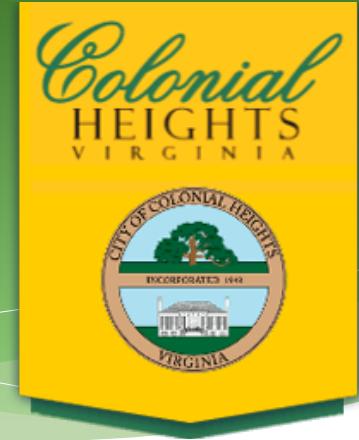


**Colonial Heights**  
**City Council Regular Meeting**  
**December 8, 2020**

# Colonial Heights City Council Meeting

## December 8, 2020



- 1. Call to Order**
- 2. Roll Call**
- 3. Devotion – Councilman Mr. John E. Piotrowski**
- 4. Pledge of Allegiance**
- 5. Adoption of Agenda**
- 6. Declarations of Personal Interest**

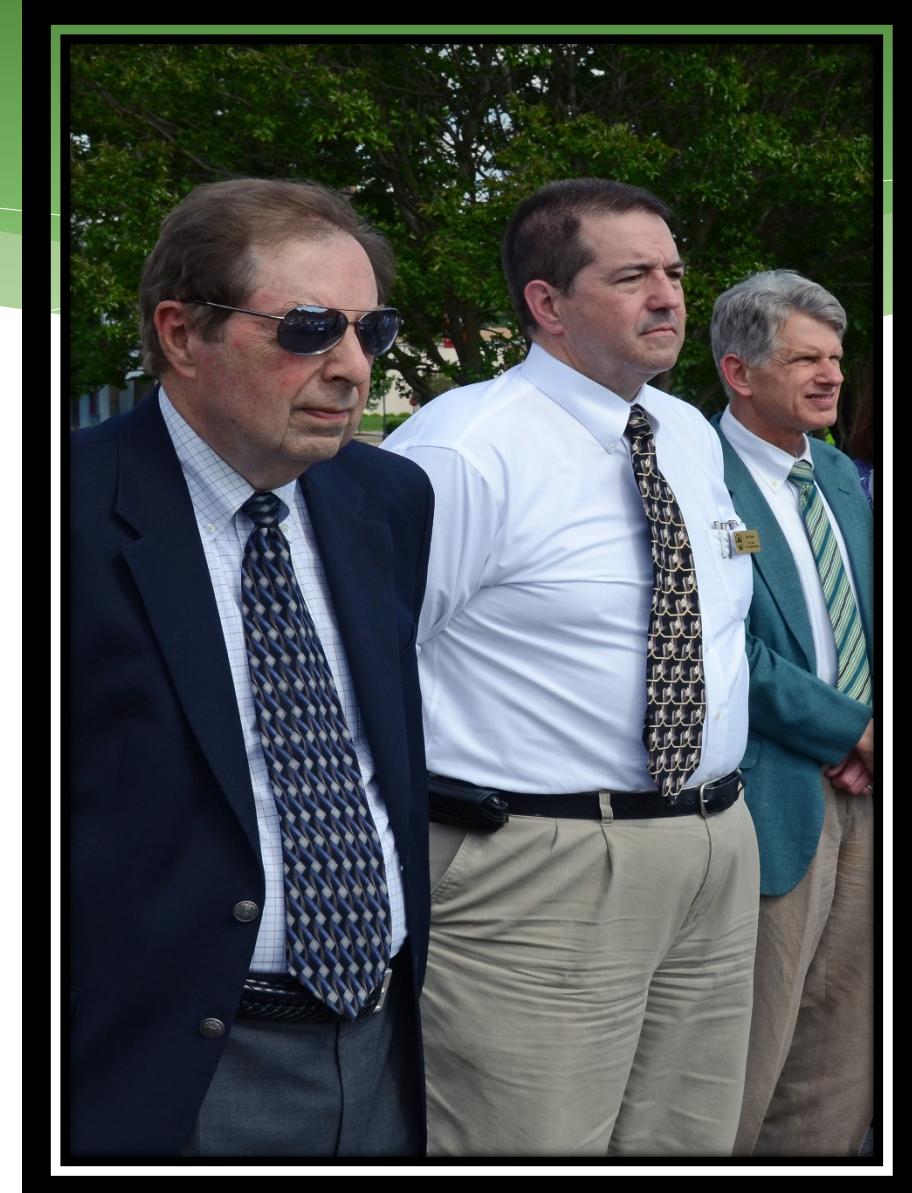
# Colonial Heights City Council Meeting

## December 8, 2020

### 7. Commendations And Presentations:

#### **A. A RESOLUTION NO. 20-69**

*Recognizing Councilman W. Joe Green, Jr. for his service to the City.*



# Colonial Heights City Council Meeting

## December 8, 2020



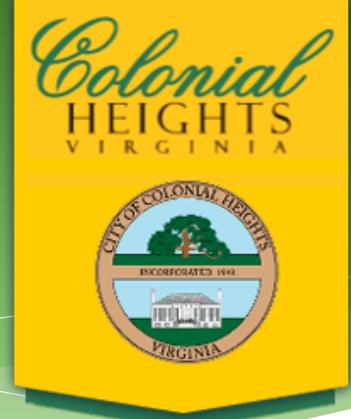
**7. Commendations And Presentations:**

***B. A RESOLUTION NO. 20-70***

*Recognizing Councilman Kenneth B. Frenier for his service to the City.*

# Colonial Heights City Council Meeting

## December 8, 2020

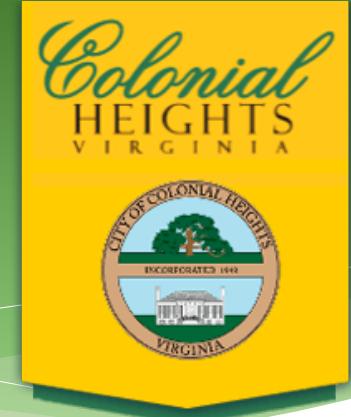


