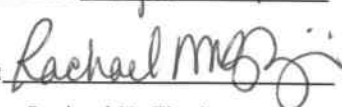
PUBLIC HEARING: August 12, 2021

Public Hearing Advertisement Date: August 4, 2021

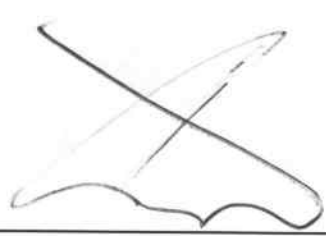
Approved this 26th day of August, 2021

Effective Date: August 26, 2021

ATTEST:


Rachael M. Zinni
Clerk of Council

CERTIFIED:


Andrea Oakes
Mayor of Council

FY 2022 BUDGET AMENDMENT NO. 2 SUMMARY

		AMOUNT	
	LEDGER CODE	REVENUE	EXPENDITURE
GENERAL FUND			
GENERAL GOVERNMENTAL ADMINISTRATION			
SHERIFF DEPARTMENT			
Comp. Board Reimbursement - Sheriff	11023-45311	\$ 73,686	
Part Time Wages	11022170-51510		\$ 18,890
Constitutional Salaries	11022170-51007		37,500
FICA	11022170-52010		4,313
VRS	11022170-52020		5,730
Health Insurance	11022170-52005		6,750
Group Life	11022170-52001		503
To appropriate additional Commensation Board Reimbursement			
PARKS AND RECREATION			
LIBRARY			
Miscellaneous federal revenue	11001-46250-ARPAL	\$ 21,309	
Non Capital Equipment	11077510-55486-ARPAL		\$ 21,309
To appropriate CAPSAW Library ARPA Funds - Library Computers			
COMMUNITY DEVELOPMENT			
Appropriation of Prior Year Fund Balance	11001-41930	\$ 100,000	
Professional Services	11088110-53010		\$ 100,000
To appropriate overlay software			
TOTAL GENERAL FUND		\$ 194,995	\$ 194,995

GENERAL FUND REVENUE SUMMARY

General Revenues

<u>Appropriation of Prior Year Fund Balance</u>	\$ 100,000
Planning & Development	100,000
<u>Non-Capital Grants and Contributions</u>	94,995
Sheriff Department	73,686
Library	21,309

Total General Fund Revenues **\$ 194,995**

GENERAL FUND EXPENDITURE SUMMARY

Judicial Administration	\$ 73,686
Parks, Recreation, Cultural	21,309
Community Development	100,000

Total General Fund Expenditures **\$ 194,995**

CITY GOVERNMENT FUNDS

GENERAL FUND \$ 194,995

TOTAL CITY GOVERNMENT FUNDS **\$ 194,995**

EDUCATION FUND \$ 697,940

SCHOOL CIP FUND 966 \$ 3,938,839

TOTAL EDUCATION FUNDS **\$ 4,636,779**

TOTAL FY2021 BUDGET AMENDMENT NO. 4 **\$ 4,831,774**

**STAUNTON CITY SCHOOLS
FY 2022 BUDGET
AMENDMENT NO. 2**

EDUCATION FUND		REVENUES		EXPENDITURES
STATE AND FEDERAL GRANT REVENUE/PROGRAMS				
Other Federal Funds - ESSR3	900300-43999-ESSR3	\$	32,311	
Maintenance Service Contracts	97609095-53620-ESSR3			\$ 32,311
Reclass ESSR 3 Funding for software licensing associated with previous ESSR1 hardware purchases				
<u>Special Education Preschool Program</u>				
To appropriate School Improvement Leaders				
Other Federal Funds - ESSR3	900300-43999-ESSR3	\$	75,763	
Teacher Salaries	91101183-51120-ESSR3			\$ 59,019
VRS	91101183-52020-ESSR3			8,994
Health Insurance	91101183-52005-ESSR3			1,587
FICA	91101183-52010-ESSR3			4,515
Group Life	91101183-52001-ESSR3			791
VRS Health Insurance Credit	91101183-52023-ESSR3			714
Unemployment	91101183-52030-ESSR3			26
Workers Compensation	91101183-52025-ESSR3			116
To appropriate School Improvement Leader - Ware				
Other Federal Funds - ESSR3	900300-43999-ESSR3	\$	79,223	
Teacher Salaries	91101182-51120-ESSR3			\$ 55,301
VRS	91101182-52020-ESSR3			8,428
Health Insurance	91101182-52005-ESSR3			9,718
FICA	91101182-52010-ESSR3			4,231
Group Life	91101182-52001-ESSR3			741
VRS Health Insurance Credit	91101182-52023-ESSR3			669
Unemployment	91101182-52030-ESSR3			26
Workers Compensation	91101182-52025-ESSR3			109
To appropriate School Improvement Leader - McSwain				
Other Federal Funds - ESSR3	900300-43999-ESSR3	\$	74,615	
Teacher Salaries	91101187-51120-ESSR3			\$ 56,943
VRS	91101187-52020-ESSR3			8,678
Health Insurance	91101187-52005-ESSR3			3,047
FICA	91101187-52010-ESSR3			4,356
Group Life	91101187-52001-ESSR3			763
VRS Health Insurance Credit	91101187-52023-ESSR3			689
Unemployment	91101187-52030-ESSR3			26
Workers Compensation	91101187-52025-ESSR3			112
To appropriate School Improvement Leader - Shelburne				
Other Federal Funds - ESSR3	900300-43999-ESSR3	\$	167,804	
Other Operating Supplies	94209099-56014-ESSR3			\$ 7,590
Repairs / Main Shelburne	94209099-56687-ESSR3			5,000
Replace Computer Technology - Web Site	97109095-58107-ESSR3			150,000
Educational Supplies - Comprehensive Instructional Programs	91313195-56013-ESSR3			5,214
To appropriate school website development, Shelburne calming room, water bottle filling stations, instructional programs				
Other Federal Funds - ESSR3	900300-43999-ESSR3	\$	40,000	
Transportation Wages	93209096-51170-ESSR3			\$ 37,158
FICA	93209096-52010			2,842
To appropriate summer school transportation costs				
TOTAL STATE AND FEDERAL GRANT PROGRAMS		\$	469,715	\$ 469,715

STAUNTON CITY SCHOOLS

FY 2022 BUDGET

AMENDMENT NO. 2

EDUCATION FUND

		REVENUES	EXPENDITURES
LOCAL GENERAL REVENUE/PROGRAMS			
Fund Balance	900100-49302	\$ 2,500	
Fund Balance	900100-49302	2,500	
Repairs / Main Svs SMS	94209099-53687-SMS21		\$ 2,500
Repairs / Main Svs SHS	94209099-53688-SHS21		2,500
To appropriate Community Foundation grant funds for the Shelburne outdoor learning lab and SHS garden	City Budget Amendment # 2		
Fund Balance	900100-49302	\$ 1,775	
Education Supplies	91101181-56013		\$ 592
Education Supplies	91101182-56013		592
Education Supplies	91101183-56013		591
Appropriate Timothy Alden Edwards Foundation grant, received in FY2021 to be spent in FY2022	City Budget Amendment # 2		
Additional - Computers / Technology	97109095-58207-TBOND	\$ -	\$ 216,000
Transfer from School CIP	900100-49294	\$ 36,000	
Transfer from School CIP	900100-49294	\$ 180,000	
Transfer undesignate CIP appropriation for T Bond Computer Hardware			
Donations Private Contributions	900387-40580	\$ 450	
Books & Subscriptions	91322187-56012		\$ 450
To appropriate Rotary Club donations to support Staunton Schools Libraries			
Donations for Equity Initiatives	900300-40580-EQUIT	\$ 5,000	
Contingency - Equity Funds	91101100-59100-EQUIT		\$ 5,000
To appropriate Poulson Equity Fund Donation			
TOTAL LOCAL GENERAL REVENUE/PROGRAMS		\$ 228,225	\$ 228,225
TOTAL EDUCATION FUND		\$ 697,940	\$ 697,940

STAUNTON CITY SCHOOLS

FY 2022 BUDGET

AMENDMENT NO. 2

SCHOOL CIP FUND 966			
<u>Capital Improvement Projects</u>			
Other Federal Funds - ESSR3	966100-43999-ESSR3	\$ 3,971,150	
Replace Technology Infrastructure	K6809095-58120-ESSR3		\$ 912,000
Construction	K6609087-58360-ESSR3		3,000,000
Replace HVAC / Chiller	K6609087-58104-ESSR3		45,500
Additional Tech Infrastructure	K6609081-58220-ESSR3		13,650
To appropriate ESSR3 for Promethean Boards, Shelburne construction, boiler replacement, and intercom system			
Other Federal Funds - ESSR3	966100-43999-ESSR3	\$ (32,311)	
Replace Technology Infrastructure	K6809095-58120-ESSR3		\$ (32,311)
Reclass ESSR 3 Funding for software licensing associated with previous ESSR1 hardware purchases.			
CIP Undesignated	K9009000-58100-ESSR3		\$ 50,474
Replace Technology Infrastructure	K6809095-58120-ESSR3		\$ (50,474)
Reclass excess Promethian Board provision to undesignated CIP			
Transfer to Education Fund	K8909095-59390		\$ 216,000
Undesignated CIP	K9009000-58100		\$ (216,000)
Transfer undesignate CIP appropriation for T Bond Computer Hardware			
TOTAL SCHOOL CIP FUND 966		\$ 3,938,839	\$ 3,938,839
GRAND TOTAL BUDGET AMENDMENT NO. 2		\$ 4,636,779	\$ 4,636,779

NOTICE OF PUBLIC HEARING

TO THE CITIZENS OF THE CITY OF STAUNTON, VIRGINIA

TAKE NOTICE that on Thursday, August 12, 2021, at the regular meeting of City Council at 7:30 p.m., to be held in the Rita S. Wilson Chambers, First Floor, City Hall, 116 West Beverley Street, Staunton, Virginia, the City Council intends to amend the Fiscal Year 2022 budget and will consider the adoption of the following:

An Ordinance to amend the FY 2022 Budget Ordinance for the City of Staunton, by adding Budget Amendment Number 2

A brief synopsis of the proposed budget amendment is stated below:

General Fund	\$194,995
Education Fund	\$697,940
School CIP Fund	\$3,938,839
Total FY2022 Budget Amendment No. 2	\$4,831,774

The public hearing shall be open to the public. The City Council shall permit persons desiring to be heard an opportunity to present oral testimony within such reasonable time limits as shall be determined by the Mayor. Hearing impaired persons desiring to attend the public hearing should contact the Interim Clerk of Council at ZinniRM@ci.staunton.va.us to request an interpreter.

Rachael M. Zinni
Clerk of Council

Please run this advertisement on Wednesday, August 4, 2021

City Council
WORK SESSION
August 26, 2021
5:00 p.m.

Council Members Present: Mayor Oakes, Vice Mayor Robertson, Council Members Claffey, Darby, Mead, Holmes, and Dull.

Mayor Oakes called the meeting to order: Mayor Oakes called the meeting of Staunton City Council to order.

1. Consideration of Work Session and Regular Meeting Agendas

Consistent with Procedural Memorandum No. 3, the agendas were presented for Council consideration.

Mr. Claffey moved to approve the Work Session agenda and Regular Meeting agenda as presented.

The motion was seconded by Mr. Darby and carried as follows:

Mayor Oakes	aye	Ms. Dull	aye
Ms. Mead	aye	Mr. Claffey	aye
Mr. Holmes	absent	Ms. Darby	aye
Vice Mayor Robertson	absent		

Vice Mayor Robertson arrived at 5:01 p.m.

2. Presentation and Discussion of a Resolution Authorizing Refinancing of 2005, 2012, 2013 and 2019 Bonds

Mr. Holmes arrived at 5:04 p.m.

Phil Trayer, Chief Finance Officer, stated that members from the City's financial advisor, Davenport & Company, LLC, were present to discuss the bonds. He mentioned that interest rates have a projection of 1% to 1.25% on these bonds, and that there would be a savings of \$530,000 to \$720,000 in monetary terms based on that projection.

Ted Cole, Co-Director of Davenport & Company, LLC, summarized the outlook and potential the bonds the city currently possess. He stated that the Virginia Resources Authority is a state funding program for local government, where they issue debt to localities three times per year. They intended to sell bonds on behalf of local governments in late October, and the City of Staunton has used this program in the past. He continued that the bonds for refunding are from 2005, 2012, 2013, and 2019, and that they belong to various banking financial institutions. The City has approximately \$18 million that might be able to be refunded.

Mr. Cole continued that there would not be a shortening or extension of the debt, but that generating savings is the key point to having bonds. He stated that the VRA deadline for the issue of bonds late October, but that Council could pass the resolution at the September 9, 2021 meeting and then withdraw their intent after seeing the actual rates in the market, as opposed to basing a

hard decision on projections. He further commented that the resolution that would be presented next meeting has established parameters where there is not an issuance of more than the amount of debt stated, the debt cannot mature past a certain date, and that the interest rate cannot be above a certain level. He stated that the application to VRA is a non-binding application with no fee and they are current assessing the credit the City has at this time. They will provide a terms sheet and approval when they are finished evaluating these bonds.

He briefly covered the loans with various banking institutions and the maturities left, how much debt is outstanding, if there is or is not a premium for prepayment, and the current interest rates. He commented that the all-in true interest cost is 1.23% and the loans aimed for the low 1% range, where the most savings will be generated. He stated that the overall estimate in savings for all of the bonds are \$627,000, which is measured by the Net Present Value Savings.

Mayor Oakes asked Council members if they had any questions.

Mr. Claffey asked if there was a prepayment penalty when the loans were put in the VRA pool. Mr. Cole stated that there was a standard ten year no prepayment plan, in which the bonds would be non-callable in the future.

Ms. Mead inquired for further clarification on which loans had a prepayment penalty. She also queried about the potential other expenses from backing out of the bond refinance and the costs of the bond counsel and Davenport Public Finance fees.

Mr. Cole stated the loans with 101% indicated on the “Call Price” line would have a 1% prepayment penalty. He continued that there is no penalty or fees for Council to not continue with the refinancing of the bonds if the interest rates were not yielding savings. He stated that the fees of bond counsel and Davenport Public Finance were included in the lines stating “Estimated Costs of Issuance,” with the report erring on the higher side of estimations.

Vice Mayor Robertson confirmed that under the best-case scenario, the \$627,050 estimate given for savings, also included the fees talked about previously. Mr. Cole stated that the \$627,050 figure is the current estimate, but not the best-case scenario, as that scenario is saving more than the quoted figure. He continued that no other deductions would be made based on the fees are included in the figures.

Ms. Mead inquired about the current Net Present Value Savings figures and percentages, asking how high would the rates have to be to make this deal moot on a monetary level. Mr. Cole stated that the rates would have to come up .38%, totaling 1.38% to not have this be an ideal move.

Mr. Holmes asked if the rates could be locked in at this time and if this could affect the City’s ability to borrow in the future. Mr. Cole stated that the VRA only locks in rates closer to the October deadline. He stated that the rate would be locked when the deal closes, if the Council decides to take that route, and that it would not hurt the City’s borrowing power.

Mayor Oakes stated that there would not be an extension on the 2019 loan. Mr. Cole confirmed that was correct.

Council members did not have any further questions.

3. Presentation of Possible Flood Mitigation Strategies

John Glover, City Building Official, summarized the progress on evaluating potential flood mitigation strategies for the City to consider. He stated that Council was briefed on a study conducted by Wiley and Wilson at the May 27, 2021 meeting. He commented that there could be solutions that are effective, but might not be achievable based on the City's limited fiscal resources. Various City departments and outside agencies came together to study the recommendations and other non-engineering solutions, evaluating each option based on cost. He continued that the overall determination of the team was the impracticality to be able to entirely eliminate the impacts of flooding, but those impacts could be reduced and with increased resiliency.

Mr. Glover continued that the team is now prepared to make the following recommendations in ascending order, with the most strongly recommended measure identified last: 5. Supplemental Flood Insurance Program; 4. Existing Tunnel Maintenance/Improvements, including a thorough study of structural, hydraulic, and legal aspects; 3. Public Education/Information; 2. Flood Shields/Floodproofing; 1. Weather Sensors and Warning System. The weather sensors and warning system are the most impactful and cost-effective action that can be taken almost immediately. While the initial cost is \$65,000 for this action, along with a \$2,000 annual cost for data transmission and monitoring, there is a system currently provided by a Virginia non-profit organization in partnership with the U.S. Department of Homeland Security. If the City were to participate in this program, there could be considerable upfront cost savings, with the City taking on the annual operating and maintenance costs after project completion.

Mayor Oakes asked Council members if they had any questions.

Ms. Mead inquired what solutions would be of direct benefit to the owners in Central Avenue properties. She then inquired to how administratively the supplemental flood insurance program could be handled, if the City would it take on in a pool or if individuals in the City would have to obtain insurance from their own carriers. She questioned the choke points in the tunnel system, where they create a "T" shape and cause back-ups for flood waters, to see if they could have a smoother path to take in the future.

Mr. Glover stated that tunnel maintenance should help Central Avenue in cases of flooding. He commented that the insurance would likely be communicated to the citizens to educate them on how to obtain flood insurance, unsure if the City could have a pool of funds for flood insurance. He said that the choke point is not hydraulically conducive to good flow and the angle changes could certainly help this issue.

Mr. Rosenberg commented that those properties on Central Avenue had participated in the flood shield grant in previous years and should be eligible to participate in other programs.

Ms. Mead continued how public utilities on private homeowner's land could be repaired and who would take responsibility for those repairs of the tunnels mentioned in this study. Mr. Glover stated that the study would determine the exact locations of tunnels and utilities for who would be responsible for repairs.

Ms. Mead finished her questioning in the cost of the study at \$650,000, and how long the projects would take and where the \$7,000,000 estimate would receive its funding.

Mr. Jeff Johnston, Director of Public Works, stated that the projects would take years. He continued that funding sources would vary with the nature of the projects, but that estimate is the overall estimated cost for the projects covered in the presentation. He emphasized that the study would continue to provide these answers that the team does not currently have at this time.

Ms. Dull queried if any ARPA funds could be used for the flood study. She also inquired if the City could take charge in obtaining a group rate for citizens to purchase so that the City could not be in charge of the pool, but just to advertise the flood insurance. She asked if there would be any incentive programs to citizens to continue in daylighting the tunnels, which are beneficial to combat flooding issues.

Mr. Glover stated that daylighting is beneficial and the study would indicate in where points would need to be addressed in performing that activity.

John Blair, City Attorney, stated that the publicizing of the flood insurance rates would not violate the constitutional prohibition of public funds towards a private interest. He continued that the study is very much needed, in clarifying property ownership for tunnel repairs, if needed.

Vice Mayor Robertson commented that he recalls a presentation about Ellicott City, where the cost was upwards of \$100,000,000 and these figures presented today are well under that currently. He continued that if the study could save the City potentially having to purchase buildings for maintaining tunnel repairs, then that is money well spent.

Ms. Darby asked about the make-up of the team being referenced in this study, as well as the initiation of this study. Mr. Glover stated Jeff Johnston, Director of Public Works Director; Lyle Hartt, City Engineer; Pete Kesecker, Environmental Programs Administrator; and, Rebecca Joyce from the Central Shenandoah Planning District Commission. He continued that they commenced meeting a few weeks after the initial August flooding.

Mr. Holmes queried about initiating early warning for the City to allow preparation for what flooding is to come. Mr. Glover stated that the sensors measure the rainfall rate and the rate in which the water level is rising, determining the warning time.

Mr. Holmes continued in inquiring about flood shields and the time it takes to put them in place. Mr. Glover stated that the old flood shields were cumbersome and could be rusted out over time. He commented that the new shields are more efficient in storage space and assembly.

Mr. Holmes asked how debris like washing machines and mattresses could be caught into flood waters. Mr. Glover stated that when the water rises, it can take any debris from the land around the swollen creek. He commented that education to citizens could assist in understanding the importance of keeping those areas clear.

Mayor Oakes stated that most flood insurance policies, through her first-hand experience, are from flood waters coming through a hydrostatic pressure in a basement and not easily covered by insurance companies.

Members of Council were polled and unanimously agreed that the study needs to occur to provide answers.

Mr. Rosenberg stated that most of the administrative work can be done through the City Manager's Office and that no formal action needs to happen in the progress of this plan from Council.

Council members did not have any further questions.

4. Discussion of Establishment of Elder's Way

Steve Rosenberg, City Manager, stated that Mr. Holmes brought this item to the agenda, in memorializing former Council Member Bruce Elder. A brick walkway in the green space adjacent to Lewis Creek and the white Star Mill Building, adjacent to Mill Street is the proposed location for Elder's Way. If acted upon, City staff would schedule and make arrangements for a dedication ceremony at a later date.

Mr. Holmes commented that Bruce Elder was a team builder, who brought people together, and we are in need of that in today's world. He continued that it would be a nice complement to the area, as his wife lives in the proposed area of Elder's Way.

Mayor Oakes asked Council members if they had any questions.

Ms. Dull commented that she would also like to see a park bench put in the area proposed for Elder's Way.

Mayor Oakes stated that she was concerned on the timing and the perception that Black community members had to wait from the Memorandum procedure that was just amended over the last month. She commented that this brick walkway and grassy area should be named after former Vice Mayor Kenneth Jones.

Mr. Holmes stated that a street was named after the last Mayor, while that individual was still living, and the discussion of race was not brought up then. He commented that all walks of life in many demographic categories listened to and respected Bruce.

Council members did not have any further questions.

5. Discussion of Personnel Policy Manual Update to Grievance Procedure

Jon Venn, Chief Human Resources Officer, stated that the grievance procedure was reviewed by members of staff with some revisions. The changes would remove Appendix A, the list of people not eligible for filing a grievance, which would be posted on the City's Intranet. The position of City Building Official would be added to that list, and that the section on panel hearings were consolidated for clarity purposes. He stated that if approved, the Circuit Court would certify these changed.

Mayor Oakes asked Council members if they had any questions.

Ms. Mead inquired if there were any substantive changes to this policy. Mr. Venn stated that no substantial changes were in this update.

Mr. Holmes queried if there was an incident or any incidents to be the catalyst to these changes. Mr. Venn stated that there have been two grievance instances since 2016 and there were no events to initiate the review of this policy.

Council members did not have any further questions.

6. Discussion of Resolution Authorizing Virginia Department of Transportation Inventory Adjustments

Lyle Hartt, City Engineer, stated that VDOT constructed Seth Drive and the City of Staunton accepted it under their urban maintenance inventory. He commented this is a housekeeping item, to transfer this out of VDOT's primary system.

Mayor Oakes asked Council members if they had any questions.

Council members did not have any further questions.

7. Closed Meeting for: (i) Discussion of Possible Acquisition of Real Property Within the City; (ii) Discussion Regarding a Specific Council Appointee to the Economic Development Authority; and (iii) Consultation and Discussion with Legal Counsel Requiring the Provision of Legal Advice by Such Counsel Pertaining to Legal Considerations and Discussion Involving Items (i) and (ii)

Vice Mayor Robertson moved that Council enter a closed meeting for: (i) discussion of possible acquisition of real property for a public purpose located within the City limits of Staunton, Virginia, where discussion in an open meeting would adversely affect the public body's bargaining position or negotiating strategy pursuant to Virginia Code Section 2.2-3711(A)(3); (ii) discussion regarding a specific Council appointee to the Economic Development Authority, pursuant to Virginia Code Section 2.2-3711(A)(1); and (iii) consultation and discussion with legal counsel requiring the provision of legal advice by such counsel pertaining to items (i) and (ii), pursuant to Virginia Code Section 2.2-3711(A)(8).

The motion was seconded by Mr. Holmes and carried as follows:

Ms. Mead	aye	Mr. Claffey	aye
Mr. Holmes	aye	Ms. Darby	aye
Vice Mayor Robertson	aye	Mayor Oakes	aye
Ms. Dull	aye		

Council members entered into a closed meeting.

Vice Mayor Robertson moved that Council reconvene in an open meeting and certify to the best of each member's knowledge that only lawfully exempted public business matters were discussed and that only public business matters as identified in the closed meeting motion were heard, discussed or considered in the meeting.

The motion was seconded by Mr. Holmes and carried as follows:

Vice Mayor Robertson	aye	Mayor Oakes	aye
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293	Ms. Dull	aye	Ms. Mead	aye
294	Mr. Claffey	aye	Mr. Holmes	aye
295	Ms. Darby	aye		

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297 Council members entered into an open meeting.

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299 The work session adjourned at 7:19 p.m.

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Rachael ML Zinni
Clerk of Council

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	September 9, 2021	Staff Members: Rodney Rhodes Tim Hartless
Item #	A	
Ordinance #		
Department:	Community Development — Planning and Zoning	
Council Vision:	Built Environment	
Subject:	Public Hearing and Consideration of a Request by Miller and Associates, LLC to Amend Title 18, Zoning, of the Staunton City Code by Adding Chapter 18.71, B-5, Mixed Use Business District	

Background: Miller and Associates, LLC, is requesting an amendment to the Zoning Code to add a new zoning classification for a mixed-use district. The new district would be titled, B-5, Mixed-Use Business District, and would allow a mix of business and residential uses. The proposed district regulations are included (Attachment 1). As provided in the proposed ordinance, the new regulations are “intended to encourage appropriate infill development on undeveloped land, promote adaptive reuse of underutilized buildings or enable redevelopment of properties where continuation of current uses or adaptive reuse is not feasible, depending on the character and needs of particular areas.”

Analysis: Staff has reviewed the request and generally is supportive of the proposal. Mixed-use zoning gives flexibility to developers to find new uses for existing buildings that may no longer be suitable for their original use or are now located in neighborhoods where the original use is no longer compatible with surrounding uses.

The proposal includes minimum setback and height requirements that are designed to promote development that is scaled in a way to ensure compatibility with adjacent development. Buildings are required to have glass openings (particularly on the street level) to provide a human scale to the development. On-street parking adjoining the property and private off-site parking within 400 feet of the development may count towards the parking requirement. The ordinance has provisions for shared parking spaces, and parking would be limited to the sides and rear of

buildings and use side streets and alleys for access points whenever possible. Multi-family development and parking garages would be required to provide parking for bicycles. Parking garages would be required to reserve space on the ground floor along the street frontage for uses other than parking similar to the New Street parking garage. New development would have to meet the landscape and screening requirements of the Zoning Code.

The table below summarizes the requirements of the proposed B-5 district:

B-5, Mixed Use Business District	
Permitted Uses	Any use permitted in B-2 Any use permitted in R-4 Parking garages, provided space along the street is reserved for other uses
Minimum Setbacks Front Side Rear	0, no greater than 10 feet 0, 10 feet when abutting R-1 or R-2 0, 20 when abutting R-1 or R-2
Height Maximum Height Minimum Height	Four stories, or the height of other building on the same lot or adjacent lot. Five stories when an entire block is developed under one development plan. Two stories, excluding porches and porticos
Off-street parking Residential Non Residential	1½ spaces per every two units (3/4 per unit) Off-street parking in front of the parcel may be counted Shared parking between residential and business is permitted Off-site parking within 400 feet may be counted Parking shall be reduced by 50% for nonresidential uses located in existing buildings
Parking and Circulation Areas	Parking and circulation areas for vehicles must be located behind the face of the main building (in side yards and rear yards). For corner lots and through lots parking and circulation areas could be located along the secondary frontage but not the main frontage. No new driveway is permitted from a main frontage street when side street or alley access is available. Existing driveways and curb cuts are exempt from this provision. New parking areas are subject to landscape standards of SCC 18.175. Existing parking lots are exempt.

Building Façade	Single-family and two-family are exempt from these requirements
<i>Street Level</i>	
Non-Residential	Requires at least 60% of the façade to be comprised of windows and glass doors to allow view into the interior. The requirement is less for buildings that are partially below grade.
Residential	Requires at least 30% of the façade to be comprised of windows and glass doors to allow view into the interior. The requirement is less for buildings that are partially below grade.
<i>Upper Levels</i>	
Non-Residential and Residential	Requires at least 30% of the façade to be comprised of windows and glass doors that allow view out of the interior.
Bicycle Parking for Multi-Family Units	
Multi-family # Units	
10 to 49	Long Term - 1 space per each 3 dwelling units Short Term - 0
50+	Long Term - 1 space per each 4 dwelling units Short Term - 2 spaces per each 50 dwelling units
Bicycle Parking in Parking Garages and Decks	
# of Vehicle parking spaces	
0 to 4	0
5 to 20	1
21 to 39	2
40+	1 space per each 10 parking spaces

In the past, staff have discussed the creation of a mixed-use zoning district. A mixed-use district is needed in Staunton to assist with the redevelopment of vacant buildings and properties. The proposed mixed-use district provides the flexibility to allow innovative redevelopment of these properties. As the new zoning district is implemented, further refinement of the regulations may be necessary. All potential developments in this new district would be reviewed on a case-by-case basis as they go through the rezoning process.

Planning Commission Recommendation: At its meeting of August 19, 2021, the Planning Commission conducted a public hearing and considered the request. During the public hearing, no one spoke in opposition to the request. On a 5-0 vote, the Commission unanimously voted to recommend approval of the proposed Zoning Code amendment.

Attachments:

Attachment 1— Proposed Ordinance Adding Chapter 18.71, B-5, Mixed-Use Business District
Attachment 2— Letter dated June 15, 2021 from Baker Development Resources Regarding Mixed-Use Zoning Classification: Staunton Steam

Suggested Motion (to be made after the public hearing is conducted): I move that Council adopt the ordinance and approve the Zoning Code amendment adding Chapter 18.71, B-5, Mixed-Use Business District, as recommended by the Planning Commission.

City Manager: Steven L. Rosenberg

Ordinance No. 2021-____

**AN ORDINANCE ADDING CHAPTER 18.71,
B-5, MIXED USE BUSINESS DISTRICT,
OF TITLE 18, ZONING, OF THE STAUNTON CITY CODE
TO CREATE A MIXED-USE ZONING DISTRICT
IN THE ZONING CODE OF STAUNTON**

Recitals

A. Pursuant to Staunton City Code (SCC) Section 18.215.020, Robin W. Miller, Jr. has requested a zoning text amendment to add Chapter 18.71, B-5, Mixed Use Business District, of Title 18, Zoning, of the SCC;

B. The purpose of the B-5 district is to encourage appropriate infill development on undeveloped land, promote adaptive reuse of underutilized buildings or enable redevelopment of properties where continuation of current uses or adaptive reuse is not feasible, depending on the character and needs of particular areas;

C. City Staff have reviewed the request and are in support of the proposed amendment;

D. The Planning Commission of the City of Staunton, after study and review, has properly heard the matter and recommended approval of the proposed code amendment on the basis that it would serve the interests of public necessity, convenience, general welfare, and good zoning practice;

E. This matter has been properly advertised, heard, and considered; and

F. These recitals are an integral part of this ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that Chapter 18.71, B-5, Mixed Use Business District, is added to Title 18, Zoning, of the Staunton City Code, and Title 18, Zoning, of the Staunton City Code is **HEREBY AMENDED, RESTATED, AND REORDAINED** as follows:

**Chapter 18.71
B-5 MIXED-USE BUSINESS DISTRICT**

Sections:

18.71.010 General description.

18.71.020 Permitted principal and accessory uses.

18.71.030 Area regulations.

18.71.040 Height regulations.

18.71.050 Off-street parking regulations.

18.71.060 Off-street loading and unloading regulations.

18.71.070 Reserved.

18.71.080 Requirements for areas devoted to parking or circulation of vehicles.

18.71.090 Building façade fenestration.

18.71.100 Bicycle parking requirements.

18.71.010 General description.

Pursuant to the general purposes of this chapter, the intent of the B-5 district is to encourage development of mixed land uses and to promote enhancement of the character of development along principal corridors and in other areas. The district regulations are intended to encourage appropriate infill development on undeveloped land, promote adaptive reuse of underutilized buildings or enable redevelopment of properties where continuation of current uses or adaptive reuse is not feasible, depending on the character and needs of particular areas. The district regulations are also intended to safeguard the character of adjoining properties, to maintain existing streetscape character by providing continuity of building setbacks and heights, to enhance public safety and encourage an active pedestrian environment appropriate to the mixed use character of the district by providing for windows in building façades along street frontages, and to promote an environment that is conducive to preservation of important historic, architectural and cultural features that may exist within the district. Finally, the district regulations are intended to ensure adequate accessible parking and safe vehicular and pedestrian circulation, to facilitate a streetscape with minimum setbacks along principal street frontages and to provide for limited interruption by driveways and vehicular traffic across public sidewalk areas along principal street frontages.

18.71.020 Permitted principal and accessory uses.

The following uses of buildings and premises shall be permitted in the B-5 district, provided that drive-up facilities and facilities for dispensing motor fuels shall not be permitted in conjunction with any of the uses permitted in the district.

1. Any use permitted in the B-2 General Business District.
2. Any use permitted in the R-4 High Density Residential District.
3. Parking areas and parking lots.
4. Parking decks and parking garages, provided that:
 - a. No portion of such structure located along a principal street frontage shall be used for parking or related circulation of vehicles, but such portion shall be devoted to other permitted principal uses which shall have a depth of not less than 20 feet along the principal street frontage or to means of pedestrian or vehicle access, provided that vehicle access along such street frontage shall be permitted only when no other street or alley is available for adequate access. In the case of a portion of a story located along a principal street frontage and having less than five

feet of its height above the grade level at the building façade along the street frontage, the provisions of this paragraph prohibiting parking or related circulation of vehicles shall not apply, provided that parking spaces shall be completely screened from view from the street by structural material similar to the material of the building façade.

b. Except as provided in subsection (4)a of this section, parking spaces contained therein shall be screened from view from abutting streets by structural material of not less than 45 percent opacity.

c. Not less than one exit lane and one entrance lane shall be provided for each 300 parking spaces or major fraction thereof contained within the structure, and any card reader or other access control device at an entrance to a parking deck or parking garage shall be provided with not less than one stacking space situated off the public right-of-way.

5. Accessory uses and structures, including ATMs accessible only from the interior of buildings devoted to permitted principal uses other than individual dwelling units or lodging units.

18.71.030 Area Regulations.

Yard regulations in the B-5 district shall be as follows:

1. Front yard.

a. No front yard shall be required. In no case shall a front yard with a depth greater than ten feet be permitted.

b. A front yard with a depth greater than permitted by application of the provisions of subsection (1)a of this section may be provided when such front yard is improved for purposes of a pedestrian plaza or outdoor dining area.

2. *Side yard.* No side yards shall be required except that where a side lot line abuts or is situated across an alley from property in a low-density residential district there shall be a side yard of not less than ten feet in width.

3. *Rear yard.* No rear yard shall be required except that where a rear lot line abuts or is situated across an alley from property in a low-density residential district there shall be a rear yard of not less than 20 feet in depth.

18.71.040 Height regulations.

Height regulations in the B-5 district shall be as follows:

1. *Maximum height in general.* No building shall exceed four stories in height, provided that

where an existing building on the same lot or on an adjacent lot along the same street frontage is greater than four stories in height, no building shall exceed the number of stories contained in such existing building.

2. *Maximum height in special cases.*

a. Where greater than 50 percent of the lineal block frontage is comprised of lots occupied by existing buildings of greater than four stories in height, the average number of stories (rounded to the nearest whole number) contained in such existing buildings shall be the maximum permitted number of stories.

b. Where there are no buildings existing on an entire block at the time of development, or where there are existing buildings to be retained and vacant land to be developed on an entire block, and where the entire block is to be developed under the same ownership or control pursuant to an overall development plan, the maximum permitted height shall be five stories.

3. *Minimum height.* Every main building hereinafter constructed shall have a minimum height of not less than two stories, except that porches, porticos and similar structures attached to a main building may be of lesser height.

18.71.050 Off-street parking.

Off-street parking for non-residential use is as regulated in Chapter 18.125 SCC. (Zoning ordinance Art. 4, § 9).

Off-street parking for residential use shall be one space per 1.5 dwelling units.

1. For purposes of calculating the number of off-street parking spaces provided for a use located in a B-5 district, on-street parking spaces provided within portions of the public right-of-way abutting the street frontage of the property shall be credited as though they were off-street parking spaces located on the premises. In a case where any portion of such on-street parking spaces are eliminated by government action subsequent to City approval of plans for development of the property, the off-street parking requirement applicable to the use shall be reduced by the number of on-street parking spaces eliminated.

2. In the B-5 district, off-street parking spaces required for dwelling units may be supplied by off-street parking spaces provided for non-dwelling uses, provided that all of the following conditions are met:

a. The non-dwelling use is not routinely open, used or operated after 6:00 p.m. or before 8:00 a.m. on any day.

b. The total number of off-street parking spaces provided for dwelling units, including spaces shared with non-dwelling uses and spaces provided exclusively for dwelling units, shall not be less than the number of spaces required for such dwelling units by the provisions of this

chapter.

3. In the B-5 District, off-street parking spaces required for any use may be provided off the premises of the use for which they are required, provided that at least some portion of the parking area, parking lot, parking deck, or parking garage within which such spaces are provided shall be located within a 400-foot radius of a principal entrance to the building occupied by the use for which they are required.

4. In the B-5 district, the off-street parking requirements established by this section shall be reduced by 50 percent for uses, other than residential uses, that are located within buildings existing on [Insert Date].

18.71.060 Off-street loading and unloading regulations.

Off-street loading and unloading are as regulated in Chapter 18.135 SCC.

18.71.070 Reserved.

18.71.080 Requirements for areas devoted to parking or circulation of vehicles.

A. *Location of parking and circulation areas.* Areas devoted to the parking or circulation of vehicles shall not be located between the main building on a lot and the primary street frontage, nor shall such areas be located closer to the street than the main building on the lot. On a lot, or lots, having more than one street frontage, the provisions of this subsection shall apply only along the principal street frontage of the lot(s).

B. *Driveways from streets.* No new driveway intersecting a street, which constitutes the principal street frontage of a lot(s) shall be permitted when other street frontage or alley access is available to serve such lot. Existing driveways and curb cuts are exempt from this restriction.

C. *Improvement requirements and landscaping standards.* In addition to the provisions of this section, new parking areas and parking lots shall be subject to SCC 18.175, Landscaping and Screening. Existing parking lots are exempt from SCC 18.175, Landscaping and Screening.

18.71.090 Building façade fenestration.

Fenestration requirements applicable to building façades along street frontages in the B-5 district shall be as set forth in this section. In the case of a corner lot, the requirements shall be applicable along the principal street frontage of the lot.

(1) *Street level story.*

a. *Non-dwelling uses.* For non-dwelling uses a minimum of 60 percent of the building façade between two and eight feet in height along the street frontage shall be comprised of windows or glass doors or both that allow views into and out of the interior building space. Windows used to satisfy this requirement shall have a minimum height of four feet. In the case of a street level story having less than its full height above the mean grade level at the building façade along the street frontage of the lot, a minimum of 30 percent of the building façade above such mean grade level shall be comprised of windows or glass doors or both that allow views into and out of the interior building space, provided that in the case of any portion of a story having less than five feet of its height above the grade level at the building façade along the street frontage of the lot, the requirements of this subsection (1)a shall not apply.

b. *Dwelling uses.* For dwelling uses, other than single-family and two-family dwellings, windows or glass doors or both that allow views out of the interior building space shall comprise a minimum of 30 percent of the building façade between two and eight feet in height along the street frontage. In the case of a street level story having less than its full height above the mean grade level at the building façade along the street frontage of the lot, windows or glass doors or both that allow views out of the interior building space shall comprise a minimum of 15 percent of the building façade above such mean grade level, provided that in the case of any portion of a story having less than five feet of its height above the grade level at the building façade along the street frontage of the lot, the requirements of this subsection (1)b shall not apply. In all cases, windows shall be double-hung, single-hung, awning or casement type, and fixed windows shall be permitted only as a component of a system including operable windows within a single wall opening.

(2) *Upper stories.*

a. *Non-dwelling uses.* For non-dwelling uses windows or glass doors or both that allow views out of the interior building space shall comprise a minimum of 30 percent of the building façade between two and eight feet in height above the floor level of each story above the street level story.

b. *Dwelling uses.* For dwelling uses, other than single-family and two-family dwellings, windows or glass doors or both that allow views out of the interior building space shall comprise a minimum of 30 percent of the building façade between two and eight feet in height above the floor level of each story above the street level story. The types of permitted windows shall be as specified in subsection (1)b of this section.

18.71.100. Bicycle parking requirements.

(1) In the B-5 District, the minimum number of bicycle parking spaces required for uses shall be as follows:

(a) For multifamily dwellings:

Number of Dwelling Units	Number of Long-Term Bicycle Spaces Required	Number of Short-Term Bicycle Spaces Required
Less than 10	None	None
10 to 49	1 space for every 3 dwelling units or major fraction thereof	None
50 or more	1 space for every 4 dwelling units or major fraction thereof	2 spaces for 50 dwelling units; 2 additional spaces for every 50 dwelling units or major fraction thereof

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- (b) For parking decks and parking garages containing parking spaces serving nonresidential uses:

Number of Parking Spaces in Facility	Minimum Number of Bicycle Parking Spaces Required
0 to 4	None
5 to 20	1 space
21 to 39	2 spaces
Over 40	1 space for every 10 parking spaces or major fraction thereof

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- (2) Location of required bicycle parking spaces.

- (a) All required bicycle parking spaces located within a parking deck or parking garage shall be located on a level no lower than the first complete parking level below the ground floor.
- (b) Long-term bicycle parking spaces shall be located on the same premises as the use which they are intended to serve.
- (c) Short-term bicycle parking spaces shall be located within 120 feet of the principal entrance to the building occupied by the use they serve. In cases where short-term bicycle parking spaces are not visible from the principal street frontage, signage to direct the public to the short-term bicycle parking spaces shall be installed and maintained.

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- (3) The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them below:

- (a) Parking space, bicycle, means an area for the parking of one bicycle located other than within a public street or public alley right-of-way and having a paved means of access to a public street or public alley.
- (b) Parking space, long-term bicycle, means a bicycle parking space in a secure, weather-protected facility intended for use as long-term, overnight, and work-day bicycle storage by dwelling unit residents, nonresidential occupants, and employees.

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(c) Parking space, short-term bicycle, means a bicycle parking space provided by a bicycle rack located in a publicly accessible, highly visible location intended for transient or short-term use by visitors, guests, patrons, and deliveries to the building or use.

For all references to “existing” in Chapter 18.71, the term “existing” shall refer to any subject existing on September 9, 2021.

In all other respects, the provisions of Title 18, Zoning, of the Staunton City Code remain the same and are hereby restated, confirmed and reordained.

Introduced:
Adopted:
Effective Date:

Andrea W. Oakes, Mayor

ATTEST: _____
Rachael M. Zinni
Clerk of Council



June 15, 2021

Mr. Rodney Rhodes, Senior Planner
City of Staunton
Department of Planning and Zoning
City Hall, 116 W Beverley Street
Staunton, Virginia 24401

Re: Mixed-Use Zoning Classification: Staunton Steam

Dear Mr. Rhodes:

We have been contacted by Robin Miller in order to assist with the discussion of a proposed new mixed-use zoning classification in the City of Staunton. Mr. Miller is the contract purchaser of a number of properties in the vicinity of the Staunton Steam Laundry site (“the Properties”). The Properties include 108 West Hampton Street, 110 West Hampton Street, 710 Robertson Street, and 709 Hall Street, which collectively occupy the entire block bound by West Hampton, Robertson, West Peabody, and Hall Streets. Also included are 103 West Hampton Street, 119 West Hampton Street, and 514 Gooch Street, which are located north of West Hampton Street between Middlebrook Avenue and Winthrop Street. The Properties are currently improved with a mix of one and two-story commercial buildings and accessory parking lots associated with the laundry facility use, which is no longer in operation. Re-utilization of these buildings for industrial/commercial purposes, consistent with the current zoning designation, which is predominantly I-1 Light Industrial, is likely infeasible. As such, the current zoning challenges the redevelopment of the Properties with high quality, productive land uses. In order to facilitate appropriate adaptive reuse and infill development on a scale that is compatible with the surrounding land uses, a new mixed-use zoning classification is proposed for your consideration.

The Properties are classified as “Light Industrial” by the City of Staunton, Virginia Comprehensive Plan – 2018-2040 (“the Master Plan”). This appears to be in recognition of the Properties’ historic use for industrial purposes. However, it is worth noting that, the Light Industrial classification suggests light manufacturing, wholesaling, warehousing and other suitable uses continue provided such uses and their operation do not adversely affect adjacent uses. The surrounding uses to the north, east, south, and, partially, to the west are developed with residential uses and are designated by the Master Plan as “Low Density Residential”. While the market may suggest that redevelopment of the site with a light industrial use is not practical, the Light Industrial designation and the corresponding I-1 Light Industrial zoning classification

do allow a broad range of uses. These uses represent a mix of intense and potentially incompatible uses in this tight industrial pocket, which could adversely impact the existing surrounding residential properties.

Beyond the property-specific future land use designation, the Master Plan notes a number of factors that were taken into consideration in the formulation of the guide for future development. These factors are also relevant to the redevelopment of the Properties in terms of both land use and related design features. Among those considerations were a desire to: (1) conserve and/or protect the City's historic character and scenic qualities and (2) to encourage appropriate development and/or redevelopment of properties (Land Use and Development- Page 2-1). Staunton's rich historic and scenic qualities are further noted as factors that may influence the City's growth (Land Use and Development- Page 2-3). Where development is concerned, the continued protection of historic structures is recognized as fundamental to the heritage, character and sustainability of the community. The Master Plan stresses the importance of redeveloping buildings and developing new structures both within and outside of historic districts with sensitivity, while complementing and supporting the overall character of the City. It is further recommended that major entrance corridors, such as Middlebrook Avenue, which is within view of the Properties, should be developed in a manner that protects and enhances their scenic beauty and distinct character. It is suggested that structures, landscaping, signage and overall site development in these areas should be designed and developed in a fashion that creates attractive corridors leading to the City's historic downtown and maintains Staunton's historic and scenic fabric. Finally, the need for a wide range of housing choices to serve a diverse population is also noted as a factor influencing growth (Land Use and Development- Page 2-3). At the same time the Master Plan recognizes that there are limitations on vacant residential land to serve this need. This is due to the fact that substantial amounts of the vacant land zoned for residential use may have limited development potential because of steep slopes, locations within a floodplain, or the citizens' desire to encourage appropriate conservation of certain lands.

The existing buildings on the Properties are part of the historic fabric of the neighborhood – their use over the years for a specific industrial purpose likely made sense in the context of the surrounding neighborhood and its history. Unfortunately, while not lacking in character, the existing buildings are physically obsolete for the purpose of new industrial users as they were purpose-built for their original use. That fact, along with the Master Plan guidance where use is concerned and the I-1 zoning classification, might suggest that the full redevelopment of the Properties with a modern industrial use would be appropriate – were that a possibility. And yet, any such redevelopment, with an intense industrial use in close proximity to the existing residential uses, would not be advisable based on the potential for significant adverse impacts. Moreover, the loss of the existing buildings in favor of modern industrial buildings would be in direct conflict with the Master Plan objectives where conservation of the City's character, protection of historic structures, and sensitivity in redevelopment are concerned. On the other hand, targeting this small industrial pocket for redevelopment with mixed-uses, including the adaptive re-use of existing buildings, where possible, would support higher-yielding real estate development while protecting the distinct character of the area and ensuring compatibility with the surrounding neighborhood. This would maintain the historic fabric and sensitively create new development within view of the Middlebrook Avenue entrance corridor. Finally, it could allow for appropriately-scaled neighborhood-serving commercial uses while helping to support a

range of housing options in the City, thereby supporting the growth of the City's diverse population.

In considering a new mixed-use zoning classification we referred to the City of Richmond's zoning ordinance as a resource. Richmond has been among the Nation's leaders over the course of the past several decades where the quantity of adaptive reuse projects is concerned. As a result, Richmond has necessarily developed several zoning classifications that are specifically designed to encourage adaptive reuse of existing buildings and appropriate infill development, while safeguarding adjoining and nearby properties. Consistent with those classifications, we have prepared the attached draft "B-5 Mixed-Use Business District" classification ("the B-5 District") for your review. Understanding that some formatting changes and the addition of several new defined terms may be necessary to codify this district, the B-5 District represents what a new mixed-use zoning classification, meeting the needs for the redevelopment of the Properties and other similarly situated properties, might look like conceptually.

First and foremost, the B-5 District would permit mixed-uses, including residential uses. Where the properties are concerned this would allow for the reasonable adaptive re-use of existing buildings and appropriate infill development where necessary. Mixed-use developments have proven to have certain economic, environmental, and social benefits over single use, often auto-oriented, development. Many studies have demonstrated that compact, mixed-use development provides benefits for local governments as they require reduced infrastructure and are more easily provided services in comparison to lower-density development. Other studies have noted property-value premiums associated with homes in walkable neighborhoods when compared to similar homes in auto-oriented areas. Still other studies have examined the revenue-per-acre benefits to developers, property owners, and local governments of mixed-use development in higher density locations when compared to low-density, single use development. Compact, mixed-use development requires less land per person than low-density, single-use development. Consequently, mixed use development can allow for the preservation of larger contiguous areas of natural lands elsewhere in the jurisdiction as may be desired, without sacrificing development yield. Finally, many studies have indicated that mixed-use development is associated with higher rates of walking and biking which can positively impact the health and wellbeing of residents. This also leads to more active and vibrant streetscapes and could lead to increased use of planned bicycle and pedestrian infrastructure in the vicinity as well as bus routes.

