

# Colonial Heights City Council Meeting

March 21, 2017



# Colonial Heights City Council Meeting

## March 21, 2017



- 1. Call to Order**
- 2. Roll Call**

# Colonial Heights City Council Meeting

## March 21, 2017



### **3. Discussion and Consideration of the Following Matters:**

#### **A. AN ORDINANCE NO 17-9**

(Second reading) To amend § 51-56 of Chapter 51, Personnel Policies and Grievance Procedure, of the City Code, by increasing from \$4,000 to \$8,000 an employee's maximum payment upon retirement for the employee's accrued sick leave balance.

# Colonial Heights City Council Meeting

## March 21, 2017



### **3. Discussion and Consideration of the Following Matters:**

B. AN ORDINANCE NO 17-12

Granting the City Attorney a 2% bonus

# Colonial Heights City Council Meeting

## March 21, 2017



### **3. Discussion and Consideration of the Following Matters:**

#### **C. A RESOLUTION NO 17-8**

Authorizing the Acting City Manager to enter into a Special Project Service Agreement with the Central Virginia Waste Management Authority for Municipal Solid Waste Collection Services.

As part of its consideration of the Ordinance, Council will question officials of the Central Virginia Waste Management Authority, Container First Services, and the Virginia Department of Environmental Quality.

# Colonial Heights City Council Meeting

## March 21, 2017



### **3. Discussion and Consideration of the Following Matters:**

#### **D. A RESOLUTION NO 17-11**

Approving preliminary plans and probable construction cost for a proposed project to make gateway landscape improvements at the I-95/Temple Ave. Roundabout Interchange.

# Consideration of Resolution No. 17-11

City Council Special Meeting  
March 21, 2017



NOTE: SIGHT DISTANCE TRIANGLES AT ROUNDABOUT  
CALCULATED BASED ON THE FOLLOWING DESIGN SPEEDS:  
TEMPLE AVENUE: 40 MPH  
1-95 RAMP: 35 MPH  
ROUNDABOUT: 25 MPH

CURB & RAMP MAINTENANCE PULL-TO  
MATCH TEMPLE AVENUE PROJECT  
STAMPED AND COLORED CONCRETE  
MAINTENANCE PULL-OFF, SURFACE TO BE  
FLUSH WITH APPROX. 10 CURB SEPARATION

CONNECT IRRIGATION CONTROL  
PANEL TO JUNCTION BOX  
ALL ELECTRICAL WORK PER NEC  
CODE

**LPDA**  
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Charlottesville, VA 22902  
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**Temple Ave. Median  
Plantings**

**Stamped  
Concrete**

**Roundabout  
Median Island  
Plantings**

**Roundabout  
Central Island  
Plantings and  
Sign**

**Temple  
Ave.  
Roadside  
Plantings**

**Temple Ave.  
Median  
Plantings**

**Roundabout  
Splitter Island  
Plantings**

**Stamped Concrete**

**Roundabout  
Median Plantings**

**Roundabout  
Splitter Island  
Plantings**

Colonial Heights  
Gateway Roundabout  
Colonial Heights  
Virginia

#### LEGEND

##### SHADE TREES

- SEEDLESS SWEETGUM  
*Liquidambar styraciflua* 'Rotundifolia'
- RED SUNSET RED MAPLE  
*Acer rubrum* 'Red Sunset'
- SCARLET OAK  
*Quercus coccinea*

##### PERENNIALS

- BLUEBEARD  
*Caryopteris x dandensis*  
'Longwood Blue'
- CRème BRULEE COREOPSIS  
*Coreopsis verticillata* 'Crème  
Brûlée'
- FIREWITCH DIANTHUS  
*Dianthus gratiopolitanus*  
'Firewitch'
- HAPPY RETURNS DAYLILY  
*Hemerocallis* 'Happy Returns'
- WALKER'S LOW CATMINT  
*Nepeta x faasseni* 'Walker's Low'

##### ORNAMENTAL TREES

- EASTERN REDBUD  
*Cercis canadensis*
- SERVICEBERRY  
*Amelanchier x grandiflora* 'Autumn  
Brilliance'
- CHEROKEE GRAPEMYRTLE  
*Lagerstroemia x 'Cherokee'*
- CATAWBA GRAPEMYRTLE  
*Lagerstroemia x 'Catawba'*

##### GROUND COVER

- CREeping ST. JOHN'S WORT  
*Hypericum reptans*
- BIG BLUE LIRIOPE  
*Liriope muscari* 'Big Blue'
- VARIATED LIRIOPE  
*Liriope muscari* 'Silverly Sunproof'
- DWARF LIRIOPE  
*Liriope muscari* 'Silver Midget'
- GOLDEN OREGANO  
*Origanum vulgare* 'Aureum'
- WOOD FIBER MULCH

##### EVERGREEN TREES

- NELLIE STEVENS HOLLY  
*Ilex x 'Nellie R. Stevens'*
- HILLSPIRE JUNIPER  
*Juniperus virginiana* 'Hillspire'

##### EVERGREEN SHRUBS

- SHAMROCK INK BERRY  
*Ilex glabra* 'Shamrock'
- EVERLOW YEW  
*Taxus media* 'Everlow'