### **7. Commendations And Presentations:**

***C. Presentation Of The Comprehensive Annual Financial Report Ending June 30, 2020.***

# Colonial Heights City Council Meeting

## December 8, 2020

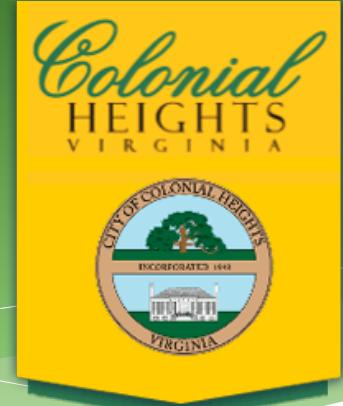


### **8. Reading of Manner Addressing Council**

**ANY MEMBER OF THE PUBLIC** addressing the Council shall approach the lectern, give his name and address in an audible tone of voice for the record, **AND ADDRESS THE COUNCIL AS A BODY RATHER THAN SPEAK TO ANY MEMBER.** Unless further time is granted by the Council, **ANY MEMBER OF THE PUBLIC** shall address the Council for a maximum of five (5) minutes, regardless of the number of issues he desires to discuss. **PROVIDED** however, that the main proponent of any application, petition, or plan that is the subject of a public hearing shall be allowed to address the Council initially for a maximum of ten (10) minutes and later in rebuttal for a maximum of three (3) minutes.