The B-5 District would incorporate several innovative "form-based" zoning provisions to ensure an appropriate development form. These provisions relate to setbacks, building bulk, parking access/orientation, and building fenestration. The district is designed to reflect a more traditional pedestrian (non-auto-oriented) scale of development and in doing so it reduces the emphasis on individual uses in favor of design/form. These form-based provisions would create a framework that ensures an appropriate urban form without the need for special review on a project-by-project basis. Traditional Euclidian zoning requirements such as maximum building height and minimum building setbacks are replaced or augmented with minimum heights and maximum setbacks. This would require buildings to address street frontages with an appropriate building location and mass. The minimum height of two stories along with contextual maximum

height requirements would provide for continuity in building height across a given block face. Fenestration requirements would call for windows and doors that would serve to break up building mass while helping to establish a pedestrian scale along building facades. Requirements for the location and access to parking would provide for minimal interruption by driveways and vehicular traffic across public sidewalk areas thereby reducing the potential for pedestrian/vehicle conflict. They would also help to reduce the visual impact of parking facilities. The net effect of these requirements is a safer, more active urban streetscape and an enhanced character of development as viewed from the public realm.

The B-5 District would also be accompanied by specialized parking requirements in order to allow for flexibility in meeting parking demands. The parking requirements would reflect a reduction in the number of parking spaces required for dwelling units and for commercial uses developed within existing buildings. Dwelling units would require one parking space per two dwelling units and non-dwelling uses, when developed in existing buildings, would benefit from a 50% reduction in required parking. The parking requirements would also permit the use of on street parking spaces located within portions of the right-of-way abutting the street frontage of the property. Consistent with the treatment of other nonresidential uses within the zoning ordinance, parking would be permitted to be provided off-site within a 400-foot radius for all uses including residential uses. Shared parking would be permitted as parking spaces required for dwellings would be permitted to be supplied by parking provided for non-dwelling uses provided that several operational requirements are met to ensure compatibility. Finally, short- and long-term bicycle parking spaces would be required in order to help encourage alternate forms of transportation.

The proposed parking requirements are flexible and offer reduced minimum standards as a context-specific incentive to encourage development that meets goals contained within the Master Plan and other policy objectives, while allowing for the provision of adequate parking. This would include, but would not be limited to, the following:

- Encouraging the adaptive re-use of existing character-defining buildings. Historic industrial buildings in urban settings often lack the necessary open space needed in order to meet typical zoning parking standards. These standards are often based on peak parking generation rates from the Institute of Transportation Engineers' (ITE) Parking Generation report or on requirements already in place in other communities. The requirements are not always reflective of need and may not reflect or further local policy goals. These requirements can render the efficient use of existing buildings infeasible. In the worst case, this can result in necessary demolition, even if that is contrary to the goals of the community. Planning for flexible and reduced parking requirements furthers the Master Plan goal concerning the fundamental importance of protecting historic structures.
- De-emphasizing the visual impact of parking. Flexible and reduced parking standards limit the amount of parking that must be provided on development sites. This allows for site design that reduces the prominence of parking areas, particularly as it relates to major entrance corridors such as Meadowbrook Avenue. By reducing the emphasis on parking, the resulting proper urban design better addresses the right-of way and is more

conductive to the Master Plan goals related to protecting or enhancing important historic, architectural and cultural features that may exist within the district.

- Promoting the bicycle and pedestrian plan. The Master Plan underscores Staunton's commitment to "creating a safe and sustainable transportation network for all of its residents, visitors and businesses regardless of the user's ability or choice of transportation mode" (Transportation - Page 10-34). This includes a commitment to Complete Streets design and the Staunton Bicycle and Pedestrian Plan for future needed improvements. These include future bicycle routes and pedestrian network improvements in the immediate vicinity of the Properties, including West Hampton Street and Meadowbrook Avenue. Absent the full implementation of those improvements, the Properties currently have a desirable Walk Score of 71 – "Most errands can be accomplished on foot" (www.walkscore.com). It stands to reason that this already favorable score will increase over time as planned improvements come on line. Certainly, the City of Staunton has less walkable areas with an average Walk Score of 34 overall. Given the policy goals related to transportation, it is not practical to apply the same parking requirements to all areas – both automobile-oriented areas and areas where pedestrian/bicycle use is clearly being strongly promoted. As for the Properties, multi-modal transportation use as a goal will be more readily achieved if the development served by such transportation is not required to meet large minimum parking requirements that are intended to ensure a supply of off-street parking sufficient to meet demands under peak conditions.
- Supporting mass transit use. Google Maps shows a 4-minute walk time from the Properties to the nearest Blue Ridge Interregional Transit Express (BRITE) bus stop at Middlebrook Ave and West Hampton Street. As discussed above, planning for on-site parking meeting worst case parking conditions is a disincentive to public transportation ridership and goals related to mass transit.
- Maximizing tax base and efficient site design. The City owns substantial parking infrastructure in the vicinity which is currently underutilized. Applying reduced parking requirements in areas where there are on street parking surpluses allows peak parking needs to be accommodated within the right-of-way. In doing so, existing parking infrastructure can be utilized to free up space on private property for more efficient development. This allows the potential for greater tax base, which can be accommodated by a combination of increased development potential and higher quality site design including more significant usable open spaces. These benefits better leverage the City's existing resources in order to support goals where economic development and increased tax base are concerned. At the same time, the more efficient use of land helps address concerns over limited existing vacant residential land, which the Master Plan recognizes as a factor in the City's future growth.
- Addressing future technologies and shifts in transportation preferences. A number of trends point to the possibility of reduced use of the automobile (fewer cars) in the future. Younger generations are not driving as much as previous generations and are more apt to

utilize alternate means of transportation. Meanwhile, transportation alternatives have been proliferating, from passenger services such as Uber to car-sharing services such as Zipcar. In addition, there has likely been a reduction in trips based on the continuous expansion of retail and food delivery services. Finally, the Master Plan goes so far as to recognize the potential for autonomous vehicles (driverless cars) in the future (Transportation - Page 10-22). Reduced parking requirements make further sense as the City plans for growth in this evolving context.

The American Planning Association's publication of Donald Shoup, FAICP's "The High Cost of Free Parking" in 2005 is noted as a watershed moment in the planning profession as it relates to parking. That publication described the problems associated with the philosophy of basing parking regulations on the idea that all land uses should provide enough off-street parking to satisfy theoretical peak parking demands in an auto-oriented environment, regardless of land-use context or other policy goals. This trend or direction in planning is the reason for the above discussion where the benefits of reduced and flexible parking standards in the context of public policy are discussed at some length.

For additional information related to the re-evaluation of parking standards please refer to the APA KnowledgeBase Collection concerning "Rethinking Off-Street parking Requirements" at <https://www.planning.org/knowledgebase/parkingrequirements/>. This is a good resource in support to of this discussion as, from this page, you can link to articles, reports and other resources that provide background, policy guidance, and examples of local market-based or policy-driven parking regulations from across the U.S. The following are a few examples (links included):

- "The trouble with minimum parking requirements", Donald C. Shoup, ScienceDirect. [This Article](#) discusses how parking requirements are often arbitrary - The majority come from either the ITE handbook or looking at other cities, both of which have flaws.
- "Parking in Mixed-Use U.S. Districts: Oversupplied No Matter How You Slice the Pie", Joshua Karlin-Resnick, Nelson\Nygaard Consulting Associates. [This Study](#) of 27 mixed-use districts found that parking is oversupplied by 65% on average.
- "People Over Parking", Jeffery Spivak, Planning. [This Article](#) discusses how reducing parking requirements can reduce construction costs and thereby reduce rents. Parking attributes an additional 17% to the cost of a units rent.
- "Releasing the Parking Brake on Economic Development", Brian Canepa and Joshua Karlin-Resnick, Planning. [This Article](#) discusses reducing parking requirements as an economic driver freeing up money that would be spent on garages or lots for better/more development.
- "Rethinking Parking Minimums", Sara Bronin, Planning. [This Article](#) discusses the impacts of parking requirements including the demolition of buildings, increased cost of development, and a loss of property taxes.

- “The Transportation Revolution is Here and Heating Up: 5 Reasons to Prepare for the Impact on Real Estate”, Green Street Advisors. [This Post](#), highlights a discussion between representative of the Urban Land Institute and Green Street Advisors where it is predicted that parking needs could decrease 50% in the next 30 years.
- “Parking Has Eaten American Cities”, Richard Florida, Bloomberg CityLab. [This Article](#) with link to study suggests that most cities (everywhere but New York City) have higher parking density than population density.
- “Death by a Thousand Curb-Cuts: Evidence on the Effect of Minimum Parking Requirements on the Choice to Drive”, Rachel Weinberger, Transport Policy. [This Article](#) points out the direct relationship between guaranteed parking and the likelihood of driving. If parking is provided, people will drive even when destination and starting point are well connected by transit.
- “Parking policy: The effects of residential minimum parking requirements in Seattle”, C.J. Glabe, Gregory Pierce, and Gordon Clowers, ScienceDirect. This article discusses the negative effects of parking on the environment and affordability. An interesting note here is that, even in areas where parking requirements were eliminated, approximately 70% of developments still included parking, which suggests developments will meet their practical needs in the market.

Thank you for your time and your consideration of this proposed B-5 Mixed-Use Business zoning classification. Should you have any questions, do not hesitate to contact me. I look forward to discussing the proposal in greater detail once you have had an opportunity to review the proposal in full.

Sincerely,



Mark R. Baker

Enclosure
Draft B-5 Mixed-Use Business Classification

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	September 9, 2021	Staff Members: Rodney Rhodes Tim Hartless
Item #	B	
Ordinance #		
Department:	Community Development — Planning and Zoning	
Council Vision:	Built Environment	
Subject:	Public Hearing and Consideration of a Request to Rezone 108 W. Hampton Street (PIN #8934), 110 W. Hampton Street (PIN #403), 119 W. Hampton Street (PIN #397), 710 Robertson Street (PIN #400), and 709 Hall Street (PIN #404) From I-1, Light Industrial District, to B-5, Mixed Use Business District; 103 W. Hampton Street (PIN #2415) from B-1, Local Business District, to B-5, Mixed Use Business District; and 514 Gooch Street (PIN #6102) from R-3, Medium Density Residential District, to B-5, Mixed Use Business District	

Background: Lee Beam and Robin Miller Associates have requested a rezoning of 108 W. Hampton Street, 110 W. Hampton Street, 119 W. Hampton Street, 710 Robertson Street, and 709 Hall Street from I-1, Light Industrial District, to B-5, Mixed Use Business District; 103 W. Hampton Street from B-1, Local Business District, to B-5, Mixed Use Business District; and 514 Gooch Street from R-3, Medium Density Residential District, to B-5, Mixed Use Business District (zoning amendment pending). The stated purpose of the request is to redevelop the properties for mixed use purposes. The properties are located at the end of W. Hampton Street near its intersection with Middlebrook Avenue. The properties were previously used as part of Staunton Steam Laundry. Staunton Steam operated in Staunton for 108 years, from 1912 to 2020.

Analysis: Staff has reviewed the requested rezoning and has not identified any issues.

A rezoning is the first step in a redevelopment process. A master plan may be necessary depending on the physical size and scope of a project. Also, a site plan for each development would most likely be required. If land is divided or combined, subdivision plats will be required. Building permits will be required for any change in use of the existing buildings. The applicant has noted that multi-family will be the predominate use of the property; however, the proposed B-5, Mixed Use Business District provides an opportunity for small-scale commercial enterprises on the site.

An attached map (Attachment 3) illustrates the surrounding zoning. The surrounding zoning is R-3, Medium Density Residential District, and B-1, Local Business District. Surrounding uses to the north, east, and south are single-family residential. To the west there is a business office, empty commercial building, and a tire repair shop. The proposed mixed-use zoning is compatible with the existing uses and zoning in the area (mixture of residential and commercial).

The *City of Staunton, Virginia, Comprehensive Plan 2018-2040*, Future Land Use Map (Attachment 4), designates this area as Industrial and Medium Density Residential. The Industrial designation was most likely assigned to the property because of the existence of Staunton Steam Laundry. Now that Staunton Steam has closed, the Comprehensive Plan should be updated for this area. An industrial designation is no longer deemed appropriate based on the surrounding development. Currently, there is no land use designation for mixed-use. If this rezoning is approved, staff would recommend changing the designation of the area to a newly created mixed-use designation during the next update to the Comprehensive Plan.

The property, formerly utilized by Staunton Steam Laundry, is an ideal candidate for the new mixed-use zoning district. The existing buildings are not configured in a manner that is conducive for other industrial uses. Industrial use is now incompatible with the surrounding development (mostly residential). The property's proximity to downtown, bus stops (Middlebrook Avenue and Greenville Avenue, both near Hampton Street) and existing sidewalk network lends itself to multimodal use. Furthermore, Middlebrook Avenue was noted in the *2018 Staunton Bicycle and Pedestrian Plan* as having excess capacity and therefore a candidate for a road diet to accommodate buffered bike lanes. Likewise, a Strategically Targeted Affordable Roadway Solutions (STARS) study conducted by the Virginia Department of Transportation in 2019 noted that Greenville Avenue has excess capacity and recommended a road diet to accommodate bike lanes. (Grant funding is pending for this road diet and construction of bike lanes.) The proposed adaptive reuse of the site provides a viable alternative use for the historic buildings.

Planning Commission Recommendation: At its meeting of August 19, 2021, the Planning Commission conducted a public hearing and considered the request. During the public hearing no one spoke in opposition to the request. On a 5-0 vote, the Commission unanimously voted to recommend approval of the proposed rezoning.

Attachments:

Attachment 1—Application

Attachment 2—Vicinity Map – Properties on W. Hampton St

Attachment 3—Current Zoning – Properties on W. Hampton St

Attachment 4—Future Land Use – Properties on W. Hampton St

Attachment 5—Proposed Rezoning – Properties on W. Hampton St

Attachment 6—Draft Ordinance

Suggested Motion (to be made after the public hearing is conducted): I move that Council adopt the ordinance and approve the rezoning, as recommended by the Planning Commission.

City Manager: Steven L. Rosenberg

STAUNTON

COMMUNITY DEVELOPMENT
Planning & Zoning Division

Applicant: LEE A. BEAM + Robert W. Miller, Jr.
Robert W. Miller Jr Date: 7/22/2021
Address: 102 Village Dr, Suite A STAUNTON, VA 24401
Telephone #s: Primary: 540-712-0604 Secondary: 804-321-2471
Email address: robin.miller@robinmillerassociates.com

If the applicant is NOT the owner of the property in question, explain. A copy of a pending contract or option agreement shall be attached hereto and made a part of this application.

Name of person to be notified in addition to the applicant and/or property owner:

Name: Lee A Beam
Address: P.O. Box 300 Staunton VA 24402
Phone #: 540-255-5849
Email address: lbeam@stauntonsteam.com

Location of property:
110 W. HAMPTON ST. / 514 Gough St / 709 HALL ST / 710 ROBERTSON ST /
103/108/119 W. HAMPTON ST

Legal description of property:
BLK C IV POR Parcel A-Revised Lots 1-7

Purpose of request: Re-zone From I-1 To B-5 / From R3 To B-5

Map Provided: YES ☒ NO ☐

Present zoning classification of property: I-1

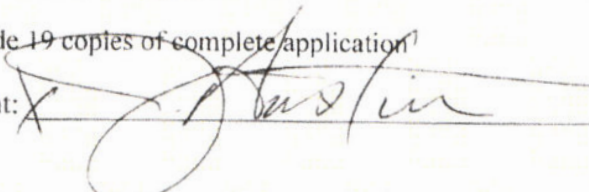
Requested zoning classification: B-5 MIXED General Business Use

List permits pending approval of this rezoning: _____

Fee Paid (\$250) YES ☒ NO ☐ *check or cash only

Applicant must provide 19 copies of complete application

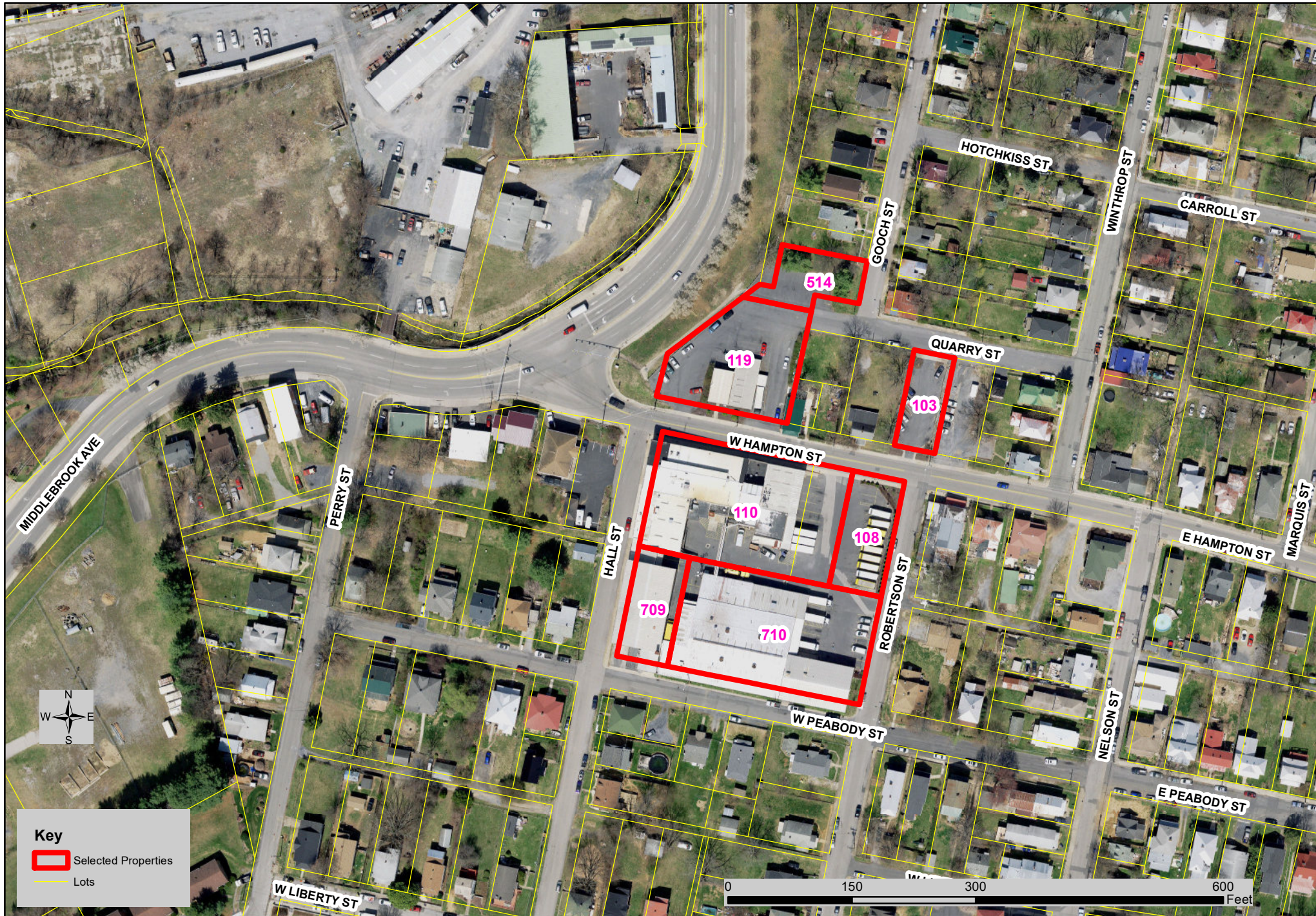
Signature of applicant:
(Owner / Agent)



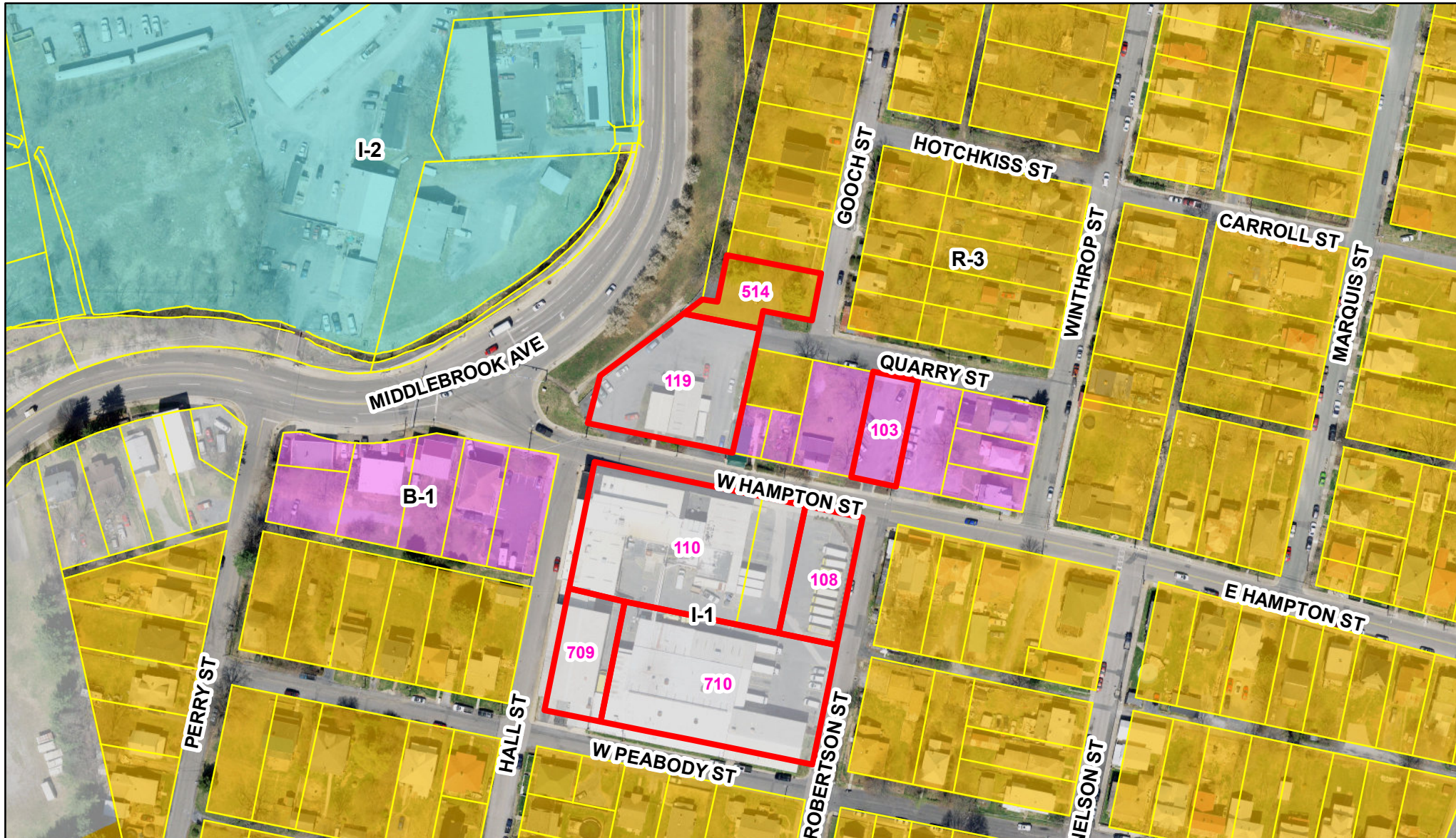
Lee A Beam Member
Retail Investments
Sears Hill Investments
Hampton St
Investments

Vicinity Map – Properties on W Hampton St

Attachment 2



Current Zoning - Properties on W Hampton St



Zoning

- B-1
- B-1(conditional)
- B-2
- B-2(conditional)

- B-3
- HE-1
- I-1
- I-1(conditional)
- I-2

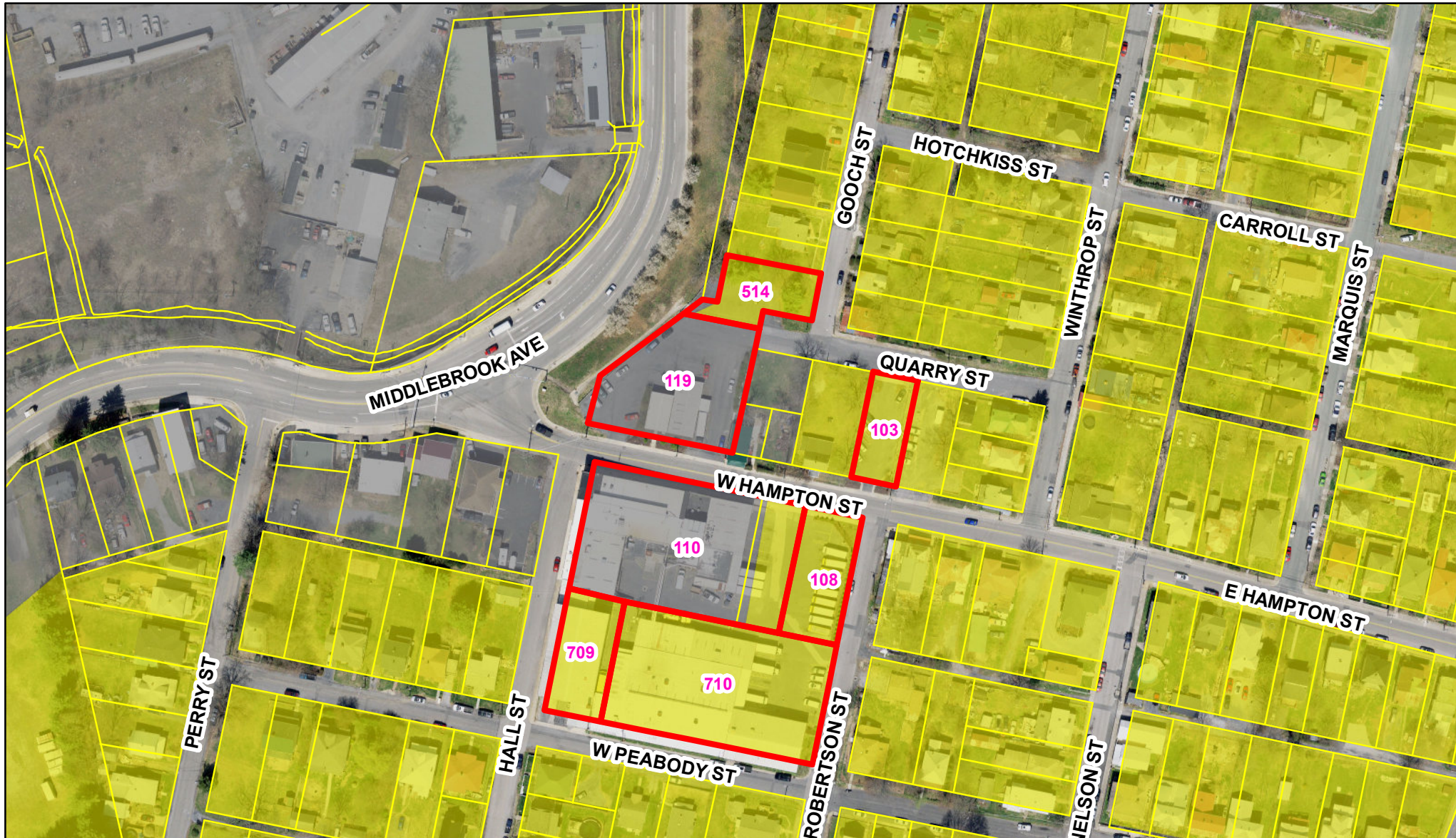
- I-2(conditional)
- I-3(conditional)
- P-1
- P-1(conditional)
- R-1

- R-2
- R-2(conditional)
- R-3
- R-3(conditional)
- R-4

Additional Layers

- Selected Properties
- Lots

Future Land Use - Properties on W Hampton St



0 75 150 300 ft

Future Land Use

- CONSERVATION/RECREATION/OPEN SPACE
- PLANNED FARM DEVELOPMENT
- PUBLIC/SEMI-PUBLIC

- LOW DENSITY RESIDENTIAL
- MEDIUM DENSITY RESIDENTIAL
- MEDIUM DENSITY PLANNED RESIDENTIAL
- HIGH DENSITY RESIDENTIAL

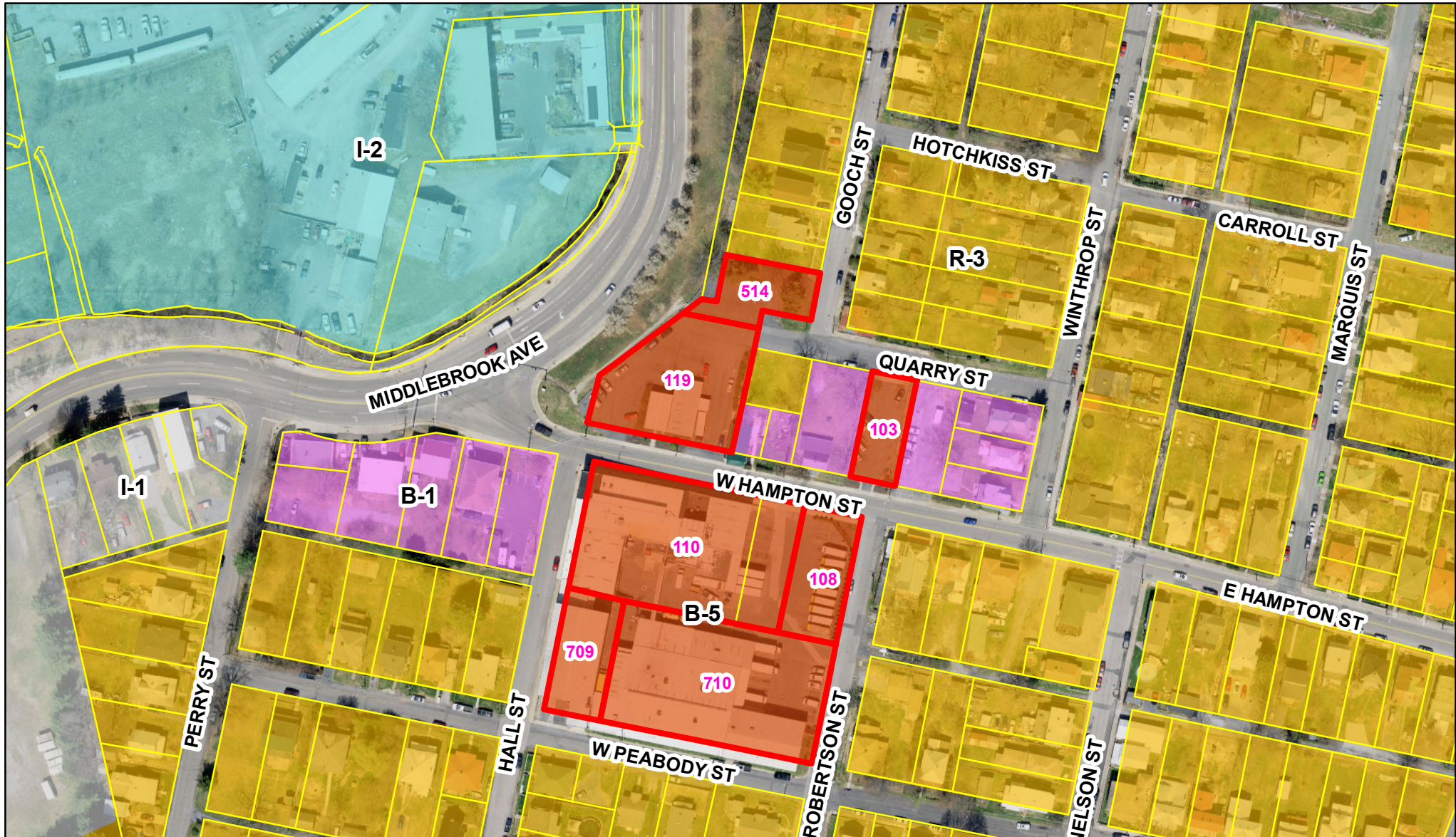
- TRADITIONAL NEIGHBORHOOD DEVELOPMENT
- LOW DENSITY PLANNED RESIDENTIAL
- NEIGHBORHOOD RESIDENTIAL
- PROFESSIONAL

- PLANNED BUSINESS
- BUSINESS
- PLANNED INDUSTRIAL
- LIGHT INDUSTRIAL
- HEAVY INDUSTRIAL

Additional Layers

- Selected Properties
- Lots

Proposed Rezoning - Properties on W Hampton St

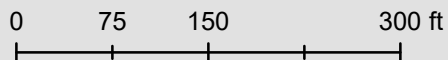


Proposed Rezoning

B-1	B-3	I-2	R-1	R-4
B-1(conditional)	B-5	I-2(conditional)	R-2	
B-2	HE-1	I-3(conditional)	R-2(conditional)	
B-2(conditional)	I-1	P-1	R-3	

Additional Layers

- Selected Properties
- Lots



Ordinance No. 2021-____

**AN ORDINANCE REZONING
VARIOUS TRACTS OR PARCELS OF LAND
FROM I-1, LIGHT INDUSTRIAL, B-1, LOCAL BUSINESS, AND
R-3, MEDIUM DENSITY RESIDENTIAL,
TO B-5, MIXED USE BUSINESS,
IN THE CITY OF STAUNTON, VIRGINIA**

Recitals

A. Robin W. Miller, Jr. has entered into a contract to purchase seven properties on W. Hampton Street in an area of the City of Staunton (City) known as Sears Hill;

B. Robin W. Miller, Jr. has applied to the City for a zoning classification change with the full knowledge and written consent of the current owner for the following parcels, under the provisions of the Staunton City Code, from R-3, Medium Density Residential, I-1, Light Industrial, and B-1, Local Business, to B-5, Mixed Use Business;

PIN #	Street Address	Current Zoning	New Zoning
8934	108 W. Hampton St.	I-1, Light Industrial	B-5, Mixed Use Business
403	110 W. Hampton St.	I-1, Light Industrial	B-5, Mixed Use Business
397	119 W. Hampton St.	I-1, Light Industrial	B-5, Mixed Use Business
400	710 Robertson St.	I-1, Light Industrial	B-5, Mixed Use Business
404	709 Hall St.	I-1, Light Industrial	B-5, Mixed Use Business
2415	103 W. Hampton St.	B-1, Local Business	B-5, Mixed Use Business
6102	514 Gooch St.	R-3, Medium Density Residential	B-5, Mixed Use Business

C. The Planning Commission of the City of Staunton, after study and review, has properly heard the matter;

D. This zoning classification change would serve the interests of public necessity, convenience, general welfare, and good zoning practice;

E. This matter has been properly advertised, heard, and considered; and

F. These recitals are an integral part of this ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that each of the parcels is **HEREBY REZONED** from their current zoning classification to B-5, Mixed Use Business District.

Introduced:

Adopted:

Effective Date:

Andrea W. Oaks, Mayor

ATTEST: _____

42
43

Rachael M. Zinni,
Clerk of Council

DRAFT 8.23.21

DRAFT

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	September 9, 2021	Staff Members: Rodney Rhodes Tim Hartless
Item #	C	
Ordinance #		
Department:	Community Development — Planning and Zoning	
Council Vision:	Built Environment	
Subject:	Public Hearing and Consideration of a Request by Emilee Lauer on Behalf of US Cellular for a Special Use Permit for 250 N. Jefferson Street	

Background: Emilee Lauer, on behalf of US Cellular, is requesting a Special Use Permit to expand the fenced equipment compound area for an existing 195-foot telecommunications tower at 250 N. Jefferson Street. The property is located on Reservoir Hill in the City's Reservoir Hill Park. The property is zoned R-3, Medium Density Residential District, and is part of the Newtown Historic District. Telecommunications facilities are permitted in all zoning districts, but only by Special Use Permit. This is an expansion of the existing facility; therefore, a new Special Use Permit is required.

Analysis: The applicant proposes to expand the existing equipment compound area by approximately 300 square feet. Screening will be required for the expanded area. The existing compound has extensive screening. The expansion would be on the northern side of the compound. The applicant is proposing a new planting area consisting of a 5-foot-wide landscape strip planted with evergreen trees. The proposed expansion remains within the existing leased area and a new lease agreement with the City is not required.

Staff has conducted a review of the request and has found no issues with the proposal. Telecommunications facilities are regulated through Chapter 18.185 of the Zoning Code. During its review, staff found the information provided to be complete and in general conformance with the requirements of Chapter 18.185. A site plan of development will be required prior to any building permit being issued. A building permit and electrical permit will be required for the installation of the mechanical equipment.

Planning Commission Recommendation: At its meeting of August 19, 2021, the Planning Commission conducted a public hearing and considered the request. During the public hearing no one spoke in opposition to the request. On a 5-0 vote, the Commission unanimously voted to recommend approval of the proposed Special Use Permit.

Attachments:

Attachment 1—Application and Supporting Documents

Attachment 2—Vicinity Map – 250 N. Jefferson St

Attachment 3—Current Zoning – 250 N. Jefferson St

Attachment 4—Future Land Use – 250 N. Jefferson St

Suggested Motion (to be made after the public hearing is conducted): I move that Council approve the Special Use Permit, as recommended by the Planning Commission.

City Manager: Steven L. Rosenberg



DEPARTMENT OF PLANNING &
INSPECTIONS
116 W. BEVERLEY STREET | P.O. BOX
58 | STAUNTON, VA 24402
540.332.3862 (OFFICE)
540.332.3807 (FAX)

APPLICATION FOR SPECIAL USE PERMIT

DATE: 4/7/2021

NAME OF APPLICANT: US Cellular (Agent: Emilee Lauer)

ADDRESS OF APPLICANT: 3806 Thirlane Road, Roanoke, VA 24019

PHONE #: 540-580-5139

E-MAIL ADDRESS: emilee@odps-inc.com

IF APPLICANT IS **NOT** THE OWNER OF THE PROPERTY IN QUESTION, EXPLAIN. A COPY OF A PENDING CONTRACT OR OPTION AGREEMENT MUST BE ATTACHED HERETO AND MADE A PART OF THIS APPLICATION.

LOCATION OF PROPERTY: 250 N. Jefferson Street

MAP PROVIDED: YES ☒ NO ☐ SITE PLAN PROVIDED: YES ☒ NO ☐

FEE PAID: YES ☒ NO ☐ *check or cash only

PRESENT ZONING OF THE PROPERTY: R4

APPLICABLE SECTION OF ZONING CODE STATING USE IS PERMITTED ON REVIEW:
18.185.020

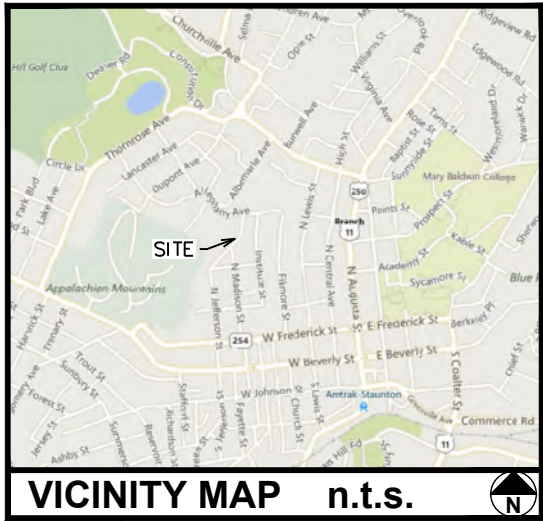
ARE PUBLIC UTILITIES AVAILABLE AND ADEQUATE FOR PROPOSED USE? IF **NO**, EXPLAIN
HOW UTILITIES WILL BE PROVIDED:

Power and Fiber on site

LEGAL DESCRIPTION OF PROPERTY: Wireless Facility
DETAILED DESCRIPTION OF PROPOSED USE (DRAWINGS MUST BE INCLUDED IF NEW
CONSTRUCTION, ADDITIONS, OR CHANGES TO THE EXTERIOR OF THE PROPERTY ARE
PROPOSED).

Collocation on Existing Wireless Facility

SIGNATURE: Emilee Lauer



NOTES:

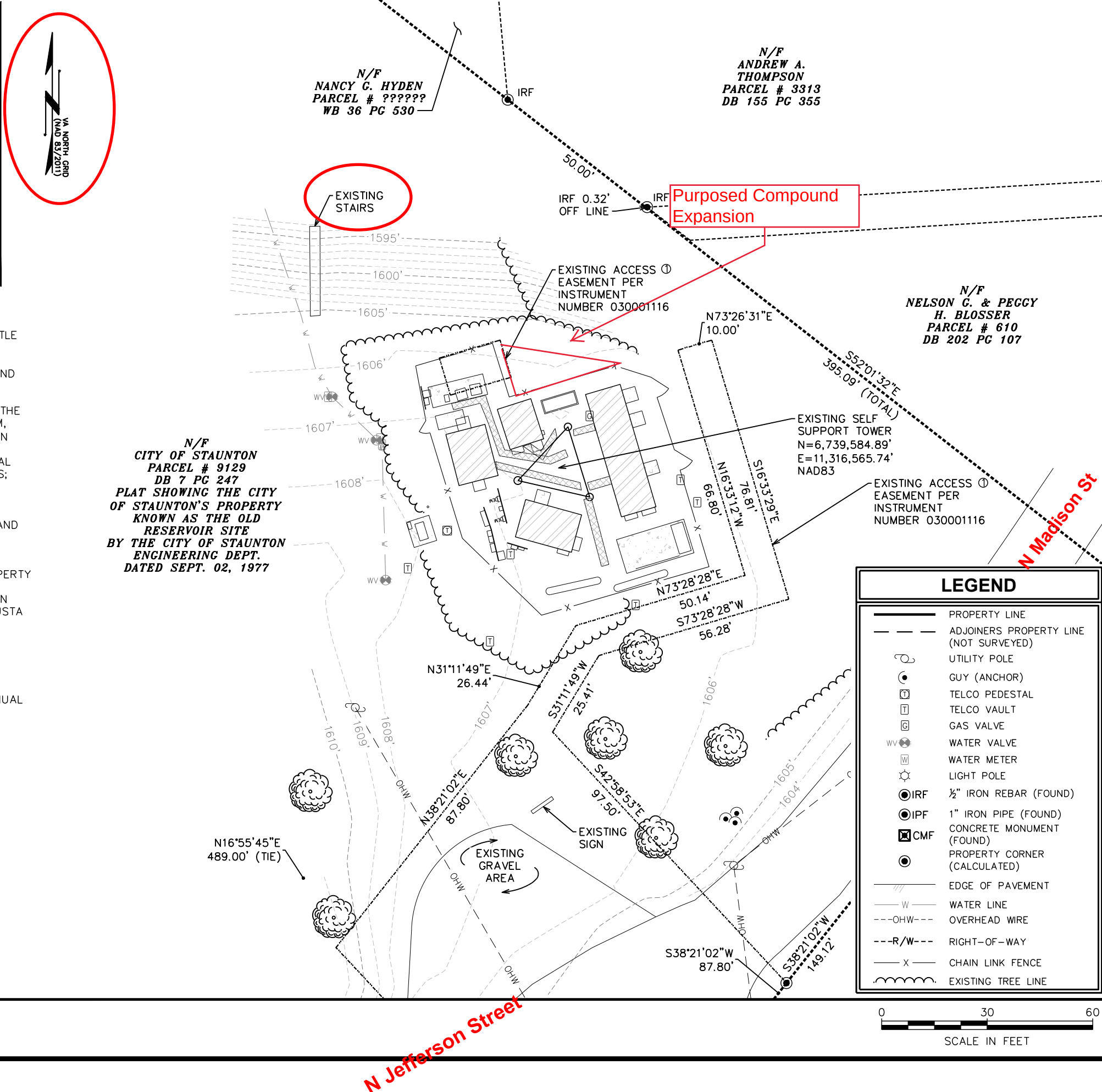
1. PLAN PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT.
2. PLAN DOES NOT REPRESENT AN ALTA/NSPS LAND TITLE SURVEY.
3. BASIS OF THE BEARINGS AND COORDINATES IS THE VIRGINIA NORTH STATE PLANE COORDINATE SYSTEM, NORTH AMERICAN DATUM (NAD 83/2011) BASED ON DIFFERENTIAL GPS OBSERVATIONS PERFORMED ON OCTOBER 22, 2020; TIED TO THE NATIONAL SPATIAL REFERENCE SYSTEM VIA CORS STATIONS AND OPUS; AND EXPRESSED IN US SURVEY FEET.
4. VERTICAL INFORMATION BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD '88) AND EXPRESSED IN US SURVEY FEET.
5. THIS PLAN DOES NOT REPRESENT AN ACTUAL BOUNDARY SURVEY OF THE PARENT PARCEL. PROPERTY LINES ARE DRAWN FROM FIELD LOCATIONS OF MONUMENTATION, GIS, TAX MAPS, AND INFORMATION FOUND IN DEED BOOK 7, PAGE 247, OF THE AUGUSTA COUNTY REGISTER OF DEEDS.
6. DISTANCES ARE HORIZONTAL GROUND UNLESS OTHERWISE NOTED.
7. PROPERTY LOCATED IN FLOOD ZONE "X", AREA DETERMINED TO BE OUTSIDE 0.2% CHANCE OF ANNUAL FLOOD BASED UPON FEMA COMMUNITY PANEL# 51015C0339E, EFFECTIVE JANUARY 06, 2010.
8. LESSEE INFORMATION:
U.S. CELLULAR
3806 THIRLANE ROAD NW
ROANOKE, VA 24019
9. PROPERTY OWNER INFORMATION:
CITY OF STAUNTON
PO BOX 58
STAUNTON, VA 24402

1A CERTIFICATE

LATITUDE: N 38° 09' 13.65" (NAD '83)
LONGITUDE: W 79° 04' 42.62" (NAD '83)
GROUND ELEV. (AMSL): 1606.56± (NAVD '88)

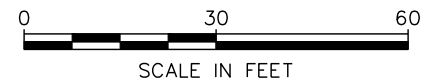
SITE SURVEY

SCALE: 1" = 30'



LEGEND

- PROPERTY LINE
- ADJOINERS PROPERTY LINE (NOT SURVEYED)
- UTILITY POLE
- GUY (ANCHOR)
- TELCO PEDESTAL
- TELCO VAULT
- GAS VALVE
- WATER VALVE
- WATER METER
- LIGHT POLE
- 1/2" IRON REBAR (FOUND)
- 1" IRON PIPE (FOUND)
- CONCRETE MONUMENT (FOUND)
- PROPERTY CORNER (CALCULATED)
- EDGE OF PAVEMENT
- WATER LINE
- OVERHEAD WIRE
- RIGHT-OF-WAY
- CHAIN LINK FENCE
- EXISTING TREE LINE



PREPARED FOR:
U.S. Cellular
3806 THIRLANE ROAD NW
ROANOKE, VA 24019

PROJECT INFORMATION:
**SITE NO: 563393
STAUNTON**
250 N. JEFFERSON ST.
STAUNTON, VA 24401
(AUGUSTA COUNTY)

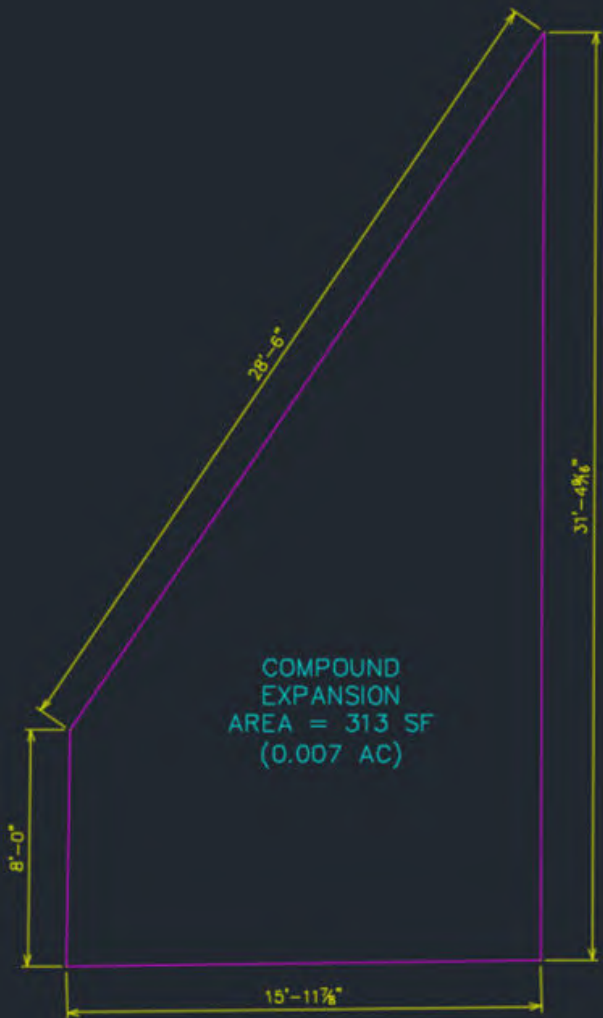
PREPARED BY:
TEP OPCO, LLC
326 TRYON ROAD
RALEIGH, NC 27603-3530
(919) 661-6351
COA # 407006712

CERTIFICATION:
I HEREBY CERTIFY TO U.S. CELLULAR THAT UNDER MY DISCRETION AND SUPERVISION, THIS PLAT WAS DRAWN FROM A CURRENT FIELD SURVEY AND IS AN ACCURATE REPRESENTATION OF THE LANDS DESCRIBED AS SURVEYED ON OCTOBER 26, 2020.