##### DECIDUOUS SHRUBS

- SWEETSPICE  
*Itea virginica* 'Henry's Garnet'
- FRAGRANT SUMAC  
*Rhus aromatica* 'Glo-Low'

STAMPED AND COLORED CONCRETE MEDIAN ISLAND, 18"  
WIDTH FROM BACK OF CURB

IRRIGATION CONDUIT, TYP.  
SEE R/W/STATION ON SHEETS SERIES  
L300 FOR LAYOUT

STAMPED AND COLORED CONCRETE APPROX  
1' CONDUIT TO EXISTING JUNCTION BOX

NEW 12"x12" JUNCTION BOX

ALL LANDSCAPE ARCHITECT LIGHTS  
CONNECT TO JUNCTION BOX

ALL ELECTRICAL WORK PER NEC CODE

COLONIAL HEIGHTS GATEWAY SIGN  
PLANTED MEDIAN, TYP.

SIGHT DISTANCE TRIANGLE, TYP.

MATCHLINE B. STA. 206+75

MATCHLINE A. STA. 201+15

40'



50% Review

Layout

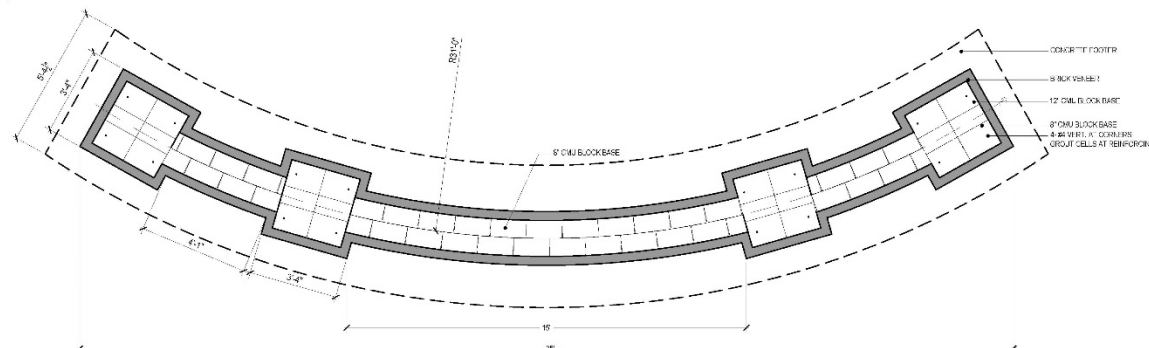
L301

PROJ. NO. 10000000

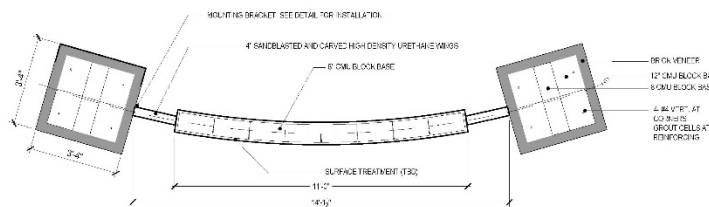




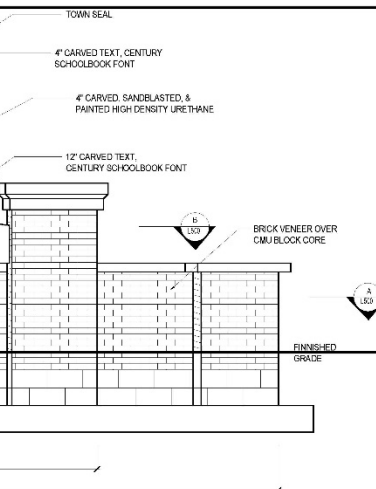
1 GATEWAY SIGN  
1/2" = 1'



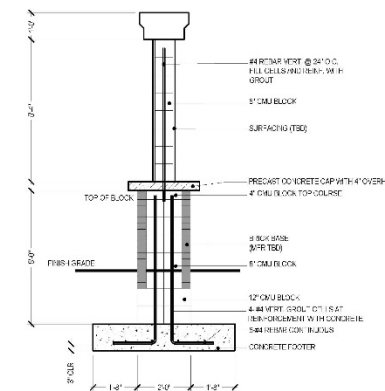
1A GATEWAY SIGN - SECTION A  
1/2" = 1'



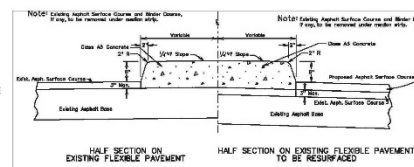
1B GATEWAY SIGN - SECTION B  
1/2" = 1'



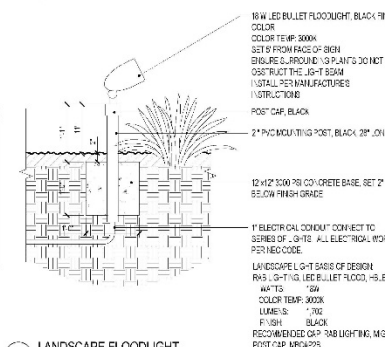
1C GATEWAY SIGN - SECTION C  
1/2" = 1'