# Colonial Heights City Council Meeting

## December 8, 2020

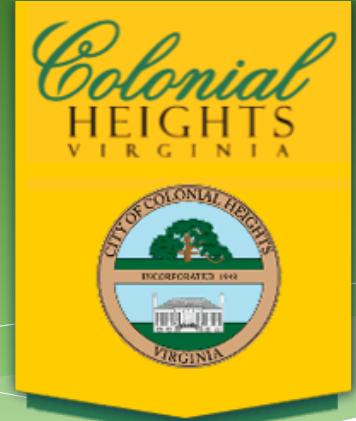


### 9. Written Petitions and Communications

***None***

# Colonial Heights City Council Meeting

## December 8, 2020

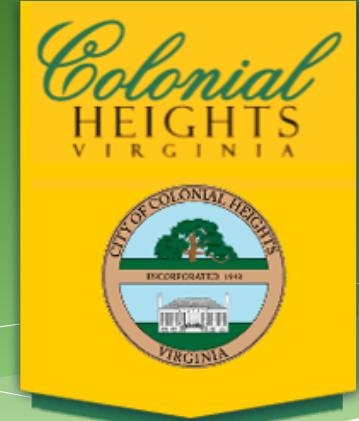


### **10. Advertised Public Hearings**

***None***

# Colonial Heights City Council Meeting

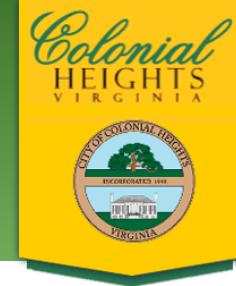
## December 8, 2020



### **11. Hearing of Citizens Generally on Non-Agenda Items**

# Colonial Heights City Council Meeting

## December 8, 2020



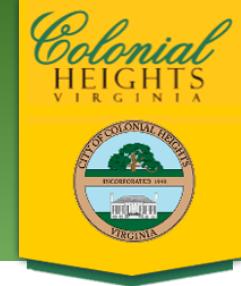
### **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

#### **A. AN ORDINANCE NO 20-25**

*(Second Reading) To grant a special use permit to the City of Colonial Heights to allow a 110-foot monopole tower plus a 4-foot lightning rod at the top of the tower, for an overall height of 114 feet, at the Public Safety Building located at 100 Highland Avenue, known as parcel identification number 5100020102C; and repealing Ordinance No. 17-13.*

# Colonial Heights City Council Meeting

## December 8, 2020



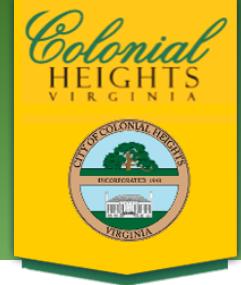
### **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

#### ***B. AN ORDINANCE NO 20-27***

*(Second Reading) To grant a special use permit to POTS, LLC allowing for an accessory off-street parking area at parcel identification number 2300020E015, which lacks a principal use, for the benefit of the business at 1400 Boulevard.*

# Colonial Heights City Council Meeting

## December 8, 2020



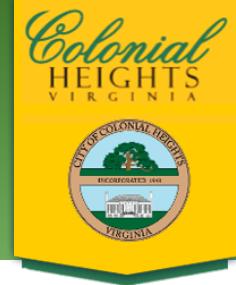
### **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

#### **C. AN ORDINANCE NO 20-31**

*(Second Reading) Awarding a \$500 Bonus to the City Sheriff and Full-time Sworn Sheriff's Deputies.*

# Colonial Heights City Council Meeting

## December 8, 2020



### **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

#### **D. AN ORDINANCE NO 20-FIN-20**

*(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021, by appropriating a donation of \$1,400 for the Office on Youth.*

*To amend the Emergency Response Fund Budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021, by appropriating \$2,153,064 consisting of 1) \$2,048,354 in remaining CARES funds from the Commonwealth; and 2) \$104,710 in Community Development Block Grant CARES funds.*

# Colonial Heights City Council Meeting

## December 8, 2020



### **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

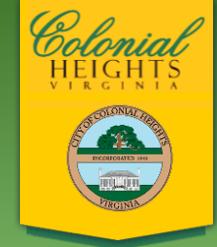
#### ***E. AN ORDINANCE NO 20-FIN-21***

*(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021, by appropriating \$65,000 in reserved proceeds from the sale of the old Courthouse property and transferring such sum to the Capital Projects Fund Budget for the Violet Bank Restoration Project–Phase 1.*

*To amend the Capital Projects Fund Budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021, by appropriating for the Violet Bank Restoration Project – Phase 1 the \$65,000 transferred from the General Fund Budget.*

# Colonial Heights City Council Meeting

## December 8, 2020

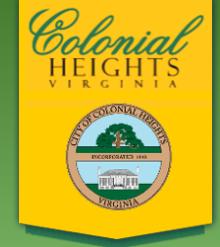


### **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

#### ***F. November 10, 2020 Special Meeting Minutes***

# Colonial Heights City Council Meeting

## December 8, 2020



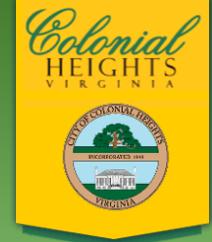
### **13. Introduction And Consideration Of Ordinances And Resolutions:**

#### ***A. AN ORDINANCE NO 20-32***

*(First Reading) To approve a revised General Pay Plan Class and Salary Range that increases by 2.5% the range of each grade for full-time employees.*

# Colonial Heights City Council Meeting

## December 8, 2020



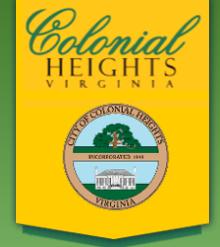
### **13. Introduction And Consideration Of Ordinances And Resolutions:**