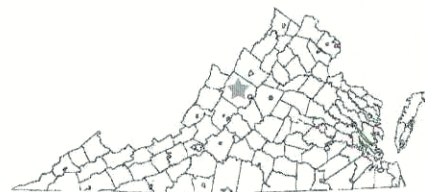


TIMOTHY L. FISH
COMMONWEALTH OF VIRGINIA
LAND SURVEYOR
LIC. NO. 3144

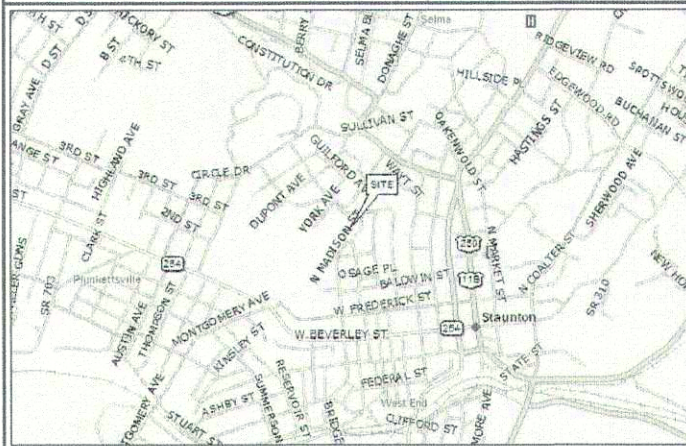
SHEET TITLE:
SITE SURVEY
DATE: 12/09/2020 REVISION: 0
SHEET #: 1 OF 3 TEP #: 44606



STATE LOCATION



SITE LOCATION



DRIVING DIRECTIONS

FROM RICHMOND VA: TAKE PREFERRED ROUTE TO I-64 W AND FOLLOW SIGNS FOR INTERSTATE 64 W/INTERSTATE 195 S/POWWHITE PKWY/CHARLOTTESVILLE. CONTINUE FOR APPROXIMATELY 100 MILES THEN THE USE THE LEFT 2 LANES TO MERGE ONTO I-64 W/I-81S TOWARD I-64 W/LEXINGTON/ROANOKE. TAKE EXIT 220 FOR STATE ROUTE 262 TOWARD US-11 THEN TAKE THE VA-252 EXIT TOWARD MIDDLEBROOK AVE AND TURN RIGHT. TURN LEFT ONTO BRIDGE ST THEN CONTINUE ONTO GREEN STREET. TURN LEFT ONTO S JEFFERSON ST. SITE WILL BE ON THE LEFT.

PROJECT TEAM

PROJECT CONTACT:

NAME US CELLULAR
ADDRESS 3806 THIRLANE ROAD NW
CITY, STATE, ZIP ROANOKE, VA 24019
CONTACT JON SCARBOROUGH
PHONE (540) 561-2277

TOWER OWNER:

NAME SHENANDOAH TELECOMMUNICATIONS
COMPANY (SHENTEL)
ADDRESS 6095 MARSHALEE DR., SUITE 300
CITY, STATE, ZIP ELKRIDGE, MD 21075
CONTACT DREW LAVAN
PHONE (703) 459-3711

CIVIL ENGINEER:

NAME TOWER ENGINEERING PROFESSIONALS, INC.
ADDRESS 2920 W. BROAD STREET, OFFICE 222
CITY, STATE, ZIP RICHMOND, VA 23230
CONTACT TYLER N. SHENK, P.E.
PHONE (540) 383-1342

ELECTRICAL ENGINEER:

NAME TOWER ENGINEERING PROFESSIONALS, INC.
ADDRESS 2920 W. BROAD STREET, OFFICE 222
CITY, STATE, ZIP RICHMOND, VA 23230
CONTACT TYLER N. SHENK, P.E.
PHONE (540) 383-1342

PROPOSED CO-LOCATION ON 195-FT SELF-SUPPORT (205-FT OVERALL HEIGHT)

SITE NAME:
STAUNTON

SITE NUMBER:
563393

SITE ADDRESS (E911 ADDRESS TBD):
**250 N JEFFERSON STREET
STAUNTON, VA 24401
(AUGUSTA COUNTY)**

INDEX OF SHEETS

NO.	SHEET TITLE	REV
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-	SITE SURVEY	-
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C-3	TOWER ELEVATION	1
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C-5AB	ICE BRIDGE & WAVEGUIDE DETAILS	1
C-6	FENCE DETAILS	1
C-7AB	ANTENNA MOUNTING DETAILS & SPECIFICATIONS	1
C-8AB	RRH MOUNTING DETAILS	1
C-9	LTE PLUMBING DIAGRAM	1
C-10AB	LABELING STANDARDS I & II	1
L-1	LANDSCAPING PLAN	1
L-2	LANDSCAPING DETAILS	1
E-1	ELECTRICAL NOTES	1
E-2	ONE-LINE AND POWER PANEL SCHEDULE	1
E-3	POWER/TELCO PLAN	1
E-3A	EQUIPMENT H-FRAME DETAILS	1
E-4	COMPOUND GROUNDING PLAN	1
E-5	EQUIPMENT GROUNDING PLAN	1
E-6,7,8	GROUNDING DETAILS I-III	1
N-1	PROJECT NOTES	1

PROJECT INFORMATION

LATITUDE: N 38° 09' 13.65" *
LONGITUDE: W 79° 04' 42.62" *
EXISTING GROUND ELEVATION: 1,606.56' ± (AMSL) *

* INFORMATION PER SURVEY PROVIDED BY TOWER
ENGINEERING PROFESSIONALS, DATED NOVEMBER 23, 2020.

TOWER TYPE: 195' SELF-SUPPORT (205' OVERALL)
LOADING TYPE: 2T4R
ACCESS ISSUES: N/A
GATE COMBO: 8722

STRUCTURAL NOTE

STRUCTURAL STATUS:
• MOUNT SA - N/A
• TOWER SA - TBD

SCOPE OF WORK

TOWER SCOPE:

PROPOSED EQUIPMENT:
(3) DENGYO OCT8-2LX2HX-BW65 ANTENNAS
(3) SECTOR MOUNTS (SABRE P/N: C1085777CDP OR APPROVED EQ.)
(1) 1½" HYBRID LINE
(1) RAYCAP RUSDC-6267-PF-48 (ON ANTENNA MOUNT)
(3) NOKIA AHL0A RRHS
(3) NOKIA AHFIB RRHS
(3) GROUND BARS (TOWER TOP, TOWER MIDDLE, AND BASE OF TOWER)

LTE JUMPERS:
(6) FIBER JUMPERS FROM RAYCAP TO BAND 71/12 RRHS
(6) FIBER JUMPERS FROM RAYCAP TO BAND 2/4 RRHS
(3) POWER JUMPERS FROM RAYCAP TO BAND 71/12 RRHS
(3) POWER JUMPERS FROM RAYCAP TO BAND 2/4 RRHS
(12) PROPOSED ½" JUMPERS FROM BAND 71/12 RRHS TO ANTENNA
(12) PROPOSED ½" JUMPERS FROM BAND 2/4 RRHS TO ANTENNA
(3) RET JUMPERS FROM BAND 71/12 RRHS TO ANTENNA

GROUND EQUIPMENT SCOPE:

PROPOSED EQUIPMENT:
(1) CHARLES EQUIPMENT CABINETS
(1) 4'x8' CONCRETE PAD
(1) ICE BRIDGE (26'-0" IN LENGTH REQUIRED)
(2) ICE BRIDGE (10'-0" IN LENGTH REQUIRED)
(1) RAYCAP RUSDC-6267-PF-48 (MOUNTED ON H-FRAME)
(1) JUNCTION BOX
(1) GROUND BAR ON EQUIPMENT H-FRAME
(1) CAC EQUIPMENT CABINET
(1) 1-GANG METER SERVICE RACK WITH TELCO BOX
(COORDINATE WITH LOCAL UTILITY COMPANY)
(4) 6" UNISTRUTS FOR H-FRAME AND U-BOLTS FOR MOUNTING
(1) 200A METER

SPECIAL REQUIREMENTS:

ANTENNA AZIMUTHS:
CONTRACTOR SHALL VERIFY AZIMUTHS PRIOR TO CONSTRUCTION.
CONTRACTOR TO REQUEST RF SHEET FROM CM, DO NOT GO ONLY OFF
DRAWINGS.

UTILITIES:

POWER COMPANY: DOMINION ENERGY
CONTACT: CUSTOMER SERVICE
PHONE: 1 (866) 366-4357
METER # ON SITE: UNKNOWN

FIBER COMPANY: SEGRA
CONTACT: CUSTOMER SERVICE
PHONE: (833) 467-3472
PEDESTAL # NEAR SITE: UNKNOWN



PLANS PREPARED FOR:



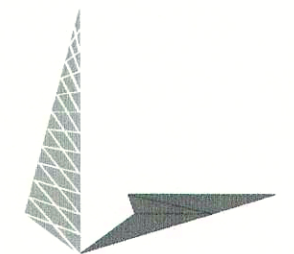
3806 THIRLANE ROAD
ROANOKE, VA 26676
(540) 561-2277

PROJECT INFORMATION:

SITE NAME:
STAUNTON
SITE #: 563393

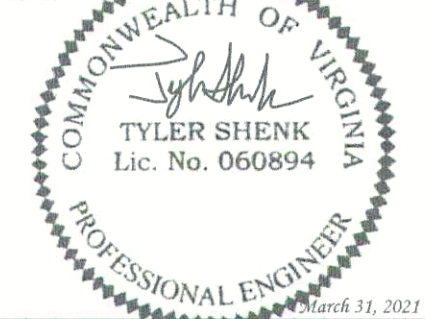
250 N JEFFERSON STREET
STAUNTON, VA 24401
(AUGUSTA COUNTY)

PLANS PREPARED BY:

**TOWER ENGINEERING PROFESSIONALS**

326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
www.tepgroup.net

SEAL:



I	03-31-21	CONSTRUCTION
O	03-24-21	PRELIMINARY
REV	DATE	ISSUED FOR:

DRAWN BY: ANG CHECKED BY: JKW

SHEET TITLE:

TITLE SHEET

SHEET NUMBER:	REVISION:
T-1	1
	TEP#: 44606

SCHEDULE B - SECTION II EXCEPTIONS

LINCOLN ABSTRACT & SETTLEMENT SERVICES
PRESENT OWNER TOWER REPORT
LINCOLN'S FILE # 20107354VA
REPORT DATE: NOVEMBER 17, 2020
SCHEDULE B – SECTION II

MORTGAGES:

NONE FOUND ON RECORD. (NOT A SURVEY ITEM.)

LIENS/JUDGEMENTS:

NONE FOUND ON RECORD. (NOT A SURVEY ITEM.)

LEASE/EASEMENTS:

- (1) MEMORANDUM OF LEASE AGREEMENT BETWEEN CITY OF STAUNTON AND NTELOS WIRELESS INC. DATED APRIL 11, 2002 AND RECORDED MARCH 28, 2003 AS INSTRUMENT 030001116. (AFFECT PARENT PROPERTY, SEE SURVEY HEREIN.)
- (2) EASEMENT BETWEEN CITY OF STAUNTON AND SOUTHERN BELL TELEPHONE AND TELEGRAPH COMPANY DATED NOVEMBER 3, 1891 AND RECORDED JANUARY 29, 1903 IN BOOK 16 AT PAGE 92. (BLANKET TYPE EASEMENT, UNABLE TO PLOT.)

OTHER:

N/A

TITLE LEGAL DESCRIPTION

BEGINNING AT (B) A STAKE ON THE LINE BETWEEN THE LOT FORMERLY OWNED BY THE REV. W. B. CAMPBELL, NOW OWNED BY R. G. BICKLE, AND THAT FORMERLY OWNED BY W. H. DONAGHE, NOW. THENCE MAKING AN ANGLE OF 90° WITH THIS LINE, AND RECURRING 421 FEET TO (A) A STAKE IN CAMPBELL'S LOT FROM A, MAKING AN ANGLE OF 90°, WITH THE LINE JOINING B AND A AND RUNNING ACROSS THE CORNER OF LOT NO 22 – (SEE RECORDED PLAT OF HON. A. H. STUART) BELONGING TO THE REV. R.H. PHILLIPS TO (I) A STAKE 529 6/10 FEET FROM (A) THIS POINT IS IN THE EAST LINE OF THE LOT FORMERLY KNOWN AS THE GREGORY LOT, AND IS ON THE WEST SIDE OF THE ROAD. AT (J) MAKING AN ANGLE OF 90° WITH THE LINE JOINING A AND J AND RUNNING 384 FEET TO (E) A STAKE IN THE FENCE ON THE LINE BETWEEN "THOMMOSO CEMETARY" AND GREGORY LOT, THENCE WITH THE FENCE BETWEEN THEM 162 FT. TO (D) THE ANGLE BEING 94° 15' BETWEEN THE LINE JOINING G! & E. AND THE FENCE JOINING E & D, AND THAT JOINING D & G AND 25 FT. FROM (D) TO A STAKE AT C. WHICH STAKE IS THE CORNER OF WAYTS LOT ON THE CEMETARY LOT, FROM 6 WITH AN ANGLE 70° 30' FROM THE LINE JOINING C AND D AND ALONG THE FENCE BETWEEN THE LOTS BELONGING TO WAYT AND R.G. BICKLE TO B 375 FT FTO THE BEGINNING – CONTAINING FIVE ACRES.

LESS AND EXCEPT:

ALL THAT CERTAIN LOT OR TRACT OF LAND SITUATE IN THE CITY OF STAUNTON, SHOWN AS CONTAINING 0.043 ACRES ON THE "PLAT OF A PORTION OF THE CITY OF RESERVIOR PROPERTY" DATED JUNE 10, 200, MADE BY R.E. FUNK, LAND SURVEYOR.

PREPARED FOR:

 **U.S. Cellular**
3806 THIRLANE ROAD NW
ROANOKE, VA 24019

PROJECT INFORMATION:

**SITE NO: 563393
STAUNTON**
250 N. JEFFERSON ST.
STAUNTON, VA 24401
(AUGUSTA COUNTY)

PREPARED BY:

 **TEP OPCO, LLC**
326 TRYON ROAD
RALEIGH, NC 27603-3530
(919) 661-6351
COA # 407006712

CERTIFICATION:
I HEREBY CERTIFY TO U.S. CELLULAR THAT UNDER MY DISCRETION AND SUPERVISION, THIS PLAT WAS DRAWN FROM A CURRENT FIELD SURVEY AND IS AN ACCURATE REPRESENTATION OF THE LANDS DESCRIBED AS SURVEYED ON OCTOBER 26, 2020.



TIMOTHY L. FISH
COMMONWEALTH OF VIRGINIA
LAND SURVEYOR
LIC. NO. 3144

SHEET TITLE:

TITLE EXCEPTIONS

TITLE EXCEPTIONS

DATE: 12/09/2020	REVISION: 0
SHEET #: 3 OF 3	TEP #: 44606

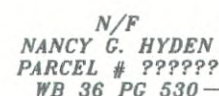


1. PLAN PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT.
2. PLAN DOES NOT REPRESENT AN ALTA/NSPS LAND TITLE SURVEY.
3. BASIS OF THE BEARINGS AND COORDINATES IS THE VIRGINIA NORTH STATE PLANE COORDINATE SYSTEM, NORTH AMERICAN DATUM (NAD 83/2011) BASED ON DIFFERENTIAL GPS OBSERVATIONS PERFORMED ON OCTOBER 22, 2020; TIED TO THE NATIONAL SPATIAL REFERENCE SYSTEM VIA CORS STATIONS AND OPUS; AND EXPRESSED IN US SURVEY FEET.
4. VERTICAL INFORMATION BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD '88) AND EXPRESSED IN US SURVEY FEET.
5. THIS PLAN DOES NOT REPRESENT AN ACTUAL BOUNDARY SURVEY OF THE PARENT PARCEL. PROPERTY LINES ARE DRAWN FROM FIELD LOCATIONS OF MONUMENTATION, GIS, TAX MAPS, AND INFORMATION FOUND IN DEED BOOK 7, PAGE 247, OF THE AUGUSTA COUNTY REGISTER OF DEEDS.

6. DISTANCES ARE HORIZONTAL GROUND UNLESS OTHERWISE NOTED.
7. PROPERTY LOCATED IN FLOOD ZONE "X", AREA DETERMINED TO BE OUTSIDE 0.2% CHANCE OF ANNUAL FLOOD BASED UPON FEMA COMMUNITY PANEL# 51015C0339E, EFFECTIVE JANUARY 06, 2010.
8. LESSEE INFORMATION:
U.S. CELLULAR
3806 THIRLANE ROAD NW
ROANOKE, VA 24019
9. PROPERTY OWNER INFORMATION:
CITY OF STAUNTON
PO BOX 58
STAUNTON, VA 24402

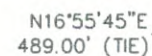
LATITUDE: N 38° 09' 13.65" (NAD '83)
LONGITUDE: W 79° 04' 42.62" (NAD '83)
GROUND ELEV. (AMSL): 1606.56'± (NAVD '88)

SCALE: 1" = 30'

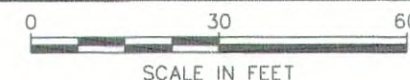
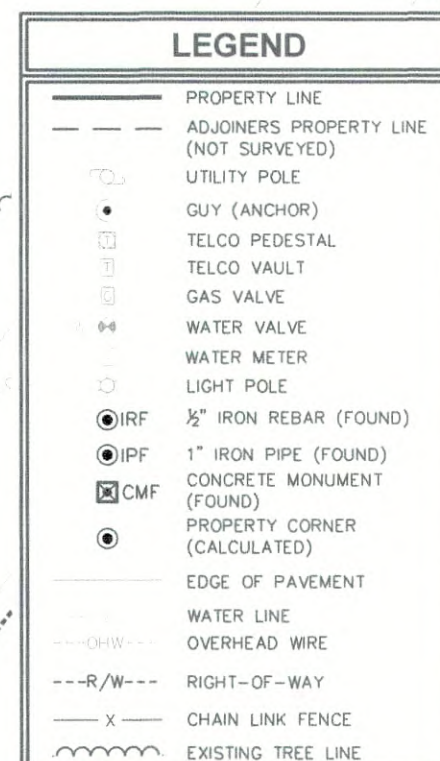


N/F
ANDREW A.
THOMPSON
PARCEL # 3313
DB 155 PG 355

N/F
NELSON G. & PEGGY
H. BLOSSER
PARCEL # 610
DB 202 PG 107



EXISTING
GRAVEL
AREA



PREPARED FOR:



3806 THIRLANE ROAD NW
ROANOKE, VA 24019

PROJECT INFORMATION:

SITE NO: 563393
STAUNTON

250 N. JEFFERSON ST.
STAUNTON, VA 24401
(AUGUSTA COUNTY)

PREPARED BY:

TEP OPCO, LLC
326 TRYON ROAD
RALEIGH, NC 27603-3530
(919) 661-6351
COA # 407006712

CERTIFICATION:
I HEREBY CERTIFY TO U.S. CELLULAR THAT
UNDER MY DISCRETION AND SUPERVISION,
THIS PLAT WAS DRAWN FROM A CURRENT
FIELD SURVEY AND IS AN ACCURATE
REPRESENTATION OF THE LANDS
DESCRIBED AS SURVEYED ON OCTOBER 26,
2020.



TIMOTHY L. FISH
COMMONWEALTH OF VIRGINIA
LAND SURVEYOR
LIC. NO. 3144

SHEET TITLE:

SITE SURVEY

DATE: 12/09/2020	REVISION: 0
SHEET #: 1 OF 3	TEP #: 44606

NOTES:

1. THE BASIS OF THE MERIDIANS AND COORDINATES FOR THIS PLAT IS THE VIRGINIA NORTH STATE PLANE COORDINATE SYSTEM, NORTH AMERICAN DATUM 1983 (VA NORTH SPCS NAD 83), BASED ON DIFFERENTIAL GPS OBSERVATIONS PERFORMED ON OCTOBER 22, 2020.
2. VERTICAL INFORMATION SHOWN, BASED ON THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD '88) IN FEET.
3. ALL DISTANCES ARE GROUND UNLESS OTHERWISE NOTED.
4. THE TOWER IS LOCATED IN ZONE "X." AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN ACCORDING TO FEMA COMMUNITY PANEL #51015C0339E, DATED JANUARY 6, 2010.

LEGEND

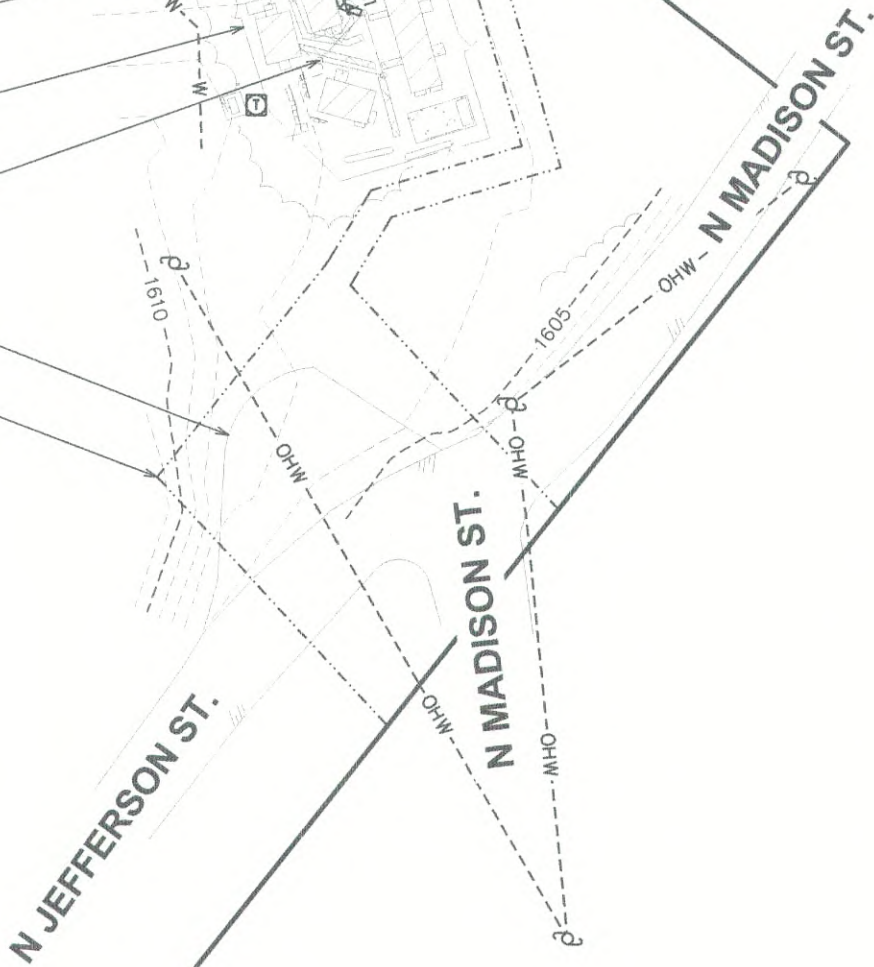
- EXIST. PROPERTY LINE
- - - - - ADJ. PROPERTY LINE
- ⊕ EXIST. UTILITY POLE
- ⊕ EXIST. HYDRANT
- ⊕ EXIST. TELCO PEDESTAL
- ⊕ EXIST. GAS METER
- PROPERTY CORNER
- LEASE/EASE. CORNER
- - - 200 - - - EXIST. CONTOUR LINE
- EDGE OF PAVEMENT
- - - W - - - WATER PIPE
- - - OHW - - - OVERHEAD WIRE
- - - R/W - - - RIGHT-OF-WAY
- X — CHAIN LINK FENCE
- EXISTING TREE LINE

N/F
CITY OF STAUNTON
PARCEL # 9129
DB 7 PG 247

- PROPOSED 4' WIDE LANDSCAPING BUFFER. SEE SHEET L-1 FOR DETAILS.
- EXISTING CHAIN LINK FENCED COMPOUND. SEE SHEET C-2 FOR DETAILS.
- EXISTING 195' SELF-SUPPORT TOWER. SEE SHEET C-3 FOR ELEVATION.
- EXISTING GRAVEL PARKING AREA
- EXISTING ACCESS EASEMENT

N/F
ANDREW A. THOMPSON
PARCEL # 3313
DB 155 PG 355

N/F
NELSON G. & PEGGY H. BLOSSER
PARCEL # 610
DB 202 PG 107



PLANS PREPARED FOR:

U.S. Cellular

3806 THIRLANE ROAD
ROANOKE, VA 26676
(540) 561-2277

PROJECT INFORMATION:

SITE NAME:
STAUNTON

SITE #: 563393

250 N JEFFERSON STREET
STAUNTON, VA 24401
(AUGUSTA COUNTY)

PLANS PREPARED BY:

TOWER ENGINEERING PROFESSIONALS

326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
www.tepgroup.net

SEAL:

COMMONWEALTH OF VIRGINIA
TYLER SHENK
Lic. No. 060894
PROFESSIONAL ENGINEER
March 31, 2021

1	03-31-21	CONSTRUCTION
0	03-24-21	PRELIMINARY
REV	DATE	ISSUED FOR:

DRAWN BY: ANG CHECKED BY: JKW

SHEET TITLE:

SITE PLAN

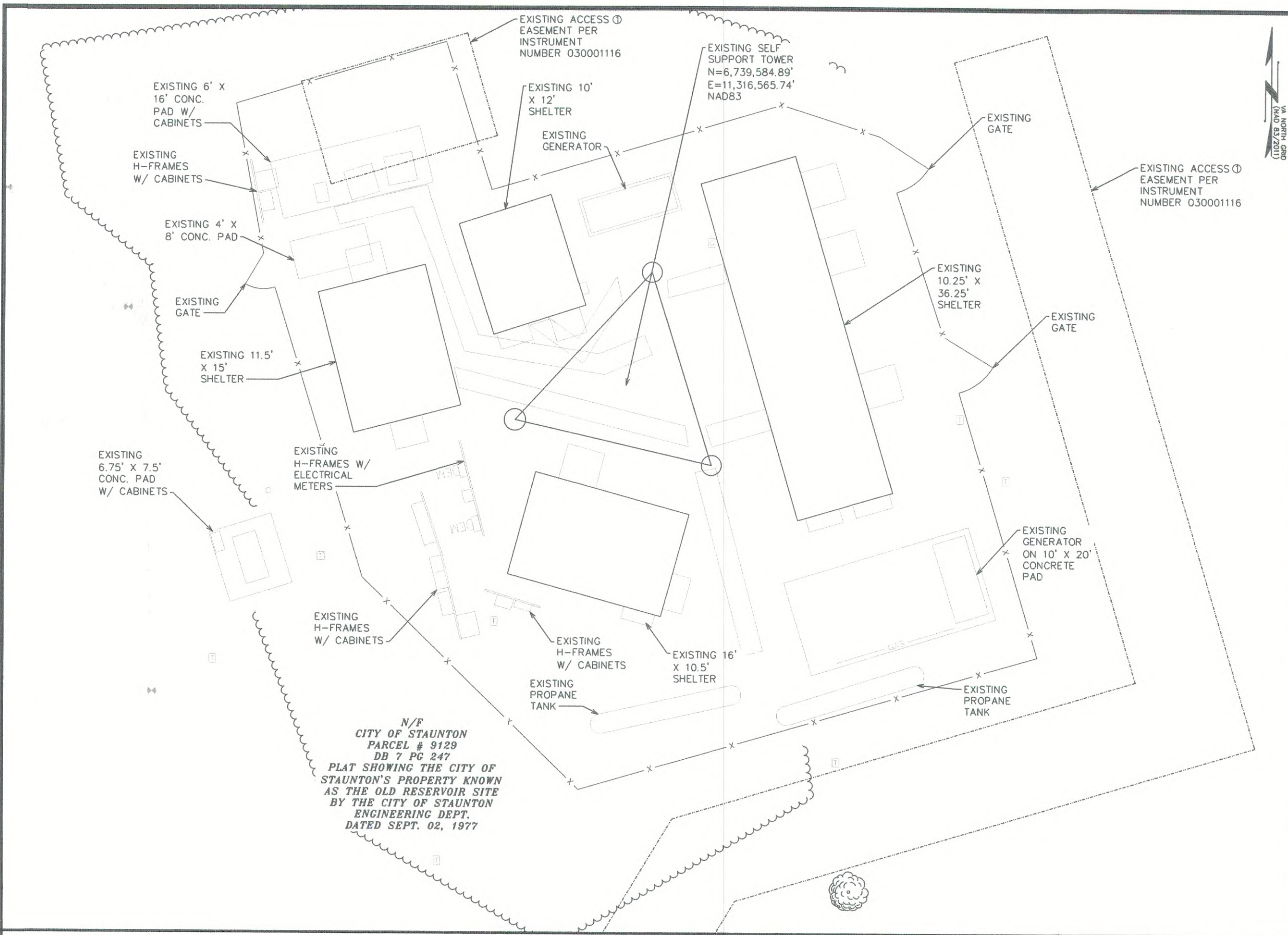
SHEET NUMBER: **C-1** REVISION: **1**

TWP #: 44606

SITE PLAN

SCALE: 1" = 60'





PREPARED FOR:
U.S. Cellular
3806 THIRLANE ROAD NW
ROANOKE, VA 24019

PROJECT INFORMATION:
**SITE NO: 563393
STAUNTON**
250 N. JEFFERSON ST.
STAUNTON, VA 24401
(AUGUSTA COUNTY)

PREPARED BY:
TEP OPCO, LLC
326 TRYON ROAD
RALEIGH, NC 27603-3530
(919) 661-6351
COA # 407006712

CERTIFICATION:
I HEREBY CERTIFY TO U.S. CELLULAR THAT
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DESCRIBED AS SURVEYED ON OCTOBER 26,
2020.

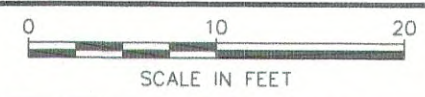


TIMOTHY L. FISH
COMMONWEALTH OF VIRGINIA
LAND SURVEYOR
LIC. NO. 3144

SHEET TITLE:
COMPOUND DETAIL

DATE: 12/09/2020	REVISION: 0
SHEET #: 2 OF 3	TEP #: 44606

COMPOUND DETAIL
SCALE: 1" = 10'



PROPOSED 6" OF #57
STONE ABOVE
GEOSYNTHETIC FABRIC
TO EXTEND 12"
OUTSIDE FENCE

PROPOSED 4' WIDE
LANDSCAPING BUFFER.
SEE SHEET L-1 FOR
DETAILS.

PROPOSED CHAIN LINK
COMPOUND EXPANSION.
SEE SHEET C-6 FOR
DETAILS.

EXISTING NEC WORKING
CLEARANCE (TYP)

PROPOSED EQUIPMENT
H-FRAME. SEE SHEET
E-3A FOR DETAILS.

PROPOSED CHARLES
CABINET MOUNTED ON
4'x8' CONCRETE PAD.
SEE SHEETS C-4A &
C-4B FOR DETAILS.

PROPOSED 2' WIDE
ICE BRIDGE (TYP).
SEE SHEET C-5A
FOR DETAILS.

PROPOSED FENCE
SECTION TO BE
REMOVED

PROPOSED USCC
10'x10' LEASE AREA

PROPOSED 2½"
CONDUIT FOR POWER
FROM METER TO CAC

PROPOSED 4" FIBER
CONDUIT FROM
EQUIPMENT CABINET TO
PROPOSED USCC FIBER
VAULT. SEE SHEET E-3
FOR DETAILS.

APPROXIMATE LOCATION
OF EXCLUSIVE T-MOBILE
LEASE AREA

PROPOSED FIBER
HANDHOLE BY USCC

EXISTING ACCESS GATE
(TYP)

EXISTING CHAIN LINK
FENCE

VA NORTH GRID
(NAD 83)

PROPOSED USCC
WAVEGUIDE LADDER.
SEE SHEET C-5B
FOR DETAILS.

EXISTING
EQUIPMENT PAD
BY OTHERS (TYP)

EXISTING ICE
BRIDGE BY
OTHERS (TYP)

EXISTING PROPANE
TANK BY OTHERS
(TYP)

EXISTING
EQUIPMENT SHELTER
BY OTHERS (TYP)

EXISTING 195' SELF-
SUPPORT TOWER.
SEE SHEET C-3
FOR ELEVATION.

EXISTING
EQUIPMENT RACK
BY OTHERS (TYP)

PLANS PREPARED FOR:

 **U.S. Cellular**

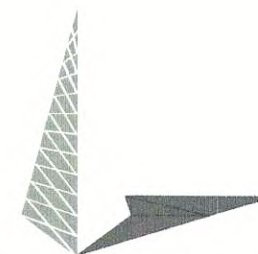
3806 THIRLANE ROAD
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PROJECT INFORMATION:

SITE NAME:
STAUNTON
SITE #: 563393

250 N JEFFERSON STREET
STAUNTON, VA 24401
(AUGUSTA COUNTY)

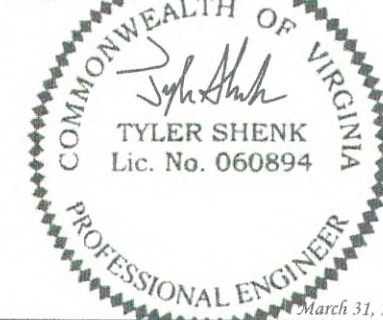
PLANS PREPARED BY:



TOWER ENGINEERING PROFESSIONALS

326 TRYON ROAD
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OFFICE: (919) 661-6351
www.tepgroup.net

SEAL:



REV	DATE	ISSUED FOR:
I	03-31-21	CONSTRUCTION
O	03-24-21	PRELIMINARY

DRAWN BY: ANG CHECKED BY: JKW

SHEET TITLE:

COMPOUND DETAIL

SHEET NUMBER:

C-2

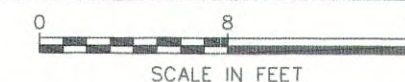
REVISION:

1

TEP#: 44606

COMPOUND DETAIL

SCALE: 1/8" = 1'-0"



NOTES:

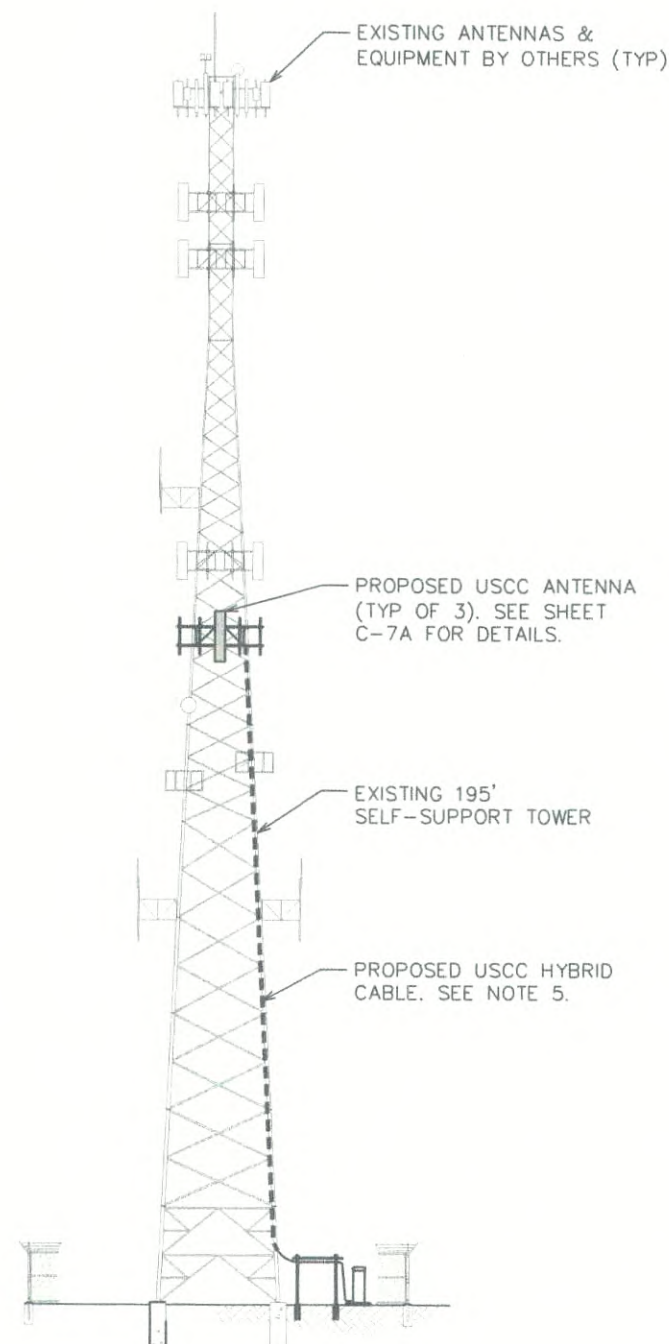
1. PROPOSED CABLES TO BE RUN AS PER SPECIFICATIONS OF PASSING STRUCTURAL ANALYSIS.
2. TOWER ELEVATION SHOWN FOR REFERENCE ONLY. VERIFY ACTUAL TOWER DESIGN & LOADING WITH TOWER DRAWINGS FROM MANUFACTURER AND/OR PASSING STRUCTURAL ANALYSIS PRIOR TO CONSTRUCTION.
3. CONTRACTOR TO VERIFY PROPOSED LOADING WITH PASSING STRUCTURAL ANALYSIS PRIOR TO CONSTRUCTION. CONTACT USCC IN THE EVENT OF ANY DISCREPANCIES.
4. CONTRACTOR TO ENSURE PROPOSED CABLE LADDER & CABLES DO NOT INTERFERE WITH EXISTING DE-TUNING ARMS.
5. PROPOSED HYBRID CABLE TO BE MOUNTED ON PROPOSED WAVEGUIDE PER PASSING SA. SEE SHEET C-5B FOR DETAILS.

205'-0"±
T/APPURTENANCE

195'-0"±
T/TOWER

106'-0"±
C/PROPOSED
ANTENNAS USCC

0'-0" (REF)
T/CONCRETE



EUPEN HYBRID CABLE LENGTH

PROPOSED RAYCAP QUANTITY AT GROUND LEVEL:	1
ICE BRIDGE LENGTH:	20-FT
RAYCAP CENTERLINE + 20-FT BUFFER:	126-FT
TOTAL ESTIMATED LENGTH OF HYBRID CABLE:	146-FT
TOTAL EST. LENGTH OF HYBRID CABLE (ROUNDED UP):	150-FT

JUMPER INFO

FIBER/POWER JUMPER LENGTH FROM RAYCAP TO RRU		
	BAND 71/12	BAND 2/4
ALPHA SECTOR:	5-M (16.4FT)	5-M (16.4FT)
BETA SECTOR:	5-M (16.4FT)	5-M (16.4FT)
GAMMA SECTOR:	5-M (16.4FT)	5-M (16.4FT)

1/2" JUMPER FROM RRU TO ANTENNA		
	BAND 71/12	BAND 2/4
ALPHA SECTOR:	15-FT	15-FT
BETA SECTOR:	15-FT	15-FT
GAMMA SECTOR:	15-FT	15-FT

RET JUMPER INFO

RRU TO ANTENNA	
	BAND 71/12
ALPHA SECTOR:	5-M (16.4FT)
BETA SECTOR:	5-M (16.4FT)
GAMMA SECTOR:	5-M (16.4FT)

TOWER ELEVATION

SCALE: 1" = 30'

0 30 60
SCALE IN FEET

PLANS PREPARED FOR:



3806 THIRLANE ROAD
ROANOKE, VA 26676
(540) 561-2277

PROJECT INFORMATION:

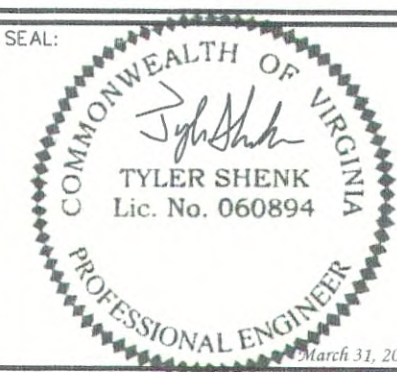
SITE NAME:
STAUNTON
SITE #: 563393
250 N JEFFERSON STREET
STAUNTON, VA 24401
(AUGUSTA COUNTY)

PLANS PREPARED BY:



TOWER ENGINEERING PROFESSIONALS
326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
www.tepgroup.net

SEAL:



REV	DATE	ISSUED FOR:
1	03-31-21	CONSTRUCTION
0	03-24-21	PRELIMINARY

DRAWN BY: ANG CHECKED BY: JKW

SHEET TITLE:

TOWER ELEVATION

SHEET NUMBER:	REVISION:
C-3	1
TEP#:	44606

GENERAL NOTES:

- 1. ALL REFERENCES TO OWNER IN THESE DOCUMENTS SHALL BE CONSIDERED U.S. CELLULAR OR ITS DESIGNATED REPRESENTATIVE.
- 2. ALL WORK PRESENTED ON THESE DRAWINGS MUST BE COMPLETED BY THE CONTRACTOR UNLESS NOTED OTHERWISE. THE CONTRACTOR MUST HAVE CONSIDERABLE EXPERIENCE IN PERFORMANCE OF WORK SIMILAR TO THAT DESCRIBED HEREIN. BY ACCEPTANCE OF THIS ASSIGNMENT, THE CONTRACTOR IS ATTESTING THAT HE DOES HAVE SUFFICIENT EXPERIENCE AND ABILITY, THAT HE IS KNOWLEDGABLE OF THE WORK TO BE PERFORMED AND THAT HE IS PROPERLY LICENSED AND PROPERLY REGISTERED TO DO THIS WORK IN THE STATE OF VIRGINIA.
- 3. STRUCTURE IS DESIGNED IN ACCORDANCE WITH ANSI/TIA/EIA-222-G, 2009, AND CONFORMS TO THE REQUIREMENTS OF THE INTERNATIONAL BUILDING CODE, 2015 EDITION.
- 4. WORK SHALL BE COMPLETED IN ACCORDANCE WITH THE INTERNATIONAL BUILDING CODE, 2015 EDITION.
- 5. UNLESS SHOWN OR NOTED OTHERWISE ON THE CONTRACT DRAWINGS, OR IN THE SPECIFICATIONS, THE FOLLOWING NOTES SHALL APPLY TO THE MATERIALS LISTED HEREIN, AND TO THE PROCEDURES TO BE USED ON THIS PROJECT.
- 6. ALL HARDWARE ASSEMBLY MANUFACTURER'S INSTRUCTIONS SHALL BE FOLLOWED EXACTLY AND SHALL SUPERSEDE ANY CONFLICTING NOTES ENCLOSED HEREIN.
- 7. IT IS THE CONTRACTOR'S SOLE RESPONSIBILITY TO DETERMINE ERECTION PROCEDURE AND SEQUENCE, TO INSURE THE SAFETY OF THE STRUCTURE AND ITS COMPONENT PARTS DURING ERECTION AND/OR FIELD MODIFICATIONS. THIS INCLUDES, BUT IS NOT LIMITED TO, THE ADDITION OF TEMPORARY BRACING, GUYS OR TIE DOWNS THAT MAY BE NECESSARY. SUCH MATERIAL SHALL BE REMOVED AND SHALL REMAIN THE PROPERTY OF THE CONTRACTOR AFTER THE COMPLETION OF THE PROJECT.
- 8. ALL DIMENSIONS, ELEVATIONS, AND EXISTING CONDITIONS SHOWN ON THE DRAWNGS SHALL BE FIELD VERIFIED BY THE CONTRACTOR PRIOR TO BEGINNING ANY MATERIALS ORDERING, FABRICATION OR CONSTRUCTION WORK ON THIS PROJECT. CONTRACTOR SHALL NOT SCALE CONTRACT DRAWINGS IN LIEU OF FIELD VERIFICATIONS. ANY DISCREPANCIES SHALL BE IMMEDIATELY BROUGHT TO THE ATTENTION OF THE OWNER AND THE OWNER'S ENGINEER. THE DISCREPANCIES MUST BE RESOLVED BEFORE THE CONTRACTOR IS TO PROCEED WITH THE WORK. THE CONTRACT DOCUMENTS DO NOT INDICATE THE METHOD OF CONSTRUCTION. THE CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK AND SHALL BE SOLELY RESPONSIBLE FOR ALL CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES, AND PROCEDURES. OBSERVATION VISITS TO THE SITE BY THE OWNER AND/OR THE ENGINEER SHALL NOT INCLUDE INSPECTION OF THE PROTECTIVE MEASURES OR THE PROCEDURES.
- 9. ALL MATERIALS AND EQUIPMENT FURNISHED SHALL BE NEW AND OF GOOD QUALITY, FREE FROM FAULTS AND DEFECTS AND IN CONFORMANCE WITH THE CONTRACT DOCUMENTS. ANY AND ALL SUBSTITUTIONS MUST BE PROPERLY APPROVED AND AUTHORIZED IN WRITING BY THE OWNER AND ENGINEER PRIOR TO INSTALLATION. THE CONTRACTOR SHALL FURNISH SATISFACTORY EVIDENCE AS TO THE KIND AND QUALITY OF THE MATERIALS AND EQUIPMENT BEING SUBSTITUTED.
- 10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR INITIATING, MAINTAINING, AND SUPERVISING ALL SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK. THE CONTRACTOR IS RESPONSIBLE FOR INSURING THAT THIS PROJECT AND RELATED WORK COMPLIES WITH ALL APPLICABLE LOCAL, STATE, AND FEDERAL SAFETY CODES AND REGULATIONS GOVERNING THIS WORK.
- 11. ACCESS TO THE PROPOSED WORK SITE MAY BE RESTRICTED. THE CONTRACTOR SHALL COORDINATE INTENDED CONSTRUCTION ACTIVITY, INCLUDING WORK SCHEDULE AND MATERIALS ACCESS, WITH THE RESIDENT LEASING AGENT FOR APPROVAL.
- 12. BILL OF MATERIALS AND PART NUMBERS LISTED ON CONSTRUCTION DRAWINGS ARE INTENDED TO AID CONTRACTOR. CONTRACTOR SHALL VERIFY PARTS AND QUANTITIES WITH MANUFACTURER PRIOR TO BIDDING AND/OR ORDERING MATERIALS.
- 13. ALL PERMITS THAT MUST BE OBTAINED ARE THE RESPONSIBILITY OF THE CONTRACTOR. THE CONTRACTOR WILL BE RESPONSIBLE FOR ABIDING BY ALL CONDITIONS AND REQUIREMENTS OF THE PERMITS.
- 14. 24 HOURS PRIOR TO THE BEGINNING OF ANY CONSTRUCTION, THE CONTRACTOR MUST NOTIFY THE APPLICABLE JURISDICTIONAL (STATE, COUNTY OR CITY) ENGINEER.
- 15. THE CONTRACTOR SHALL REWORK (DRY, SCARIFY, ETC.) ALL MATERIAL NOT SUITABLE FOR SUBGRADE IN ITS PRESENT STATE. AFTER REWORKING, IF THE MATERIAL REMAINS UNSUITABLE, THE CONTRACTOR SHALL UNDERCUT THIS MATERIAL AND REPLACE WITH APPROVED MATERIAL. ALL SUBGRADES SHALL BE PROOFROLLED WITH A FULLY LOADED TANDEM AXLE DUMP TRUCK PRIOR TO PAVING. ANY SOFTER MATERIAL SHALL BE REWORKED OR REPLACED.
- 16. THE CONTRACTOR IS REQUIRED TO MAINTAIN ALL PIPES, DITCHES, AND OTHER DRAINAGE STRUCTURES FREE FROM OBSTRUCTION UNTIL WORK IS ACCEPTED BY THE OWNER. THE CONTRACTOR IS RESPONSIBLE FOR ANY DAMAGES CAUSED BY FAILURE TO MAINTAIN DRAINAGE STRUCTURE IN OPERABLE CONDITION.
- 17. ALL MATERIALS AND WORKMANSHIP SHALL BE WARRANTED FOR ONE YEAR FROM ACCEPTANCE DATE.
- 18. ALL BUILDING DIMENSIONS SHALL BE VERIFIED WITH THE PLANS (LATEST REVISION) PRIOR TO COMMENCING CONSTRUCTION. NOTIFY THE ENGINEER IMMEDIATELY IF ANY DESCREPANCEIES ARE DISCOVERED. THE OWNER SHALL HAVE A SET OF APPROVED PLANS AVAILABLE AT THE SITE AT ALL TIMES WHILE WORK IS BEING PERFORMED. A DESIGNATED RESPONSIBLE EMPLOYEE SHALL BE AVAILABLE FOR CONTACT BY GOVERNING AGENCY INSPECTORS.