1D GATEWAY SIGN - SECTION D  
1/2" = 1'



2 VDOT MS-1, MODIFIED: COLORED AND STAMPED CONCRETE  
NTS



3 LANDSCAPE FLOODLIGHT  
1" = 1'

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**Colonial Heights**  
Gateway Roundabout  
Colonial Heights  
Virginia

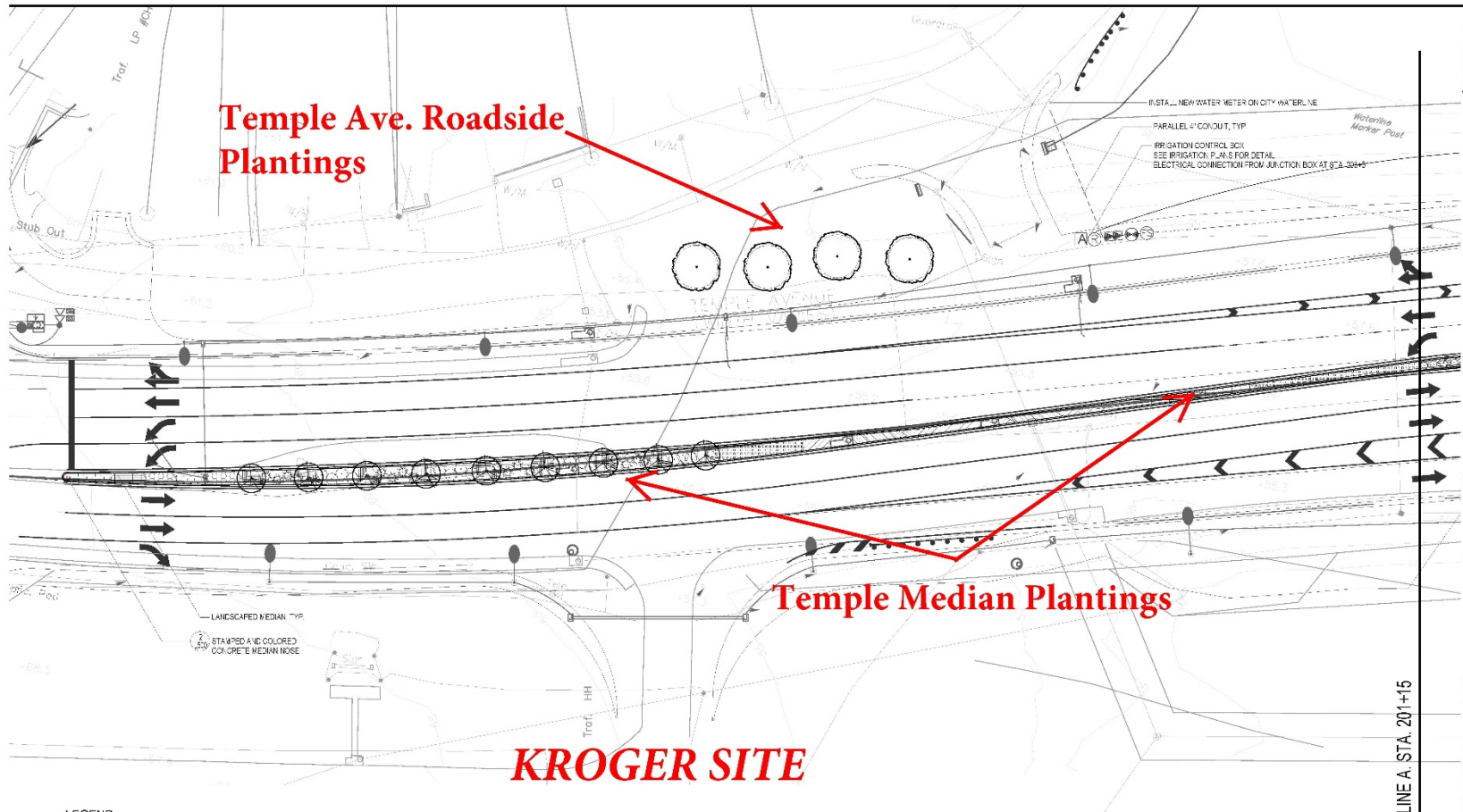
Drawn by: JAC  
Checked by: JAC  
Date: 1/1/2017  
Rev: 3/2017

50% Review

Details

**L500**

WFO 02/1/2017



Colonial Heights  
Gateway Roundabout  
Colonial Heights  
Virginia

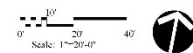
Drawn by: JAC  
Date: 11-20-20  
Scale: 1"=20'  
Checked by:  
Date: 3/26/21  
Scale: 1"=20'