#### ***B. AN ORDINANCE NO 20-FIN-22***

*(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021, by appropriating \$45,000 consisting of 1) \$25,000 in unassigned fund balance for information technologies projects; and 2) \$20,000 of restricted asset forfeiture funds for police vehicles.*

# Colonial Heights City Council Meeting

## December 8, 2020



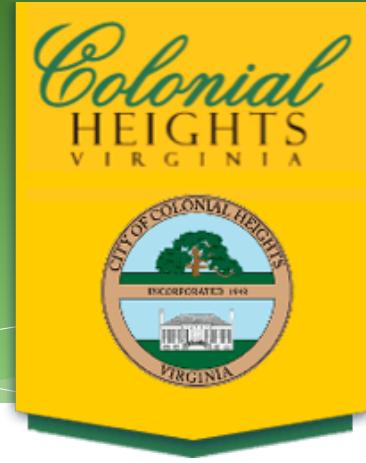
### **13. Introduction And Consideration Of Ordinances And Resolutions:**

#### ***C. A RESOLUTION NO 20-56***

*Reaffirming Council's approval to grant full-time City employees a 2.5% cost of living salary increase.*

# Colonial Heights City Council Meeting

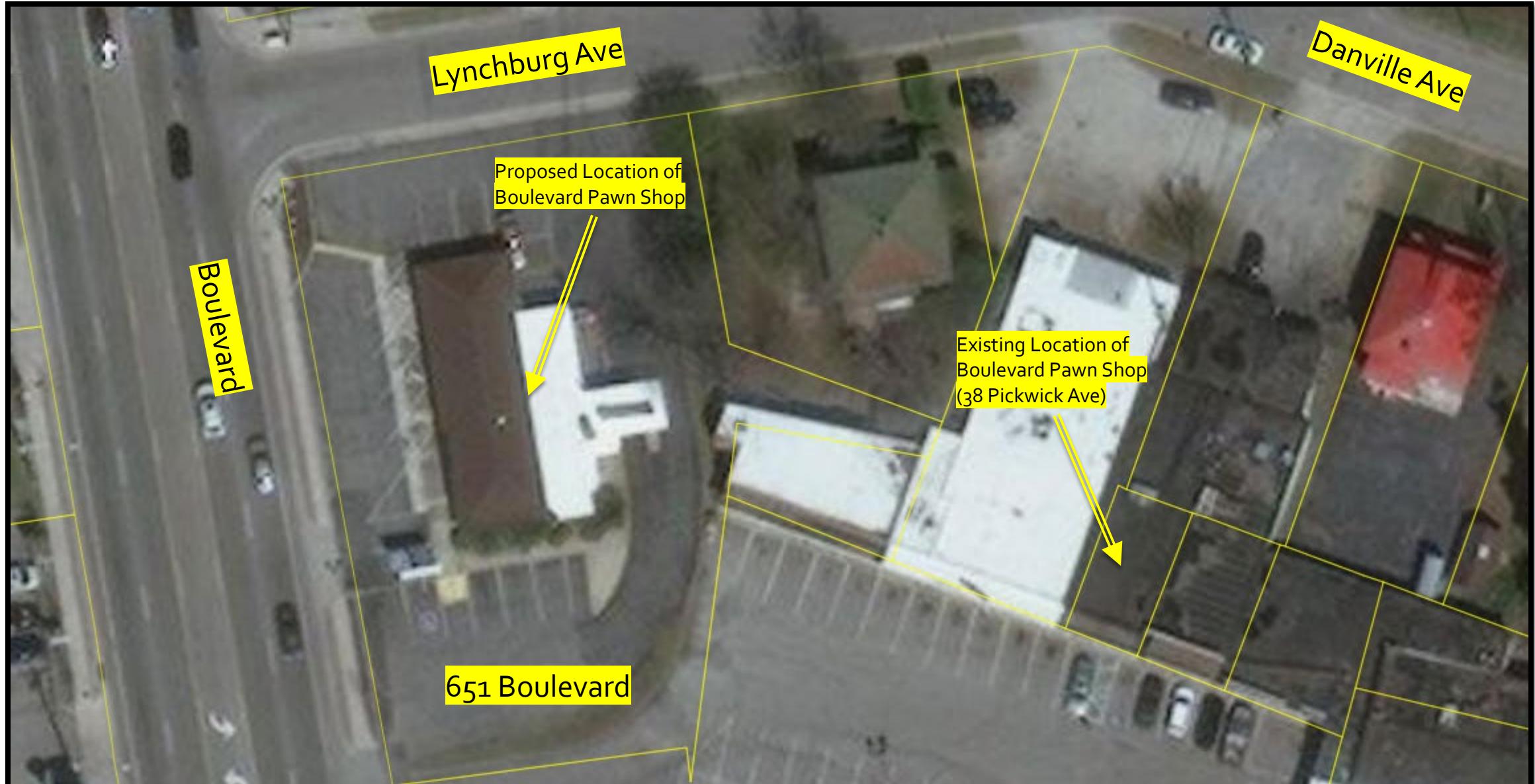
## December 8, 2020



### **14. Unfinished Business, Contested Ordinances And Resolutions, And Items Removed From The Consent Agenda:**

#### **A. *AN ORDINANCE NO. 20-26***

*(Second Reading) To grant a special use permit to Enright Properties, LLC to permit a pawn shop at 651 Boulevard, also known as parcel identification number 4000020A01A, which is zoned BB – Boulevard Business District.*



## Analysis of Request

- 651 Boulevard was formally Cash2U Loans, a revolving and title loan business, and closed in July of 2020. Enright Properties, LLC purchased 651 Boulevard in August 2020.
- Boulevard Pawn Shop, owned by Enright Properties, LLC has been in business at 38 Pickwick Ave since 1999. The property is rented from property owner Swearingen Realty.
- Enright Properties, LLC wants to relocate the business to 651 Boulevard.
- Boulevard Pawn Shop is currently located at 38 Pickwick Avenue, approximately 50 yards east of the proposed location at 651 Boulevard.

## Analysis of Request, continued.

- A pawn shop is defined as “an establishment engaged in the loaning of money on the security of property pledged to a pawnbroker and the incidental sale of such property.”
- 651 Boulevard is zoned BB – Boulevard Business District.