STRUCTURAL STEEL NOTES:

- 1. THE FABRICATION AND ERECTION OF STRUCTURAL STEEL SHALL CONFORM TO THE AISC SPECIFICATIONS AND MANUAL OF STEEL CONSTRUCTION, 14TH EDITION.
- 2. UNLESS OTHERWISE NOTED, ALL STRUCTURAL ELEMENTS SHALL CONFORM TO THE FOLLOWING REQUIREMENTS:
 - A. STRUCTURAL STEEL, ASTM DESIGNATION A36 OR A992-GR50.
 - B. ALL BOLTS, ASTM A325 TYPE I GALVANIZED HIGH STRENGTH BOLTS.
 - C. ALL NUTS, ASTM A563 CARBON AND ALLOY STEEL NUTS.
 - D. ALL WASHERS, ASTM F436 HARDENED STEEL WASHERS.
- 3. ALL CONNECTIONS NOT FULLY DETAILED ON THESE PLANS SHALL BE DETAILED BY THE STEEL FABRICATOR IN ACCORDANCE WITH AISC SPECIFICATIONS AND MANUAL OF STEEL CONSTRUCTION, 14TH EDITION.
- 4. HOLES SHALL NOT BE FLAME CUT THRU STEEL UNLESS APPROVED BY THE ENGINEER.
- 5. HOT-DIP GALVANIZE ALL ITEMS UNLESS OTHERWISE NOTED, AFTER FABRICATION WHERE PRACTICABLE. GALVANIZING: ASTM A123, ASTM, A153/A153M OR ASTM A653/A653M, G90, AS APPLICABLE.
- 6. REPAIR DAMAGED SURFACES WITH GALVANIZING REPAIR METHOD AND PAINT CONFORMING TO ASTM A780 OR BY APPLICATION OF STICK OR THICK PASTED MATERIAL SPECIFICALLY DESIGNED FOR REPAIR OF GALVANIZING. CLEAN AREAS TO BE REPAIRED AND REMOVE SLAG FROM WELDS. HEAT SURFACES TO WHICH STICK OR PASTE MATERIAL IS APPLIED, WITH A TORCH TO A TEMPERATURE SUFFICIENT TO MELT THE METALLICS IN STICK OR PASTE; SPREAD MOLTEN MATERIAL UNIFORMLY OVER SURFACES TO BE COATED AND WIPE OFF ANY EXCESS.
- 7. A NUT LOCKING DEVICE SHALL BE INSTALLED ON ALL PROPOSED AND/OR REPLACED BOLTS.
- 8. ALL PROPOSED AND/OR REPLACED BOLTS SHALL BE OF SUFFICIENT LENGTH TO EXCLUDE THE THREADS FROM THE SHEAR PLANE.
- 9. ALL PROPOSED AND/OR REPLACED BOLTS SHALL BE OF SUFFICIENT LENGTH SUCH THAT THE END OF THE BOLT BE AT LEAST FLUSH WITH THE FACE OF THE NUT. IT IS NOT PERMITTED FOR THE BOLT END TO BE BELOW THE FACE OF THE NUT AFTER TIGHTENING IS COMPLETED.
- 10. ALL ASSEMBLY AND ANCHOR BOLTS ARE TO BE TIGHTENED TO A "SNUG TIGHT" CONDITION AS DEFINED IN SECTION 8.1 OF THE AISC, "SPECIFICATION FOR STRUCTURAL JOINTS USING ASTM A325 OR A490 BOLTS", DATED JUNE 30, 2004.
- 11. FLAT WASHERS ARE TO BE INSTALLED WITH BOLTS OVER SLOTTED HOLES.
- 12. DO NOT OVER TORQUE ASSEMBLY BOLTS. GALVANIZING ON BOLTS, NUTS, AND STEEL PARTS MAY ACT AS A LUBRICANT, THUS OVER TIGHTENING MAY OCCUR AND MAY CAUSE BOLTS TO CRACK AND SNAP OFF.
- 13. PAL NUTS ARE TO BE INSTALLED AFTER NUTS ARE TIGHT AND WITH EDGE LIP OUT. PAL NUTS ARE NOT REQUIRED WHEN SELF-LOCKING NUTS ARE PROVIDED.
- 14. GALVANIZED ASTM A325 BOLTS SHALL NOT BE REUSED.
- 15. WELDING SHALL BE PERFORMED IN ACCORDANCE WITH AMERICAN WELDING SOCIETY (AWS) D1.1-2010 STRUCTURAL WELDING CODE - STEEL.

PLANS PREPARED FOR:

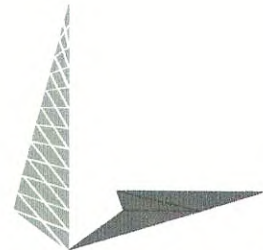


3806 THIRLANE ROAD
ROANOKE, VA 26676
(540) 561-2277

PROJECT INFORMATION:

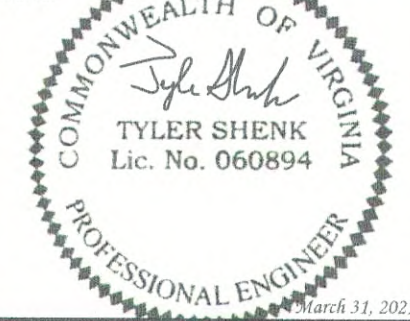
SITE NAME:
STAUNTON
SITE #: 563393
250 N JEFFERSON STREET
STAUNTON, VA 24401
(AUGUSTA COUNTY)

PLANS PREPARED BY:



TOWER ENGINEERING PROFESSIONALS
326 TRYON ROAD
RALEIGH, NC 27603-3530
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www.tepgroup.net

SEAL:



I	03-31-21	CONSTRUCTION
O	03-24-21	PRELIMINARY
REV	DATE	ISSUED FOR:

DRAWN BY: ANG CHECKED BY: JKW

SHEET TITLE:

PROJECT
NOTES

SHEET NUMBER:	REVISION:
N-1	1
	TEP#: 44606

PROPOSED LIGHT
FIXTURE WITH 150 WATT
LAMPS (MIN)

PROPOSED GFCI OUTLET

PROPOSED CAC

PROPOSED 200A METER

PROPOSED JUNCTION
BOX

PROPOSED RAYCAP

PROPOSED EQUIPMENT
H-FRAME. SEE SHEET
E-3A FOR DETAILS.

PROPOSED ICE
BRIDGE. SEE SHEET
C-5 FOR DETAILS.

PROPOSED 4'x8'
CONCRETE PAD.
SEE THIS SHEET
FOR DETAILS.

PROPOSED CHARLES
INDUSTRIES EQUIPMENT
CABINETS SEE SHEET
C-4B FOR DETAILS.

STRUCTURAL NOTES:

SPECIFICATIONS/CODES:

1. CONCRETE WORK SHALL BE PERFORMED IN ACCORDANCE WITH LATEST EDITION OF THE ACI CODE.
2. REINFORCING STEEL SHALL BE PLACED IN ACCORDANCE WITH THE CONCRETE REINFORCING STEEL INSTITUTE (CRSI) "MANUAL OF STANDARD PRACTICE".
3. DESIGN SHALL BE PER INTERNATIONAL BUILDING CODE, 2015 EDITION.

FOUNDATION NOTES:

1. FOUNDATION DESIGN BASED ON 2000 PSF SOIL BEARING CAPACITY. IF OTHER CONDITIONS EXIST, FOUNDATION SHALL BE REDESIGNED. CONTRACTOR SHALL HAVE SOIL BEARING CAPACITY VERIFIED BY A LICENSED PROFESSIONAL GEOTECHNICAL ENGINEER PRIOR TO INITIATION OF CONSTRUCTION ACTIVITIES.
2. CONCRETE SHALL BE 2500 PSI. REBAR $F_y = 60,000$ PSI.
3. ALL BACKFILL SHALL BE THOROUGHLY COMPACTED TO A MINIMUM OF 95% DENSITY USING THE MODIFIED PROCTOR METHOD.

#5 REBAR @ 12" O.C.

12 MIL. POLY

1" CHAMFER

PROPOSED 4'-0"x8'-0"x8"
CONCRETE PAD

FILL WITH NON-FROST
SUSCEPTABLE SOIL

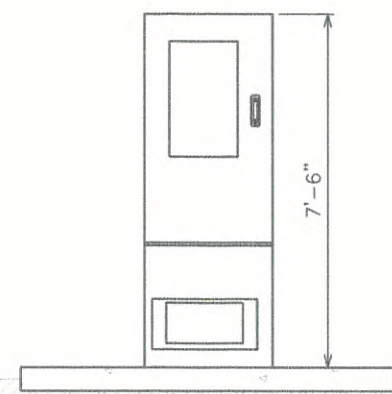
PROPOSED 6" FREE DRAINING
GRANULAR BACKFILL UNDER SLAB.
(CLEAN FILL TO BE USED).

FOUNDATION DETAIL

SCALE: N.T.S.

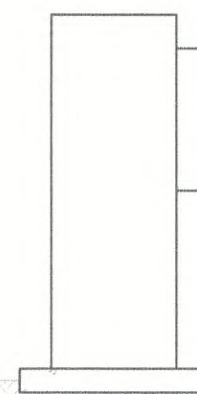
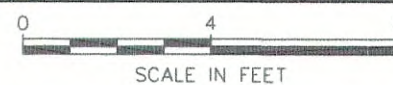
EQUIPMENT LAYOUT

SCALE: $\frac{1}{4}" = 1'-0"$



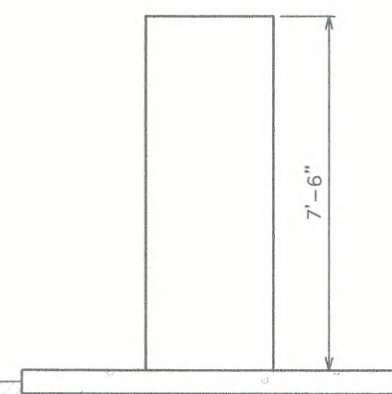
ELEVATION A

SCALE: $\frac{1}{4}" = 1'-0"$



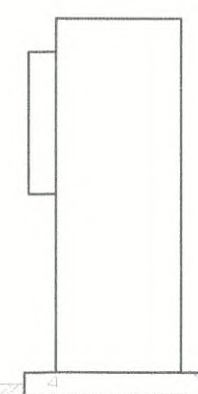
ELEVATION B

SCALE: $\frac{1}{4}" = 1'-0"$



ELEVATION C

SCALE: $\frac{1}{4}" = 1'-0"$



ELEVATION D

SCALE: $\frac{1}{4}" = 1'-0"$

PLANS PREPARED FOR:



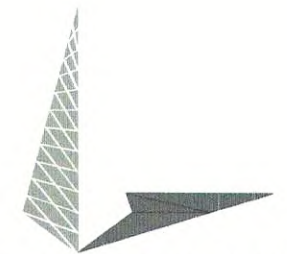
3806 THIRLANE ROAD
ROANOKE, VA 26676
(540) 561-2277

PROJECT INFORMATION:

SITE NAME:
STAUNTON
SITE #: 563393

250 N JEFFERSON STREET
STAUNTON, VA 24401
(AUGUSTA COUNTY)

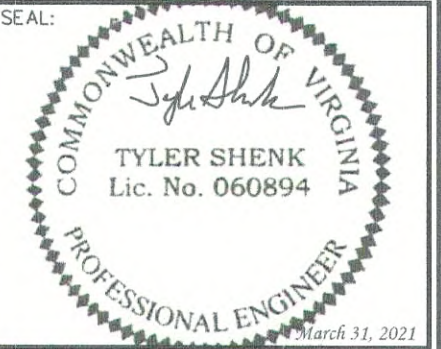
PLANS PREPARED BY:



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SEAL:



REV	DATE	ISSUED FOR:
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DRAWN BY: ANG CHECKED BY: JKW

SHEET TITLE:

CABINET DETAILS

SHEET NUMBER:	REVISION:
C-4A	1
	TEP#: 44606

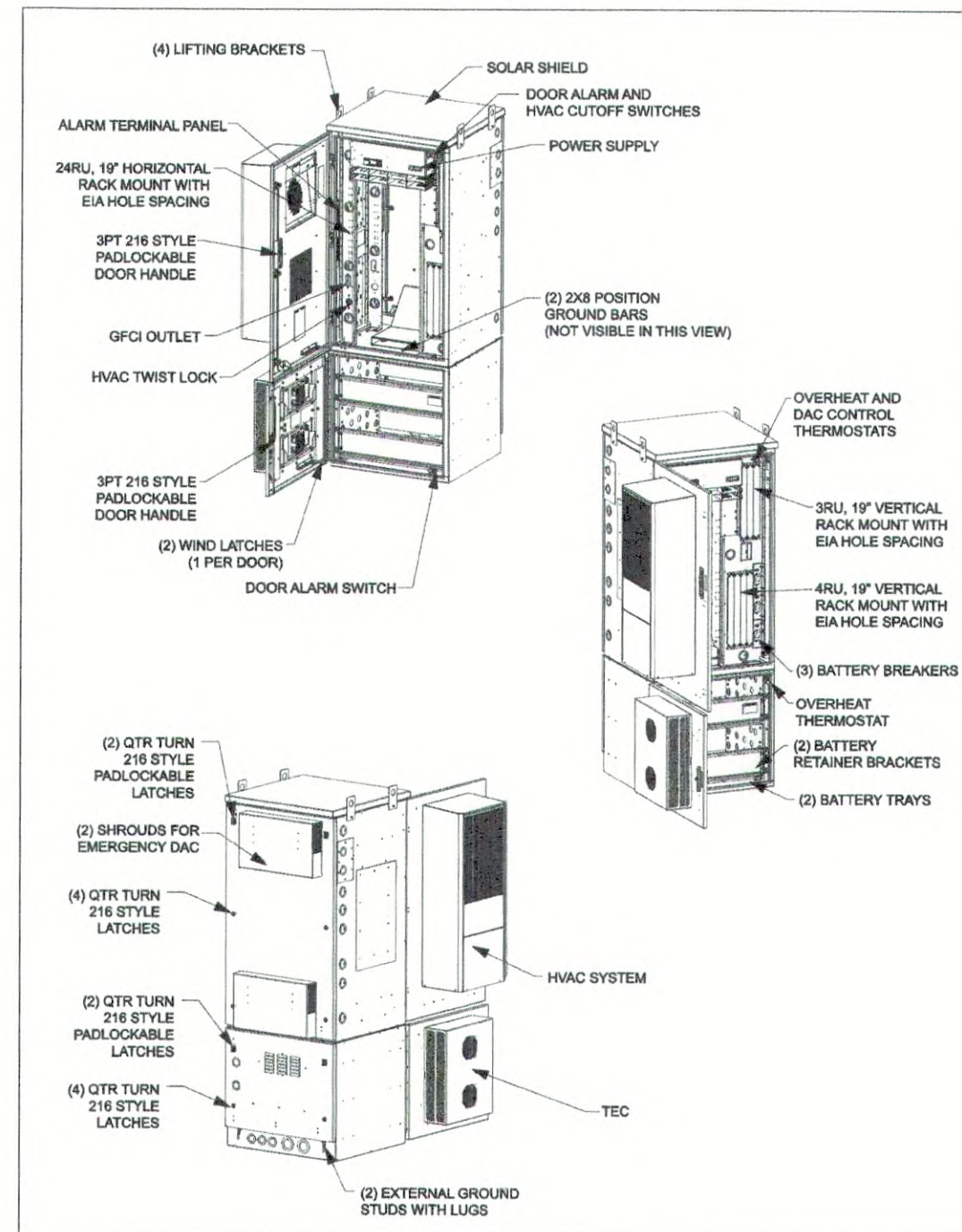


Figure 3 CUBE Components

PLANS PREPARED FOR:

U.S. Cellular

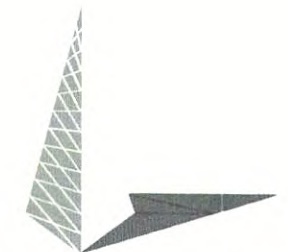
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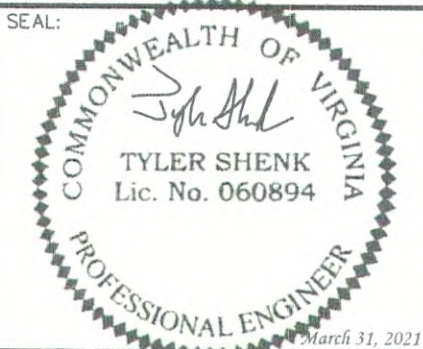
PLANS PREPARED BY:



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CABINET DETAILS

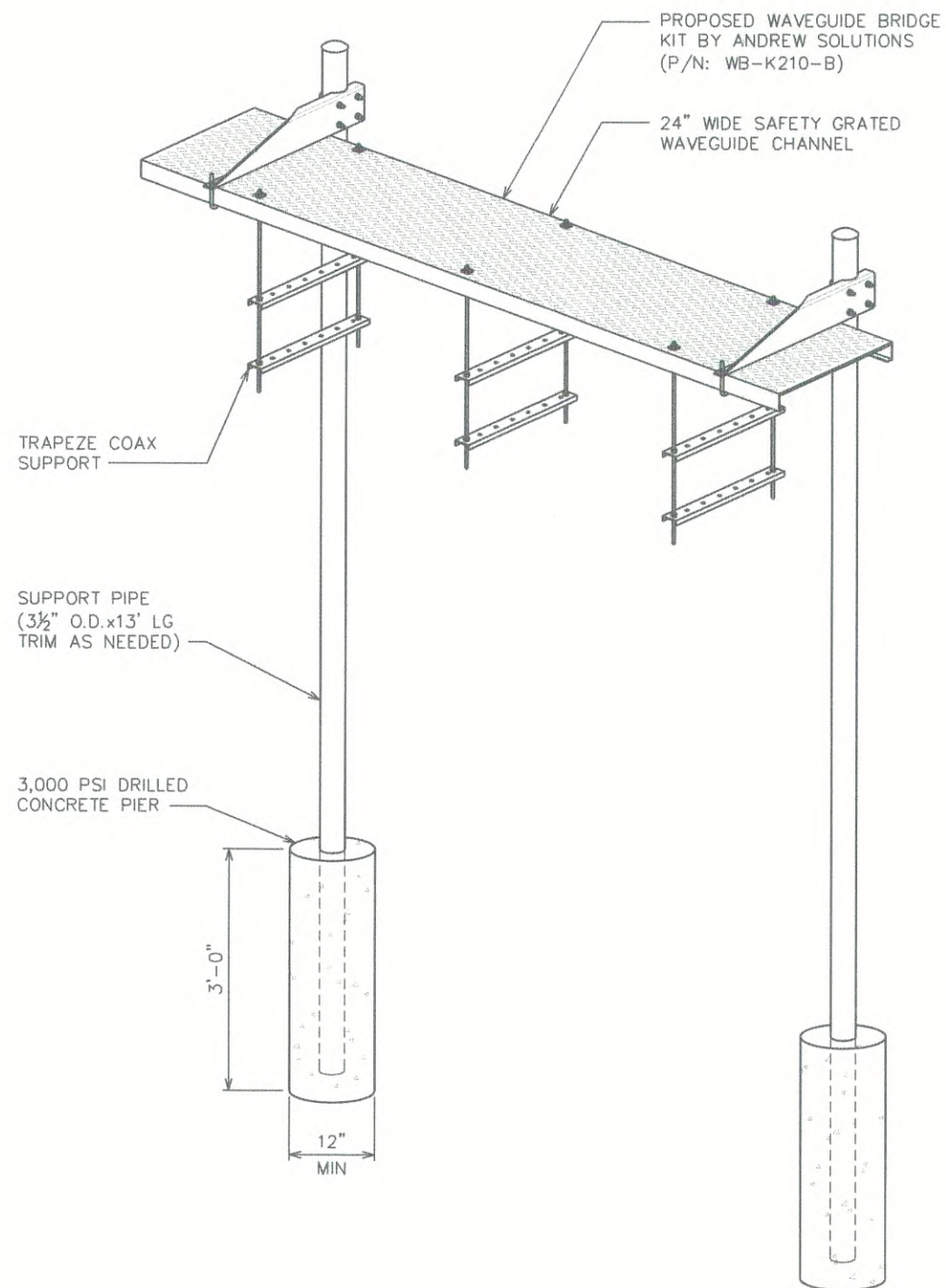
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C-4B

REVISION:

1

TEP#: 44606

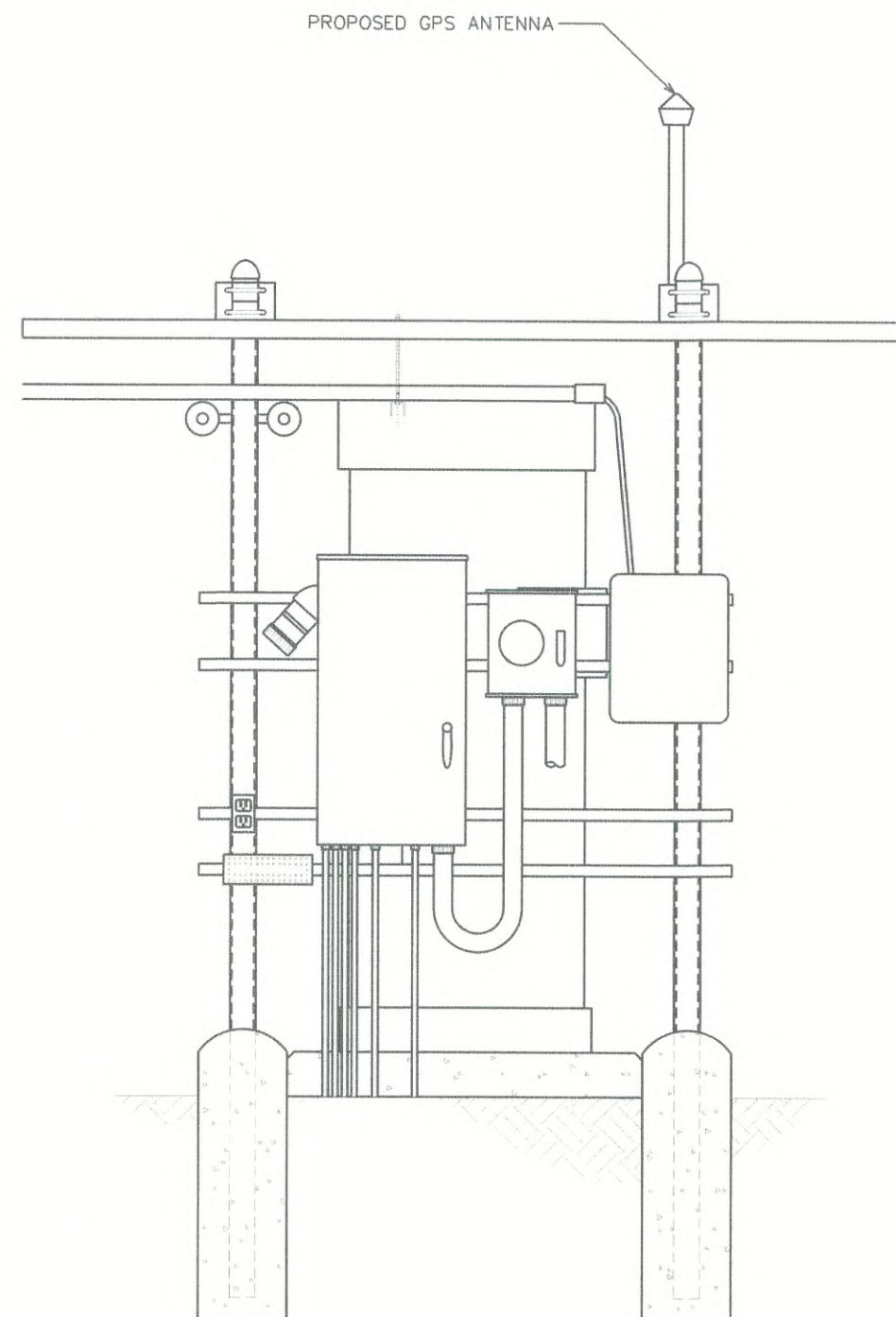


ICE BRIDGE DETAIL

SCALE: N.T.S.

NOTE:

GPS ANTENNA SHALL BE MOUNTED TO THE ICE BRIDGE POST WITH A UNIVERSAL GPS MOUNTING KIT (VALMONT P/N: B1841) OR AN APPROVED EQUIVALENT.



GPS MOUNTING DETAIL

SCALE: N.T.S.

PLANS PREPARED FOR:

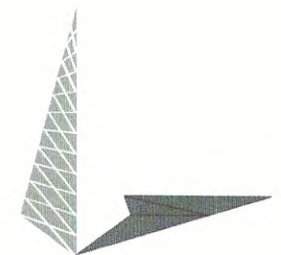


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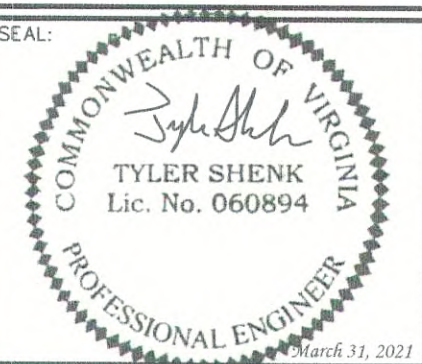
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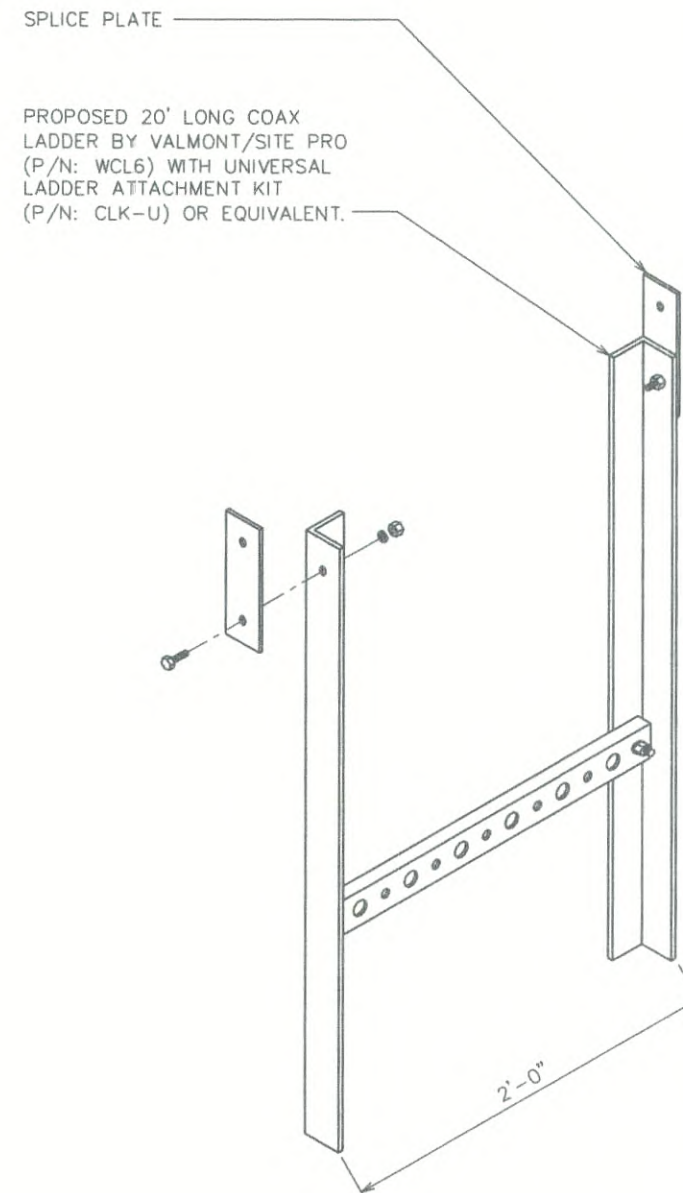
1	03-31-21	CONSTRUCTION
0	03-24-21	PRELIMINARY
REV	DATE	ISSUED FOR:

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SHEET TITLE:

**ICE BRIDGE
DETAIL**

SHEET NUMBER:	REVISION:
C-5A	1
TEP#:	44606



WAVEGUIDE DETAILS

SCALE: N.T.S.

PLANS PREPARED FOR:

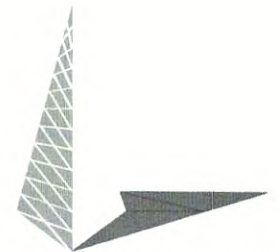


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PROJECT INFORMATION:

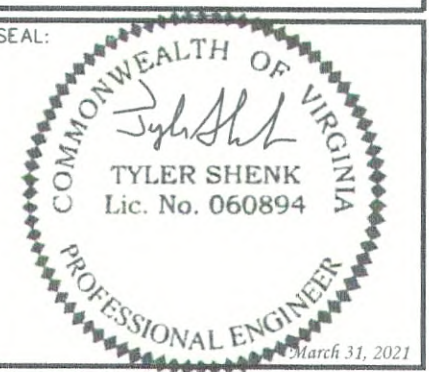
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DRAWN BY: ANG CHECKED BY: JKW

SHEET TITLE:

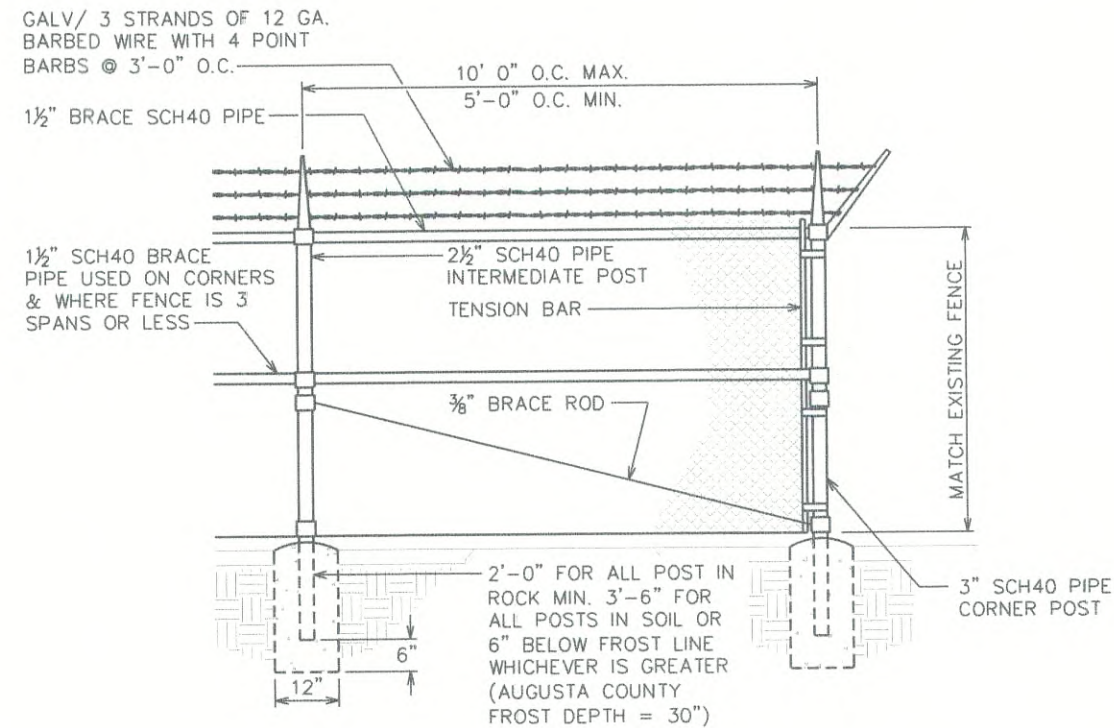
**WAVEGUIDE
DETAILS**

SHEET NUMBER: REVISION:

C-5B

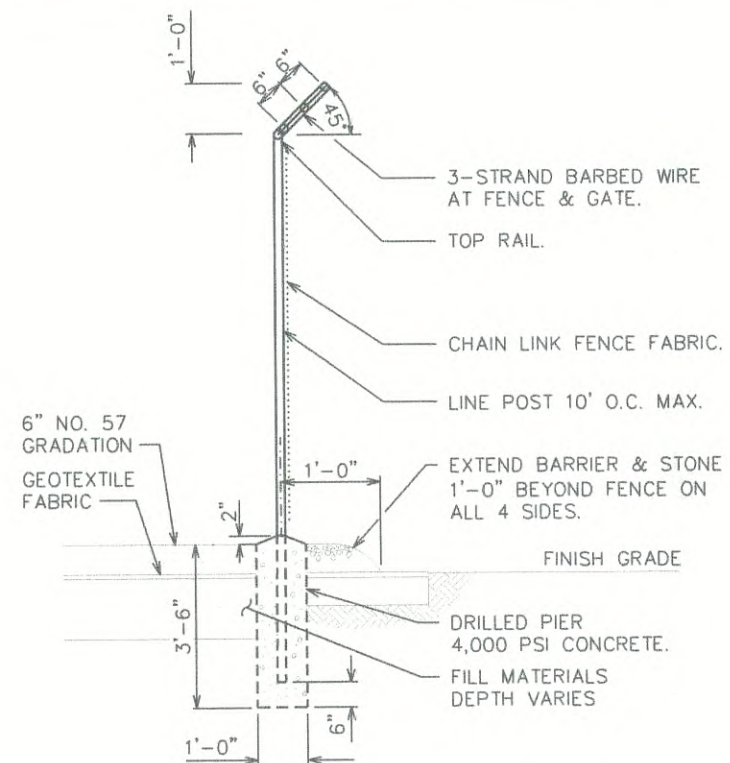
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TEP #: 44606



PROPOSED FENCE ELEVATION

SCALE: N.T.S.



FENCE / BARBED WIRE ARM DETAIL

SCALE: N.T.S.

PLANS PREPARED FOR:



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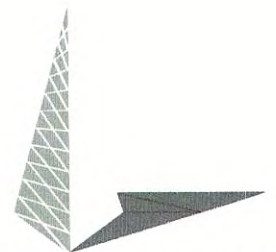
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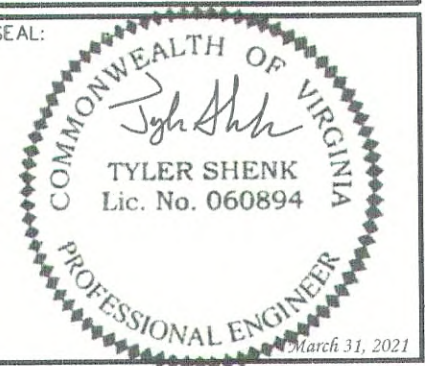
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SHEET TITLE:

FENCE DETAILS

SHEET NUMBER:

C-6

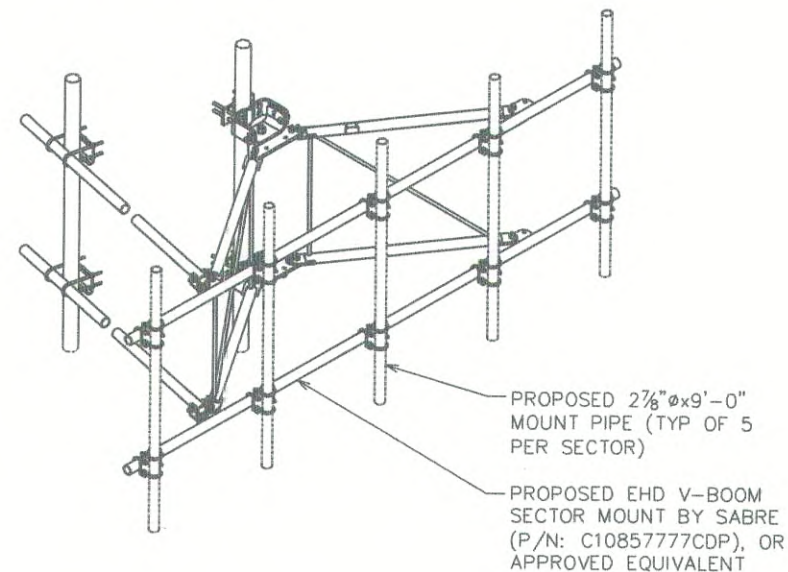
REVISION:

1

TEP #: 44606

NOTES:

1. MOUNT INCLUDES ATTACHMENT HARDWARE. MOUNT PIPES SOLD SEPARATELY.
2. USCC TO PROVIDE SABRE MOUNT.



ANTENNA MOUNT DETAILS

SCALE: N.T.S.

NOTES:

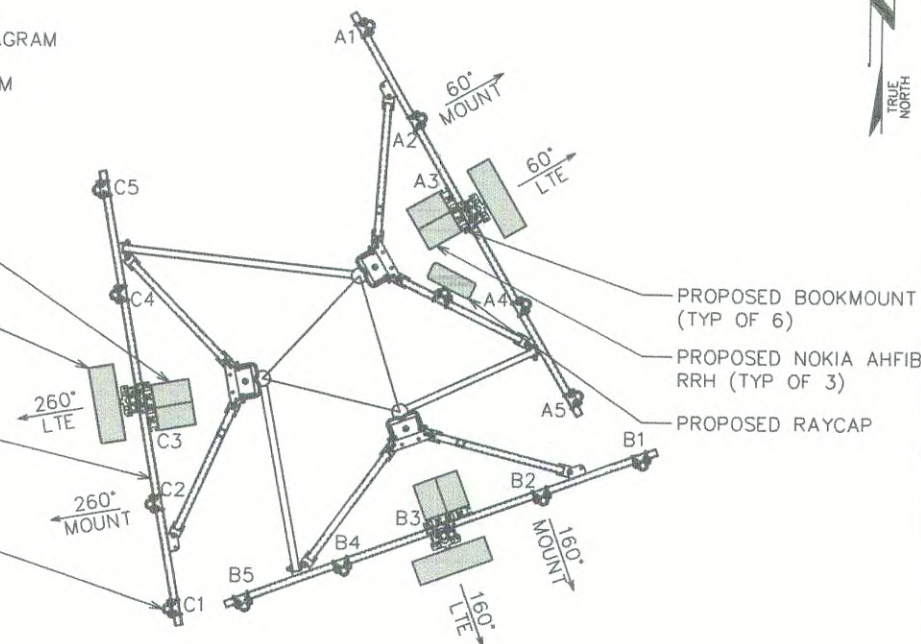
1. CONTRACTOR TO CONFIRM ANTENNA AZIMUTH WITH USCC LOADING SHEET PRIOR TO INSTALLATION.
2. SEE SHEET C-9 FOR PLUMBING DIAGRAM
3. SEE SHEET C-8A FOR RRH DIAGRAM

PROPOSED NOKIA
AHLOA RRH (TYP OF 3)

PROPOSED USCC LTE
ANTENNA (TYP OF 3)

PROPOSED USCC SECTOR
MOUNT (TYP OF 3)

PROPOSED USCC
2 7/8"Øx9'-0" MOUNT
PIPE (TYP OF 15)



MOUNT ORIENTATION

SCALE: 1/4" = 1'-0"

PLANS PREPARED FOR:

U.S. Cellular

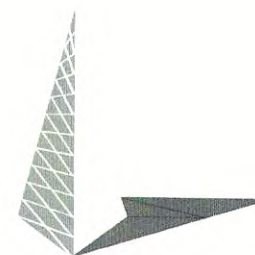
3806 THIRLANE ROAD
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ANTENNA/CABLE SCHEDULE

ANTENNA	SECTOR	TECH	MANUFACTURER (MODEL #)	AZIMUTH (TRUE NORTH)	MOUNTING HEIGHT	LB RET 1/2 TILT	MB RET 1/2 TILT	MECH. D-TILT	EQUIPMENT	SURGE PROTECTION	COAX/CABLE	CABLE LENGTH*	COAX JUMPER*
A3	ALPHA	LTE	DENGYO OCT8-2LX2HX-BW65	60°	℄ @ 106'-0"	2°	2°	0°	(3) NOKIA AHLOA RRH (3) NOKIA AHFIB RRH	(1) RUSDC-6267-PF-48 RAYCAP	(1) 1 1/4"Ø HYBRID CABLE	150'±	15'±
B3	GAMMA	LTE	DENGYO OCT8-2LX2HX-BW65	160°	℄ @ 106'-0"	2°	2°	0°					15'±
C3	DELTA	LTE	DENGYO OCT8-2LX2HX-BW65	260°	℄ @ 106'-0"	2°	2°	0°					15'±

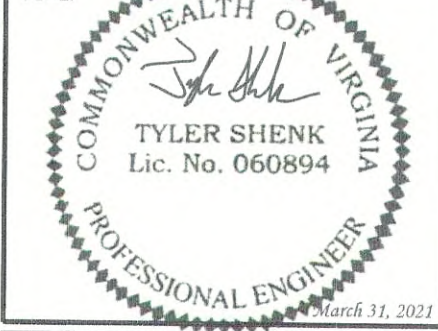
NOTES:

1. *CONTRACTOR SHALL FIELD VERIFY HYBRID CABLE AND COAX JUMPER LENGTHS PRIOR TO ORDERING MATERIALS.
2. (1) ANTENNA PER SECTOR FOR A TOTAL OF (3) ANTENNAS.
3. CONTRACTOR TO VERIFY AZIMUTHS PRIOR TO CONSTRUCTION.
4. CONTRACTOR TO REQUEST RF SHEET FROM CONSTRUCTION MANAGER PRIOR TO CONSTRUCTION.
5. DOWNTILT MOUNTING BRACKET REQUIRED. SEE SHEET C-8A FOR DETAIL.

ANTENNA/CABLE SCHEDULE

SCALE: N.T.S.

SEAL:



REV	DATE	ISSUED FOR:
1	03-31-21	CONSTRUCTION
0	03-24-21	PRELIMINARY

DRAWN BY: ANG CHECKED BY: JKW

SHEET TITLE:

**ANTENNA
MOUNTING DETAILS**

SHEET NUMBER:	REVISION:
C-7A	1
TEP#:	44606

PLANS PREPARED FOR:

U.S. Cellular

3806 THIRLANE ROAD
ROANOKE, VA 26676
(540) 561-2277

PROJECT INFORMATION:

SITE NAME:
STAUNTON

SITE #: 563393

250 N JEFFERSON STREET
STAUNTON, VA 24401
(AUGUSTA COUNTY)

PLANS PREPARED BY:

TOWER ENGINEERING PROFESSIONALS

326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
www.tepgroup.net

SEAL:

COMMONWEALTH OF VIRGINIA

Tyler Shenk

TYLER SHENK
Lic. No. 060894

PROFESSIONAL ENGINEER

March 31, 2021

I	03-31-21	CONSTRUCTION
O	03-24-21	PRELIMINARY
REV	DATE	ISSUED FOR:

DRAWN BY: ANG CHECKED BY: JKW

SHEET TITLE:

ANTENNA DETAILS

SHEET NUMBER: **C-7B**

REVISION: **1**

TEP#: 44606

DENGYO

Base Station Antennas

Frequency Range	617-894x2 1695-2400x2
Polarization	±45°
Half-Power Beam Width	65°
Electrical Downtilt	2° - 12°x4

Type: OCT8-2LX2HX-BW65

Base Station Antenna

8-ports 617-894 / 617-894 / 1695-2400 / 1695-2400 MHz 65° / 16 / 16 / 18 dBi, 2°-12° / 2°-12° / 2°-12° / 2°-12° Tilt Antenna With 4 Integrated RCUs.

Electrical Specifications

Frequency Range(MHz)		2x617-894			2x1695-2400		
		617-698	698-824	824-894	1695-1920	1920-2160	2300-2400
Polarization		±45°					
Horizontal 3dB Beamwidth(°)		70	63	60	66	63	58
Vertical 3dB Beamwidth(°)		10.4	9.1	8.0	5.5	5	4.3
Gain (dBi)		15.0	15.5	16.0	17.6	18.0	18.1
Electrical Downtilt		2°-12°			2°-12°		
Upper Sidelobe Suppression(dB)		First	≥16	≥16	≥16	≥16	≥16
Front-to-Back Ratio		≥23	≥24	≥25	≥25	≥25	≥25
Total Power, ±30° (dB)		≥23	≥24	≥25	≥25	≥25	≥25
Cross polar ratio	Main direction(dB)	≥17	≥17	≥17	≥17	≥17	≥17
	±60° (dB)	≥7	≥7	≥7	≥7	≥7	≥7
Isolation ports		≥25 dB					
Isolation Frequency		≥30 dB					
VSWR		< 1.5					
Intermodulation IM3		< -150 dBc(2x43dBm carrier)					
Impedance		50 Ω					
Max. Power per Input (at 50°C ambient temperature)		500 W			300 W		
Lightning Protection		DC Ground					

Mechanical Specifications

Radome Material	Fiberglass
Connector Type and Location	4-3-10x8 Bottom RCU in: 1 x 8 pin male RCU out: 1 x 8 pin female
Dimensions, HxWxD(mm)(inches)	2438 x 496 x 180 / 95.9 x 19.6 x 7.1
Packing Size(mm)(inches)	2750 x 620 x 325 / 108.3 x 24.4 x 12.8
Weight, w/o Mounting kit(kg)(lbs)	47 / 103.4
Weight with Mounting kit(kg)(lbs)	53 / 116.6
Packing Weight(kg)(lbs)	63 / 138.6
Max. Wind Velocity(mph)	150
Mounting hardware	6 50 mm ~ 6 115 mm
Operational Temperature(°C)	-40 to +65
Operational Humidity(%)	<95
Wind Load at 100mph (Frontal/Lateral/Rearside(N))	1418/280/1027

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OCT8-2LX2HX-BW65-Rev.3

DENGYO

Base Station Antennas

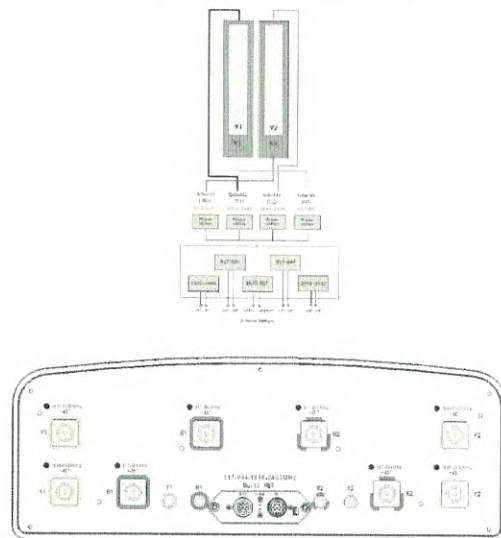
Frequency Range	617-894x2 1695-2400x2
Polarization	±45°
Half-Power Beam Width	65°
Electrical Downtilt	2° - 12°x4

Type: OCT8-2LX2HX-BW65

Integrated RET Properties

Protocols	Compliant to AISG 2.0/3GPP
Input voltage range	+10~+30VDC(pin 5)
Power consumption	<2W(stand by);<13W(motor activated)
Connectors	AISG Antenna 2 x 8 pin connector acc. To IEC 60130-9 Acc. to AISG Daisy chain In/male Daisy chain out/female
Hardware Interface	RS485A(pin5(pin3);Power supply(pin6); DC return(pin7)Acc. to AISG
Adjustment time(full range)	40 sec(typically,depending on antenna)
Adjustment Cycles	≥10000
Torque Max	≥160mN.m
Lightning Protection Rating	IEC 61000-4-5 Current Pulse Profile,8/20 us 10 Repetitions Min @ 6kA IEC 61312-1 Annex B Current Pulse Profile, 10/350 us,200 Repetitions Min. @ 0.8kA

COMPREHENSIVE TILT CONFIGURATION



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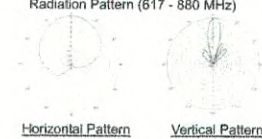
DENGYO

Base Station Antennas

Frequency Range	617-894x2 1695-2400x2
Polarization	±45°
Half-Power Beam Width	65°
Electrical Downtilt	2° - 12°x4

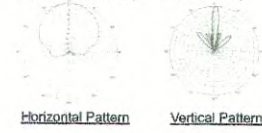
Type: OCT8-2LX2HX-BW65

Radiation Pattern (617 - 880 MHz)



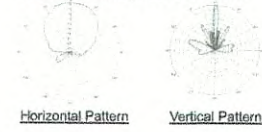
Horizontal Pattern Vertical Pattern

Radiation Pattern (1695 - 1920 MHz)



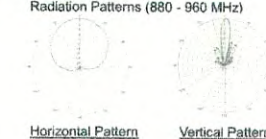
Horizontal Pattern Vertical Pattern

Radiation Pattern (2180 - 2400 MHz)



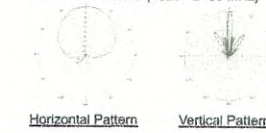
Horizontal Pattern Vertical Pattern

Radiation Patterns (880 - 960 MHz)



Horizontal Pattern Vertical Pattern

Radiation Patterns (1920 - 2180 MHz)



Horizontal Pattern Vertical Pattern

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OCT8-2LX2HX-BW65-Rev.3

ANTENNA DETAILS

SCALE: N.T.S.

NOTES:

1. ALL PROPOSED JUMPERS SHALL HAVE DIN-MALE CONNECTIONS AT BOTH ENDS.
2. MAXIMUM JUMPER LENGTH=20', IF JUMPERS > 20', CONTRACTOR TO USE DIRECT CONNECT COMMSCOPE VXL5-50 (MINIMUM BEND RADIUS =5")
3. CONTRACTOR TO SEAL UNUSED LOW-BAND PORTS ON ANTENNAS.
4. TOWER TOP FIBER/POWER CONNECTIONS FROM RAYCAP TO RRH RUNS SHOULD BE SHIELDED IN 1" INNERDUCT (75' PROVIDED IN HYBRID KIT)

PROPOSED RAYCAP. SEE THIS SHEET FOR DETAILS.

EXISTING TOWER LEG

PROPOSED HYBRID CABLE

PROPOSED ANTENNA GROUND BAR (IF NEEDED)

PROPOSED ANTENNA

PROPOSED RRH (TYP) UTILIZING SUPERFLEX JUMPERS AT THE RADIO

CL/MOUNT & ANTENNAS

PROPOSED POWER & FIBER FROM PROPOSED RAYCAP TO PROPOSED RRH (TYP). SEE NOTES.

PROPOSED UNIVERSAL TOWER STANDOFF KIT BY SITEPRO (P/N: STK3-0 FOR 3"-4" MEMBERS) OR EQUIVALENT. SEE DETAIL ON THIS SHEET.