50% Review

Layout

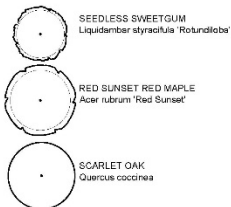
L300

Project Number



#### LEGEND

##### SHADE TREES



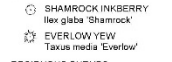
##### ORNAMENTAL TREES



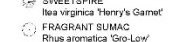
##### EVERGREEN TREES



##### EVERGREEN SHRUBS



##### DECIDUOUS SHRUBS



##### PERENNIALS



##### GROUND COVER



**Temple Ave.  
Roadside Plantings**

**Temple Ave.  
Median Plantings**

**Stamped  
Concrete**

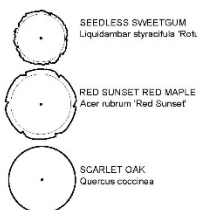
**EXISTING  
RAMPS**

**HARDEE'S**

Colonial Heights  
Gateway Roundabout  
Colonial Heights  
Virginia

**LEGEND**

**SHADE TREES**



**ORNAMENTAL TREES**



**EVERGREEN TREES**



**EVERGREEN SHRUBS**



**DECIDUOUS SHRUBS**

**PERENNIALS**



**GROUND COVER**



MATCHLINE B. STA. 206+75

50% Review

Layout

**L302**

Project Number



The City of  
**Colonial Heights, Virginia**

Department of Public Works



# PROBABLE COST BY AREA PROPOSED TO BE LANDSCAPED

| Colonial Heights Gateway<br>Estimate of Probable Construction Cost<br>Planting<br>Colonial Heights, VA<br>Based on: The Landscaping Plan prepared by LFC&K, Inc. |  |       |                  | 15-Min 17.1 ENC |                      |
|--|--|-------|------------------|-----------------|----------------------|
| Comments   | QTY.                                   | UNIT  | UNIT PRICE       |                 |                      |
| <b>Site Preparation</b>  |  |       |                  |                 |                      |
| General Conditions and Mobilization  | 1                                      | LS    | \$21,000.00      | \$              | 21,000.00            |
| Survey Stakeout  | 1                                      | LS    | \$3,000.00       | \$              | 3,000.00             |
| Erosion and Sediment Control   | 1                                      | LS    | \$5,000.00       | \$              | 5,000.00             |
|  |  |       | <b>Sub total</b> | \$              | <b>29,000.00</b>     |
| <b>ROUNDAABOUT CENTRAL ISLAND</b>  |  |       |                  |                 |                      |
| <b>Hardscape &amp; Improvements</b>  |  |       |                  |                 |                      |
| Electrical Conduit   | 30                                     | LF    | \$20.00          | \$              | 600.00               |
| Sign Lighting (includes installation)  | 4                                      | EA    | \$1,000.00       | \$              | 4,000.00             |
| Irrigation System  | 1                                      | LS    | \$30,000.00      | \$              | 30,000.00            |
|  |  |       | <b>Sub total</b> | \$              | <b>34,600.00</b>     |
| <b>Gateway Sign - Option 4</b>   |  |       |                  |                 |                      |
| HD Urethane  | 10                                     | FF    | \$80.00          | \$              | 800.00               |
| Sign Surface Finishing   | 120                                    | SF    | \$50.00          | \$              | 6,000.00             |
| Black Veneer   | 340                                    | FF    | \$45.00          | \$              | 15,300.00            |
| Footcog  | 8                                      | CY    | \$475.00         | \$              | 3,800.00             |
| Block Core   | 300                                    | FF    | \$25.00          | \$              | 7,500.00             |
| Column Caps  | 4                                      | EA    | \$900.00         | \$              | 3,600.00             |
| Hardware   | 1                                      | LS    | \$1,000.00       | \$              | 1,000.00             |
|  |  |       | <b>Sub total</b> | \$              | <b>38,000.00</b>     |
| <b>Landscaping</b>   |  |       |                  |                 |                      |
| Deciduous Shade Trees  | not shown here and not subject to cost | 0     | EA               | \$450.00        | \$ -                 |
| Ornamental Trees   | 11                                     | EA    | \$300.00         | \$              | 3,300.00             |
| Evergreen Trees  | 12                                     | EA    | \$250.00         | \$              | 3,000.00             |
| Shrubs   | 14                                     | EA    | \$50.00          | \$              | 700.00               |
| Perennials and Groundcover   | 2,504                                  | EA    | \$10.00          | \$              | 25,040.00            |
| Mulch  | 105                                    | CY    | \$40.00          | \$              | 4,200.00             |
| Weed Barrier Fabric  | 240                                    | SY    | \$8.00           | \$              | 1,920.00             |
| Bed Preparation  | 600                                    | SY    | \$5.00           | \$              | 3,000.00             |
| Watering Requirements  | 41                                     | UNITS | \$50.00          | \$              | 2,050.00             |
| Permanent Seeding  | 0                                      | SF    | \$0.50           | \$              | -                    |
|  |  |       | <b>Sub total</b> | \$              | <b>44,450.00</b>     |
| <b>ROUNDAABOUT SPLITTER ISLANDS (SEPARATES ALTERNATE DIRECTION TRAFFIC)</b>  |  |       |                  |                 |                      |
| <b>Landscaping</b>   |  |       |                  |                 |                      |
| Deciduous Shade Trees  | not shown here and not subject to cost | 0     | EA               | \$450.00        | \$ -                 |
| Ornamental Trees   | 10                                     | EA    | \$300.00         | \$              | 3,000.00             |
| Evergreen Trees  | 0                                      | EA    | \$250.00         | \$              | -                    |
| Shrubs   | 14                                     | EA    | \$50.00          | \$              | 700.00               |
| Perennials and Groundcover   | 739                                    | EA    | \$10.00          | \$              | 7,390.00             |
| Mulch  | 45                                     | CY    | \$40.00          | \$              | 1,800.00             |
| Weed Barrier Fabric  | 110                                    | SY    | \$8.00           | \$              | 880.00               |
| Bed Preparation  | 212                                    | SY    | \$5.00           | \$              | 1,060.00             |
| Watering Requirements  | 12                                     | UNITS | \$50.00          | \$              | 600.00               |
| Permanent Seeding  | 0                                      | SF    | \$0.50           | \$              | -                    |
|  |  |       | <b>Sub total</b> | \$              | <b>15,540.00</b>     |
| <b>ROUNDAABOUT MEDIAN ISLANDS (DIVIDES PARALLEL TRAVEL LANES)</b>  |  |       |                  |                 |                      |
| <b>Landscaping</b>   |  |       |                  |                 |                      |
| Deciduous Shade Trees  | not shown here and not subject to cost | 0     | EA               | \$450.00        | \$ -                 |
| Ornamental Trees   | 0                                      | EA    | \$300.00         | \$              | -                    |
| Evergreen Trees  | 0                                      | EA    | \$250.00         | \$              | -                    |
| Shrubs   | 0                                      | EA    | \$50.00          | \$              | -                    |
| Perennials and Groundcover   | 1,917                                  | EA    | \$10.00          | \$              | 19,170.00            |
| Mulch  | 38                                     | CY    | \$40.00          | \$              | 1,520.00             |
| Weed Barrier Fabric  | 0                                      | SY    | \$8.00           | \$              | -                    |
| Bed Preparation  | 480                                    | SY    | \$5.00           | \$              | 2,400.00             |
| Watering Requirements  | 27                                     | UNITS | \$50.00          | \$              | 1,350.00             |
| Permanent Seeding  | 0                                      | SF    | \$0.50           | \$              | -                    |
|  |  |       | <b>Sub total</b> | \$              | <b>24,440.00</b>     |
| <b>TEMPLE AVE ISLANDS</b>  |  |       |                  |                 |                      |
| <b>Landscaping</b>   |  |       |                  |                 |                      |
| Deciduous Shade Trees  | not shown here and not subject to cost | 0     | EA               | \$450.00        | \$ -                 |
| Ornamental Trees   | 13                                     | EA    | \$300.00         | \$              | 3,900.00             |
| Evergreen Trees  | 0                                      | EA    | \$250.00         | \$              | -                    |
| Shrubs   | 137                                    | EA    | \$50.00          | \$              | 6,850.00             |
| Perennials and Groundcover   | 953                                    | EA    | \$10.00          | \$              | 9,530.00             |
| Mulch  | 87                                     | CY    | \$40.00          | \$              | 3,480.00             |
| Weed Barrier Fabric  | 280                                    | SY    | \$8.00           | \$              | 2,240.00             |
| Bed Preparation  | 335                                    | SY    | \$5.00           | \$              | 1,675.00             |
| Watering Requirements  | 17                                     | UNITS | \$50.00          | \$              | 850.00               |
| Permanent Seeding  | 0                                      | SF    | \$0.50           | \$              | -                    |
|  |  |       | <b>Sub total</b> | \$              | <b>32,985.00</b>     |
| <b>TEMPLE AVE ROADSIDE EDGE</b>  |  |       |                  |                 |                      |
| <b>Landscaping</b>   |  |       |                  |                 |                      |
| Deciduous Shade Trees  | not shown here and not subject to cost | 13    | EA               | \$450.00        | \$ 5,850.00          |
| Ornamental Trees   | 21                                     | EA    | \$300.00         | \$              | 6,300.00             |
| Evergreen Trees  | 0                                      | EA    | \$250.00         | \$              | -                    |
| Shrubs   | 0                                      | EA    | \$50.00          | \$              | -                    |
| Perennials and Groundcover   | 0                                      | EA    | \$10.00          | \$              | -                    |
| Mulch  | 5                                      | CY    | \$40.00          | \$              | 200.00               |
| Weed Barrier Fabric  | 0                                      | SY    | \$8.00           | \$              | -                    |
| Bed Preparation  | 60                                     | SY    | \$5.00           | \$              | 300.00               |
| Watering Requirements  | 8                                      | UNITS | \$50.00          | \$              | 400.00               |
| Permanent Seeding  | 7,400                                  | SF    | \$0.50           | \$              | 3,700.00             |
|  |  |       | <b>Sub total</b> | \$              | <b>10,750.00</b>     |
| <b>TOTAL</b>   |  |       |                  | Subtotal        | \$ 234,785.00        |
|  |  |       |                  | 10% Contingency | \$ 23,500.00         |
|  |  |       |                  | <b>TOTAL</b>    | <b>\$ 258,285.00</b> |
| <b>Proposed VDOT Items (not included in total)</b>   |  |       |                  |                 |                      |
| Stamped and Integral Colored Concrete  | 2,500                                  | SF    | \$10.00          | \$              | 25,000.00            |
| 21 A Aggregate Base (6" under concrete)  | 100                                    | TON   | \$45.00          | \$              | 4,500.00             |
| Stamped and Integral Colored Concrete - Apron  | 3,700                                  | SF    | \$10.00          | \$              | 37,000.00            |
| 21 A Aggregate Base (6" under concrete) - Apron  | 150                                    | TON   | \$45.00          | \$              | 6,750.00             |
| Irrigation Conduit (double 4" lines)   | 1,000                                  | LF    | \$20.00          | \$              | 20,000.00            |
|  |  |       | <b>Sub total</b> | \$              | <b>93,250.00</b>     |

\*This estimate represents 2017 dollars. Costs will need to be re-examined in subsequent years for increases in material and labor costs and inflation.