PROPOSED JUMPER AND AISG CABLE CABLE TO BE SUPPORTED WITH 1/2" STACKABLE SNAP-INS BY SITEPRO (P/N: 12SS-A, PACK OF 10) OR EQUIVALENT.

PROPOSED RAYCAP GROUND LEAD

ROUND MEMBER ADAPTER DETAIL

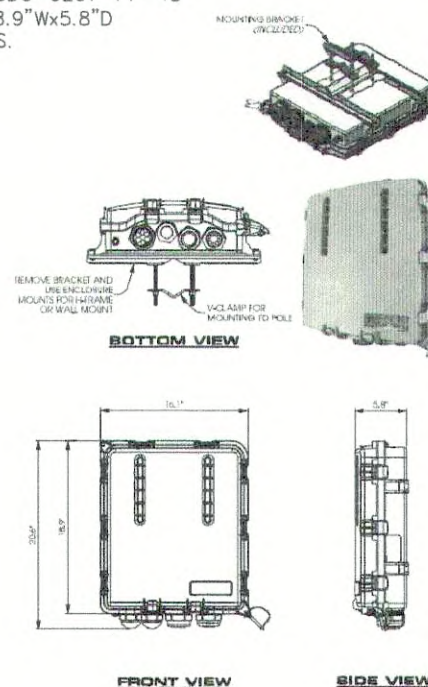
UNIVERSAL STANDOFF DETAIL

RAYCAP AND RRH MOUNTING DETAIL (ELEVATION)

SCALE: N.T.S.

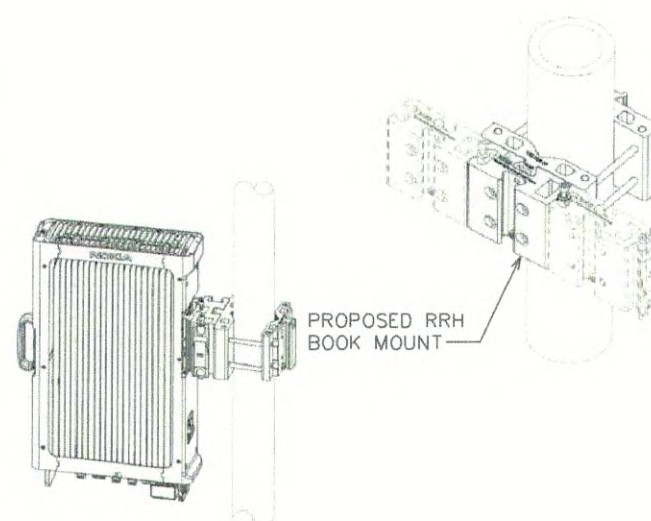
NOTES:

- P/N: RUSDC-6267-PF-48
- 20.6"Hx18.9"Wx5.8"D
- 19.95 LBS.



NOTES:

1. NOKIA POLE MOUNTING KIT (AMPA) 473879A.
2. CAN BE USED WITH PIPES FROM 1.2"Ø TO 4.7"Ø.



PROPOSED MOUNTING BRACKET BY DENGYO (P/N: NDK-B09400A4)

PROPOSED HYBRID COAX CABLE.

PROPOSED BUTTERFLY HANGERS (SITE PRO 1-1/4" P/N: BUG114).

RAYCAP SPEC SHEET

SCALE: N.T.S.

RRH BOOK MOUNT

SCALE: N.T.S.

MOUNTING BRACKET DETAIL

SCALE: N.T.S.

BUTTERFLY HANGER DETAIL

SCALE: N.T.S.

PLANS PREPARED FOR:

U.S. Cellular

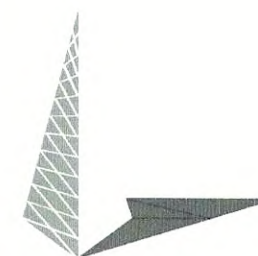
3806 THIRLANE ROAD
ROANOKE, VA 26676
(540) 561-2277

PROJECT INFORMATION:

SITE NAME:
STAUNTON
SITE #: 563393

250 N JEFFERSON STREET
STAUNTON, VA 24401
(AUGUSTA COUNTY)

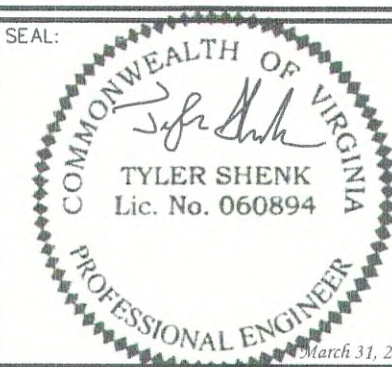
PLANS PREPARED BY:



TOWER ENGINEERING PROFESSIONALS

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OFFICE: (919) 661-6351
www.tepgroup.net

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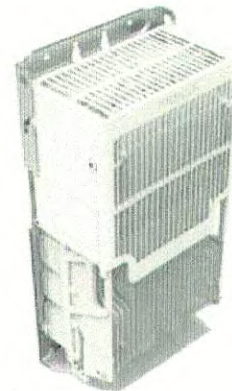
DRAWN BY: ANG CHECKED BY: JKW

SHEET TITLE:

**RRH ROUTING
DIAGRAM**

SHEET NUMBER:	REVISION:
C-8A	1
	TEP#: 44606

NOKIA

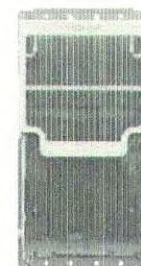


Product name	AirScale Dual RRH 4T4R B12/71 240W AHLOA
Supported frequency bands	3GPP bands 12 and 71
Frequencies	Band 85 (12,17): UL 698 – 716 MHz, DL 728 – 746 MHz Band 71: UL 663 MHz – 698 MHz, DL 617 MHz – 652 MHz
Number of TX/RX ports	4 pipes, 2T2R, 2T4R, 4T4R for both bands
Instantaneous Bandwidth IBW	17 MHz for B12 and 35MHz for B71 1 MHz NB IoT future use in B85
Occupied Bandwidth OBW	UL: 53MHz contiguous DL: B12 17MHz + 1 MHz NB IoT future use, B71 35MHz
Output power	60W per TX shared between bands
Supply Voltage / Voltage Range	DC-48 V / -36 V to -60 V
Typical power consumption	664W [ETSI Busy Hour Load at 4TX@60W] 465W [ETSI Busy Hour Load at 4TX@20W]
Antenna ports	4 ports, 4.3-10
Optical ports	2 x CPRI 9.8 Gbps
ALD control interfaces	AISG3.0 and RET (DC on ANT1 & ANT3)
Other interfaces	External alarm MDR-26 serial connector (4 inputs, 1 output) DC circular power connector
Operational temperature range	-40°C to 55°C (with no solar load)
Dimensions (mm) height x width x depth	560 x 308 x 189
Volume (liters)	32.5
Weight (kg)	38
Ingress protection class	IP65
Installation options	Pole or Wall; vertical or horizontal book mount
Surge protection	Class II 5kA

AHLOA RRH SPEC SHEET

SCALE: N.T.S.

NOKIA

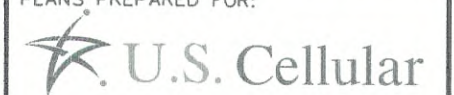


Product name	AirScale Dual RRH 4T4R B25/66 320W, AHFIB - 474216A
Supported Frequency bands	3 GPP Bands 25 and 66
Frequencies	Band 25: DL 1930-1995MHz, UL 1850-1915MHz Band 66: DL 2110-2200MHz, UL 1710-1780MHz
Number of TX/RX ports	4/4
Instantaneous Bandwidth IBW	Band 25/ Band 66 – full band
Occupied Bandwidth OBW	Band 25: full band, Band 66: 80MHz
Output Power	40W per band, 80W per TX
Supply Voltage / Voltage Range	DC-48 V / -36V to -60V
Typical Power Consumption	525W IETSI 24h Avg – 4x20W per band, 40W per TX port
Antenna Ports	4 ports, 4.3-10+
Optical Ports	2 x CPRI 9.8 Gbps
ALD Control Interfaces	AISG3.0 from ANT 1,2,3,4 and RET (Power supply ANT1 and ANT3)
Other Interfaces	External Alarm MDR-26 Serial connector (4 inputs, 1 Output) DC Circular Power Connector
Operational Temperature Range	-40°C to 55°C (with no solar load)
Dimensions (mm)	560x308x149 mm (without covers or mounting bracket)
Height x width x depth	
Volume (liters)	< 26 (without covers or mounting bracket)
Weight (kg)	< 30 (without covers or mounting bracket)
Ingress protection class	IP65
Installation options	Pole, Wall; Book mount: Vertical wall/pole, Horizontal wall
Surge protection	Class II 5kA

AHFIB RRH SPEC SHEET

SCALE: N.T.S.

PLANS PREPARED FOR:

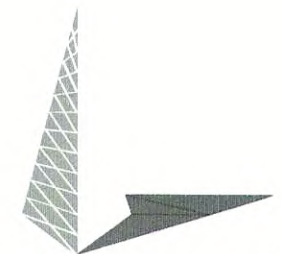


3806 THIRLANE ROAD
ROANOKE, VA 26676
(540) 561-2277

PROJECT INFORMATION:

SITE NAME:
STAUNTON
SITE #: 563393
250 N JEFFERSON STREET
STAUNTON, VA 24401
(AUGUSTA COUNTY)

PLANS PREPARED BY:



TOWER ENGINEERING PROFESSIONALS
326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
www.tepgroup.net

SEAL:



I	03-31-21	CONSTRUCTION
O	03-24-21	PRELIMINARY
REV	DATE	ISSUED FOR:

DRAWN BY: ANG CHECKED BY: JKW

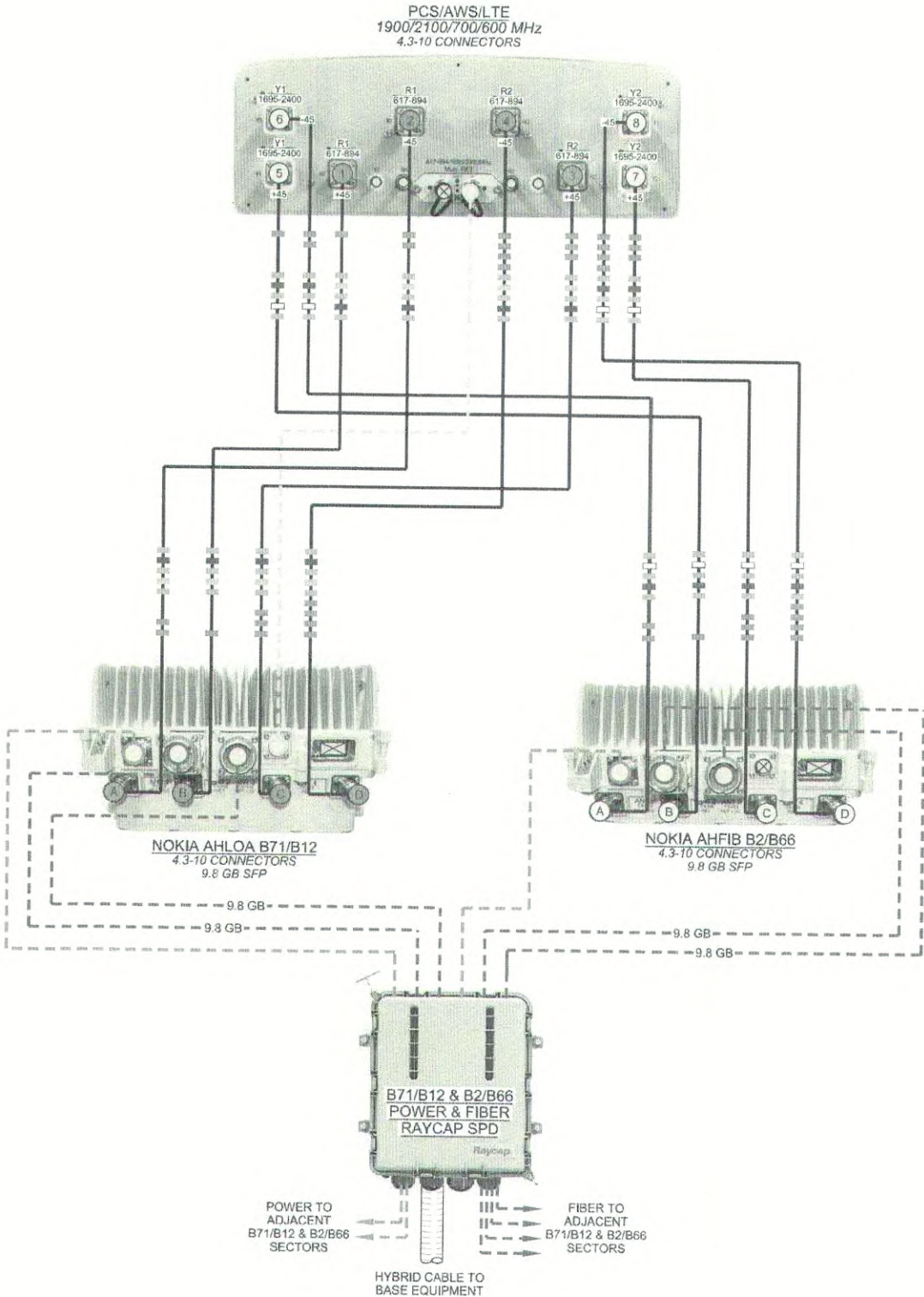
SHEET TITLE:

RRH
SPECIFICATIONS

SHEET NUMBER:	REVISION:
C-8B	1
	TEP#: 44606



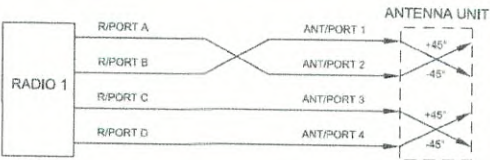
NSN// B71/B12 / B2/B66
PER SECTOR CONFIGURATION



NOTES:

1. UNUSED PORTS TO BE CAPPED. CAPS INCLUDED WITH EQUIPMENT PURCHASE. CONTRACTOR TO SUPPLY IF NECESSARY.
2. SEE TOWER ELEVATION FOR SPECIFIC JUMPER LENGTHS AND SIZES.
3. ALL JUMPERS BETWEEN RRH AND ANTENNAS MUST BE THE SAME LENGTH (PER SECTOR).
4. EXCESS JUMPER AND RET CABLES TO BE SECURED WITH GROMMETS AND SNAP-INS. VELCRO MAY NOT BE USED.
5. CONTRACTOR TO USE STRANDED INSULATED GROUND LEAD #6. SPECIFIED BY MANUFACTURER.
6. USE LDF4 JUMPERS FOR BAND 5.

ANT. TO AIRSCALE RADIO DE-CORRELATION



CABLE LEGEND

- EUPEN HYBRID CABLE
- 1/2" COAX JUMPER
- FIBER JUMPER
- POWER JUMPER
- RET JUMPER
- MID BAND PORT
- LOW BAND PORT
- WEATHERPROOF CAP

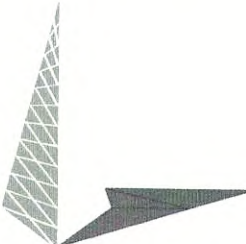
PLANS PREPARED FOR:

U.S. Cellular
3806 THIRLANE ROAD
ROANOKE, VA 26676
(540) 561-2277

PROJECT INFORMATION:

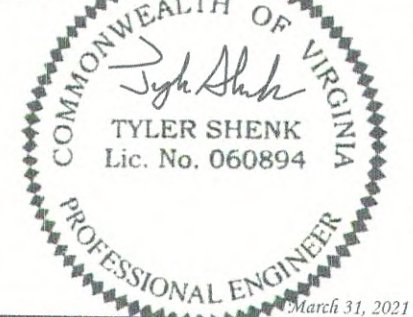
SITE NAME:
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SITE #: **563393**
250 N JEFFERSON STREET
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PLANS PREPARED BY:



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SEAL:



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0	03-24-21	PRELIMINARY

DRAWN BY: ANG CHECKED BY: JKW

SHEET TITLE:

LTE PLUMBING
DIAGRAM

SHEET NUMBER:	REVISION:
C-9	1
TEP#:	44606

DATE CREATED: 05/05/2020

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PLUMBING DIAGRAM: DX209

NOTES:

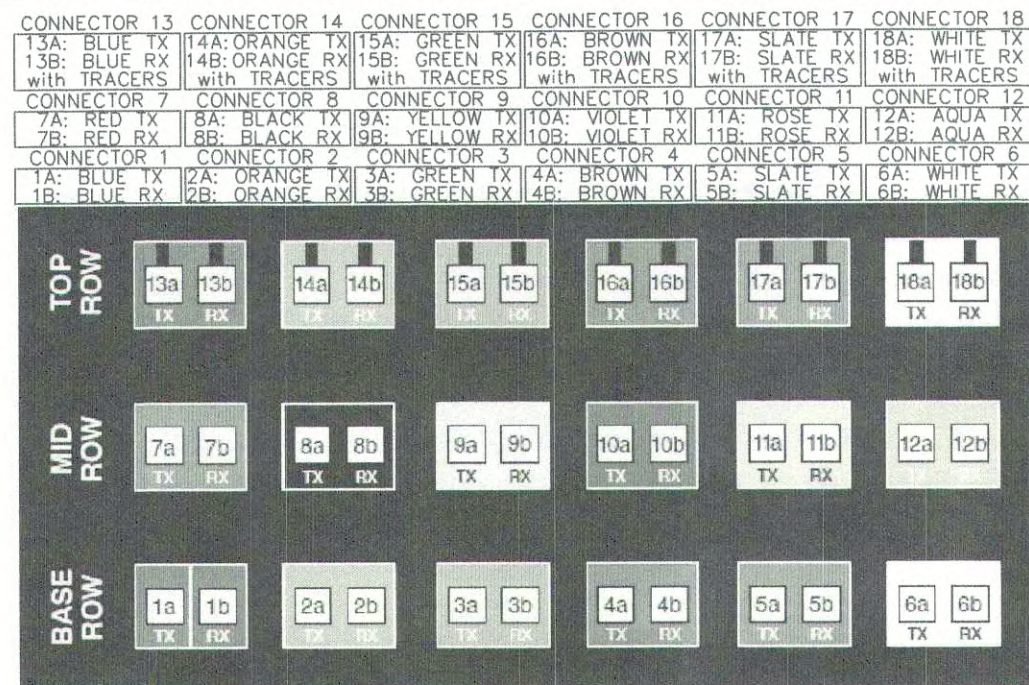
1. ALL JUMPERS BETWEEN RADIO UNITS & ANTENNAS MUST BE THE SAME LENGTH. CONTRACTOR TO INSTALL WEATHERPROOF CAP ON ALL UN-USED PORTS.

LTE PLUMBING DIAGRAM

SCALE: N.T.S.

NOTE:

REFER TO USCC DOCUMENT "TOWER MOUNTED EQUIPMENT AND TOWER CABLE STANDARDS AT CELL SITES" FOR COMPLETE COLOR CODING STANDARDS.



PROPOSED (24) FIBER CABLES

PROPOSED (12) TERMINAL BLOCK 6-20 AWG

PROPOSED (18) FIBER COUPLERS ON FIBER LANDING

PROPOSED (6) STRIKESORB MODULE

PROPOSED (6) FIBER CABLES

PROPOSED (5) BEND PROTECTORS

PROPOSED GROUND STRIP FOR SHIELD AND DRAIN WIRES

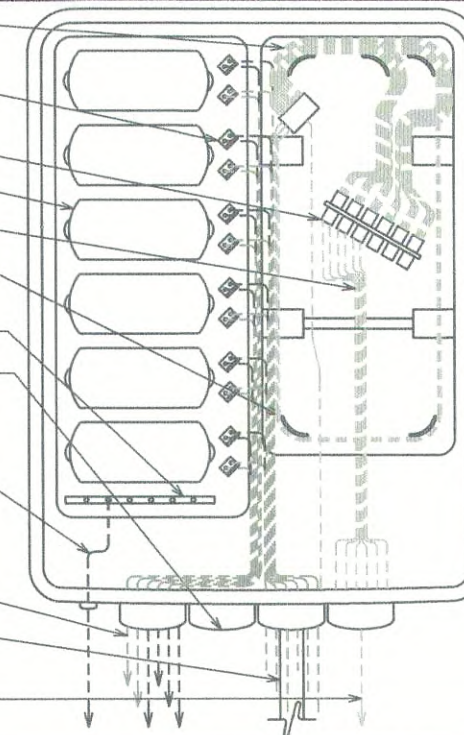
PROPOSED EMPTY PORT

PROPOSED #6 INSULATED GROUND LEAD WITH 2 LUG MECHANICAL CONNECTION BETWEEN PROPOSED RAYCAP AND EXISTING RF GROUND BAR

PROPOSED POWER JUMPER CABLES TO RRHS

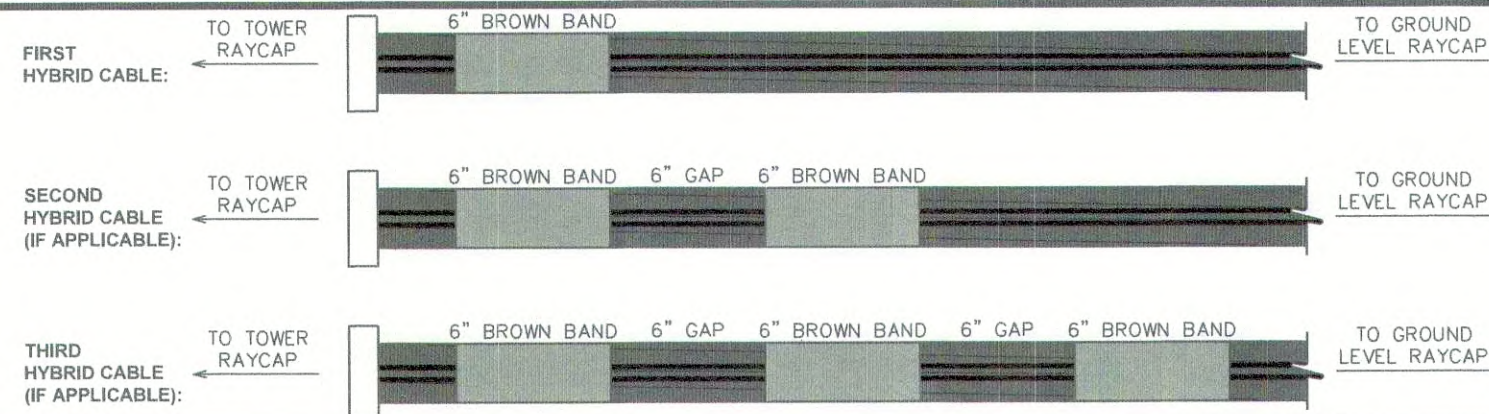
PROPOSED 1/4" HYBRID CABLE

PROPOSED FIBER OPTIC JUMPER CABLE TO RRHS



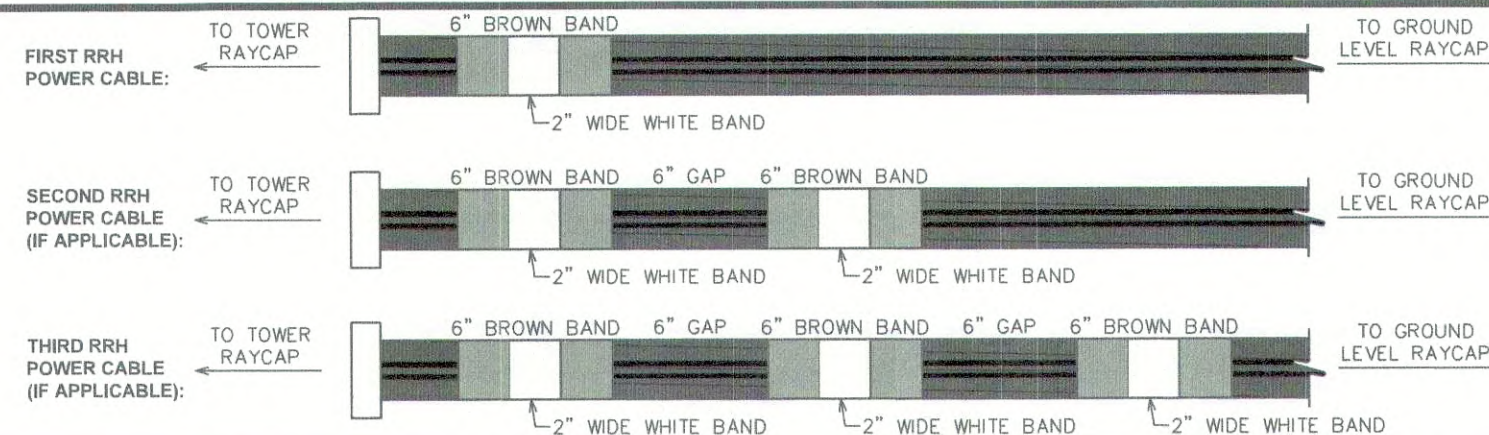
FIBER CABLE LABELING

SCALE: N.T.S.



HYBRID CABLE BANDING

SCALE: N.T.S.



FIBER CABLE BANDING

SCALE: N.T.S.

PLANS PREPARED FOR:

U.S. Cellular

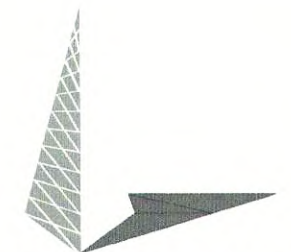
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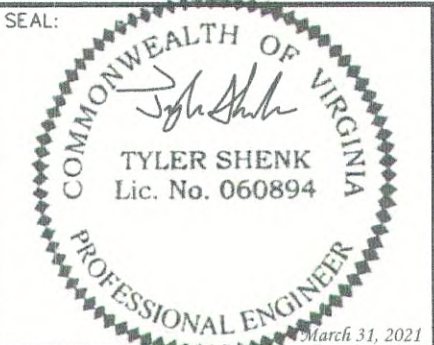
PLANS PREPARED BY:



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DRAWN BY: ANG CHECKED BY: JKW

SHEET TITLE:

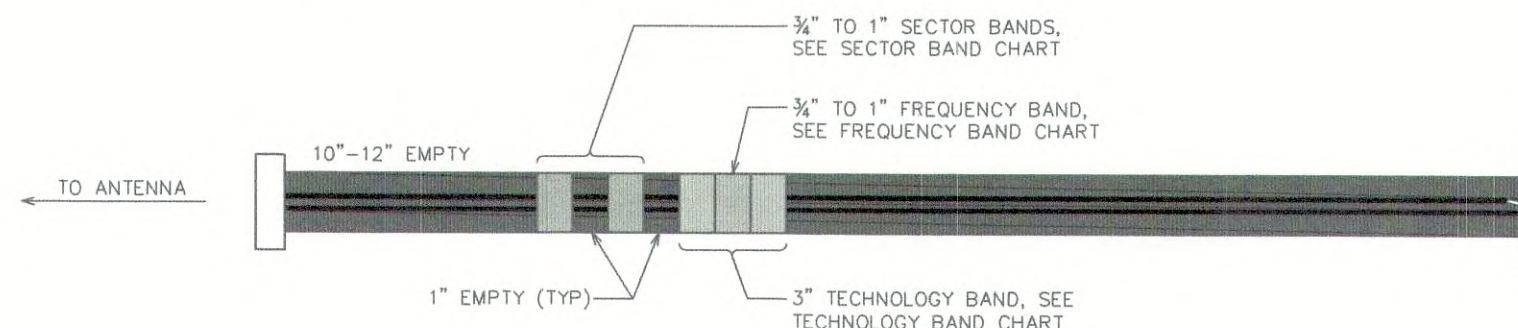
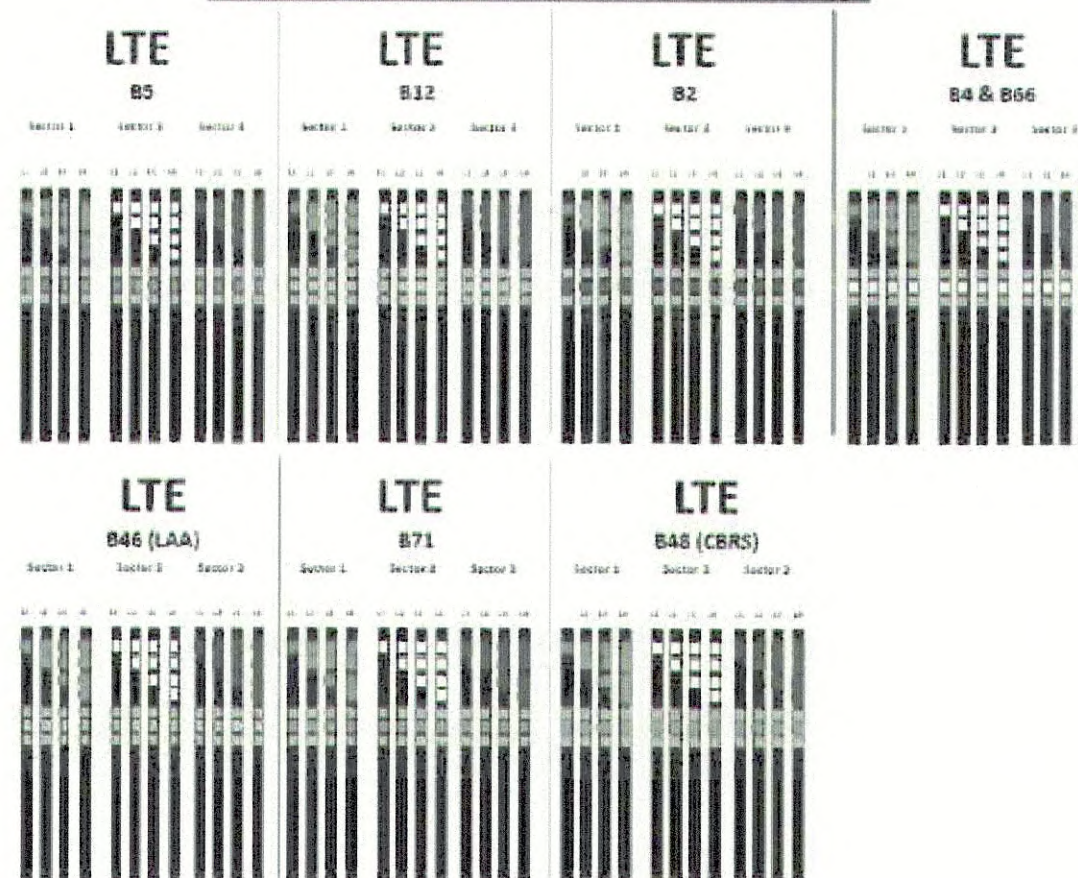
**LABELING
STANDARDS I**

SHEET NUMBER:	REVISION:
C-10A	1
TEP#:	44606

Sector Band Assignments (Most Common Case: Single Technology within the Sector)					
Sector Band	Assigned Color	Line 1	Line 2	Line 3	Line 4
Alpha (Sector 1)	red	1 red band	2 red bands	3 red bands	4 red bands
Beta (Sector 2)	white	1 white band	2 white bands	3 white bands	4 white bands
Gamma (Sector 3)	blue	1 blue band	2 blue bands	3 blue bands	4 blue bands
Delta (Sector 4, if applicable)	green	1 green band	2 green bands	3 green bands	4 green bands
Epsilon (Sector 5, if applicable)	violet	1 violet band	2 violet bands	3 violet bands	4 violet bands
Zeta (Sector 6, if applicable)	brown	1 brown band	2 brown bands	3 brown bands	4 brown bands

FREQUENCY BAND	
FREQUENCY	FREQUENCY BAND
700 (B12)	GREEN
800 (B5)	BROWN
1900 (B2)	BLUE
2100 (B4 & B66)	WHITE
5100 (B46)-LAA	GREY
600 (B71)	VIOLET
3.5 GHz	RED

USC COAX Color Code Standard

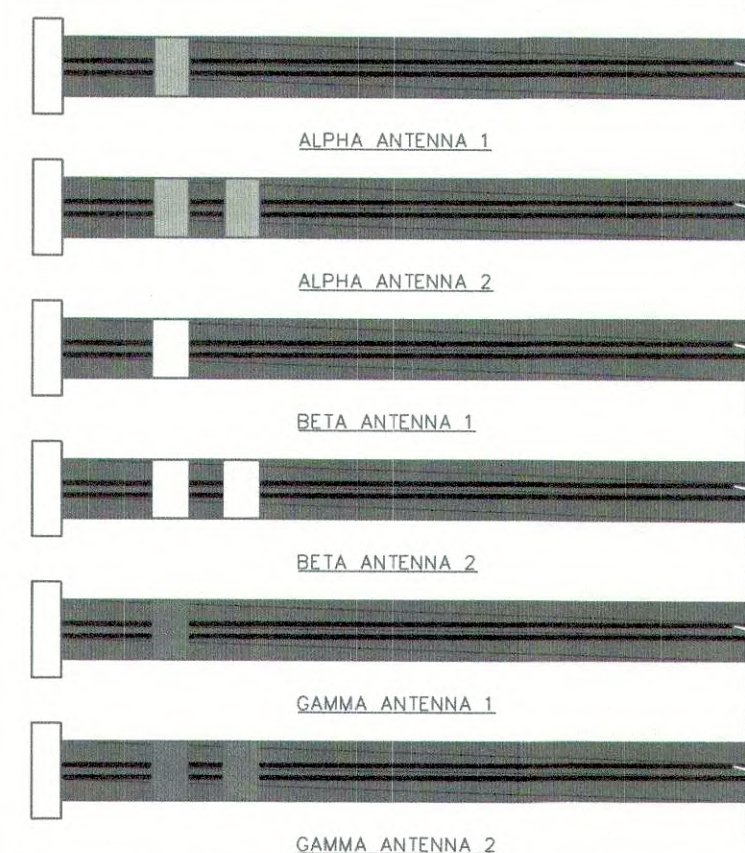


COAX CABLE BANDING

SCALE: N.T.S.

RET SECTOR BAND

SECTOR	LINE 1 - FIRST TECHNOLOGY	LINE 2 - FIRST TECHNOLOGY
ALPHA	(1) RED BAND	(2) RED BAND
BETA	(1) WHITE BAND	(2) WHITE BAND
GAMMA	(1) BLUE BAND	(2) BLUE BAND



RET CABLE BANDING

SCALE: N.T.S.

PLANS PREPARED FOR:



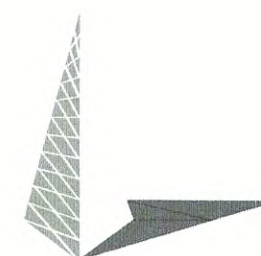
3806 THIRLANE ROAD
ROANOKE, VA 26676
(540) 561-2277

PROJECT INFORMATION:

SITE NAME:
STAUNTON
SITE #: 563393

250 N JEFFERSON STREET
STAUNTON, VA 24401
(AUGUSTA COUNTY)

PLANS PREPARED BY:



TOWER ENGINEERING PROFESSIONALS
326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
www.tepgroup.net

SEAL:



REV	DATE	ISSUED FOR:
I	03-31-21	CONSTRUCTION
O	03-24-21	PRELIMINARY

DRAWN BY: ANG CHECKED BY: JKW

SHEET TITLE:

**LABELING
STANDARDS II**

SHEET NUMBER:	REVISION:
C-10B	1
TEP#:	44606

PLANTING SCHEDULE								
ITEM	QTY.	BOTANICAL NAME	COMMON NAME	HEIGHT @ PLANTING	HEIGHT @ MATURITY	CALIPER/ SPREAD	SPACING	REMARKS
EVERGREEN TREES								
①	7	THUJA SMARAGD	EMERALD GREEN ABORVITAE	6'-0" (MIN)	10'-0" (MIN)	4'-0"	5'-0"	SHOWN AS 
MULCH								
②	-	-	-	-	-	-	-	APPLY 3"-4" DEEP FROM THE TRUNKLINE TO THE DRIPLINE. FOR GROUND COVER - APPLY 1"-2" DEEP.



PLANS PREPARED FOR:

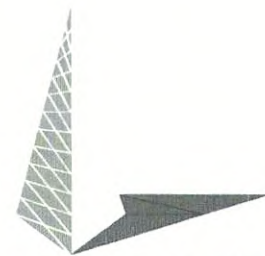


U.S. Cellular
 3806 THIRLANE ROAD
 ROANOKE, VA 26676
 (540) 561-2277

PROJECT INFORMATION:

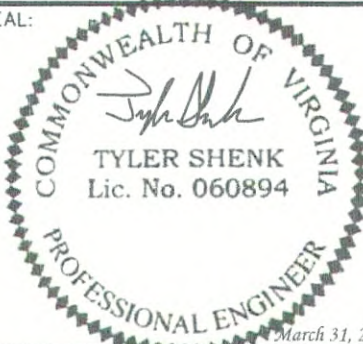
SITE NAME:
STAUNTON
SITE #: 563393
 250 N JEFFERSON STREET
 STAUNTON, VA 24401
 (AUGUSTA COUNTY)

PLANS PREPARED BY:



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 326 TRYON ROAD
 RALEIGH, NC 27603-3530
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1	03-31-21	CONSTRUCTION
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REV	DATE	ISSUED FOR:
DRAWN BY: ANG		CHECKED BY: JKW

SHEET TITLE:

LANDSCAPING PLAN

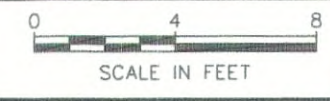
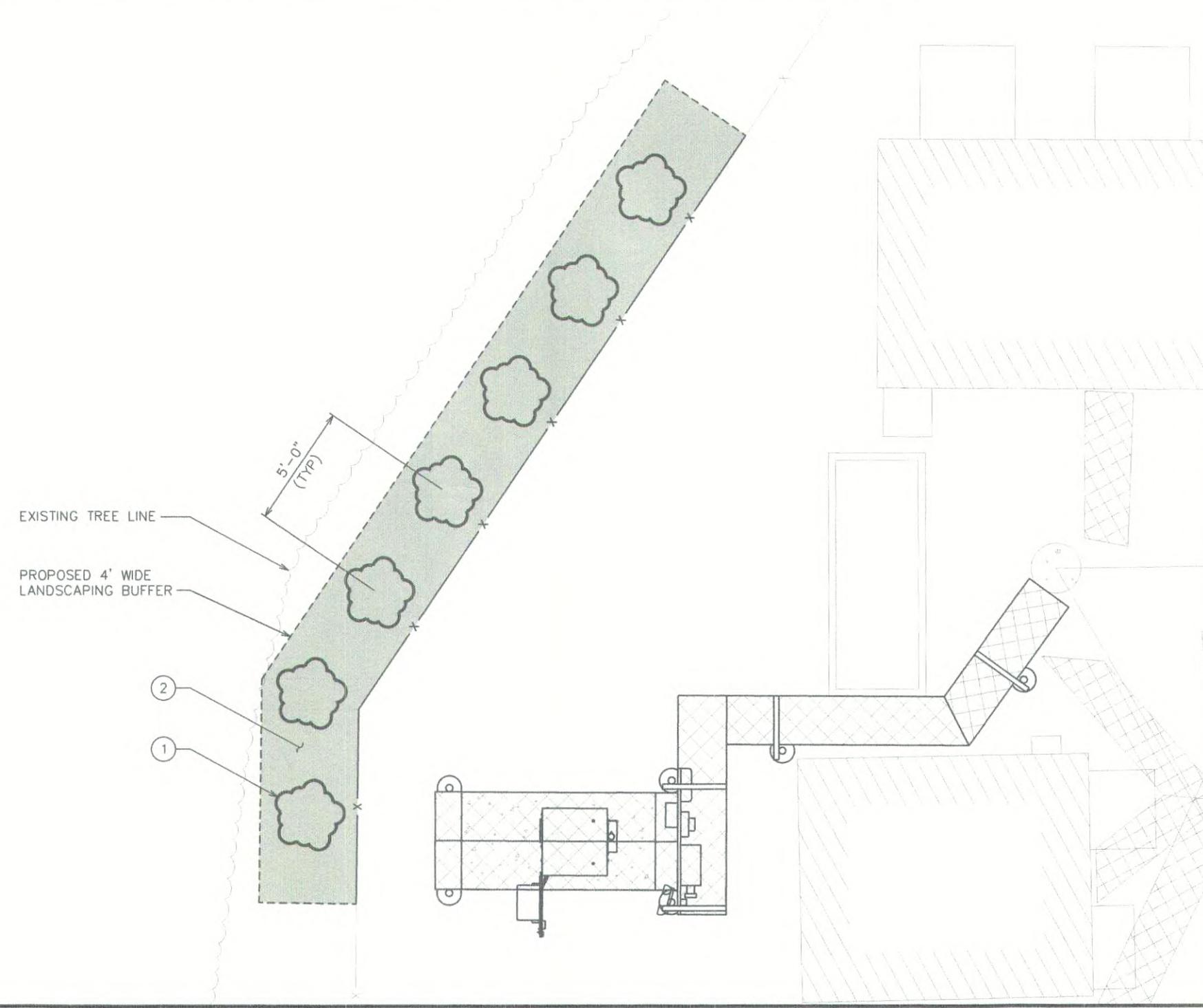
SHEET NUMBER:
L-1

REVISION:
1
 TEP#: 44606

- NOTES:**
- OWNER SHALL BE RESPONSIBLE FOR PERPETUAL CARE, MAINTENANCE AND REPLACEMENT OF ALL REQUIRED PLANT MATERIAL.
 - CONTRACTOR SHALL NOT REMOVE EXISTING TREES UNAFFECTED BY COMPOUND CONSTRUCTION UNLESS EXISTING VEGETATION WITHIN THE PROPOSED LANDSCAPING BUFFER DOES NOT MEET LANDSCAPING REQUIREMENTS.

LANDSCAPING PLAN

SCALE: 3/16" = 1'-0"



1. TOPSOIL TO BE PROVIDED BY SITE CONTRACTOR IN ROUGH GRADE TO WITHIN 1" OF FINISH GRADE.
2. EACH PLANT TO BE IN GOOD CONDITION AFTER SHEARING AND PRUNING.
3. EACH PLANT TO BE FREE FROM DISEASE, INSECT INFESTATION, AND MECHANICAL INJURIES, AND IN ALL RESPECTS BE SUITABLE FOR FIELD PLANTING.
4. ALL PLANTS TO BE FULLY GUARANTEED (LABOR AND MATERIALS) FOR A PERIOD OF NOT LESS THAN (1) YEAR FROM DATE OF INSTALLATION.
5. ALL PLANTS SHALL CONFORM TO THE AMERICAN STANDARD FOR NURSERY STOCK, ANSI Z60.1-1973 IN REGARD TO SIZING, GROWING, AND B&B SPECIFICATIONS.
6. THE CONTRACTOR SHALL PROTECT ALL EXISTING TREES AND SHRUBS WITHIN THE CONSTRUCTION AREA IDENTIFIED AS "TO REMAIN" FROM DAMAGE BY EQUIPMENT AND CONSTRUCTION ACTIVITIES.

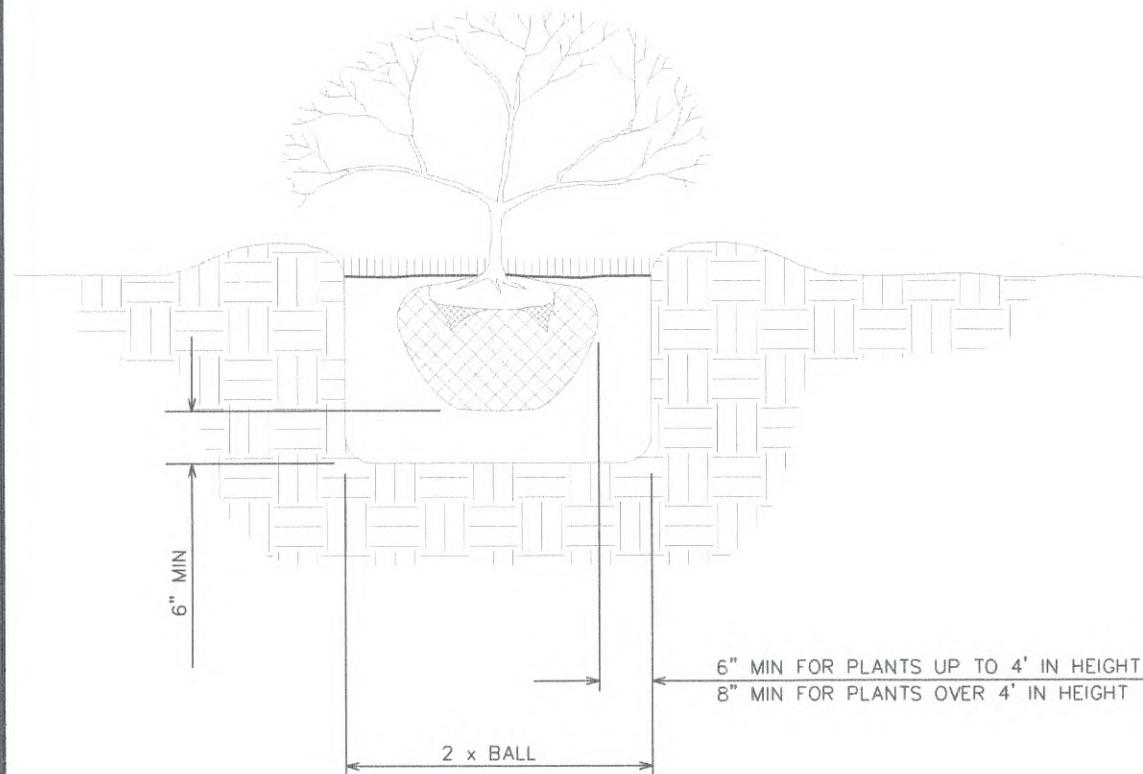


Diagram illustrating a tree support system (likely for a young tree) showing the following components and dimensions:

- 3" EARTH BERM TO FORM SAUCER
- TURNBUCKLE
- LOOSEN SUBSOIL
- 6" MIN (vertical dimension for subsoil layer)
- 12" MIN (horizontal dimension for subsoil layer)
- EQUALS TWICE BALL DIAMETER (horizontal dimension for subsoil layer)
- 45° (angle of guy wires)
- REINFORCED RUBBER HOSE ($\frac{1}{2}$ " ϕ MIN.)
- DOUBLE STRAND, 12 GA. GALV. WIRE, TWISTED (THREE GUYS PER TREE, SPREAD 120° APART)
- 3" SHREDDED HARDWOOD MULCH
- ROOT BALL (TOP $\frac{1}{3}$ OF BURLAP TURNED BACK)
- FINISHED GRADE
- STAKE—WOOD OR NON-CORROSIVE METALLIC GROUND ANCHORS—TOP OF STAKE FLUSH WITH GRADE.
- BACKFILL W/ TOPSOIL & PEAT MOSS 3:1 RATIO BY VOLUME IN 9" LAYERS. WATER EACH LAYER UNTIL SETTLED.

TREE PLANTING DETAIL



U.S. Cellular

SITE NAME:
STAUNTON

COMMONWEALTH OF VIRGINIA
 Tyler Shenk
 TYLER SHENK
 Lic. No. 060894
 PROFESSIONAL ENGINEER
 March 31, 2021

I	03-31-21	CONSTRUCTION
O	03-24-21	PRELIMINARY
REV	DATE	ISSUED FOR:

LANDSCAPING DETAILS

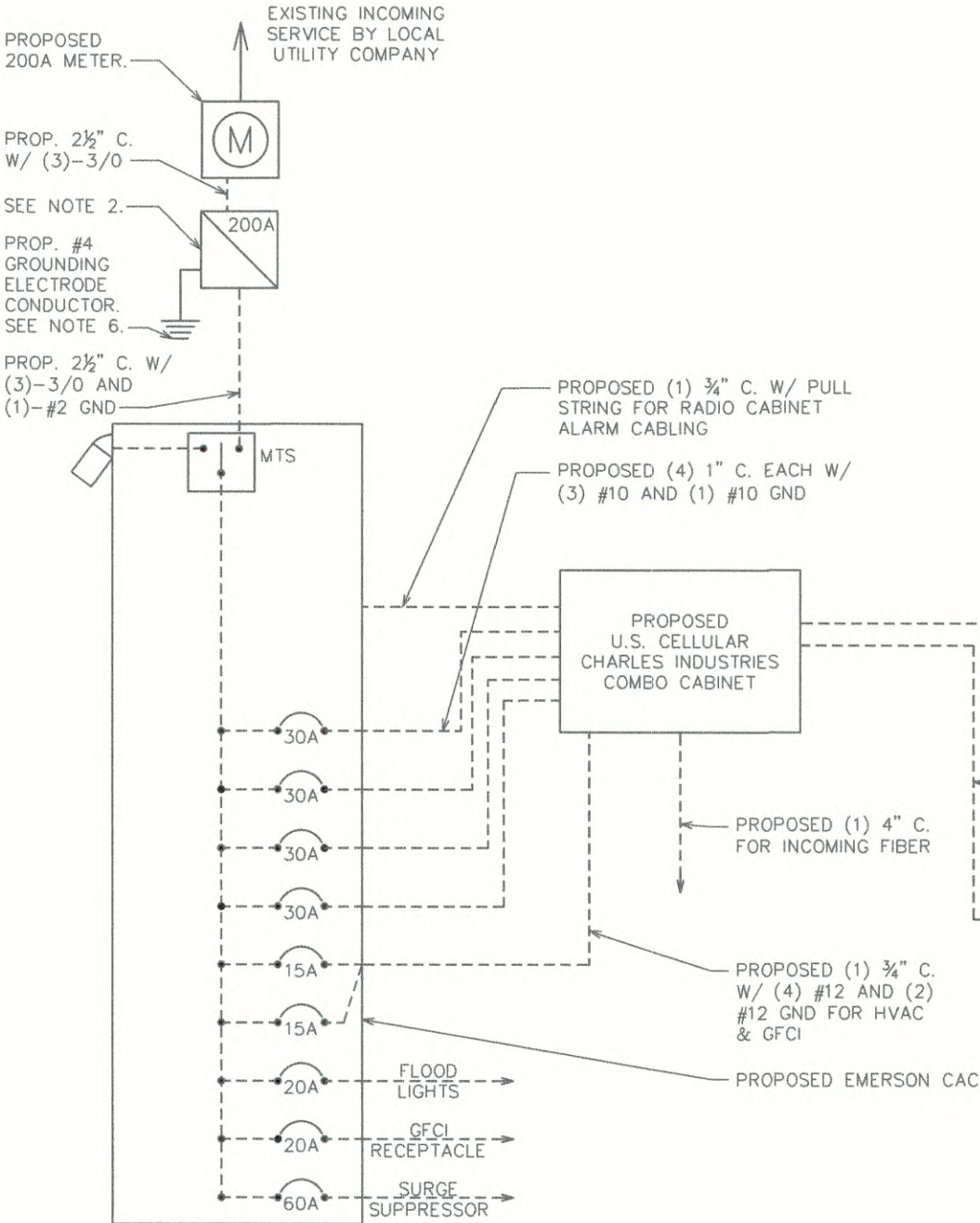
L-2

TEP#: 44606

SCALE: N.T.S.

NOTES:

1. FOR COMPLETE INTERNAL WIRING AND ARRANGEMENT, REFER TO VENDOR PRINTS PROVIDED BY EQUIPMENT MANUFACTURER.
2. 200A RATED DISCONNECT FUSED AT 200A. IF NOT EXISTING, INSTALL 200A SERVICE ENTRANCE RATED DISCONNECT FUSED AT 200A.
3. SOME BREAKERS NOT SHOWN IN ONE LINE DIAGRAM FOR CLARITY.
4. CONTRACTOR TO VERIFY LOAD CENTER PANEL CAPACITY AND EXISTING LOADING IS WITHIN RATED LIMITS.
5. PROPOSED CONDUCTOR FEEDING PROPOSED CHARLES CABINET IS BASED ON MANUFACTURER SPECIFICATIONS.
6. THE GROUNDING ELECTRODE CONDUCTOR IS SIZED FOR A SINGLE 200A SERVICE. THE CONTRACTOR WILL INSTALL (1) 3/0 COPPER GEC INSTEAD IF THE METER BANK SHARES A COMMON N-G BOND
7. THE WIRING DIAGRAM PROVIDED BY THE MANUFACTURER DOES NOT SHOW A NEUTRAL BEING USED. THE CONTRACTOR WILL NEED TO VERIFY WITH THE INSTALLATION SPECS.



ONE LINE DIAGRAM

SCALE: N.T.S.

NOTE:

CONTRACTOR TO VERIFY THE SIZE OF ALL BREAKERS SHOWN AND WITH MANUFACTURER SPECIFICATIONS.

200A 120/240VAC POWER PANEL SCHEDULE											
LOAD SERVED	VOLT AMPERES (WATTS)		TRIP	CKT #	PHASE	CKT #	TRIP	VOLT AMPERES (WATTS)		LOAD SERVED	
	L1	L2						L1	L2		
SURGE SUPPRESSOR	0	0	60A	1	A	2	30A	2880	2880	RECTIFIER 5/6	
GFCI RECEPTACLE	180		20A	3	B	4	30A	2880	2880	RECTIFIER 7/8	
FLOOD LIGHTS		300	20A	5	A	6	30A				
RECTIFIER 1/2	2880		30A	7	B	8	15A	1440	1440	HVAC (COMBO CABINET)	
RECTIFIER 3/4	2880	2880	30A	9	A	10	15A	200		GFCI (COMBO CABINET)	
				11	B	12					
				13	A	14					
				15	B	16					
				17	A	18					
				19	B	20					
				21	A	22					
				23	B	24					
VOLT AMPS	5,940	6,060						7,400	7,200	VOLT AMPS	
				L1 VOLT AMPERES		13,340	13,260	L2 VOLT AMPERES			
						26,600		TOTAL VOLT AMPERES			
						110.8		TOTAL AMPS			
						138.5		AMPS X 125%			

PLANS PREPARED FOR:



3806 THIRLANE ROAD
ROANOKE, VA 26676
(540) 561-2277

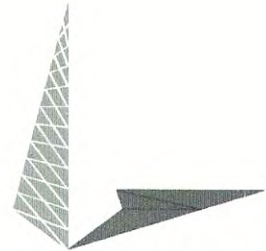
PROJECT INFORMATION:

SITE NAME:
STAUNTON

SITE #: 563393

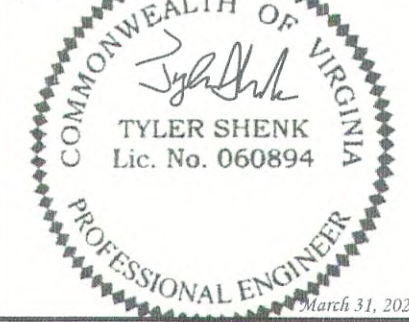
250 N JEFFERSON STREET
STAUNTON, VA 24401
(AUGUSTA COUNTY)

PLANS PREPARED BY:



TOWER ENGINEERING PROFESSIONALS
326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
www.tepgroup.net

SEAL:



I	03-31-21	CONSTRUCTION
O	03-24-21	PRELIMINARY
REV	DATE	ISSUED FOR:

DRAWN BY: ANG CHECKED BY: JKW

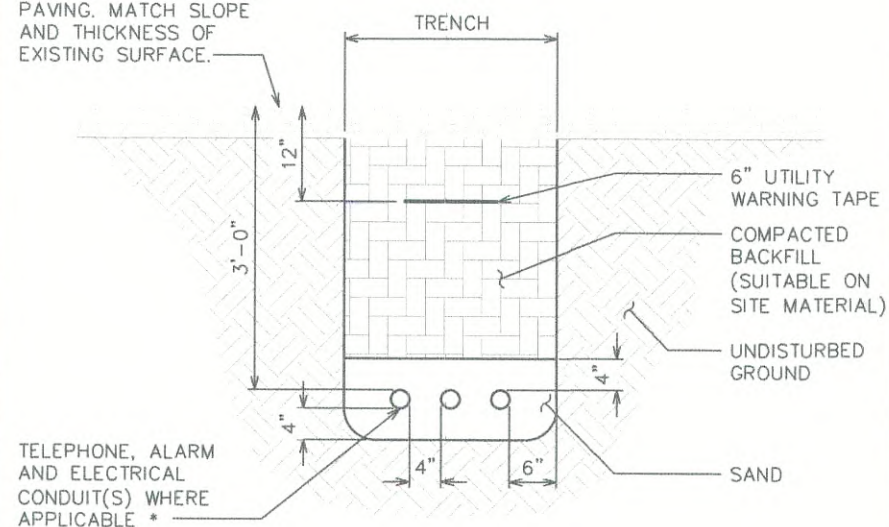
SHEET TITLE:
**ONE LINE DIAGRAM &
POWER PANEL
SCHEDULE**

SHEET NUMBER: **E-2** REVISION: **1**
TEP#: 44606

NOTES:

1. ACTUAL SEPARATION OF CONDUITS TO BE DETERMINED BY SITE SPECIFIC REQUIREMENTS.
2. PROVIDE PVC CONDUIT BELOW GRADE EXCEPT AS NOTED BELOW.
3. PROVIDE RGS CONDUIT AND ELBOWS AT STUB UP LOCATIONS (I.E. SERVICE POLES, EQUIPMENT, ETC.)
4. PROVIDE RGS CONDUIT FOR INSTALLATIONS BELOW PARKING LOTS AND ROADWAYS.

FINISHED GRADE,
ASPHALT OR CONCRETE
PAVING. MATCH SLOPE
AND THICKNESS OF
EXISTING SURFACE.



* SEPARATION DIMENSIONS TO BE VERIFIED
WITH LOCAL UTILITY COMPANY REQUIREMENTS.

UNDERGROUND CONDUIT(S) TRENCH DETAIL

SCALE: N.T.S.

NOTE:

CONTRACTOR TO COORDINATE WITH LOCAL
UTILITY COMPANY FOR ROUTING

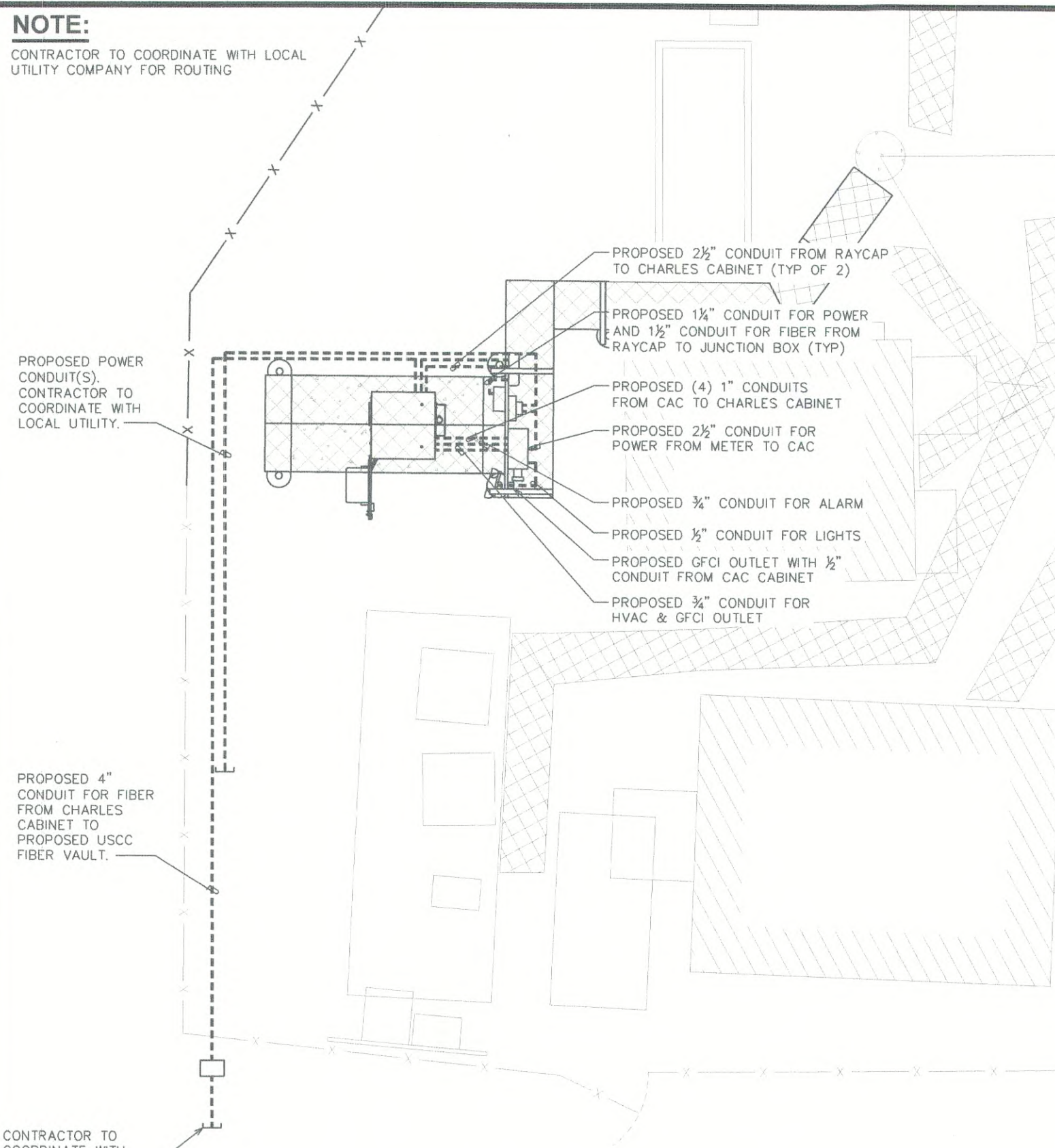
PROPOSED POWER
CONDUIT(S).
CONTRACTOR TO
COORDINATE WITH
LOCAL UTILITY.

PROPOSED 4"
CONDUIT FOR FIBER
FROM CHARLES
CABINET TO
PROPOSED USCC
FIBER VAULT.

CONTRACTOR TO
COORDINATE WITH
LOCAL UTILITY

POWER AND TELCO PLAN

SCALE: $\frac{3}{16}$ " = 1'-0"



PLANS PREPARED FOR:



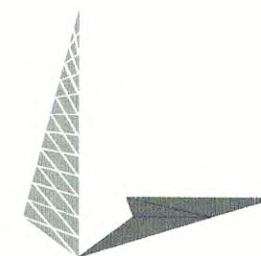
3806 THIRLANE ROAD
ROANOKE, VA 26676
(540) 561-2277

PROJECT INFORMATION:

SITE NAME:
STAUNTON
SITE #: 563393

250 N JEFFERSON STREET
STAUNTON, VA 24401
(AUGUSTA COUNTY)

PLANS PREPARED BY:



TOWER ENGINEERING PROFESSIONALS

326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
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I	03-31-21	CONSTRUCTION
O	03-24-21	PRELIMINARY
REV	DATE	ISSUED FOR:

DRAWN BY: ANG CHECKED BY: JKW

SHEET TITLE:

**POWER/TELCO
PLAN**

SHEET NUMBER:

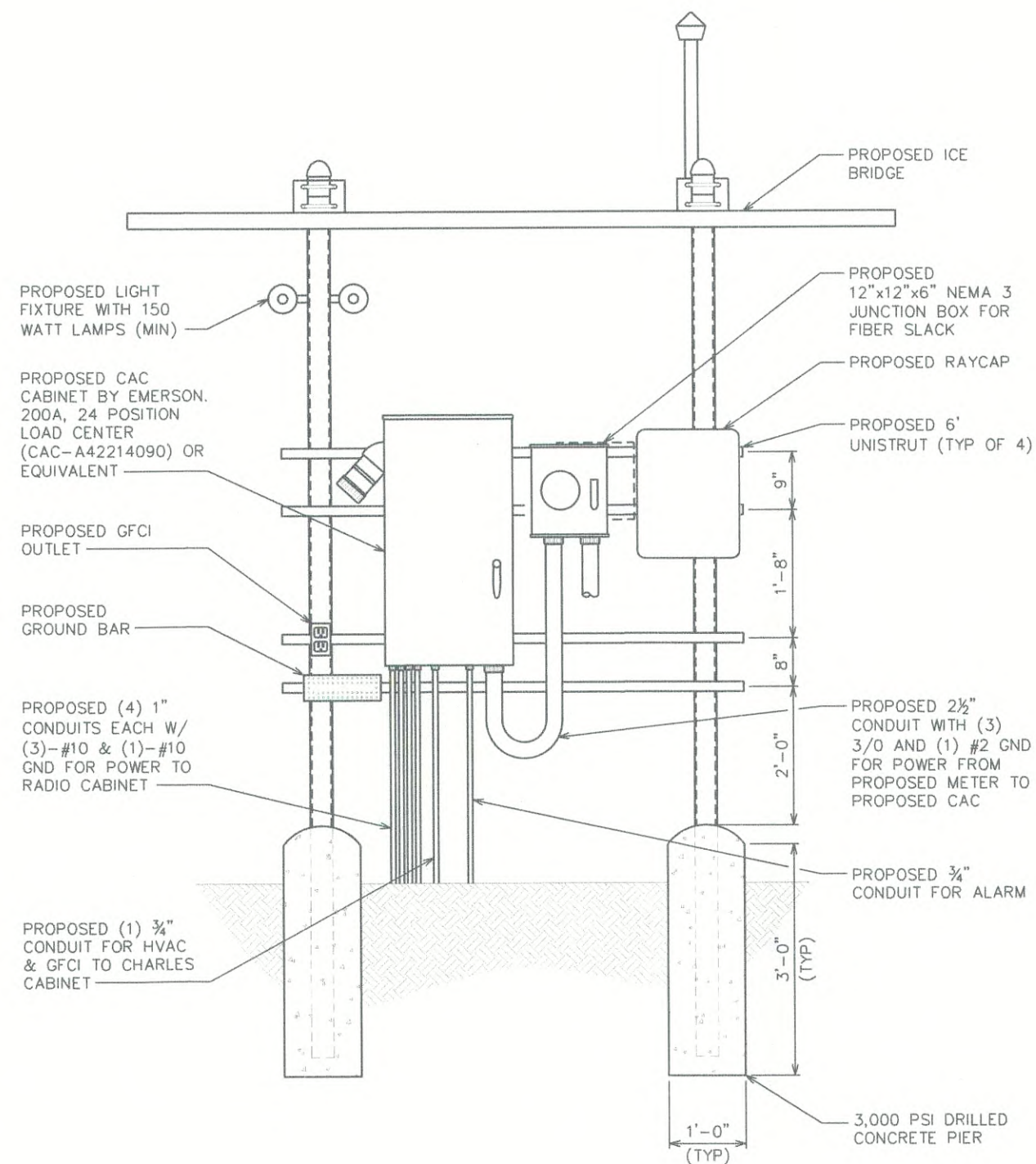
E-3

REVISION:

1

TEP#: 44606

0 4 8
SCALE IN FEET



EQUIPMENT H-FRAME DETAILS

SCALE: 1/2" = 1'-0"



PLANS PREPARED FOR:



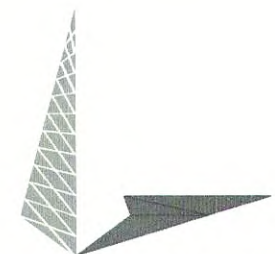
3806 THIRLANE ROAD
ROANOKE, VA 26676
(540) 561-2277

PROJECT INFORMATION:

SITE NAME:
STAUNTON
SITE #: 563393

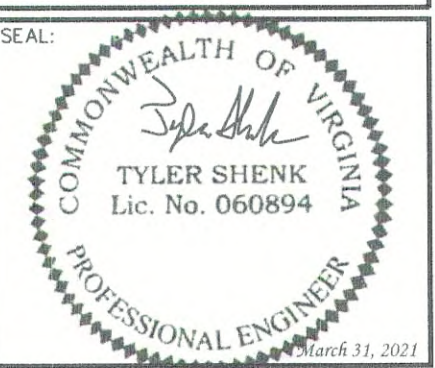
250 N JEFFERSON STREET
STAUNTON, VA 24401
(AUGUSTA COUNTY)

PLANS PREPARED BY:



TOWER ENGINEERING PROFESSIONALS
326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
www.tepgroup.net

SEAL:



1	03-31-21	CONSTRUCTION
0	03-24-21	PRELIMINARY
REV	DATE	ISSUED FOR:

DRAWN BY: ANG CHECKED BY: JKW

SHEET TITLE:

**EQUIPMENT
H-FRAME DETAILS**

SHEET NUMBER:

E-3A

REVISION:

1

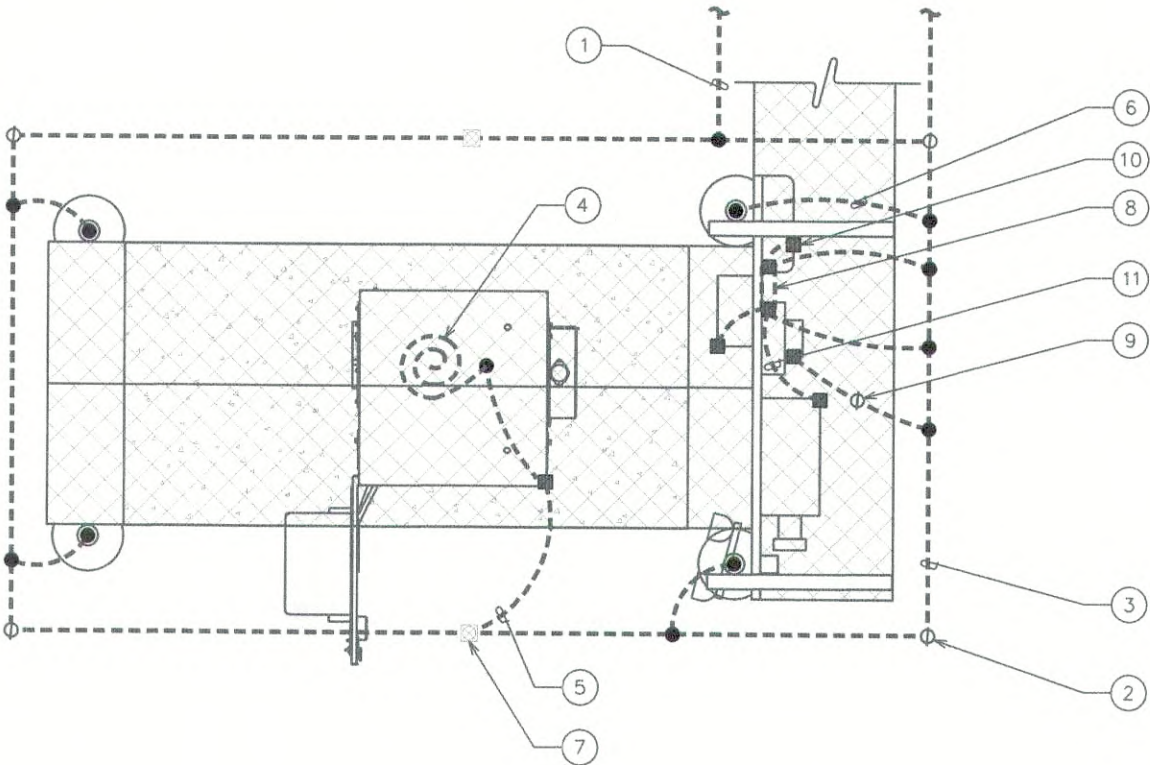
TEP#: 44606

DRAWING NOTES:

- 1 PROPOSED TOWER GROUND RING BOND TO PROPOSED EQUIPMENT GROUND RING
- 2 PROPOSED 5/8"x10' COPPER GROUND ROD (TYP)
- 3 PROPOSED EQUIPMENT GROUND RING (BURIED 30" BFG OR 6" BELOW FROST DEPTH, WHICHEVER IS DEEPER)
- 4 GROUND PROPOSED CABINET PER MFG'S SPECIFICATIONS (TYP)
- 5 CABINET GROUND TO PROPOSED EQUIPMENT GROUND RING (TYP OF 2)
- 6 ICE BRIDGE POST GROUND TO EQUIPMENT ROUND RING (TYP)
- 7 PROPOSED 5/8"x10' COPPER GROUND ROD WITH INSPECTION WELL (TYP)
- 8 GROUND BAR MOUNTED ON H-FRAME
- 9 SERVICE ENTRANCE GROUND
- 10 2-HOLE MECHANICAL LUG (TYP)
- 11 EQUIPMENT GROUND (TYP)

GROUNDING NOTES:

- 1. CONTRACTOR SHALL VERIFY THAT GROUNDING ELECTRODES SHALL BE CONNECTED IN A RING USING #2 AWG BARE TINNED COPPER WIRE. THE TOP OF THE GROUND RODS AND THE RING CONDUCTOR SHALL BE 30 INCHES BELOW FINISHED GRADE. GROUNDING ELECTRODES SHALL BE DRIVEN ON 10'-0" CENTERS (9'-0" MINIMUM, 16'-0" MAXIMUM; PROVIDE AND INSTALL AS REQUIRED PER TYPICAL GROUNDING PLAN SHOWN).
- 2. BONDING OF THE GROUNDED CONDUCTOR (NEUTRAL) AND THE GROUNDING CONDUCTOR SHALL BE AT THE SERVICE DISCONNECTING MEANS. BONDING JUMPER SHALL BE INSTALLED PER N.E.C. ARTICLE 250.30.
- 3. GROUND RING CONNECTION CONDUCTORS SHALL BE OF EQUAL LENGTH, MATERIAL, AND BONDING TECHNIQUE.
- 4. CONTRACTOR SHALL ENSURE GROUND RING IS WITHIN 12 TO 36 INCHES OF THE EQUIPMENT PAD. PROVIDE/INSTALL GROUNDING CONNECTIONS SHOWN ABOVE AS NEEDED PER EXISTING SITE GROUNDING SYSTEM. CONTRACTOR SHALL VERIFY ALL EXISTING SITE GROUNDING CONDITIONS BEFORE STARTING WORK OR PURCHASING EQUIPMENT.
- 5. BOND CIGBE TO EXTERNAL GROUND RING WITH 2 RUNS OF #2 BARE TINNED SOLID COPPER CONDUCTOR IN PVC. CONNECT BAR END WITH 2 HOLE LUG, AND "CADWELD" THE OTHER END TO THE EXTERNAL GROUND ROD.
- 6. THE PREFERRED LOCATION FOR COAX GROUNDING IS AT THE BASE OF THE TOWER PRIOR TO THE COAX BEND. BONDING IS SHOWN ON THE ICE BRIDGE DUE TO DIFFICULTY WITH WELDING OR ATTACHING TO TOWER LEGS. CONTRACTOR SHALL ADVISE CONSTRUCTION MANAGER PRIOR TO PLACING CIGBE ON ICE BRIDGE IF MOUNTING TO TOWER LEG IS POSSIBLE.



EQUIPMENT GROUNDING PLAN

SCALE: 3/8" = 1'-0"



PLANS PREPARED FOR:



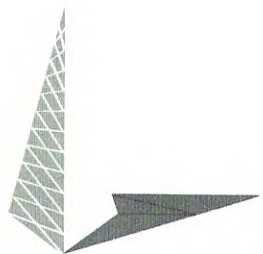
3806 THIRLANE ROAD
ROANOKE, VA 26676
(540) 561-2277

PROJECT INFORMATION:

SITE NAME:
STAUNTON

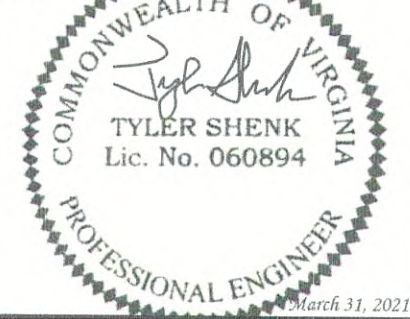
SITE #: 563393
250 N JEFFERSON STREET
STAUNTON, VA 24401
(AUGUSTA COUNTY)

PLANS PREPARED BY:



TOWER ENGINEERING PROFESSIONALS
326 TRYON ROAD
RALEIGH, NC 27603-3530
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www.tepgroup.net

SEAL:



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DRAWN BY: ANG CHECKED BY: JKW

SHEET TITLE:

**EQUIPMENT
GROUNDING PLAN**

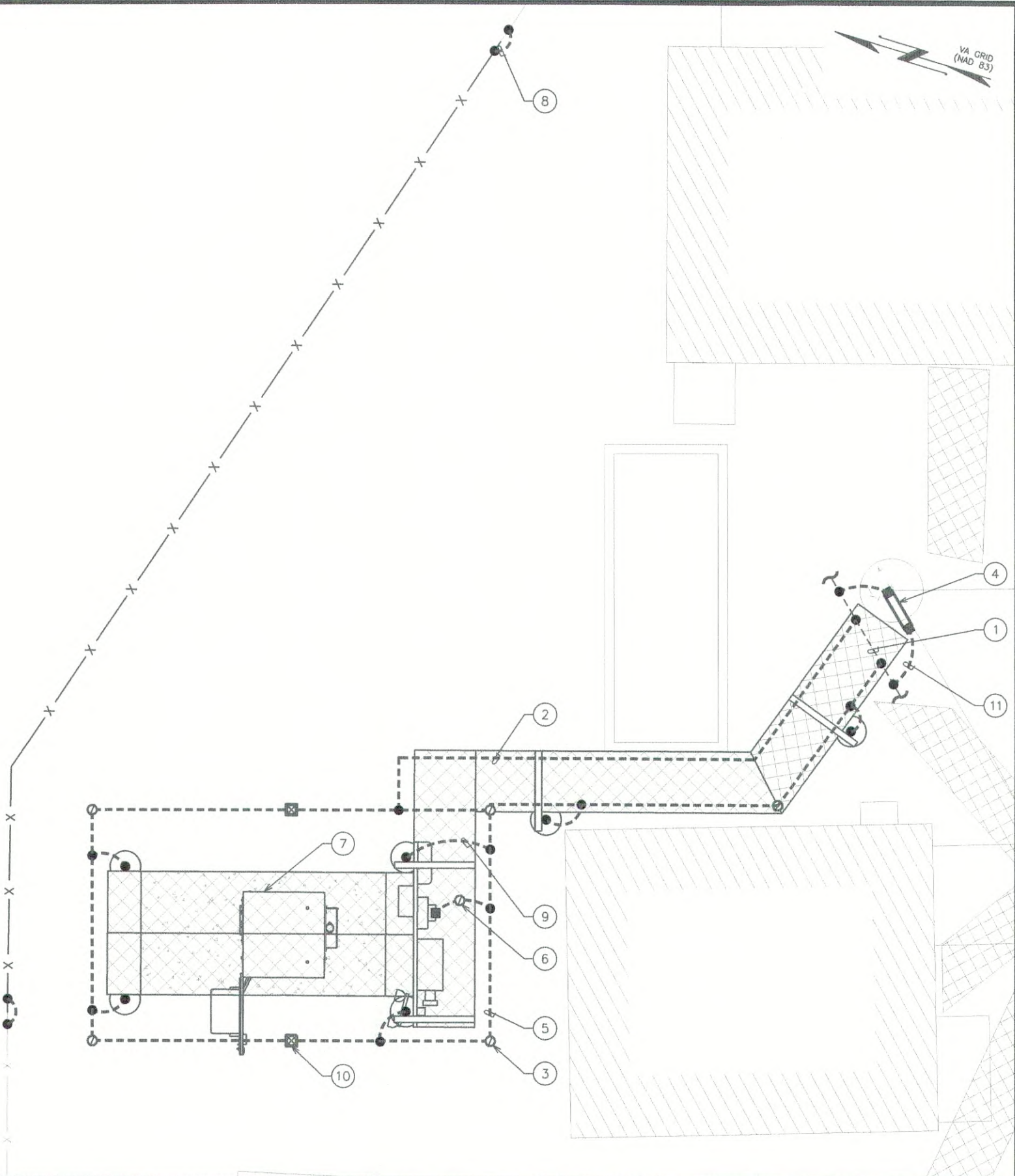
SHEET NUMBER: E-5	REVISION: 1 TEP#: 44606
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DRAWING NOTES:

- 1 EXISTING TOWER GROUND RING. CONTRACTOR TO VERIFY EXISTENCE AND LOCATION
- 2 PROPOSED TOWER GROUND RING BOND TO PROPOSED EQUIPMENT GROUND RING.
- 3 PROPOSED 5/8"Øx10' COPPER GROUND ROD (TYP)
- 4 PROPOSED TOWER GROUND BAR
- 5 PROPOSED EQUIPMENT GROUND RING (BURIED 30" BFG OR 6" BELOW FROST DEPTH, WHICHEVER IS GREATER)
- 6 PROPOSED SERVICE ENTRANCE GROUNDING ELECTRODE
- 7 FOR EQUIPMENT PAD GROUNDING, SEE SHEET E-5.
- 8 FENCE POST GROUNDING (TYP)
- 9 ICE BRIDGE POST GROUND TO EQUIPMENT GROUND RING
- 10 PROPOSED 5/8"Øx10' COPPER GROUND ROD WITH INSPECTION WELL (TYP)
- 11 GROUND LEAD FROM GROUND BAR TO GROUND RING (TYP)

GROUNDING NOTES:

1. CONTRACTOR SHALL VERIFY THAT GROUNDING ELECTRODES SHALL BE CONNECTED IN A RING USING #2 AWG BARE TINNED COPPER WIRE. THE TOP OF THE GROUND RODS AND THE RING CONDUCTOR SHALL BE 30 INCHES BELOW FINISHED GRADE OR 6" BELOW FROST DEPTH (WHICHEVER IS GREATER). GROUNDING ELECTRODES SHALL BE DRIVEN ON 10'-0" CENTERS (9'-0" MINIMUM, 16'-0" MAXIMUM; PROVIDE AND INSTALL AS REQUIRED PER TYPICAL GROUNDING PLAN SHOWN).
2. BONDING OF THE GROUNDED CONDUCTOR (NEUTRAL) AND THE GROUNDING CONDUCTOR SHALL BE AT THE SERVICE DISCONNECTING MEANS. BONDING JUMPER SHALL BE INSTALLED PER N.E.C. ARTICLE 250.30.
3. GROUND RING CONNECTION CONDUCTORS SHALL BE OF EQUAL LENGTH, MATERIAL, AND BONDING TECHNIQUE.
4. CONTRACTOR SHALL ENSURE GROUND RING IS WITHIN 12 TO 36 INCHES OF THE EQUIPMENT PAD. PROVIDE/INSTALL GROUNDING CONNECTIONS SHOWN ABOVE AS NEEDED PER EXISTING SITE GROUNDING SYSTEM. CONTRACTOR SHALL VERIFY ALL EXISTING SITE GROUNDING CONDITIONS BEFORE STARTING WORK OR PURCHASING EQUIPMENT.
5. BOND CIGBE TO EXTERNAL GROUND RING WITH 2 RUNS OF #2 BARE TINNED SOLID COPPER CONDUCTOR IN PVC. CONNECT BAR END WITH 2 HOLE LUG, AND "CADWELD" THE OTHER END TO THE EXTERNAL GROUND ROD.
6. THE PREFERRED LOCATION FOR COAX GROUNDING IS AT THE BASE OF THE TOWER PRIOR TO THE COAX BEND. BONDING IS SHOWN ON THE ICE BRIDGE DUE TO DIFFICULTY WITH WELDING OR ATTACHING TO TOWER LEGS. CONTRACTOR SHALL ADVISE CONSTRUCTION MANAGER PRIOR TO PLACING CIGBE ON ICE BRIDGE IF MOUNTING TO TOWER LEG IS POSSIBLE.



COMPOUND GROUNDING PLAN

SCALE: 1/4" = 1'-0"



PLANS PREPARED FOR:



3806 THIRLANE ROAD
ROANOKE, VA 26676
(540) 561-2277

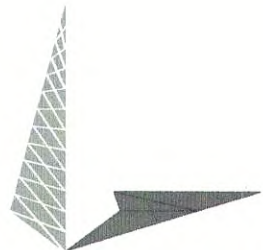
PROJECT INFORMATION:

SITE NAME:
STAUNTON

SITE #: 563393

250 N JEFFERSON STREET
STAUNTON, VA 24401
(AUGUSTA COUNTY)

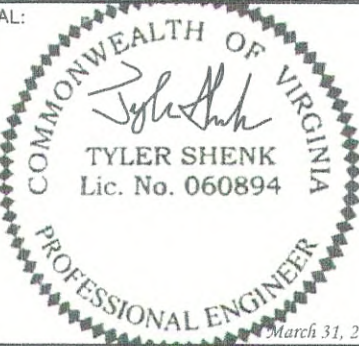
PLANS PREPARED BY:



TOWER ENGINEERING PROFESSIONALS

326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
www.tepgroup.net

SEAL:



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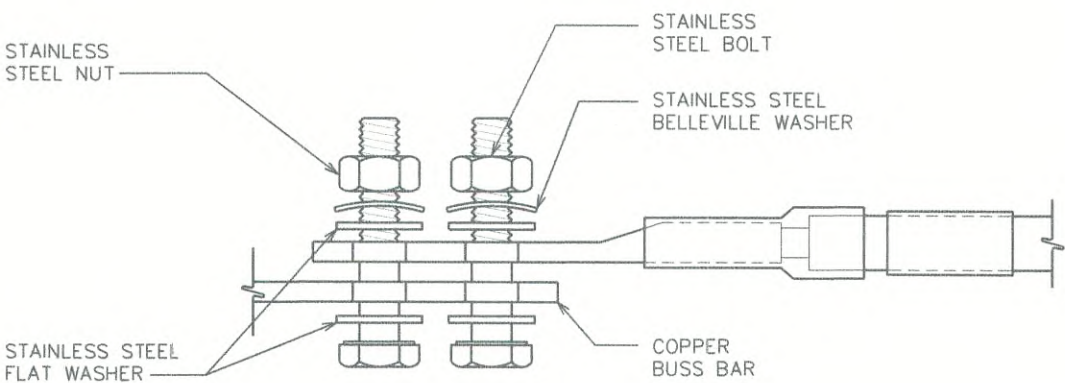
SHEET TITLE:

**COMPOUND
GROUNDING PLAN**

SHEET NUMBER:	REVISION:
E-4	1
	TEP#: 44606

NOTES:

1. ALL HARDWARE SHALL BE 18-8 STAINLESS STEEL, INCLUDING THE BELLEVILLE WASHERS. COAT ALL SURFACES WITH KOPR-SHIELD BEFORE MATING.
2. FOR GROUND BOND TO STEEL ONLY: INSERT A DRAGON TOOTH WASHER BETWEEN THE LUG AND STEEL. COAT ALL SURFACES WITH KOPR-SHIELD.

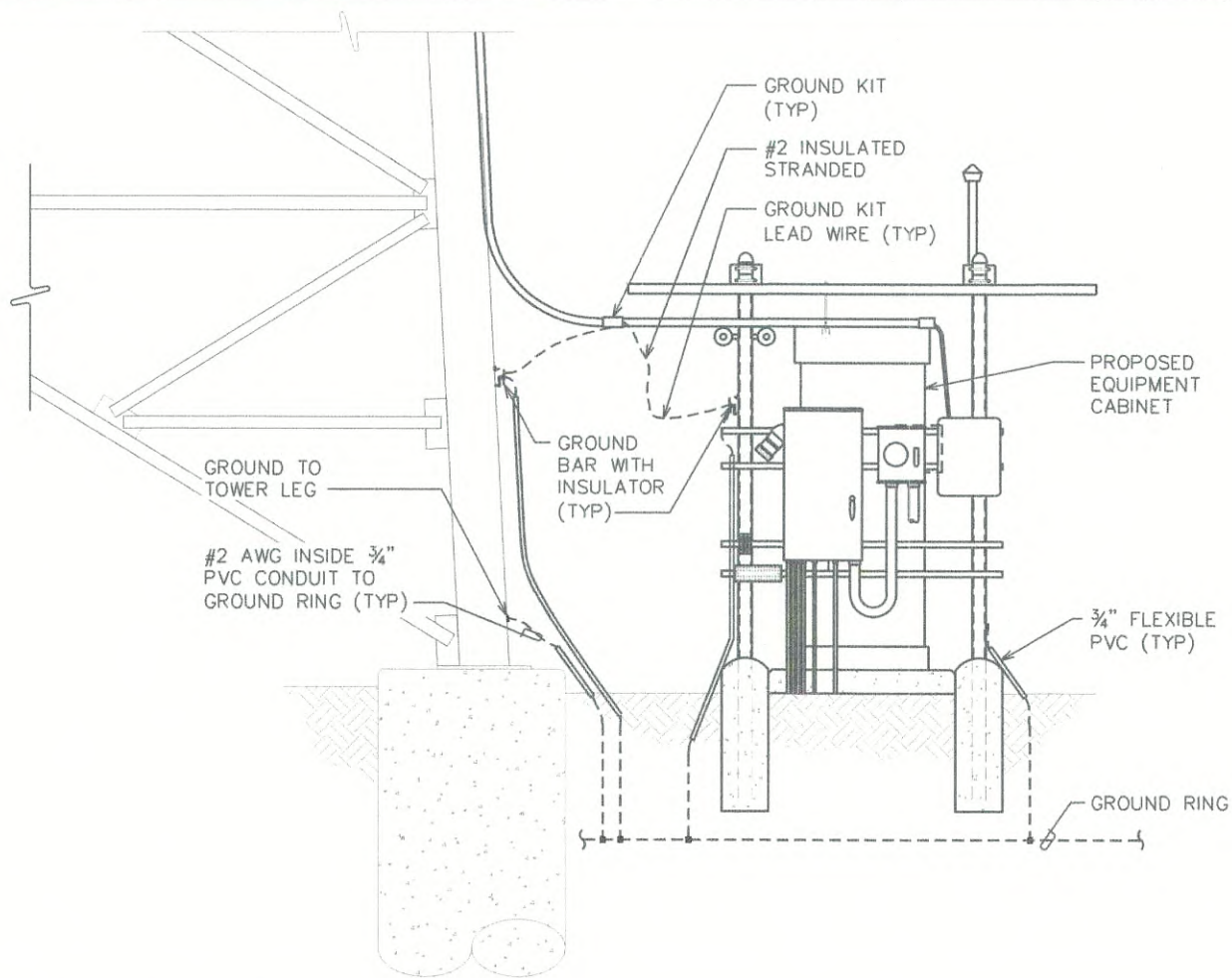


TYPICAL LUG DETAIL

SCALE: N.T.S.

NOTE:

ALL PVC CONDUITS USED FOR GROUNDING SHALL BE SEALED WITH SILICONE SEALANT AT BOTH ENDS



ICE BRIDGE/COAX/GROUNDING BAR ELEVATION

SCALE: N.T.S.

PLANS PREPARED FOR:



3806 THIRLANE ROAD
ROANOKE, VA 26676
(540) 561-2277

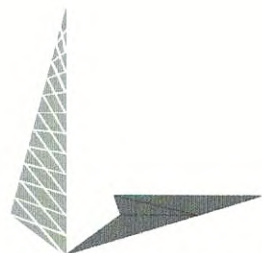
PROJECT INFORMATION:

SITE NAME:
STAUNTON

SITE #: 563393

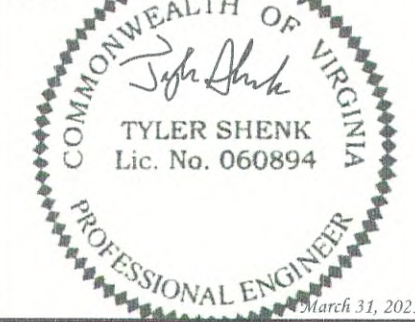
250 N JEFFERSON STREET
STAUNTON, VA 24401
(AUGUSTA COUNTY)

PLANS PREPARED BY:



TOWER ENGINEERING PROFESSIONALS
326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
www.tepgroup.net

SEAL:



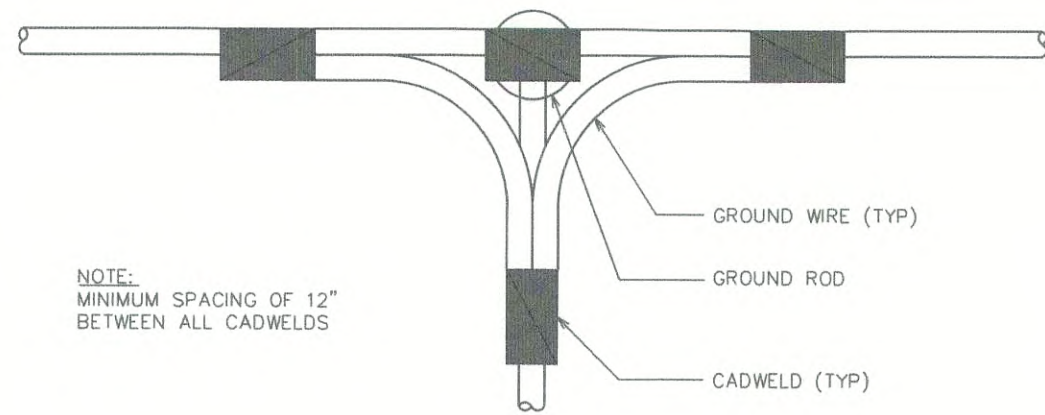
I	03-31-21	CONSTRUCTION
O	03-24-21	PRELIMINARY
REV	DATE	ISSUED FOR:

DRAWN BY: ANG CHECKED BY: JKW

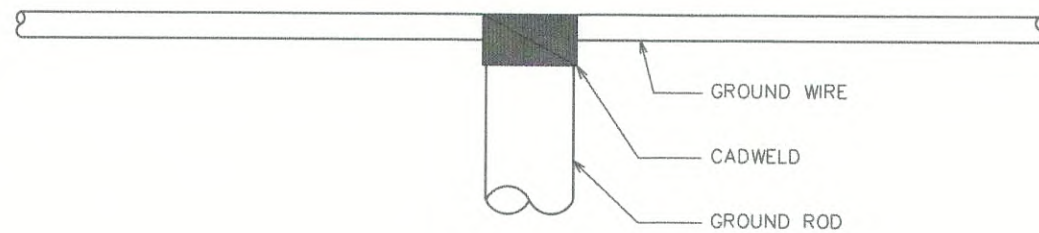
SHEET TITLE:

**GROUNDING
DETAILS I**

SHEET NUMBER:	REVISION:
E-6	1
	TEP#: 44606



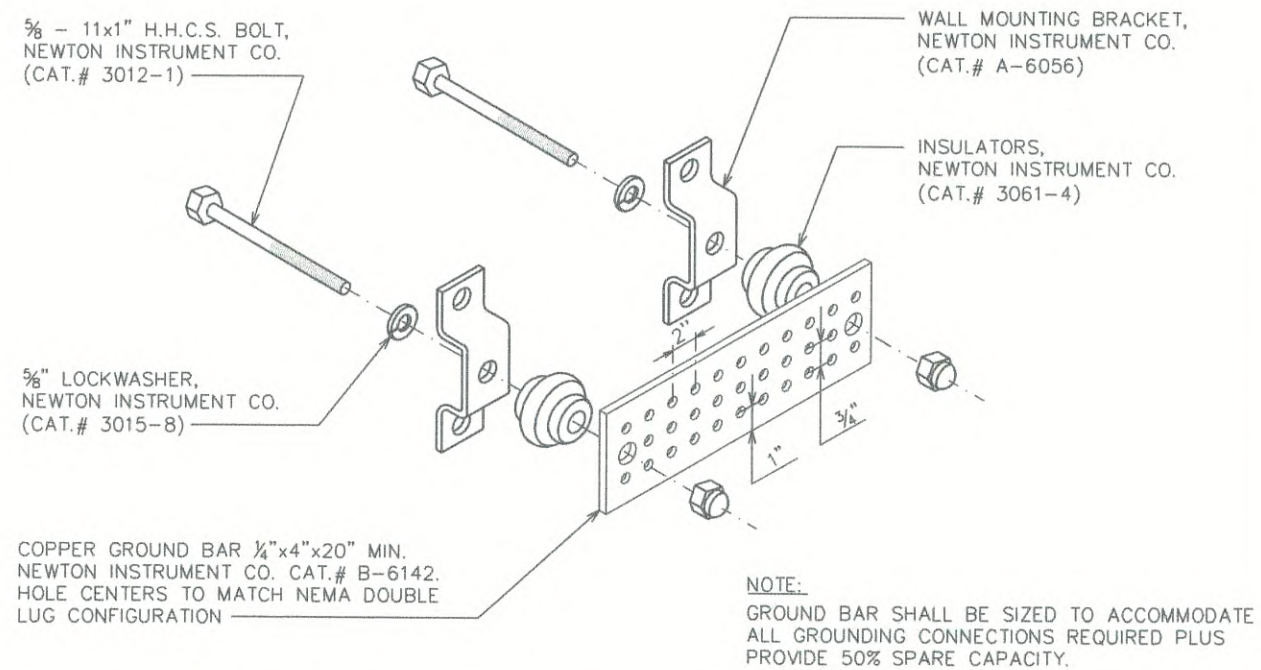
TOP VIEW



SIDE VIEW

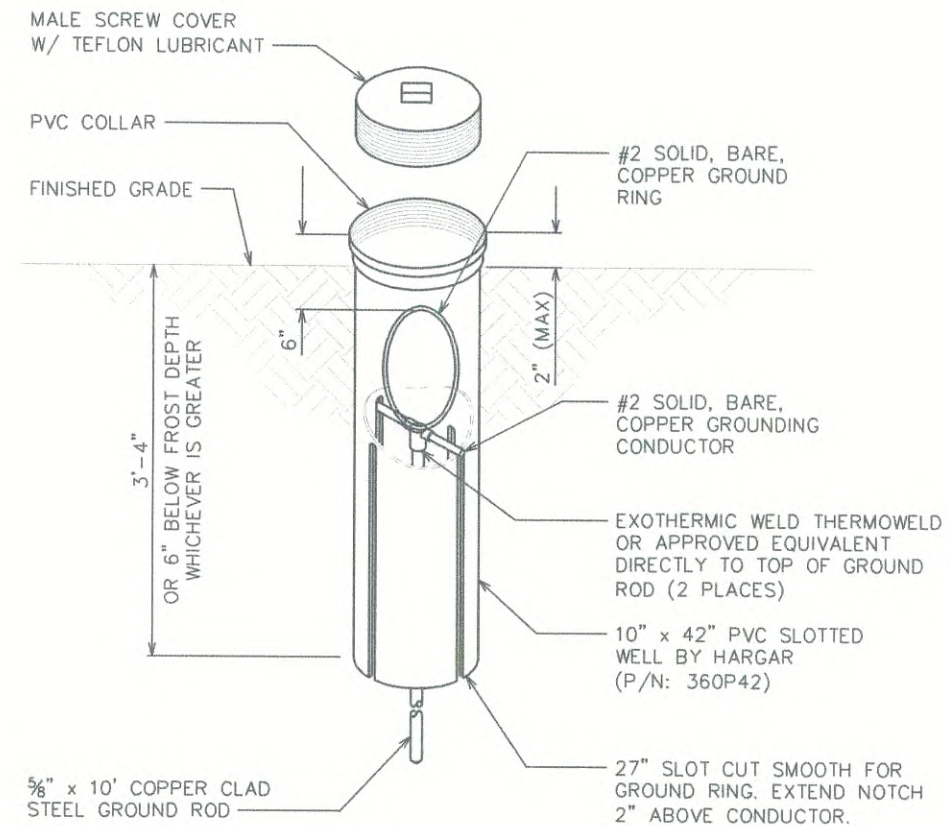
CADWELD GROUNDING DETAIL

SCALE: N.T.S.