\*\*\* Installation of landscape and signage during the current construction project would have to be negotiated with VDOT and Allan Myers.

ROUNDAABOUT  
CENTRAL  
ISLAND:

**\$160,000**

(PLANTING  
AND SIGNAGE)

ROUNDAABOUT  
SPLITTER AND  
MEDIAN  
ISLANDS:

**\$44,000**

(PLANTINGS)

TEMPLE AVE.  
MEDIANS AND  
ROADSIDES:

**\$54,000**

(PLANTINGS)

**\$258,000**

STAMPED  
CONCRETE AND  
IRRIGATION  
CONDUIT

**\$93,000\*\*\***

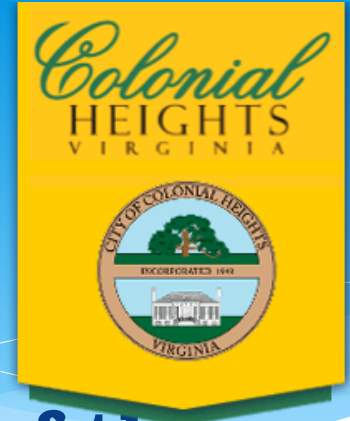


The City of  
**Colonial Heights, Virginia**

Department of Public Works

# Colonial Heights City Council Meeting

## March 21, 2017



### **3. Discussion and Consideration of the Following Matters:**

#### **E. APPOINTMENT OF THE CITY MANAGER TO REQUIRED BOARDS AND COMMISSIONS**

Appointment of the City Manager to the Appomattox River Water Authority, Central Virginia Waste Management Authority, Crater Planning District Commission, Planning Commission, Regional Tourism Corporation and South Central Wastewater Authority.

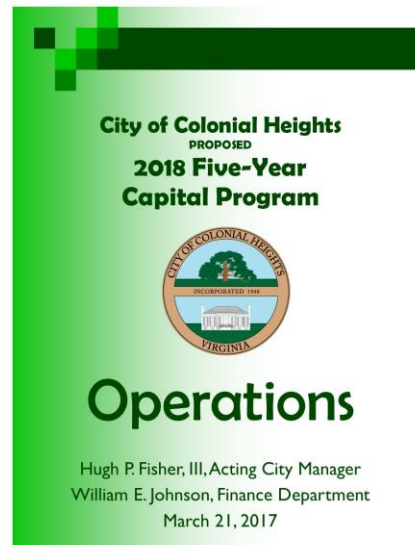
# Colonial Heights City Council Meeting

## March 21, 2017



### 3. Discussion and Consideration of the Following Matters:

#### F. DISCUSSION OF 5YR CP-OPERATIONS



# Colonial Heights City Council Meeting

## March 21, 2017



### **3. Discussion and Consideration of the Following Matters:**

#### **G. ECONOMIC DEVELOPMENT UPDATE**



# Colonial Heights City Council Meeting

## March 21, 2017



### **3. Discussion and Consideration of the Following Matters:**

#### **H. CHHS AND CHMS TENNIS COURTS**

# Colonial Heights City Council Meeting

## March 21, 2017



### **3. Discussion and Consideration of the Following Matters:**

#### **I. DISCUSSION OF ALLOWING ALCOHOLIC BEVERAGES IN PARKS**

# Colonial Heights City Council Meeting

## March 21, 2017



### **3. Discussion and Consideration of the Following Matters:**

#### **J. DISCUSSION OF MOBILE FOOD UNITS**



# MOBILE FOOD UNITS

INTRODUCTION TO MOBILE FOOD UNIT REGULATION



# INTRODUCTION



# DEFINITIONS

What is being regulated?

- Vendors
- Peddlers
- Booth
- Concessions
- Push Carts
- Ice Cream Truck
- Mobile Food Unit
- Food Establishment

# MOBILE FOOD UNIT PERMITS & LICENSES

## Required & Optional/Additional

### Required:

- Health Department Permit
- Business Permit

### Optional/Additional:

- Fire Prevention Permit
- Solicitors License
- Zoning Permit
- Permits as apart of other applications

### Alexandria Health Department



#### MOBILE FOOD ESTABLISHMENT COMMISSARY AGREEMENT

**REPLY TO:** Environmental Health Division  
4480 King Street, Rm 360  
Alexandria, VA 22302  
Phone: 703-746-4910, Fax: 703-746-4919  
<http://alexandriava.gov/EnvironmentalHealth>

#### **SECTION I** (to be completed by Mobile Food Establishment (MFE) Operator)

MFE Name: \_\_\_\_\_  
VIN: \_\_\_\_\_  
License Plate: \_\_\_\_\_  
Owner/Operator Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_

I, the above named MFE owner/operator, will operate out of the below named commissary and



# COMPONENTS OF MOBILE FOOD UNIT REGULATIONS

## Additional Regulations

- On-Street
- Private Property
- Public Property
- Special Events
- Farmers Market
- Misc General Regulations

- “Temporary food permits for vendors and mobile food units”

Ch 6 – Businesses and Business Regulations / Article VII. – Foods and Food Establishments / Division 2 – Food Establishments / Subdivision II – Permits / Sec. 6-289 – Food permit fees, temporary food permit fees and plan review fees

- “Mobile food unit” is contained under “Food Establishment”

Ch 6 – Businesses and Business Regulations / Article VII. – Foods and Food Establishments / Division I – In General / Sec 9-267 – Definitions

- Appendix A – Fee Schedule

- Zoning Regulations -- Permitted By-Right in Certain Districts

*“Retail sales and food or beverage sales conducted in an open area or structure by one or more individual vendors operating from stalls, stands, carts or other spaces which are rented or otherwise made available to such vendors.”*

- Fees for Mobile Food Units in regards to Special and Conditional Use Permit are itemized.

CASE STUDY  
Richmond, Virginia



# LOCATIONS

PRIVATE PROPERTY, RIGHT OF WAY, PUBLIC PROPERTY, FARMERS MARKETS, AND SPECIAL EVENTS



# LOCATION: ZONING - BY DISTRICT (PRIVATE PROPERTY)

## Optional/Additional Regulations

| Use Types                | ZONING DISTRICTS |     |     |     |    |    | Requirements     |
|--------------------------|------------------|-----|-----|-----|----|----|------------------|
|                          | B-1              | B-2 | B-3 | M-I | ES | IC |                  |
|                          |                  |     |     |     |    |    | 34 - <u>xxxx</u> |
| Mobile <b>food</b> units | P                | P   | P   | P   | P  | P  |                  |
| Movie theaters           |                  | R*  | R   |     |    | R  | *≤6 screens      |

# LOCATION: ON-STREET AND SIDEWALKS (PUBLIC RIGHT-OF-WAY)

## Optional/Additional Regulations

- “Food Truck Zones”, designated streets, and designated spots – Norfolk, Fairfax, Alexandria
- Speed of streets, districts, proximity to residential and restaurants
- As of 2015, Virginia Code updated to allow vending on state maintained roads.



# LOCATION: PUBLIC PLACES (EXAMPLE: PARKS)

## Optional/Additional Regulations

- Under Parks and Recreation Department
- Some required Park Vending Permit
- Some designate spots
- Additional regulations specific to parks

[homepage](#) > [park authority](#):

### Park Authority Mobile Food Vending

Fairfax County Park Authority is offering a new and exciting service for park visitors. Mobile food vendors now have an opportunity to provide food services to customers in selected parks. Authorized mobile food vendors will contribute to the park environment by offering specialty food items, premium customer service, and affordable menu selections.

A mobile food vendor is defined as a "licensed, motorized mobile food unit which is temporarily located on a Fairfax County Park Authority designated vending pad where food items are sold to the general public." Mobile food vendors are permitted on approved Fairfax County Park Authority property provided certain standards are met and appropriate permits are obtained.

#### Who is Eligible?

Fairfax County Park Authority is interested in vendors that can provide quality representation of the county's cultural diversity with unique and specialty food items. Interested vendors must have a self-contained truck with the ability to provide mobile food vending services. Mobile food carts can be considered for some locations. Any other vending alternatives are not permitted. Vendors must provide all required documentation listed in the 'How to Apply' section prior to obtaining a permit from Fairfax County Park Authority.

#### When is Vending Permitted?

Permit Holders may set their own flexible working schedule for each individual park, but may not be in the park before park opening (dawn), or after closure. Fairfax County Park Authority expects vendors to provide consistent and frequent service. It is not required for a permit holder to be at the park every day or to stay for any designated amount of time. Mobile vending trucks and all associated equipment must be removed from the park at the end of each day. Equipment is not permitted in the park overnight at any time.

#### How to Apply/Selection Process

Vendors will be selected based on: complete application package, visual appearance of the food truck, proposed operating plan, variety of menu items that appeal to park customers, and other criteria. A higher priority will be assigned to applications that propose frequent and consistent services and hours of operation.



# LOCATION: FARMERS MARKETS

## Optional/Additional Regulations

- Can be found under either of these code sections:
  - Farmers Markets
  - Mobile Food Units





# LOCATION: SPECIAL EVENTS

## Optional/Additional Regulations

- Can be found under either of these code sections:
  - Special Events
  - Mobile Food Units





# ADDITIONAL REGULATIONS & PERMITS

GENERAL PROVISIONS, ZONING PERMITS, ETC.