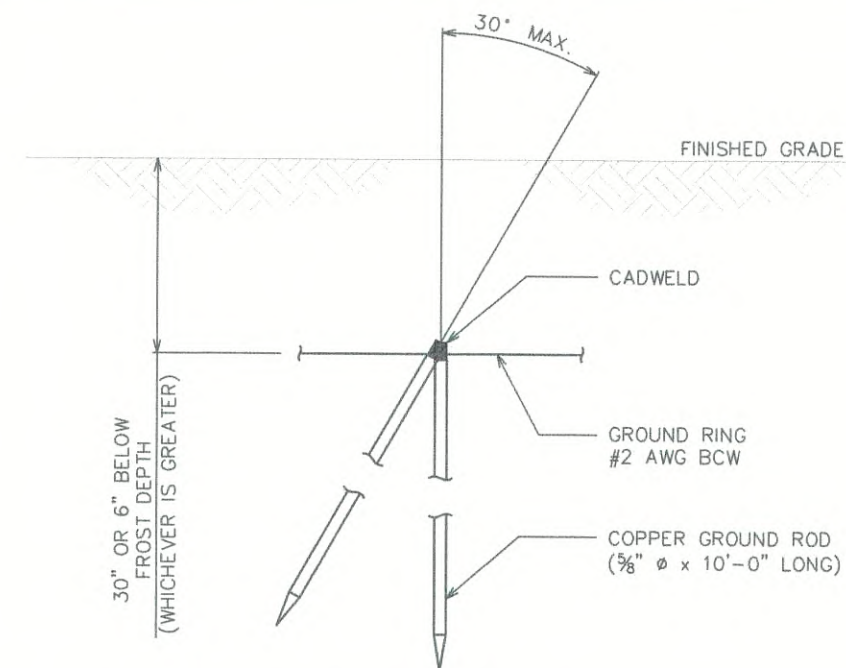
STANDARD GROUND BAR DETAIL

SCALE: N.T.S.



GROUND ROD WITH INSPECTION WELL

SCALE: N.T.S.



COPPER-CLAD STEEL GROUND ROD

SCALE: N.T.S.

PLANS PREPARED FOR:

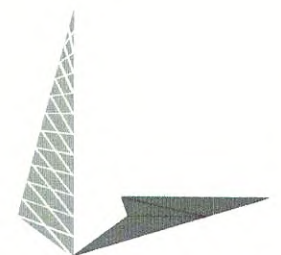


3806 THIRLANE ROAD
ROANOKE, VA 26676
(540) 561-2277

PROJECT INFORMATION:

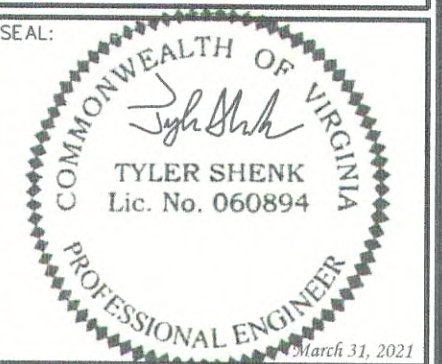
SITE NAME:
STAUNTON
SITE #: 563393
250 N JEFFERSON STREET
STAUNTON, VA 24401
(AUGUSTA COUNTY)

PLANS PREPARED BY:



TOWER ENGINEERING PROFESSIONALS
326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
www.tepgroup.net

SEAL:



1	03-31-21	CONSTRUCTION
0	03-24-21	PRELIMINARY
REV	DATE	ISSUED FOR:

DRAWN BY: ANG CHECKED BY: JKW

SHEET TITLE:

**GROUNDING
DETAILS II**

SHEET NUMBER:

E-7

REVISION:

1

TEP#: 44606

NOTES:

1. DO NOT INSTALL COAX GROUND KIT AT A BEND.
2. CONTRACTOR TO WEATHERPROOF COAX GROUND.

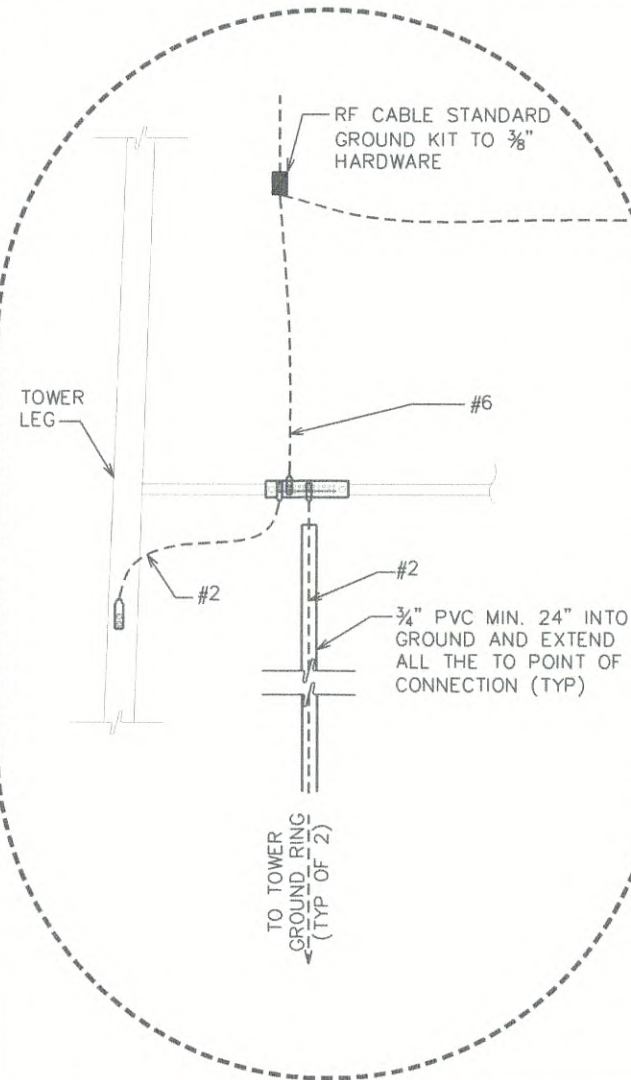
ANTENNA
COAX CABLE

UNIVERSAL GROUND
KIT BY HARGER OR
APPROVED EQUAL

#6 AWG STRANDED COPPER
GROUND WIRE (GROUNDED
TO GROUND BAR)

CABLE GROUNDING DETAIL

SCALE: N.T.S.



RF CABLE LADDER

RF CABLE STANDARD
GROUND KIT

#2 SOLID
CONDUCTOR

ALL EXOTHERMIC WELDS ON
SUPPORT/FENCE POSTS SHALL
BE BELOW GRADE (TYP)

TOWER GROUND RING

AIR TERMINAL
LIGHTNING ROD

AIR TERMINAL
LIGHTNING ROD

RF CABLE STANDARD
GROUND KIT TO 3/8"
HARDWARE

#2 SOLID CONDUCTOR
BONDED TO TOWER

UNISTRUT OR
BRACKET MOUNTED ON
TOWER

2"x12" CIBGE TO BE
ISOLATED FROM UNISTRUT
USING INSULATORS

SPLICE

8'-0"
T/TOWER

COAX/WAVEGUIDE

ICE BRIDGE, COAX, STANCHION, AND TOWER GROUNDING DETAIL

SCALE: N.T.S.

PLANS PREPARED FOR:

U.S. Cellular

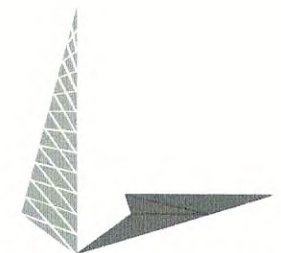
3806 THIRLANE ROAD
ROANOKE, VA 26676
(540) 561-2277

PROJECT INFORMATION:

SITE NAME:
STAUNTON
SITE #: 563393

250 N JEFFERSON STREET
STAUNTON, VA 24401
(AUGUSTA COUNTY)

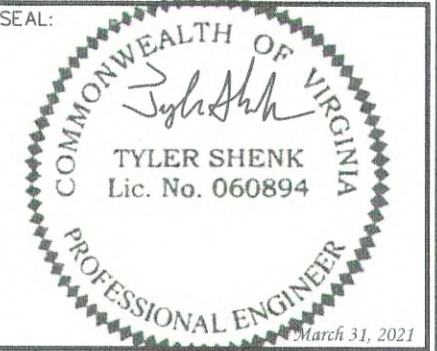
PLANS PREPARED BY:



TOWER ENGINEERING PROFESSIONALS

326 TRYON ROAD
RALEIGH, NC 27603-3530
OFFICE: (919) 661-6351
www.tepgroup.net

SEAL:



1	03-31-21	CONSTRUCTION
0	03-24-21	PRELIMINARY
REV	DATE	ISSUED FOR:

DRAWN BY: ANG CHECKED BY: JKW

SHEET TITLE:

**GROUNDING
DETAILS III**

SHEET NUMBER:

E-8

REVISION:

1

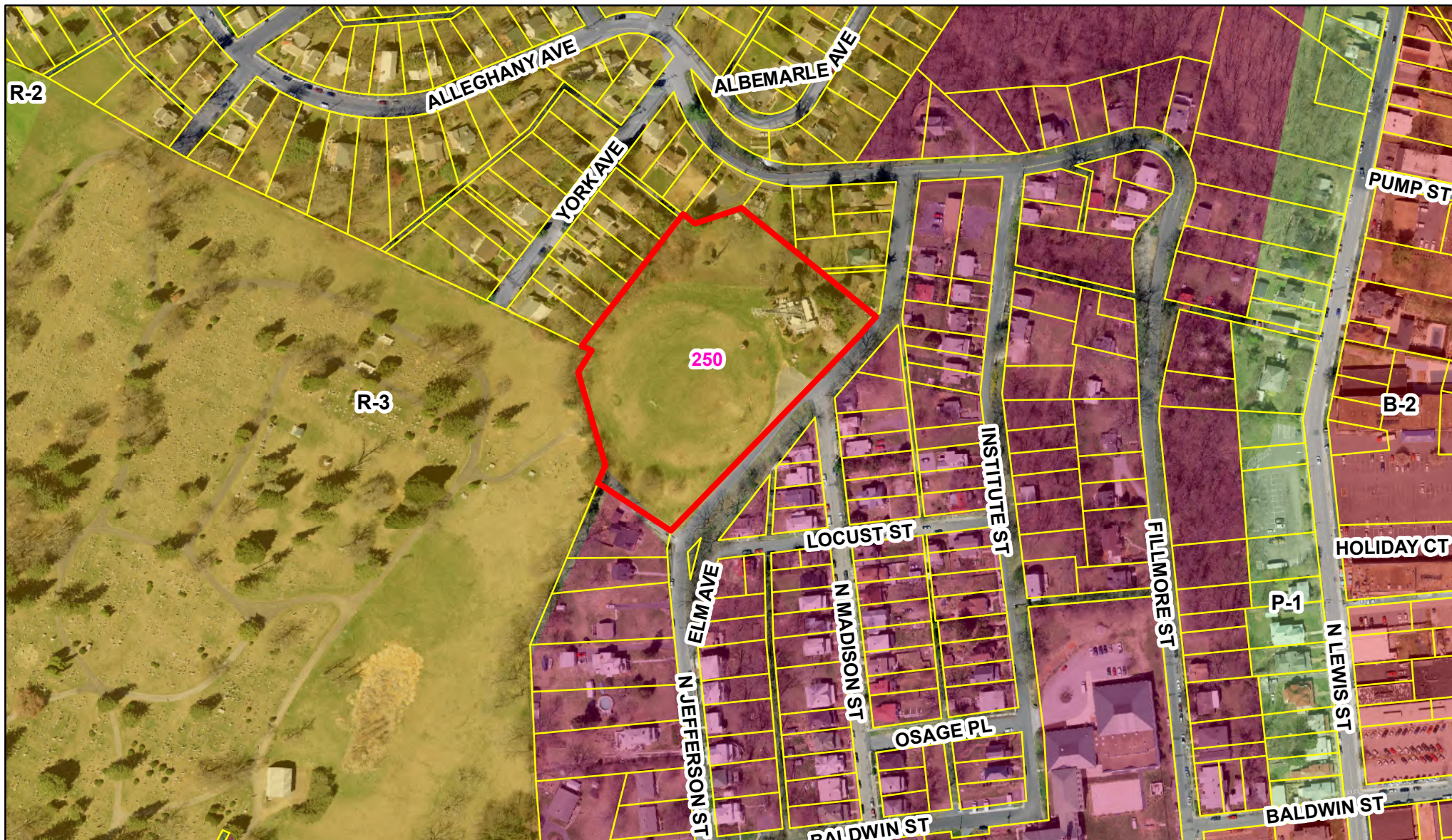
TEP#: 44606

Vicinity Map – 250 N Jefferson St



Current Zoning - 250 N Jefferson St

Attachment 3



0 125 250 500 ft

Zoning

- B-1
- B-1(conditional)
- B-2
- B-2(conditional)

- B-3
- HE-1
- I-1
- I-1(conditional)
- I-2

- I-2(conditional)
- I-3(conditional)
- P-1
- P-1(conditional)
- R-1

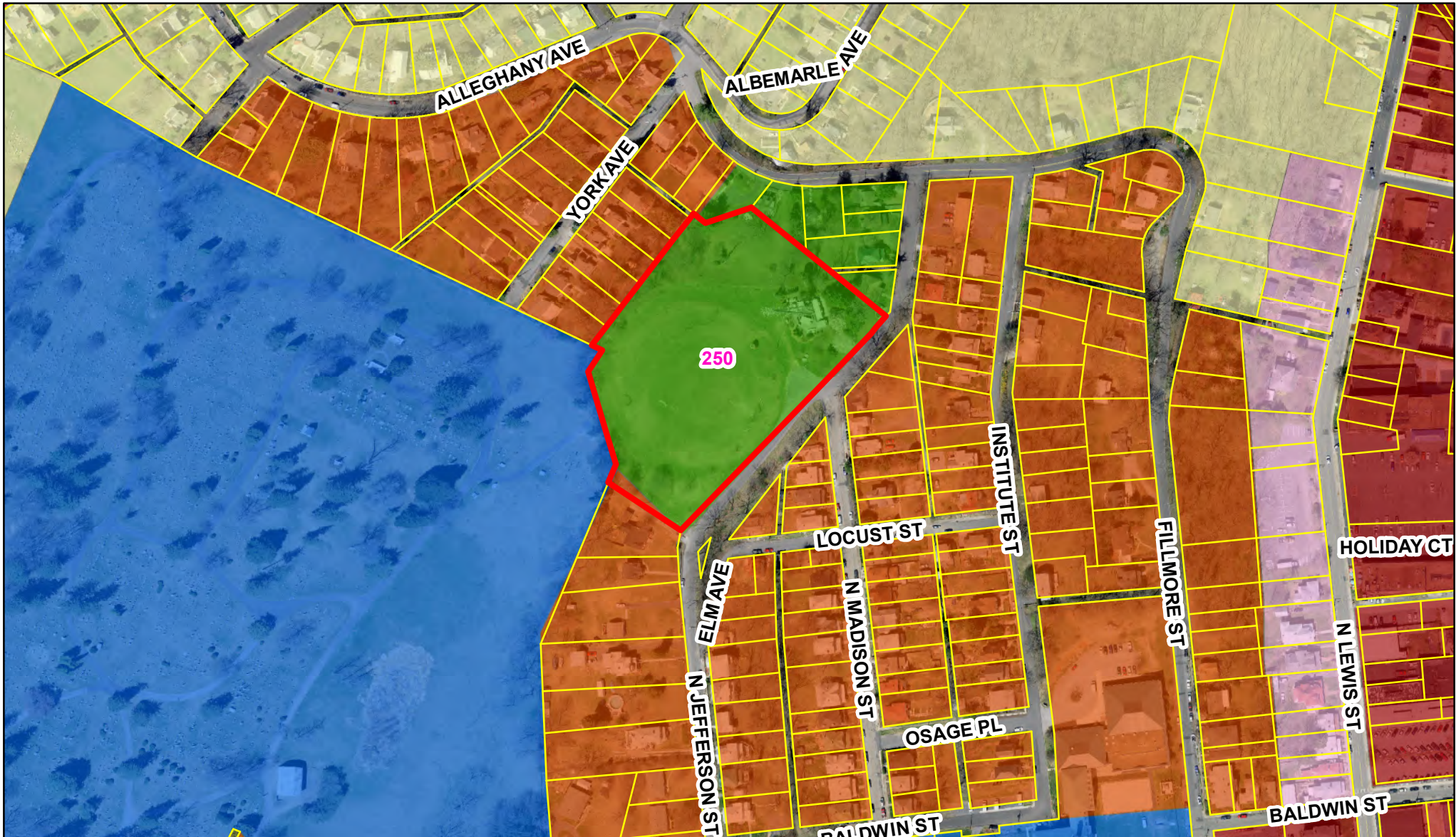
- R-2
- R-2(conditional)
- R-3
- R-3(conditional)
- R-4

Additional Layers

- Selected Property
- Lots

Future Land Use - 250 N Jefferson St

Attachment 4



Future Land Use



- CONSERVATION/RECREATION/OPEN SPACE
- PLANNED FARM DEVELOPMENT
- PUBLIC/SEMI-PUBLIC

- LOW DENSITY RESIDENTIAL
- MEDIUM DENSITY RESIDENTIAL
- MEDIUM DENSITY PLANNED RESIDENTIAL
- HIGH DENSITY RESIDENTIAL

- TRADITIONAL NEIGHBORHOOD DEVELOPMENT
- LOW DENSITY PLANNED RESIDENTIAL
- NEIGHBORHOOD RESIDENTIAL
- PROFESSIONAL

Additional Layers

- Selected Property
- Lots

- PLANNED BUSINESS
- BUSINESS
- PLANNED INDUSTRIAL
- LIGHT INDUSTRIAL
- HEAVY INDUSTRIAL

0 125 250 500 ft

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	September 9, 2021	Staff Members: Rodney Rhodes Tim Hartless
Item #	D	
Ordinance #		
Department:	Community Development — Planning and Zoning	
Council Vision:	Built Environment	
Subject:	Public Hearing and Consideration of a Request by Mark A. Robertson to Vacate and Abandon a Portion of an Alley Lying Between 239 Thornrose Avenue and 258 Lancaster Avenue	

Background: Mark Robertson has requested a vacation of an alley that runs parallel to and between the 200 block of Thornrose Avenue and the 200 block of Lancaster Avenue. The alley was originally platted in 1907 as part of the Lake View Plat. The alley is 15 feet wide and is a “dead end” alley with a gravel surface. An attached map (Attachment 2) shows the current termination of the alley behind 235 Thornrose Avenue and 258 Lancaster Avenue. The previous terminus of the alley was vacated in 2000 (Attachment 3, Exhibit B). The applicant is requesting that the city vacate an additional 48.05 feet of the alley. The applicant owns both 239 Thornrose Avenue and 258 Lancaster Avenue. His stated purpose for vacating this portion of the alley is to be able to combine the two lots in order to meet zoning requirements for the construction of a detached garage. (Combining the two lots will also require the administrative review and approval of a minor subdivision plat.)

Analysis: Staff has reviewed the request and has not identified any issues. Ordinarily staff would not be supportive of vacating only a portion of an alley; however, in this situation the alley already terminates at a dead end and vacation of an additional 48 feet has minimal impacts on the neighboring properties. In addition to the applicant, who owns property on both sides of the alley, only one property has frontage (7.5 feet) on the alley to be vacated. Property owners along Thornrose Avenue have utilized the alley; however, they must cross the property at 258 Lancaster Avenue, owned by the applicant, in order to do so. Vacating another portion of the alley does not change the fact that there is no legal means of access between the alley and Lancaster Avenue.

Planning Commission Recommendation: At its meeting of August 19, 2021, the Planning Commission conducted a public hearing and considered the request. During the public hearing two people spoke regarding the matter. They were satisfied that the applicant would continue to permit passage from the alley to Lancaster Avenue. On a 5-0 vote, the Commission unanimously voted to recommend approval of the proposed alley vacation.

Attachments:

Attachment 1—Application and Supporting Documents

Attachment 2—Thornrose and Lancaster Alley Vacation

Attachment 3—Proposed Ordinance and Exhibits

Attachment 4—Emails from Citizens Regarding Alley Vacation

Suggested Motion (to be made after the public hearing is conducted): I move that Council adopt the ordinance vacating a portion of the alley located between 239 Thornrose Avenue and 258 Lancaster Avenue, as recommended by the Planning Commission.

City Manager: Steven L. Rosenberg



ALLEY & STREET VACATION APPLICATION

DATE OF APPLICATION: July 22nd, 2021
 APPLICANTS NAME: MARK A. ROBERTSON
 ADDRESS: 239 THORNROSE AVE. STAUNTON, VA. 24401

TELEPHONE NUMBER: 540-280-9594 ALTERNATE: 540-886-3013
 LOCATION OF PROPERTY: ALLEY BETWEEN 239 THORNROSE AND 258 LANCASTER AVE.

MAP PROVIDED ☒ YES ☐ NO

LEGAL DESCRIPTION OF PORTION OF ALLEY OR STREET IN THIS REQUEST PORTION OF ALLEY BETWEEN 239 THORNROSE AVE. - BLK 3 LOT 9 LAKEVIEW ADD. AND 258 LANCASTER AVE - BLK 3 LOT 18 - (TRAIL FOR VACATED ALLEY) LAKEVIEW ADD.

IS THE PORTION OF THE ALLEY OR STREET IN THIS REQUEST IMPROVED?

☐ YES ☒ NO

IF YES, IS IT BEING USED BY PERSONS OTHER THAN YOURSELF?

☐ YES ☐ NO

IF YES, EXPLAIN: _____

TO YOUR KNOWLEDGE, ARE THERE ANY UTILITIES IN THE PORTION OF THE ALLEY OR STREET AFFECTED BY THIS REQUEST? ☐ YES ☒ NO

IF YES, EXPLAIN? _____

PURPOSE OF THE REQUEST? TO IMPROVE THE EASE AND ABILITY TO BUILD A GARAGE ON 258 LANCASTER AVE. BY IMPROVING SETBACK AND ZONING REQUIREMENTS

ORDINANCE PROVIDED? ☒ YES ☐ NO

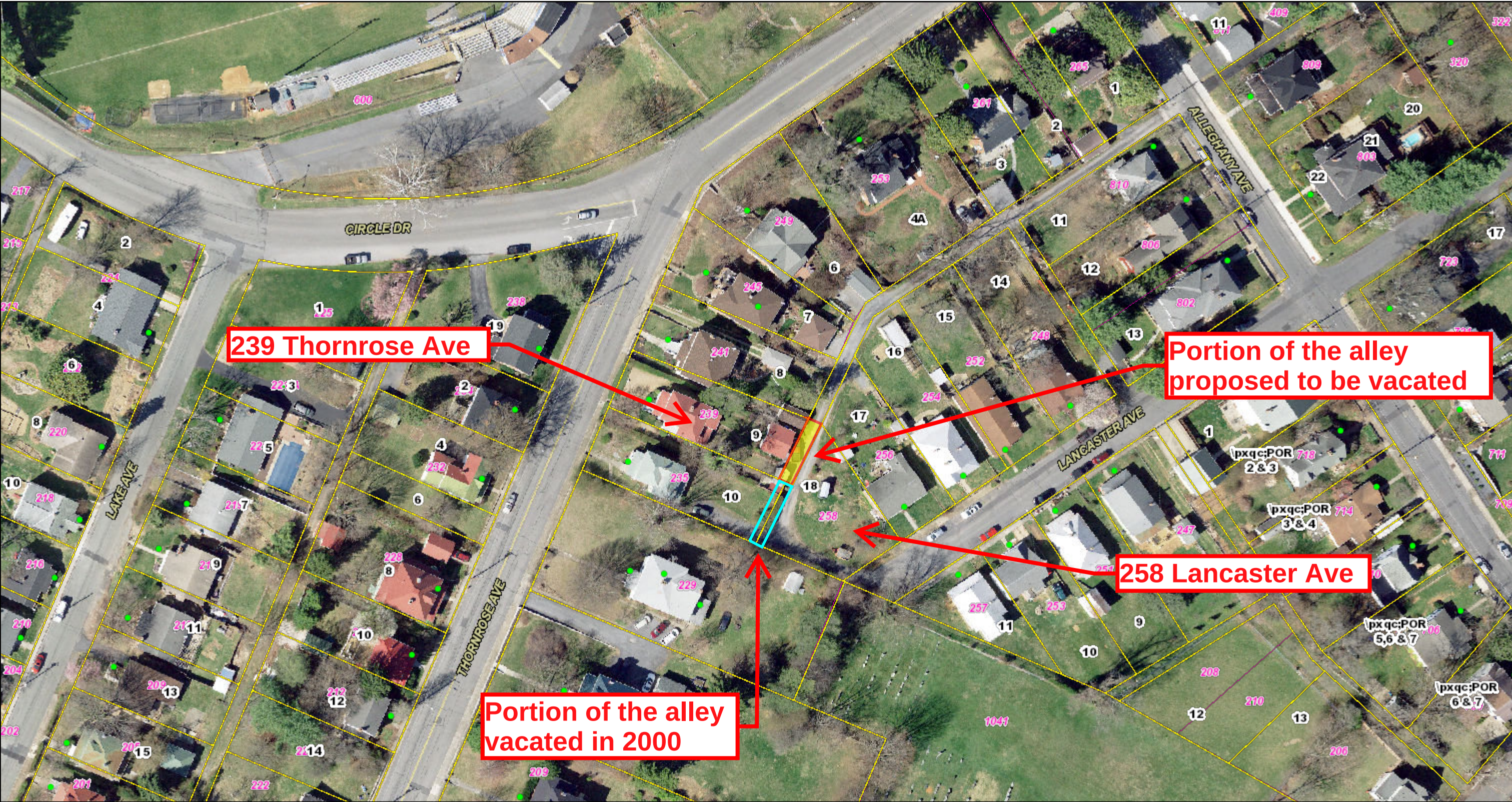
FEE PAID? ☒ YES ☐ NO

SIGNATURE OF APPLICANT Mark Robertson
 (OWNER/AGENT)

 OFFICE USE:

LIST OF NAMES AND ADDRESSES OF ALL PROPERTY OWNERS WHO HAVE PROPERTIES ABUTTING THE ALLEY OR STREET IN THIS REQUEST:

1. LAWRENCE FRIEDLAND + JACQUELINE PATTESON 235 THORNROSE AVE.
2. MARK ROBERTSON 239 THORNROSE AVE.
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____



8/10/2021, 10:54:25 AM

- Lot_Lines

□ Tax Parcels

— Road Centerline

■ Green: Band_2
- Lot_Numbers

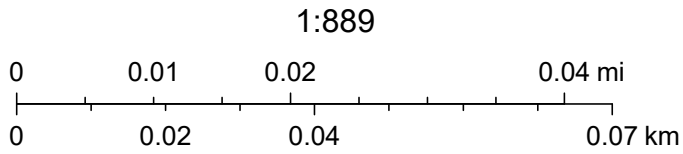
● AddressPoints

2018Image.tif

■ Blue: Band_3
- City Limits

Point_of_Interests

■ Red: Band_1



Ordinance No. 2021-___

AN ORDINANCE

**CLOSING, VACATING, DISCONTINUING AND ABANDONING A PORTION OF A 15'
WIDE ALLEY LOCATED BETWEEN 239 THORNROSE AVENUE (PID 7103)
AND 258 LANCASTER AVENUE (PID 879)**

Recitals

A. An application for alley vacation has been filed by Mark Robertson, pursuant to § 15.2-2272 of the Code of Virginia, 1950, as amended, to have all of that certain portion of the alley as hereinafter described, vacated and abandoned by the City of Staunton, Virginia;

B. The subject portion of the alley was initially platted in 1907 and subsequently replatted in 1911, and was never accepted by the City as part of its public street system;

C. Mr. Robertson is the owner of 239 Thornrose Avenue, identified as Lot 9, Block 3, Lakeview Addition (PID 7103) and 258 Lancaster Avenue, identified as Lot 18, Block 3, Lakeview Addition (PID 879) and seeks to close the portion of the alley between the two properties consisting of an area of approximately fifteen (15) feet in width and forty-eight and five hundredths (48.05) feet in length;

D. A plat showing the aforesaid portion of the alley to be vacated and abandoned (the area shaded in red) is annexed and incorporated by reference as **Exhibit A**;

E. A portion of the alley located between 235 Thornrose Avenue (PID 878) and 258 Lancaster Avenue (PID 879) was previously vacated and abandoned by the City on January 13, 2000, as evidenced by Ordinance 2000-1, annexed and incorporated by reference as **Exhibit B**;

F. The requirements of § 15.2-2272 of the Code of Virginia have been met along with those of § 15.2-2204 of the Code of Virginia;

G. At its regular meeting on August 19, 2021, the Planning Commission of the City of Staunton, Virginia after study and review, properly heard the matter and recommended approval of vacating said portion of the alley;

H. This matter has been properly advertised, heard, and considered; and

I. These recitals are an integral part of this ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that the City hereby **CLOSES, VACATES, DISCONTINUES** and **ABANDONS** the portion of the alley described as follows:

DRAFT 7.30.21

The portion of a 15' wide alley running a distance of 48.05 feet
adjoining City Tax Map Parcels 879 and 7103,
with reservation to the City of Staunton of any existing utility lines located in the alley, with
ownership of the area of the vacated alley determined in accordance with applicable law. The
remainder of said alley extending to Alleghany Avenue shall remain open.

Introduced:

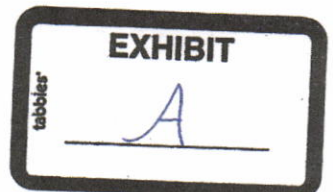
Adopted:

Effective Date:

Andrea W. Oakes, Mayor

ATTEST: _____

Rachael Zinni
Clerk of Council



Ordinance No. 2000-1

An ordinance vacating and abandoning that portion of an undeveloped alley which lies between 239 and 229 Thornrose Avenue and to the rear of 235 Thornrose Avenue

WHEREAS, E. Winter Bright has expressed an interest in having all of the undeveloped alley which lies between 239 and 229 Thornrose Avenue and to the rear of 235 Thornrose Avenue vacated and abandoned by the City of Staunton, and

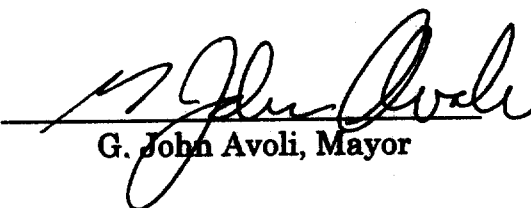
WHEREAS, the City Council of the City of Staunton referred this matter to the Planning Commission of the City of Staunton for its recommendation, the said Planning Commission did consider the same and has recommended that the said alley be vacated, and

WHEREAS, E. Winter Bright appeared before both the Planning Commission and the City Council requesting said abandonment and vacation,

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Staunton, Virginia, that the portion of an alley that runs behind Lot 10, Block 3, Lakeview Addition Subdivision, be vacated and abandoned by the City of Staunton. The remainder of said alley running behind Lots 1 through 9 of said section shall remain an alleyway.

Approved: Jan. 13, 2000

Effective: Jan. 13, 2000


G. John Avoli, Mayor

Attest: Deborah L. Sutton
Deborah L. Sutton, Clerk of Council

Timothy A. Hartless

From: Mason Kilbourn [REDACTED]
Sent: Thursday, August 19, 2021 1:26 PM
To: Timothy A. Hartless
Subject: Application to vacate the alley between Lancaster and Thornrose.

Dear sir:

I live at 247 Lancaster Ave. and my neighbor informed me that there is an application to vacate the alley at the end of our street. Even though the alley does not border my property, I think it would be a mistake to close off access. There is very little off-street parking on Lancaster, and it is almost impossible to turn around at times. The alley becomes the safest way out or in. For this reason, I am opposed to vacating the alley.

Thank you

Mason Kilbourn

Sent from [Mail](#) for Windows

Timothy A. Hartless

From: Stephanie Dunlap [REDACTED]
Sent: Thursday, August 19, 2021 2:26 PM
To: Timothy A. Hartless
Subject: Request to vacate portion of an alley between Lancaster and Thornrose

Good afternoon Mr. Hartless,

I spoke with you on the phone the other day about the letter i received on a request by Mark Robertson to vacate a portion of the alley that is between Lancaster Avenue and Thornrose Avenue.

I am very much OPPOSED to this change in my neighborhood. I reside on Lancaster Avenue and have for 30 years. To close off this alley is ridiculous as there are numerous people who use it to travel through. It could come in handy if there is a fire on my street as well, as my street is a dead end. I also do not want Mr. Robertson OR his brother, city sheriff Matt Robertson, speeding up and down this alley or my street any more than they already do. (The sheriff does this in the city sheriff vehicle, no less.) Mr. Robertson can buy or build a garage elsewhere in this city. It's not fair, to the other residents that use it, to vacate that part of the alley, just for his own personal use. (I can only imagine the work trucks up and down my quiet street and back alley way that would be building this garage, not to mention my back property off the alley, getting destroyed each time they travel it.) This alley is not meant to speed through or for large work trucks either. It's quiet and wooded and pleasant.

Leave this neighborhood's quiet alley alone, Mr. Robertson. We don't want your garage or your own private portion of the alley or you and your brother speeding like bats out of hell in our quiet neighborhood!

Signed,

Stephanie Dunlap
Resident of Lancaster Avenue

CITY COUNCIL



AGENDA BRIEFING

Staunton, VA

Meeting Date:	September 9, 2021	Staff Member: Phil Trayer
Item #	F	
Ordinance #		
Department:	Finance	
Council Vision:	Responsive, Efficient Government	
Subject:	Resolution Authorizing Refinancing of 2005, 2012, 2013, and 2019 Bonds	

Background: Each year staff works with the city's financial advisor, Davenport & Company LLC, to identify debt savings opportunities. Through this process, the city's outstanding 2005, 2012, 2013 and 2019 tax supported General Obligation (GO) bonds have been identified as potential refinancing candidates through the Virginia Resources Authority Fall Pool Financing Program. At the present time the all-in average interest rate (including financing costs) through the Virginia Resources Authority is projected to be in the 1.25% range for a 13-year financing. When applied to the outstanding tax supported debt refinancing candidates, gross savings is estimated to be between \$532,000 and \$723,000 in the debt service fund over the next 13 years. The following debt series have been identified for refinancing:

- The 2005 Bond (Bank of America) has a current rate of 3.43%, an outstanding balance of \$1,226,981 and a maturity date of February 1, 2025 (FY 2025). Expected gross savings will range between \$38,000 and \$39,000 over the next four years. The 2005 bonds were originally issued for a combination of school and city CIP projects at a ratio of 60% schools and 40% city. Maturity date for this series will remain in FY 2025.
- The 2012 Bond (SunTrust) has a current rate of 2.21%, an outstanding balance of

\$4,707,000 and a maturity date of October 1, 2027 (FY 2028). Expected gross savings will range between \$160,000 and \$196,000 over the next seven years. The 2012 bonds were originally issued to provide funds to pay \$10 million in transfer fees to the Commonwealth of Virginia for the Western State site. Maturity date for this series will remain in FY 2028.

- The 2013 Bond (SunTrust) has a current rate of 2.58%, an outstanding balance of \$2,570,000 and a maturity date of January 5, 2028 (FY 2028). Expected gross savings will range between \$121,000 and \$132,000 over the next seven years. The 2013 bonds were originally issued to provide funds to pay \$5 million in transfer fees to the Commonwealth of Virginia for the Western State site. Maturity date for this series will remain in FY 2028.
- 2019 Bond (SunTrust) has a current rate of 1.88%, an outstanding balance of \$13,421,000, and a maturity date of February 1, 2034 (FY 2034). Expected gross savings will range between \$211,000 and \$355,000 over the next 13 years. A portion of these bonds were originally issued in 2007 for the Hotel 24 South and Conference Center and the golf irrigation system at Gypsy Hill Park. Of the \$13.4 million outstanding balance, \$7,333,000 is associated with the original 2007 issuance. The remainder of the 2019 Bonds were originally financed in 2008 via literary loans issued for school improvements at McSwain and Ware elementary schools. Each school has an outstanding principal amount of \$3,044,000. The fiscal year of maturity for these series will remain as originally issued.

The estimated savings amounts described above are based on current market interest rates as of August 17, 2021 and are subject to change until the Virginia Resources Authority bond pricing scheduled for October 27, 2021.

Attached is a resolution providing for the refinancing of the above-described tax supported debt. The resolution limits the principal amount of the bond to a not to exceed \$22,200,000. Given the current favorable interest rates already in place (particularly for the 2019 issuance, which has a balance of \$13,421,000), a floor of net present value savings equal to 1%, or roughly \$250,000, has been established. With this floor, the city may terminate the issuance, without penalty, if actual interest rates in October fail to provide adequate savings. The bond resolution is scheduled for Council's consideration on September 9, 2021.

City staff and representatives of Davenport & Company LLC will be available to answer any questions.

Attachments:

Attachment 1—Bond Refunding Resolution
Attachment 2—Refinancing Summary

City Manager's Recommendation: Recommend the resolution be adopted, as presented.

Suggestion Motion: I move to adopt the proposed resolution authorizing the issuance, sale and approval of a General Obligation Refunding Bond, in a principal amount not to exceed \$22,200,000 and refund all or a portion of the previously issued \$4,600,000 General Obligation Public Improvement Bond, Series 2005 which has an outstanding balance of \$1,226,981; the \$10,000,000 General Obligation Public Improvement Bond, Series 2012 which has an outstanding balance of \$4,707,000; the \$5,000,000 General Obligation Public Improvement

Bond, Series 2013 which has an outstanding balance of \$2,570,000; and the \$14,660,000 General Obligation Refunding Bond, Series 2019B which has an outstanding balance of \$13,421,000, for the purpose of decreasing the cost of borrowed funds, in accordance with the terms and parameters set forth in the resolution.

City Manager: Steven L. Rosenberg

ATTACHMENT 1

**RESOLUTION OF THE CITY COUNCIL OF STAUNTON,
VIRGINIA, PROVIDING FOR THE ISSUANCE AND SALE
OF A TAXABLE GENERAL OBLIGATION REFUNDING
BOND, SERIES 2021, OF THE CITY OF STAUNTON,
VIRGINIA, IN A PRINCIPAL AMOUNT NOT TO EXCEED
\$22,200,000 PROVIDING FOR THE FORM, DETAILS AND
PAYMENT THEREOF AND PROVIDING FOR THE
REFUNDING OF CERTAIN OF THE CITY'S
OUTSTANDING GENERAL OBLIGATION BONDS**

WHEREAS, the City of Staunton, Virginia (the "City"), has previously issued its \$4,600,000 General Obligation Public Improvement Bond, Series 2005, \$10,000,000 General Obligation Public Improvement Bond, Series 2012, \$5,000,000 General Obligation Public Improvement Bond, Series 2013, and \$14,660,000 General Obligation Refunding Bond, Series 2019B (collectively, the "Prior Bonds");

WHEREAS, the City's administration, in collaboration with the City's financial advisor, Davenport & Company LLC (the "Financial Advisor"), has recommended to the Council of the City (the "Council") that the City refund all or a portion of the outstanding principal installments of the Prior Bonds (such refunded portions, the "Refunded Installments") to realize debt service savings;

WHEREAS, the City desires to issue a refunding bond (the "Bond" as further described in Section 3 herein) to refund the Refunded Installments, subject to the terms and conditions herein, including a condition that the refunding achieve an aggregate net present value debt service savings of not less than 1.00% of the refunded par amount of the Refunded Installments (the "Targeted Savings");

WHEREAS, the City has requested that the Virginia Resources Authority ("VRA") purchase the Bond, and, subject to final credit approval, VRA has indicated its willingness to purchase the Bond from the proceeds of one or more series of its Infrastructure and State Moral Obligation Revenue Bonds (Virginia Pooled Financing Program) (collectively, the "VRA Bonds"), in accordance with the terms of a Local Bond Sale and Financing Agreement to be dated as of a date specified by VRA (the "Financing Agreement"), between VRA and the City, the form of which has been made available to Council prior to this meeting;

WHEREAS, VRA has advised the City that VRA's objective is to pay the City a purchase price for the Bond that, in VRA's judgment, reflects its market value (the "Purchase Price Objective") taking into consideration such factors as the Targeted Savings, the purchase price received by VRA for the VRA Bonds, the issuance costs of the VRA Bonds (consisting of the underwriters' discount and other costs incurred by VRA) and other market conditions relating to the sale of the VRA Bonds; and

WHEREAS, the Financing Agreement will provide that the terms of the Bond may not exceed the parameters set forth below in Section 3;

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF STAUNTON,
VIRGINIA:**

1. Issuance of Bond and Use of Proceeds. Pursuant to the Constitution and statutes of the Commonwealth of Virginia (the “Commonwealth”), including the Public Finance Act of 1991 (but without regard to the provisions of the City Charter), the Council hereby provides for the issuance and sale of the Bond to VRA and the use of the Bond proceeds to refund the Refunded Installments and pay the related costs of issuance and refunding.

2. Authorization of Financing Agreement. The form of the Financing Agreement made available to the Council prior to this meeting is hereby approved. The City Manager (which term for purposes of this Resolution shall include any Assistant City Manager) is authorized to execute and deliver the Financing Agreement in substantially such form, with such completions, omissions, insertions and changes not inconsistent with this Resolution as may be approved by the City Manager, whose approval shall be evidenced conclusively by the execution and delivery thereof. The issuance and sale of the Bond to VRA shall be upon the terms and conditions set forth in the Financing Agreement. The proceeds of the Bond shall be applied in the manner set forth in the Financing Agreement. All capitalized terms used but not otherwise defined herein shall have the same meanings as set forth in the Financing Agreement.

3. Bond Details. The Bond shall be issued as a single, registered bond, shall be designated “Taxable General Obligation Refunding Bond, Series 2021,” shall be numbered R-1 and shall be dated the date that is 30 days prior to the closing date of the VRA Bonds. The Council authorizes the issuance and sale of the Bond to VRA on such terms as shall be determined by VRA, subject to VRA’s Purchase Price Objective and market conditions described in the Recitals hereof; provided, however, that (a) the Bond shall be issued in an aggregate principal amount not to exceed \$22,200,000, have a “true” interest cost not to exceed 2.20% (exclusive of “Supplemental Interest” as provided in the Financing Agreement) and be payable in principal installments ending not later than December 31, 2034, and (b) the refunding shall achieve at least the Targeted Savings. Subject to the preceding terms, the Council further authorizes the City Manager to accept the final terms presented by VRA, including (x) the final principal amount of the Bond, (y) the amortization schedule (including the principal installment dates and amounts) for the Bond and (z) the optional and extraordinary redemption provisions, if any, of the Bond, all in such manner as the City Manager shall determine to be in the best interests of the City.

As set forth in the Financing Agreement, the City agrees to pay such “Supplemental Interest” and other charges as provided therein, including such amounts as may be necessary to maintain or replenish the VRA Reserve. The principal of and premium, if any, and interest on the Bond shall be payable in lawful money of the United States of America.

The actions of the City Manager in accepting the final terms of the Bond shall be conclusive, and no further action shall be necessary on the part of the Council.

4. Payment and Redemption Provisions of Bond. The principal of and premium, if any, and interest on the Bond shall be payable as set forth in the Bond and the Financing Agreement. The City may, at its option, redeem, prepay or refund the Bond upon the terms set forth in the Financing Agreement.

5. Execution and Form of Bond. The Bond shall be signed by the Mayor or Vice Mayor, and the City’s seal shall be affixed thereon and attested by the City Clerk or Deputy City Clerk. The Bond shall be issued initially as a typewritten bond in substantially the form of Exhibit A attached hereto, with such completions, omissions, insertions and changes not inconsistent with

this Resolution as may be approved by the officers signing the Bond, whose approval shall be evidenced conclusively by the execution and delivery of the Bond.

6. Pledge of Full Faith and Credit. The full faith and credit of the City are irrevocably pledged for the payment of principal of and premium, if any, and interest on the Bond. Unless other funds are lawfully available and appropriated for timely payment of the Bond, the Council shall levy and collect an annual ad valorem tax on all locally taxable property in the City, over and above all other taxes authorized or limited by law and without limitation as to rate or amount, sufficient to pay when due the principal of and premium, if any, and interest on the Bond.

7. Preparation of Printed Bond. Upon request of the registered owner and upon presentation of the Bond at the office of the Registrar (as hereinafter defined), the City shall arrange to have prepared, executed and delivered in exchange as soon as practicable the Bond in printed form in an aggregate principal amount equal to the unpaid principal of the Bond in typewritten form, in denominations of \$5,000 and multiples thereof (except that one Bond may be issued in an odd denomination of less than \$5,000), of the same form and maturity and registered in such names as requested by the registered owners or their duly authorized attorneys or legal representatives. The printed Bond may be executed by manual or facsimile signature of the Mayor or Vice Mayor, and the City's seal is to be affixed thereto and attested by the City Clerk or Deputy City Clerk; provided, however, that if both such signatures are facsimiles, no Bond shall be valid until it has been authenticated by the manual signature of the Registrar and the date of authentication noted thereon. The typewritten Bond surrendered in any such exchange shall be canceled.

8. Registration, Transfer and Owner of Bond. The City hereby appoints the City's Chief Financial Officer as paying agent and registrar (the "Registrar") for the Bond. If deemed to be in the best interest of the City, the City Manager may at any time appoint a qualified bank or trust company as successor Registrar. Upon surrender of the Bond at the office of the Registrar, together with an assignment duly executed by the registered owner or its duly authorized attorney or legal representative in such form as shall be satisfactory to the Registrar, the City shall provide for the execution, and the Registrar shall authenticate and deliver in exchange, a new Bond or Bonds having an equal aggregate principal amount, of the same form and maturity, bearing interest at the same rate and registered in such name as requested by the then registered owner or its duly authorized attorney or legal representative. Any such exchange shall be at the expense of the City, except that the Registrar may charge the person requesting such exchange the amount of any tax or other governmental charge required to be paid with respect thereto.

The Registrar shall treat the registered owner as the person or entity exclusively entitled to payment of principal of and premium, if any, and interest on the Bond, and the exercise of all other rights and powers of the owner, except that regular installments of principal and interest shall be paid to the person or entity shown as owner on the registration books on the 15th day of the month preceding each payment date.

9. Mutilated, Lost or Destroyed Bond. If the Bond has been mutilated, lost or destroyed, the City shall execute and deliver a new Bond of like date and tenor in exchange and substitution for, and upon cancellation of, such mutilated Bond or in lieu of and in substitution for such lost or destroyed Bond; provided, however, that the City shall so execute and deliver only if the registered owner has paid the reasonable expenses and charges of the City in connection therewith and, in the case of a lost or destroyed Bond, (a) has filed with the City evidence

satisfactory to the City that such Bond was lost or destroyed and (b) has furnished to the City satisfactory indemnity.

10. Preparation and Delivery of Bond. The officers of the City are authorized and directed to take all proper steps to have the Bond prepared and executed in accordance with its terms and to deliver it to VRA as the purchaser thereof upon receipt of the Purchase Price from VRA as set forth in the Financing Agreement.

11. Redemption of Refunded Installments. The City Manager is authorized and directed to (a) determine which principal installments (or portions thereof) of the Prior Bonds, if any, shall constitute the Refunded Installments (subject to the Targeted Savings condition set forth in the Recitals and Section 3 hereof) and (b) take all proper steps to call for redemption the Refunded Installments and prepare and deliver any such notices and correspondence necessary therefor.

12. Escrow Agreement. If the City Manager determines it is necessary or desirable for the City to enter into an escrow agreement to effect the refunding of any portion of the Refunded Installments, the City Manager is authorized and directed to execute an escrow agreement (the "Escrow Agreement") with an escrow agent to be appointed by the City Manager. The Escrow Agreement shall be in the form approved by the City Manager, in collaboration with the City Attorney and the City's bond counsel, the execution thereof by the City Manager to constitute conclusive evidence of such officer's approval of the Escrow Agreement.

13. Tax Compliance Agreement. Such officers of the City as may be requested by VRA are authorized and directed to execute and deliver a nonarbitrage certificate and tax compliance agreement (the "Tax Compliance Agreement") in a form not inconsistent with this Resolution as may be approved by the officers of the City executing such document, whose approval shall be evidenced conclusively by the execution and delivery thereof.