# GENERAL PROVISIONS

## Optional/Additional Regulations

### Under the Zoning Ordinance City of Charlottesville

#### Sec. 34-1175. - **Mobile food unit.**

A **mobile food unit** located on private property authorized by following regulations:

- (1) No **mobile food unit** may be operated on private property designee having first been issued a provisional use permit.
- (2) A provisional use permit allows the permittee to operate; applicant may apply for more than one (1) provisional use permit.
- (3) Applicants for a provisional use permit authorizing a **mobile food unit** must provide:
  - a. A city business license (or a statement from the commission is required).
  - b. A valid health permit from the Virginia Health Department applicable standards. A valid health permit must be obtained.
  - c. Written permission from the owner(s) of the private property.
  - d. A sketch to be approved by the zoning administrator showing all parking areas, routes for ingress and egress, place of operation, property lines, garbage receptacles and any other features.
- (4) A **mobile food unit** provisional use permit is valid for one year.
- (5) A **mobile food unit** operator shall not:

### Under Streets and Sidewalks City of Portsmouth

- (c) Operating a **food truck** outside of authorized areas, without the permission of the private property owners shall be considered a violation of this article and the vendor's business license.

( [Ord. No. 2016-08](#), § 2(Exh. A), 1-26-2016)

#### Sec. 32-278. - Hours of operation.

No vendor shall operate except between the hours of 7:00 a.m. and 7:00 p.m. at parking locations, or approved vending locations during non-operating hours for special events.

( [Ord. No. 2016-08](#), § 2(Exh. A), 1-26-2016)

#### Sec. 32-279. - Signs restricted.

- (a) All signs must be firmly attached at all points to the **food truck** or ice cream truck so that a portion of the rear of the sign is visible.
  - (b) Flags, banners, portable signs such as A-frames, or other decorative signs are prohibited.
- ( [Ord. No. 2016-08](#), § 2(Exh. A), 1-26-2016)

#### Sec. 32-280. - Noise restricted.

- (a) Food and ice cream trucks, including those operating with a generator, shall not operate between the hours of 7:00 a.m. and 9:00 p.m. in residential zones. The same may be amended, moved, or superseded from time to time by the commission in [section 24-255\(d\)](#) (as the same may be amended, moved or superseded).
- (1) *Residential zones; night.* In a residential zone between 10:00 p.m. and 7:00 a.m.
- (2) *Residential zones; day.* In a residential zone between 6:00 a.m. and 7:00 p.m.

### With its Respective Topic Henrico County

3/21/2017

Henrico County, VA Code of Ordinances

#### Sec. 10-68. - Prohibited noises enumerated.

It shall be unlawful for any person to cause or permit to be caused any of the following prohibited sounds or noises:

- (1) *Social gatherings and parties.* Allowing any noise between 11:00 p.m. and 7:00 a.m. generated from a gathering of ten or more people that is plainly audible:
  - a. Inside the confines of the dwelling unit, house or apartment of another person; or
  - b. In a residential area, at 100 or more feet from the gathering.
- (2) *Sound-producing and sound-reproducing devices.* Except for commercial establishments located in areas zoned for urban mixed use, the use, operation or playing of any radio, phonograph,

3/21/2017

Henrico County, VA Code of Ordinances

*Peddlers and hawkers.* Yelling, shouting, whistling, screaming or crying for the purpose of attracting attention to a performance, show, sale or display of merchandise between the hours of 11:00 p.m. and 7:00 a.m. on any public street, sidewalk or parking lot or any privately owned street, sidewalk or parking lot open to the public, except to summon aid in an emergency.

- (7) *Amplified sound from vehicles.* Playing, using or operating, or permitting the playing, use or operation of, any radio, stereo, tape player, compact disc player, loudspeaker or other electronic device or mechanical equipment used for the amplification of sound, which is located on or within a motor vehicle and which is plainly audible from outside the motor vehicle at a distance of 50 feet or more. The provisions of this subsection shall not apply to the playing of music or jingles by an ice cream truck or similar mobile food service vehicle, provided such vehicle may emit sounds otherwise prohibited by this subsection only between the hours of 7:00 a.m. and 9:00 p.m.

# ZONING PERMITS

## Optional/Additional Regulations

- Food Vendor vs Location vs Both
- Annual

### 2016 Food Vendor Permit Application

[Sign in to Save Progress](#)

#### Steps

1. [Step One](#)
2. [Operator Information](#)
3. [Verification](#)
4. [Additional Information and Signature](#)

#### Step One

##### Vendor Information

The mobile food vendor must submit all required documentations outlined in this application, pass all inspections, provide payment of fees and hold a permit decal/placard to legally operate in the downtown program. Permit expiration date is indicated on the decal and annual fees are based on the type of operation.

##### Type of Business\*

- ☐ Food Truck/Trailer (Annual Fee: \$350) ☐ Food Push Cart (Annual Fee \$150)

Company/Business Name:\*

Trade Name (DBA):

Responsible Person/Owner:\*

Additional Responsible Party:

(If applicable)

# KEY CONSIDERATIONS

Which code will best serve Colonial Heights?

- Locations:
  - Private Property
  - Right of Way
  - Public Property
  - Farmers Markets
  - Special Events
- Zoning Permit?
- Parks and Recreation Permit?
- Which items covered under General Provisions are suitable for Colonial Heights?



THANK YOU



# Colonial Heights City Council Meeting

## March 21, 2017



### 4. Adjournment



# Colonial Heights City Council Meeting

March 21, 2017