14. Arbitrage Covenants. The City covenants that it shall not take or omit to take any action the taking or omission of which will cause the VRA Bonds to be "arbitrage bonds" within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended, and regulations issued pursuant thereto (the "Code"), or otherwise cause interest on the VRA Bonds to be includable in the gross income for federal income tax purposes of the registered owners thereof under existing law. Without limiting the generality of the foregoing, the City shall comply with any provision of the Tax Compliance Agreement that may require the City at any time to rebate to the United States any part of the earnings derived from the investment of the gross proceeds of the Bond, unless the City receives an opinion of nationally recognized bond counsel that compliance with any such covenant is not required to prevent interest on the VRA Bonds from being included in the gross income for federal income tax purposes of the registered owners thereof under existing law. The City shall pay any such required rebate from legally available funds.

15. Private Activity Bond Covenant. The City covenants that it shall not permit the proceeds of the Bond or the facilities refinanced therewith to be used in any manner that would result in (a) 5% or more of such proceeds or facilities being used in any trade or business carried on by any person other than a governmental unit, as provided in Section 141(b) of the Code, (b) 5% or more of such proceeds or facilities being used with respect to any output facility (other than a facility for the furnishing of water), within the meaning of Section 141(b)(4) of the Code, or (c) 5% or more of such proceeds being used directly or indirectly to make or finance loans to any

persons other than a governmental unit, as provided in Section 141(c) of the Code; provided, however, that if the City receives an opinion of nationally recognized bond counsel that compliance with any such covenant need not be complied with to prevent the interest on the VRA Bonds from being includable in the gross income for federal income tax purposes of the registered owners thereof under existing law, the City need not comply with such covenant to the extent provided in such opinion.

16. Official Statement. The City authorizes and consents to the inclusion of information with respect to the City contained in VRA's Preliminary Official Statement and VRA's Official Statement in final form, both prepared in connection with the sale of the VRA Bonds. If appropriate, such disclosure documents shall be distributed in such manner and at such times as VRA shall determine. The City Manager is authorized and directed to take such actions as may be necessary or appropriate to aid VRA in ensuring compliance with Securities and Exchange Commission Rule 15c2-12.

17. SNAP Investment Authorization. The Council has heretofore received and reviewed the Information Statement (the "Information Statement") describing the State Non-Arbitrage Program of the Commonwealth of Virginia ("SNAP") and the Contract Creating the State Non-Arbitrage Program Pool (the "Contract"), and the Council has determined to authorize the City's Chief Financial Officer to utilize SNAP in connection with the investment of the proceeds of the Bond. The Council acknowledges the Treasury Board of the Commonwealth is not, and shall not be, in any way liable to the City in connection with SNAP, except as otherwise provided in the Contract.

18. Other Actions. All other actions of officers of the City in conformity with the purposes and intent of this Resolution and in furtherance of the issuance and sale of the Bond and the refunding of the Refunded Installments are hereby ratified, approved and confirmed. The officers of the City are authorized and directed to execute and deliver all certificates and instruments and to take all such further action as may be considered necessary or desirable in connection with the issuance, sale and delivery of the Bond and the refunding of the Refunded Installments.

19. Repeal of Conflicting Resolutions. All resolutions or parts of resolutions in conflict with the provisions of this Resolution are repealed.

20. Effective Date. This Resolution shall take effect immediately.

Resolution No. 2021-_____.

ADOPTED by the Council of the City of Staunton on the _____ day of September 9,
2021.

Witness my hand and the seal of the City of Staunton, Virginia.

City Clerk

EXHIBIT A - Form of Bond

*Interest on this bond is intended by the issuer thereof to be included in gross income
for federal income tax purposes.*

REGISTERED

REGISTERED

R-1

_____, 2021

UNITED STATES OF AMERICA

COMMONWEALTH OF VIRGINIA

CITY OF STAUNTON

**Taxable General Obligation Refunding Bond
Series 2021**

The **City of Staunton, Virginia** (the “City”), a political subdivision of the Commonwealth of Virginia (the “Commonwealth”), for value received, acknowledges itself in debt and promises to pay to the Virginia Resources Authority, or its registered assigns or legal representative (“VRA”), solely from the sources hereinafter described and pledged to the payment of this bond the principal sum of _____ DOLLARS (\$_____). Principal of this bond shall be payable in annual installments in the amounts and on the dates set forth in Schedule I attached hereto. Interest on this bond shall be payable on each _____ and _____, commencing _____, _____, computed on the basis of a 360-day year of twelve 30-day months at the rates set forth in Schedule I.

If any installment of principal of or interest on this bond is not paid to the registered owner of this bond within five days after its due date, the City shall pay to VRA a late payment charge in an amount equal to five percent (5.0%) of the overdue installment.

Subject to the provisions of the Local Bond Sale and Financing Agreement dated as of _____, 2021 (the “Financing Agreement”), between VRA and the City, so long as this bond is held by or for the account of VRA or its registered assigns or legal representative, interest is payable by (i) check or draft mailed to the registered owner of this bond at the address that appears on the 15th day of the month preceding each interest payment date on the registration books kept by the Chief Financial Officer of the City, who has been appointed registrar and paying agent, or any successor bank or trust company (the “Registrar”) or (ii) wire transfer pursuant to the most recent wire instructions received by the Registrar from such registered owner. Principal of and premium, if any, and interest on this bond shall be payable in lawful money of the United States of America. In case a payment date on this bond shall not be a Business Day (as defined below), then payment of principal, premium, if any, and interest need not be made on such date, but may be made on the next succeeding Business Day, and, if made on such next succeeding Business Day, no additional interest shall accrue for the period after such payment date. “Business Day” means any Monday, Tuesday, Wednesday, Thursday or Friday on which commercial banking institutions generally are open for business in New York and Virginia.

This bond is issued pursuant to the Constitution and statutes of the Commonwealth of Virginia, including the Public Finance Act of 1991 (but without regard to the provisions of the City Charter), a resolution adopted by the Council of the City (the “Council”) on September 9, 2021 (the “Resolution”), and the Financing Agreement. Proceeds of this bond will be used to (a) refund [all/portions] of the outstanding principal installments of the City’s [(i) General Obligation Public Improvement Bond, Series 2005, (ii) General Obligation Public Improvement Bond, Series 2012, (iii) General Obligation Public Improvement Bond, Series 2013, and (iv) General Obligation Refunding Bond, Series 2019B] (such refunded portions, the “Refunded Installments”), and (b) to pay related costs of issuing this bond and refunding the Refunded Installments.

The full faith and credit of the City are irrevocably pledged for the payment of principal of and premium, if any, and interest on this bond. Unless other funds are lawfully available and appropriated for timely payment of this bond, the Council shall levy and collect an annual ad valorem tax on all taxable property within the City, over and above all other taxes authorized or limited by law and without limitation as to rate or amount, sufficient to pay when due the principal of and premium, if any, and interest on this bond.

If any failure of the City to pay all or any portion of any required payment of the principal of or premium, if any, or interest on this bond results in a withdrawal from or drawing on any VRA Reserve (as defined in the Financing Agreement), the interest rates applicable to this bond shall be increased to interest rates sufficient to reimburse the VRA Reserve for any foregone investment earnings on the funds withdrawn therefrom and pay any interest, fees or penalties assessed as a result of the withdrawal from or the drawing on the VRA Reserve. The increment of interest payable pursuant to the increase in rates shall be referred to as “Supplemental Interest.” The term “interest” as used in this bond shall include Supplemental Interest, when and if payable. The City’s obligation to pay Supplemental Interest shall commence on the date of the withdrawal or drawing of funds from the VRA Reserve occasioned by the City’s failure to pay a required payment or portion thereof as described above (the “Supplemental Interest Commencement Date”). The City’s obligation to pay Supplemental Interest shall terminate on the date on which the City makes all payments required but outstanding since the date of the initial failure to pay (the “Supplemental Interest Termination Date”). From the Supplemental Interest Commencement Date to the Supplemental Interest Termination Date, Supplemental Interest shall be due and payable on the regularly scheduled interest payment dates provided for in this bond. As soon as reasonably possible after the Supplemental Interest Commencement Date and before the next regularly scheduled interest payment date provided for in this bond, VRA shall deliver to the City a certificate as to the increase in interest rates and the amount of Supplemental Interest. The certificate shall set forth in reasonable detail the basis for the increase in interest rates and the manner of calculation of the increase and the amount of Supplemental Interest. Such certificate shall be conclusive (absent manifest error) as to the interest rate increase and amount of Supplemental Interest set forth therein. In determining the interest rate increase and the amount of Supplemental Interest, VRA may use any reasonable averaging and attribution methods.

This bond may be redeemed, prepaid or refunded at the option of the City upon the terms set forth in the Financing Agreement and the Resolution.

This bond is issuable as a fully registered bond. Upon surrender of this bond at the Registrar’s office, together with an assignment duly executed by the registered owner or such owner’s duly authorized attorney or legal representative in such form as shall be satisfactory to the Registrar, the City shall execute, and the Registrar shall authenticate and deliver in exchange, a

new bond or bonds in the manner and subject to the limitations and conditions provided in the Resolution, having an equal aggregate principal amount, in authorized denominations, of the same series, form and maturity, bearing interest at the same rate and in the same manner, and registered in such names as requested by the then registered owner of this bond or such owner's duly authorized attorney or legal representative. Any such exchange shall be at the City's expense, except that the Registrar may charge the person requesting such exchange the amount of any tax or other governmental charge required to be paid with respect to it.

The Registrar shall treat the registered owner of this bond as the person exclusively entitled to payment of principal of and premium, if any, and interest on this bond and the exercise of all other rights and powers of the owner, except that regular installment payments of principal and interest shall be made to the person shown as the owner on the registration books on the 15th day of the month preceding each payment date.

All acts, conditions and things required by the Constitution and statutes of the Commonwealth to happen, exist or be performed precedent to and in connection with the issuance of this bond have happened, exist and have been performed, and this bond, together with all other indebtedness of the City, is within every debt and other limitation prescribed by the Constitution and statutes of the Commonwealth.

IN WITNESS WHEREOF, the City of Staunton, Virginia, has caused this bond to be signed by the [Vice] Mayor, its seal to be affixed hereto and attested by the [Deputy] City Clerk, and this bond to be dated the date first above written.

(SEAL)

[Vice] Mayor, City of Staunton, Virginia

ATTEST:

[Deputy] City Clerk, City of Staunton, Virginia

ASSIGNMENT

FOR VALUE RECEIVED the undersigned sell(s), assign(s) and transfer(s) unto

(Please print or type name and address, including postal zip code, of Transferee)

PLEASE INSERT SOCIAL SECURITY OR OTHER
IDENTIFYING NUMBER OF TRANSFEREE:

: :
: :
: :

: :

the within bond and all rights thereunder, hereby irrevocably constituting and appointing

_____,
Attorney, to transfer said bond on the books kept for the registration thereof, with full power of
substitution in the premises.

Dated: _____

Signature Guaranteed

NOTICE: Signature(s) must be guaranteed
by an Eligible Guarantor Institution such
as a Commercial Bank, Trust Company,
Securities Broker/Dealer, Credit Union
or Savings Association who is a member
of a medallion program approved by The
Securities Transfer Association, Inc.

(Signature of Registered Owner)

NOTICE: The signature above must
correspond with the name of the
registered owner as it appears on the
front of this bond in every particular,
without alteration or enlargement or any
change whatsoever.

**SCHEDULE I TO
CITY OF STAUNTON, VIRGINIA
TAXABLE GENERAL OBLIGATION REFUNDING BOND
SERIES 2021**

Principal Installment <u>Number</u>	Principal Installment <u>Amount</u>	Principal Installment <u>Due Date</u>	Interest <u>Rate</u>
--	--	--	---------------------------------

[to be completed after pricing of VRA Bonds]

Refunding Summary

City of Staunton, Virginia



August 26, 2021

Refunding Analysis

Overview | VRA Refunding Summary

- Davenport has reviewed the City's debt portfolio for potential refinancing opportunities and identified several outstanding series of tax-supported bonds as potential refunding candidates, including:

Series	Amount Outstanding	Interest Rate	Final Maturity
General Obligation Public Improvement Bond, Series 2005 (Bank of America)	\$ 1,226,981	3.43%	2/1/2025
General Obligation Public Improvement Bond, Series 2012 (SunTrust)	\$ 4,707,000	2.21%	10/1/2027
General Obligation Public Improvement Bond, Series 2013 (Union First Market)	\$ 2,570,000	2.58%	1/5/2028
General Obligation Refunding Bond, Series 2019 (SunTrust)	\$ 13,421,000	1.88%	2/1/2034

- City Staff, Davenport and Bond Counsel have assessed potential refunding options for the tax-supported refunding candidates and identified a VRA Fall Pool financing as a viable option to generate debt service savings, subject to market conditions.
- The City has submitted an application to VRA to participate in the fall pool, subject to approval of an Authorizing Resolution by City Council.
 - The Authorizing Resolution, if adopted, will establish a minimum savings parameter. If this savings parameter is not able to be achieved due to market conditions, there will be no fees/costs owed by the City.

Hypothetical VRA Fall Pool Refunding

Current Market Rates as of 8/17/2021 – VRA Public Sale⁽¹⁾



A	B		C		D		E		F
Series Refunded	2005 Bond (Bank of America)		2012 Bond (SunTrust)		2013 Bond (Union First Market)		2019 Bond (SunTrust)		Grand Total
Refunding Tax Status	Tax-Exempt		Tax-Exempt		Tax-Exempt		Tax-Exempt		Tax-Exempt
Refunding Type	Current		Current		Current		Current		Current
1	Summary of Bonds Refunded:								
2	Maturities	2/1/2022 - 2/1/2025	10/1/2022 - 10/1/2027		1/5/2022 - 1/5/2028		2/1/2022 - 2/1/2034		1/5/2022 - 2/1/2034
3	Refunded Bonds	\$ 1,226,981	\$	4,707,000	\$	2,570,000	\$	13,421,000	\$ 21,924,981
4	Refunded Bonds Call Date	Current	Current		Current		Current		Current
5	Call Price	101%	100%		100%		101%		Varies
6	Average Coupon of Refunded Bonds	3.430%	2.210%		2.580%		1.880%		2.031%
7									
8	Summary of Refunding Bonds:								
9									
10	Sources:								
11	Par Amount	\$ 905,000	\$	4,135,000	\$	2,005,000	\$	10,415,000	\$ 17,460,000
12	Premium	86,576	675,353		327,913		2,301,119		3,390,961
13	City Equity Contribution	282,000	-		306,000		1,155,000		1,743,000
14	Total Sources	\$ 1,273,576	\$	4,810,353	\$	2,638,913	\$	13,871,119	\$ 22,593,961
15									
16	Uses:								
17	Refunding Escrow Deposits - Cash Deposit	\$ 1,251,643	\$	4,720,292	\$	2,594,312	\$	13,650,529	\$ 22,216,776
18	Local Fixed Cost of Issuance	7,775	35,524		17,225		89,476		150,000
19	VRA Fixed Cost of Issuance	2,592	11,841		5,742		29,825		50,000
20	VRA CRF Equity Contribution	4,525	20,675		10,025		52,075		87,300
21	Underwriter's Discount	4,525	20,675		10,025		52,075		87,300
22	Additional Proceeds	2,517	1,346		1,584		(2,861)		2,585
23	Total Uses	\$ 1,273,576	\$	4,810,353	\$	2,638,913	\$	13,871,119	\$ 22,593,961
24									
25	Bond Statistics:								
26	All-In True Interest Cost	1.334%	1.083%		1.083%		1.294%		1.239%
27	True Interest Cost	0.426%	0.547%		0.548%		0.920%		0.812%
28	Arbitrage Yield	0.651%	0.651%		0.651%		0.651%		0.651%
29	Final Maturity	11/1/2024	11/1/2027		11/1/2027		11/1/2033		11/1/2033

1) Additional due diligence is needed in order to determine if the refunding candidates meet VRA authorization parameters.

Note: Refunding results are preliminary and subject to change. Assumed to be issued on 11/17/2021.

Note: Savings net of Fixed Costs of Issuance of \$150,000, VRA Fixed Costs of Issuance of \$50,000, VRA CRF Equity Contribution of \$87,300 and Underwriter's Discount of \$87,300.

Hypothetical VRA Fall Pool Refunding

Current Market Rates as of 8/17/2021 – VRA Public Sale⁽¹⁾



A	B		C		D		E		F		
Series Refunded	2005 Bond (Bank of America)		2012 Bond (SunTrust)		2013 Bond (Union First Market)		2019 Bond (SunTrust)		Grand Total		
Refunding Tax Status	Tax-Exempt		Tax-Exempt		Tax-Exempt		Tax-Exempt		Tax-Exempt		
Refunding Type	Current		Current		Current		Current		Current		
1	Summary of Refunding Results:										
2	Gross Savings	\$	33,431	\$	179,128	\$	127,017	\$	287,474	\$	627,050
3	NPV Savings (\$)	\$	34,597	\$	179,045	\$	124,806	\$	246,693	\$	585,140
4	NPV Savings (% of Refunded Par)		2.820%		3.804%		4.856%		1.838%		2.669%
5	Average Annual Savings (\$)	\$	8,358	\$	37,276 ⁽²⁾	\$	18,145	\$	22,113	\$	48,235
6											
7	FY Cash Flow Savings:										
8	6/30/2022	\$	9,320	\$	(44,528)	\$	20,342	\$	22,729	\$	7,863
9	6/30/2023		9,414		36,410		20,209		19,010		85,042
10	6/30/2024		9,405		37,610		15,606		23,626		86,246
11	6/30/2025		5,292		36,111		17,667		19,708		78,778
12	6/30/2026		-		37,019		19,239		22,418		78,676
13	6/30/2027		-		38,334		17,476		23,628		79,438
14	6/30/2028		-		38,173		16,479		22,779		77,431
15	6/30/2029		-		-		-		23,792		23,792
16	6/30/2030		-		-		-		21,764		21,764
17	6/30/2031		-		-		-		22,866		22,866
18	6/30/2032		-		-		-		23,136		23,136
19	6/30/2033		-		-		-		19,681		19,681
20	6/30/2034		-		-		-		22,337		22,337
21	Total Cash Flow Savings:	\$	33,431	\$	179,128	\$	127,017	\$	287,474	\$	627,050
22											
23	Sensitivity Analysis (+10 bps)										
24	Gross Savings	\$	38,675	\$	160,831	\$	121,772	\$	211,672	\$	532,950
25	NPV Savings (\$)	\$	32,500	\$	162,288	\$	116,196	\$	178,070	\$	489,054
26	NPV Savings (% of Refunded Par)		2.649%		3.448%		4.521%		1.327%		2.231%
27											
28	Sensitivity Analysis (-10 bps)										
29	Gross Savings	\$	39,188	\$	196,144	\$	132,518	\$	355,981	\$	723,831
30	NPV Savings (\$)	\$	36,886	\$	195,761	\$	133,439	\$	316,040	\$	682,127
31	NPV Savings (% of Refunded Par)		3.006%		4.159%		5.192%		2.355%		3.111%

1) Additional due diligence is needed in order to determine if the refunding candidates meet VRA authorization parameters.

2) Average Annual Savings for the refunding of the 2012 Bond (SunTrust) excludes FY 2022.

Note: Refunding results are preliminary and subject to change. Assumed to be issued on 11/17/2021.

Note: Savings net of Fixed Costs of Issuance of \$150,000, VRA Fixed Costs of Issuance of \$50,000, VRA CRF Equity Contribution of \$87,300 and Underwriter's Discount of \$87,300.

Next Steps



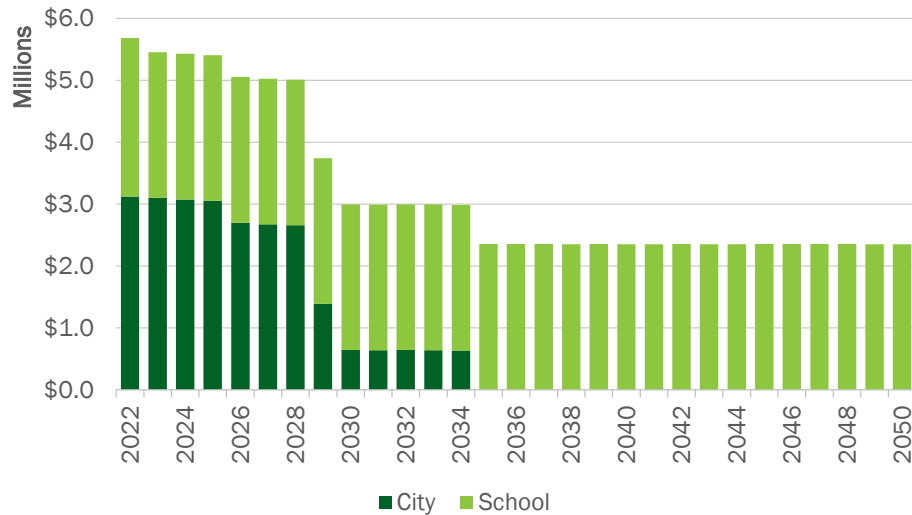
Date	Task
August 26 th	City Council Meeting City Council considers approving adding the Authorizing Resolution to the September 9th Council Meeting Agenda.
September 9 th	City Council Meeting - City Council considers adopting the Authorizing Resolution and approving forms of financing documents subject to a series of parameters: - Minimum NPV % Savings: 1.00% - Not-to-Exceed Par Amount: \$22,200,000 - Not-to-Exceed Final Maturity: December 31, 2034 - Not-to-Exceed TIC Rate: 2.20%
October 27 th	Tentative VRA Bond Sale Date
November 17 th	Tentative VRA Closing Date

Appendix A

Existing Tax Supported Debt

Existing Tax-Supported Debt

Tax-Supported Debt Service



Par Outstanding – Estimated as of 6/30/2021

Type	Par Amount
City	\$22,650,981
Schools	43,230,000
Total Par Outstanding	\$65,880,981

Tax-Supported Debt Service

Fiscal Year	City Debt Service	Schools Debt Service	Total Debt Service	Total Principal Outstanding	10-Year Payout Ratio
Total	\$ 24,969,433	\$ 68,478,252	\$ 93,447,685	\$ 65,880,981	
2022	3,122,160	2,561,155	5,683,315	3,614,407	46.6%
2023	3,102,877	2,353,513	5,456,390	3,494,402	46.5%
2024	3,074,922	2,356,724	5,431,646	3,571,740	46.7%
2025	3,053,425	2,352,789	5,406,214	3,651,433	46.8%
2026	2,697,753	2,356,581	5,054,334	3,408,000	45.8%
2027	2,671,918	2,352,975	5,024,893	3,479,000	45.0%
2028	2,658,447	2,351,970	5,010,417	3,568,000	44.2%
2029	1,389,479	2,353,314	3,742,793	2,398,000	43.2%
2030	643,889	2,351,880	2,995,769	1,732,000	43.8%
2031	638,853	2,352,543	2,991,396	1,798,000	45.7%
2032	641,705	2,355,049	2,996,754	1,877,000	47.8%
2033	639,293	2,356,049	2,995,342	1,946,000	50.3%
2034	634,712	2,353,148	2,987,860	1,998,000	53.0%
2035	-	2,355,524	2,355,524	1,420,000	56.3%
2036	-	2,354,101	2,354,101	1,470,000	61.1%
2037	-	2,356,078	2,356,078	1,525,000	66.6%
2038	-	2,353,879	2,353,879	1,570,000	73.0%
2039	-	2,354,219	2,354,219	1,620,000	80.5%
2040	-	2,351,990	2,351,990	1,670,000	89.4%
2041	-	2,353,094	2,353,094	1,725,000	100.0%
2042	-	2,356,258	2,356,258	1,785,000	100.0%
2043	-	2,352,595	2,352,595	1,840,000	100.0%
2044	-	2,353,223	2,353,223	1,900,000	100.0%
2045	-	2,355,638	2,355,638	1,965,000	100.0%
2046	-	2,354,720	2,354,720	2,030,000	100.0%
2047	-	2,356,575	2,356,575	2,100,000	100.0%
2048	-	2,356,120	2,356,120	2,170,000	100.0%
2049	-	2,353,355	2,353,355	2,240,000	100.0%
2050	-	2,353,198	2,353,198	2,315,000	100.0%

Existing Tax-Supported Debt

Total Tax Supported Debt Service

FY	Principal	Interest	Total
Total	\$ 65,880,981	\$ 27,566,704	\$ 93,447,685
2022	3,614,407	2,068,908	5,683,315
2023	3,494,402	1,961,988	5,456,390
2024	3,571,740	1,859,906	5,431,646
2025	3,651,433	1,754,781	5,406,214
2026	3,408,000	1,646,334	5,054,334
2027	3,479,000	1,545,893	5,024,893
2028	3,568,000	1,442,417	5,010,417
2029	2,398,000	1,344,793	3,742,793
2030	1,732,000	1,263,769	2,995,769
2031	1,798,000	1,193,396	2,991,396
2032	1,877,000	1,119,754	2,996,754
2033	1,946,000	1,049,342	2,995,342
2034	1,998,000	989,860	2,987,860
2035	1,420,000	935,524	2,355,524
2036	1,470,000	884,101	2,354,101
2037	1,525,000	831,078	2,356,078
2038	1,570,000	783,879	2,353,879
2039	1,620,000	734,219	2,354,219
2040	1,670,000	681,990	2,351,990
2041	1,725,000	628,094	2,353,094
2042	1,785,000	571,258	2,356,258
2043	1,840,000	512,595	2,352,595
2044	1,900,000	453,223	2,353,223
2045	1,965,000	390,638	2,355,638
2046	2,030,000	324,720	2,354,720
2047	2,100,000	256,575	2,356,575
2048	2,170,000	186,120	2,356,120
2049	2,240,000	113,355	2,353,355
2050	2,315,000	38,198	2,353,198

City Obligations

FY	Principal	Interest	Total
Total	\$ 22,650,981	\$ 2,318,452	\$ 24,969,433
2022	2,649,407	472,753	3,122,160
2023	2,689,402	413,475	3,102,877
2024	2,721,740	353,182	3,074,922
2025	2,761,433	291,992	3,053,425
2026	2,468,000	229,753	2,697,753
2027	2,494,000	177,918	2,671,918
2028	2,533,000	125,447	2,658,447
2029	1,308,000	81,479	1,389,479
2030	587,000	56,889	643,889
2031	593,000	45,853	638,853
2032	607,000	34,705	641,705
2033	616,000	23,293	639,293
2034	623,000	11,712	634,712
2035	-	-	-
2036	-	-	-
2037	-	-	-
2038	-	-	-
2039	-	-	-
2040	-	-	-
2041	-	-	-
2042	-	-	-
2043	-	-	-
2044	-	-	-
2045	-	-	-
2046	-	-	-
2047	-	-	-
2048	-	-	-
2049	-	-	-
2050	-	-	-

School Obligations

FY	Principal	Interest	Total
Total	\$ 43,230,000	\$ 25,248,252	\$ 68,478,252
2022	965,000	1,596,155	2,561,155
2023	805,000	1,548,513	2,353,513
2024	850,000	1,506,724	2,356,724
2025	890,000	1,462,789	2,352,789
2026	940,000	1,416,581	2,356,581
2027	985,000	1,367,975	2,352,975
2028	1,035,000	1,316,970	2,351,970
2029	1,090,000	1,263,314	2,353,314
2030	1,145,000	1,206,880	2,351,880
2031	1,205,000	1,147,543	2,352,543
2032	1,270,000	1,085,049	2,355,049
2033	1,330,000	1,026,049	2,356,049
2034	1,375,000	978,148	2,353,148
2035	1,420,000	935,524	2,355,524
2036	1,470,000	884,101	2,354,101
2037	1,525,000	831,078	2,356,078
2038	1,570,000	783,879	2,353,879
2039	1,620,000	734,219	2,354,219
2040	1,670,000	681,990	2,351,990
2041	1,725,000	628,094	2,353,094
2042	1,785,000	571,258	2,356,258
2043	1,840,000	512,595	2,352,595
2044	1,900,000	453,223	2,353,223
2045	1,965,000	390,638	2,355,638
2046	2,030,000	324,720	2,354,720
2047	2,100,000	256,575	2,356,575
2048	2,170,000	186,120	2,356,120
2049	2,240,000	113,355	2,353,355
2050	2,315,000	38,198	2,353,198

City Obligations



Refunding Candidate

\$4,600,000

2005 G.O. Public Improvement Bond (Bank of America)

FY	Coupon	Principal	Interest	Total
Total		1,226,981	106,987	1,333,968
2022	3.430%	291,407	42,085	333,492
2023	3.430%	301,402	32,090	333,492
2024	3.430%	311,740	21,752	333,492
2025	3.430%	322,433	11,059	333,492
2026				-
2027				-
2028				-
2029				-
2030				-
2031				-
2032				-
2033				-
2034				-
2035				-
2036				-
2037				-
2038				-
2039				-
2040				-
2041				-
2042				-
2043				-
2044				-
2045				-
2046				-
2047				-
2048				-
2049				-
2050				-

Dated Date: 6/28/2005 Next Call: Anytime @ 102%
(101% On/After 2/1/2021)
Purpose: Firestation, Energy, Schools Insurance: n/a
Coupon Dates: Feb 1 / Aug 1 Maturity Date: 2/1/2025

Refunding Candidate

\$10,000,000

2012 BQ G.O. Bonds (SunTrust)

FY	Coupon	Principal	Interest	Total
Total		5,433,000	430,850	5,863,850
2022	2.210%	726,000	112,047	838,047
2023	2.210%	742,000	95,826	837,826
2024	2.210%	758,000	79,251	837,251
2025	2.210%	775,000	62,311	837,311
2026	2.210%	793,000	44,984	837,984
2027	2.210%	810,000	27,271	837,271
2028	2.210%	829,000	9,160	838,160
2029				-
2030				-
2031				-
2032				-
2033				-
2034				-
2035				-
2036				-
2037				-
2038				-
2039				-
2040				-
2041				-
2042				-
2043				-
2044				-
2045				-
2046				-
2047				-
2048				-
2049				-
2050				-

Dated Date: 10/4/2012 Next Call: Anytime
at 100%
Purpose: Staunton Crossing/ Western Insurance: n/a
State Hospital / Commonwealth Transfer fee
Coupon Dates: Apr 1 / Oct 1 Maturity Date: 10/1/2027

Refunding Candidate

\$5,000,000

2013 BQ G.O. Bonds (Union First Market)

FY	Coupon	Principal	Interest	Total
Total		2,570,000	272,009	2,842,009
2022	2.580%	340,000	66,306	406,306
2023	2.580%	348,000	57,534	405,534
2024	2.580%	357,000	48,556	405,556
2025	2.580%	367,000	39,345	406,345
2026	2.580%	376,000	29,876	405,876
2027	2.580%	386,000	20,175	406,175
2028	2.580%	396,000	10,217	406,217
2029				-
2030				-
2031				-
2032				-
2033				-
2034				-
2035				-
2036				-
2037				-
2038				-
2039				-
2040				-
2041				-
2042				-
2043				-
2044				-
2045				-
2046				-
2047				-
2048				-
2049				-
2050				-

Dated Date: 1/11/2013 Next Call: Anytime
at 100%
Purpose: Staunton Crossing/ Western Insurance: n/a
State Hospital / Commonwealth Transfer fee
Coupon Dates: Jan 5 / Jul 5 Maturity Date: 1/5/2028

City Obligations (Cont.)

Refunding Candidate

\$14,660,000

2019 General Obligation Refunding Bond (SunTrust)

FY	Coupon	Principal	Interest	Total
Total		13,421,000	1,508,606	14,929,606
2022	1.880%	1,292,000	252,315	1,544,315
2023	1.880%	1,298,000	228,025	1,526,025
2024	1.880%	1,295,000	203,623	1,498,623
2025	1.880%	1,297,000	179,277	1,476,277
2026	1.880%	1,299,000	154,893	1,453,893
2027	1.880%	1,298,000	130,472	1,428,472
2028	1.880%	1,308,000	106,070	1,414,070
2029	1.880%	1,308,000	81,479	1,389,479
2030	1.880%	587,000	56,889	643,889
2031	1.880%	593,000	45,853	638,853
2032	1.880%	607,000	34,705	641,705
2033	1.880%	616,000	23,293	639,293
2034	1.880%	623,000	11,712	634,712
2035				
2036				
2037				
2038				
2039				
2040				
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2043				
2044				
2045				
2046				
2047				
2048				
2049				
2050				

Dated Date: 11/26/2019 Next Call: Anytime
 Price varies
 Purpose: Refunding of GO 2007 Bond & 2008 Literary Notes Insurance: n/a
 Coupon Dates: Feb 1 / Aug 1 Maturity Date: 2/1/2034

Prepayment Provisions:

Prior to 11/26/20 @ 103%

11/26/20 to 11/25/21 @ 102%

11/26/21 to 11/25/22 @ 101%

Thereafter @ 100%

School Obligations

\$4,000,000

2002 Literary Loan - Bessie Weller Elementary

FY	Coupon	Principal	Interest	Total
Total		200,000	8,000	208,000
2022	4.000%	200,000	8,000	208,000
2023		-	-	-
2024		-	-	-
2025		-	-	-
2026		-	-	-
2027		-	-	-
2028		-	-	-
2029		-	-	-
2030		-	-	-
2031		-	-	-
2032		-	-	-
2033		-	-	-
2034		-	-	-
2035		-	-	-
2036		-	-	-
2037		-	-	-
2038		-	-	-
2039		-	-	-
2040		-	-	-
2041		-	-	-
2042		-	-	-
2043		-	-	-
2044		-	-	-
2045		-	-	-
2046		-	-	-
2047		-	-	-
2048		-	-	-
2049		-	-	-
2050		-	-	-

Dated Date: Feb 2002 Next Call: Anytime at 100%
 Purpose: Schools Insurance: n/a
 Coupon Dates: Mar Maturity Date: 3/1/2022

\$43,610,000

2019 VPSA Spring Pool

FY	Coupon	Principal	Interest	Total
Total		43,030,000	25,240,252	68,270,252
2022	5.050%	765,000	1,588,155	2,353,155
2023	5.050%	805,000	1,548,513	2,353,513
2024	5.050%	850,000	1,506,724	2,356,724
2025	5.050%	890,000	1,462,789	2,352,789
2026	5.050%	940,000	1,416,581	2,356,581
2027	5.050%	985,000	1,367,975	2,352,975
2028	5.050%	1,035,000	1,316,970	2,351,970
2029	5.050%	1,090,000	1,263,314	2,353,314
2030	5.050%	1,145,000	1,206,880	2,351,880
2031	5.050%	1,205,000	1,147,543	2,352,543
2032	5.050%	1,270,000	1,085,049	2,355,049
2033	5.050%	1,330,000	1,026,049	2,356,049
2034	5.050%	1,375,000	978,148	2,353,148
2035	4.050%	1,420,000	935,524	2,355,524
2036	4.050%	1,470,000	884,101	2,354,101
2037	4.050%	1,525,000	831,078	2,356,078
2038	3.050%	1,570,000	783,879	2,353,879
2039	3.050%	1,620,000	734,219	2,354,219
2040	3.050%	1,670,000	681,990	2,351,990
2041	3.050%	1,725,000	628,094	2,353,094
2042	3.175%	1,785,000	571,258	2,356,258
2043	3.175%	1,840,000	512,595	2,352,595
2044	3.175%	1,900,000	453,223	2,353,223
2045	3.175%	1,965,000	390,638	2,355,638
2046	3.300%	2,030,000	324,720	2,354,720
2047	3.300%	2,100,000	256,575	2,356,575
2048	3.300%	2,170,000	186,120	2,356,120
2049	3.300%	2,240,000	113,355	2,353,355
2050	3.300%	2,315,000	38,198	2,353,198

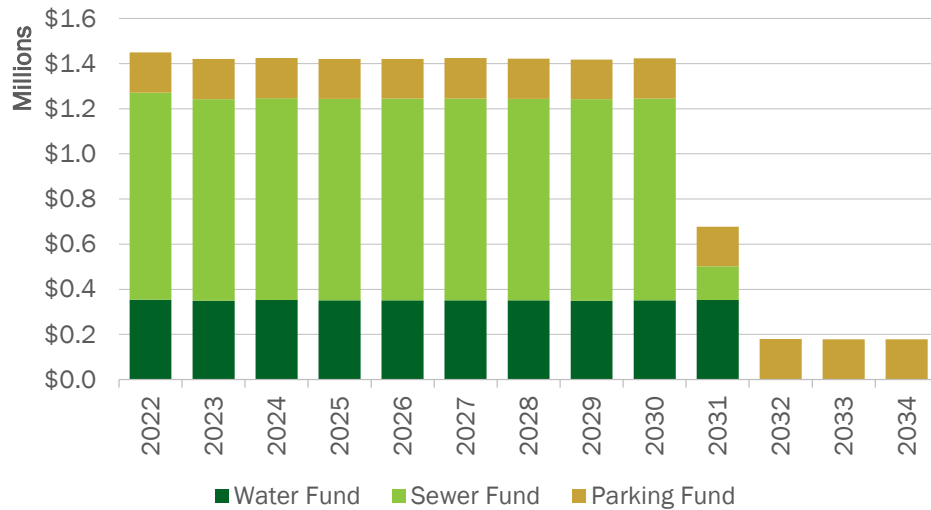
Dated Date: 5/5/2019 Next Call: 8/1/2029 at 100%
 Purpose: New High School Insurance: n/a
 Coupon Dates: Jan 15 / Jul 15 Maturity Date: 7/15/2049

Appendix B

Existing Utility-Supported Debt

Utility Fund | Existing Utility-Supported Debt

Utility-Supported Debt Service



Utility-Supported Debt Service

Fiscal Year	Water Fund	Sewer Fund	Parking Fund	Total Debt Service	Outstanding Principal	10-Year Payout Ratio
Total	\$3,513,503	\$8,215,145	\$2,310,722	\$14,039,370	\$11,703,830	
2022	353,511	917,966	178,419	1,449,895	1,036,815	95.6%
2023	349,818	893,105	178,166	1,421,088	1,044,140	96.8%
2024	352,618	894,285	177,656	1,424,560	1,084,713	98.2%
2025	350,462	893,377	176,891	1,420,729	1,120,682	100.0%
2026	351,192	893,684	175,869	1,420,744	1,162,056	100.0%
2027	351,200	893,688	179,463	1,424,351	1,208,845	100.0%
2028	350,488	893,388	177,672	1,421,548	1,251,059	100.0%
2029	349,494	892,969	175,625	1,418,088	1,293,711	100.0%
2030	351,682	893,891	178,419	1,423,991	1,346,810	100.0%
2031	353,038	148,793	176,053	677,884	645,000	100.0%
2032	-	-	179,728	179,728	165,000	100.0%
2033	-	-	178,919	178,919	170,000	100.0%
2034	-	-	177,844	177,844	175,000	100.0%

Par Outstanding – Estimated as of 6/30/2021

Type	Par Amount
Water	\$2,771,790
Sewer	7,162,040
Parking	1,770,000
Total Par Outstanding	\$11,703,830

Existing Utility-Supported Debt

Total Utility-Supported Debt Service

FY	Principal	Interest	Total
Total	\$11,703,830	\$2,335,540	\$14,039,370
2022	1,036,815	413,081	1,449,895
2023	1,044,140	376,949	1,421,088
2024	1,084,713	339,847	1,424,560
2025	1,120,682	300,047	1,420,729
2026	1,162,056	258,689	1,420,744
2027	1,208,845	215,506	1,424,351
2028	1,251,059	170,488	1,421,548
2029	1,293,711	124,378	1,418,088
2030	1,346,810	77,182	1,423,991
2031	645,000	32,884	677,884
2032	165,000	14,728	179,728
2033	170,000	8,919	178,919
2034	175,000	2,844	177,844

Existing Utility-Supported Debt

Water Fund

FY	Principal	Interest	Total
Total	\$2,771,790	\$741,713	\$3,513,503
2022	221,603	131,908	353,511
2023	228,638	121,180	349,818
2024	242,708	109,911	352,618
2025	253,260	97,202	350,462
2026	267,330	83,862	351,192
2027	281,400	69,800	351,200
2028	295,470	55,018	350,488
2029	309,540	39,954	349,494
2030	327,128	24,554	351,682
2031	344,715	8,323	353,038
2032	-	-	-
2033	-	-	-
2034	-	-	-

Sewer Fund

FY	Principal	Interest	Total
Total	\$7,162,040	\$1,053,105	\$8,215,145
2022	715,212	202,753	917,966
2023	710,502	182,603	893,105
2024	732,006	162,280	894,285
2025	752,422	140,954	893,377
2026	774,726	118,958	893,684
2027	797,445	96,243	893,688
2028	820,589	72,798	893,388
2029	844,171	48,798	892,969
2030	869,682	24,209	893,891
2031	145,285	3,508	148,793
2032	-	-	-
2033	-	-	-
2034	-	-	-

Parking Fund

FY	Principal	Interest	Total
Total	\$1,770,000	\$540,722	\$2,310,722
2022	100,000	78,419	178,419
2023	105,000	73,166	178,166
2024	110,000	67,656	177,656
2025	115,000	61,891	176,891
2026	120,000	55,869	175,869
2027	130,000	49,463	179,463
2028	135,000	42,672	177,672
2029	140,000	35,625	175,625
2030	150,000	28,419	178,419
2031	155,000	21,053	176,053
2032	165,000	14,728	179,728
2033	170,000	8,919	178,919
2034	175,000	2,844	177,844

Water Obligations

\$3,940,000 (70% Water)

2017C VRA Water & Sewer Refunding Bonds (\$2,805,000 Infrastructure Revenue)

FY	Coupon	Principal	Interest	Total
		1,973,318	544,067	2,517,385
2022	5.000%	158,288	95,458	253,746
2023	4.000%	161,805	88,065	249,870
2024	5.000%	172,358	80,311	252,669
2025	5.000%	182,910	71,207	254,117
2026	5.000%	189,945	61,653	251,598
2027	5.000%	200,498	51,648	252,145
2028	5.000%	211,050	41,102	252,152
2029	5.000%	221,603	30,015	251,618
2030	5.000%	232,155	18,388	250,543
2031	5.000%	242,708	6,219	248,927
2032				
2033				
2034				

Dated Date: 11/15/2017 Next Call: 11/1/2027 at 100%
 Purpose: Adv. Refunding of 2010A Insurance: n/a
 Coupon Dates: Apr 1 / Oct 1 Maturity Date: 10/1/2030

\$3,940,000 (70% Water)

2017C VRA Water & Sewer Refunding Bonds (\$1,135,000 Moral Obligation)

FY	Coupon	Principal	Interest	Total
		798,473	197,646	996,119
2022	5.000%	63,315	36,450	99,765
2023	5.000%	66,833	33,115	99,948
2024	5.000%	70,350	29,600	99,950
2025	5.000%	70,350	25,994	96,344
2026	5.000%	77,385	22,209	99,594
2027	5.000%	80,903	18,152	99,055
2028	5.000%	84,420	13,916	98,336
2029	4.000%	87,938	9,939	97,877
2030	4.000%	94,973	6,167	101,139
2031	4.000%	102,008	2,104	104,111
2032				
2033				
2034				

Dated Date: 11/15/2017 Next Call: 11/1/2027 at 100%
 Purpose: Adv. Refunding of 2010A Insurance: n/a
 Coupon Dates: Apr 1 / Oct 1 Maturity Date: 10/1/2030

Sewer Obligations

\$629,734

2002 VRA Revolving Fund Loan - New Hope Road

FY	Coupon	Principal	Interest	Total
Total		22,864	440	23,304
2022	3.850%	22,864	440	23,304
2023				
2024				
2025				
2026				
2027				
2028				
2029				
2030				
2031				
2032				
2033				
2034				

Dated Date: Mar 2002 Next Call: Any Time with VRA consent.
 Purpose: Sewer Line Insurance: Unknown
 Coupon Dates: Mar Maturity Date: 3/1/2021

\$9,309,033

2008 VRA Revolving Fund Loan - MRWWTP Phase 3A

FY	Coupon	Principal	Interest	Total
Total		4,885,027	605,465	5,490,491
2022	2.520%	490,020	120,035	610,055
2023	2.520%	502,446	107,609	610,055
2024	2.520%	515,187	94,867	610,055
2025	2.520%	528,252	81,803	610,055
2026	2.520%	541,648	68,407	610,055
2027	2.520%	555,383	54,671	610,055
2028	2.520%	569,467	40,588	610,055
2029	2.520%	583,908	26,147	610,055
2030	2.520%	598,715	11,339	610,055
2031				
2032				
2033				
2034				

Dated Date: Jan 2008 Next Call: Any Time with VRA consent.
 Purpose: ENR Upgrade Insurance: n/a
 Coupon Dates: Mar / Sep Maturity Date: 2/1/2030

\$2,066,747

2008 VRA Revolving Fund Loan - MRWWTP Phase 3B

FY	Coupon	Principal	Interest	Total
Total		1,085,939	134,595	1,084,919
2022	2.520%	108,931	26,684	135,615
2023	2.520%	111,694	23,921	135,615
2024	2.520%	114,526	21,089	135,615
2025	2.520%	117,430	18,185	135,615
2026	2.520%	120,408	15,207	135,615
2027	2.520%	123,461	12,153	135,615
2028	2.520%	126,592	9,023	135,615
2029	2.520%	129,803	5,812	135,615
2030	2.520%	133,094	2,521	
2031				
2032				
2033				
2034				

Dated Date: Jan 2008 Next Call: Any Time with VRA consent.
 Purpose: ENR Dewatering Insurance: n/a
 Coupon Dates: Mar / Sep Maturity Date: 9/1/2030

The 2008's were originally funded by VRA Bond Proceeds. Refunded by VRA in 2014; Savings were passed along to the City by way of rate reduction to 2.52%. Not prepayable without VRA consent.

Sewer Obligations (Cont.)

\$3,940,000 (30% Sewer)

2017C VRA Water & Sewer Refunding Bonds (\$2,805,000 Infrastructure Revenue)

FY	Coupon	Principal	Interest	Total
		831,683	229,305	1,060,987
2022	5.000%	66,713	40,232	106,945
2023	4.000%	68,195	37,116	105,311
2024	5.000%	72,643	33,848	106,491
2025	5.000%	77,090	30,011	107,101
2026	5.000%	80,055	25,985	106,040
2027	5.000%	84,503	21,768	106,270
2028	5.000%	88,950	17,323	106,273
2029	5.000%	93,398	12,650	106,048
2030	5.000%	97,845	7,750	105,595
2031	5.000%	102,293	2,621	104,914
2032				
2033				
2034				

Dated Date: 11/15/2017 Next Call: 11/1/2027 at 100%
 Purpose: Adv. Refunding of 2010A Insurance: n/a
 Coupon Dates: Apr 1 / Oct 1 Maturity Date: 10/1/2030

\$3,940,000 (30% Sewer)

2017C VRA Water & Sewer Refunding Bonds (\$1,135,000 Moral Obligation)

FY	Coupon	Principal	Interest	Total
		336,528	83,301	419,828
2022	5.000%	26,685	15,362	42,047
2023	5.000%	28,168	13,957	42,124
2024	5.000%	29,650	12,475	42,125
2025	5.000%	29,650	10,956	40,606
2026	5.000%	32,615	9,360	41,975
2027	5.000%	34,098	7,651	41,748
2028	5.000%	35,580	5,865	41,445
2029	4.000%	37,063	4,189	41,251
2030	4.000%	40,028	2,599	42,627
2031	4.000%	42,993	887	43,879
2032				
2033				
2034				

Dated Date: 11/15/2017 Next Call: 11/1/2027 at 100%
 Purpose: Adv. Refunding of 2010A Insurance: n/a
 Coupon Dates: Apr 1 / Oct 1 Maturity Date: 10/1/2030

Parking Obligations

\$1,955,000

2018A VRA Parking Bonds (\$1,400,000 Infrastructure Revenue)

FY	Coupon	Principal	Interest	Total
Total		1,265,000	393,656	2,310,722
2022	5.125%	75,000	57,016	178,419
2023	5.125%	75,000	53,172	178,166
2024	5.125%	80,000	49,200	177,656
2025	5.125%	85,000	44,972	176,891
2026	5.125%	85,000	40,616	175,869
2027	5.125%	95,000	36,003	179,463
2028	5.125%	95,000	31,134	177,672
2029	5.125%	100,000	26,138	175,625
2030	5.125%	105,000	20,884	178,419
2031	5.125%	110,000	15,375	176,053
2032	3.125%	120,000	10,681	179,728
2033	4.125%	115,000	6,434	178,919
2034	3.250%	125,000	2,031	177,844

Dated Date: 5/8/2018 Next Call: 11/1/2028 at 100%
 Purpose: Renovation of parking garages Insurance: n/a
 Coupon Dates: Apr 1 / Oct 1 Maturity Date: 11/1/2033

\$1,955,000

2018A VRA Parking Bonds (\$555,000 Moral Obligation)

FY	Coupon	Principal	Interest	Total
Total		505,000	147,066	2,310,722
2022	5.125%	25,000	21,403	178,419
2023	5.125%	30,000	19,994	178,166
2024	5.125%	30,000	18,456	177,656
2025	5.125%	30,000	16,919	176,891
2026	5.125%	35,000	15,253	175,869
2027	5.125%	35,000	13,459	179,463
2028	5.125%	40,000	11,538	177,672
2029	5.125%	40,000	9,488	175,625
2030	4.125%	45,000	7,534	178,419
2031	4.125%	45,000	5,678	176,053
2032	3.125%	45,000	4,047	179,728
2033	3.125%	55,000	2,484	178,919
2034	3.250%	50,000	813	177,844

Dated Date: 5/8/2018 Next Call: 11/1/2028 at 100%
 Purpose: Renovation of parking garages Insurance: n/a
 Coupon Dates: Apr 1 / Oct 1 Maturity Date: 11/1/2033

Municipal Advisor Disclosure



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