  - Pawn shops are not permitted in Boulevard Business District.
  - Pawn shops are expressly allowed in the zoning district GB - General Business District.
- Boulevard Pawn Shop is currently a “non-conforming use”.
  - Boulevard Pawn Shop was established before the 2012 Zoning Code re-write. The previous zoning code did not define pawn shops and did not expressly permit nor prohibit the use.

## **Analysis of Request, continued.**

Nonconforming uses are permitted to continue provided:

- Use is not discontinued for more than two years;
- Use is not converted or replaced, in whole or in part, by a permitted use;
- Buildings containing nonconforming uses are structurally maintained

Nonconforming uses shall not be enlarged, extended, reconstructed, structurally altered, or intensified.

## **Analysis of Request, continued.**

- The current location of Boulevard Pawn Shop, at 38 Pickwick Avenue, is a total of 2,625 square feet including the attached garage. The proposed location of 651 Boulevard is 2,374 square feet, reducing the size of the business by 251 square feet.
- In the past year, the police department received seven calls of service to the establishment. All seven calls in the past calendar year can be labeled as benign, as no calls were associated with violent crime, and this number of service calls is commonplace for a business.

# Recommendations

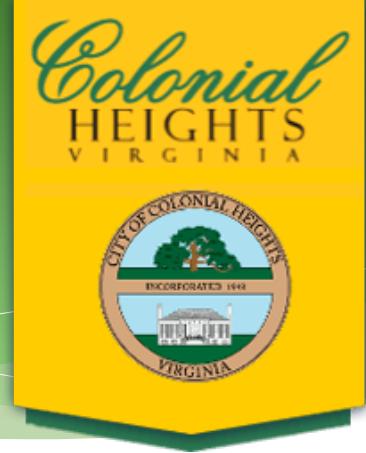
- Planning Commission recommended (6-0) approval.

To recommend that the City Council approve Ordinance No. 20-26, to grant a special use permit to Enright Properties, LLC to permit a pawn shop at 651 Boulevard, known as parcel identification number 4000020A01A, which is zoned BB – Boulevard Business District.

- Planning Staff Report recommended denial due to the fact the Boulevard Pawn Shop is a nonconforming use and relocating the business is extending the use.

# Colonial Heights City Council Meeting

## December 8, 2020



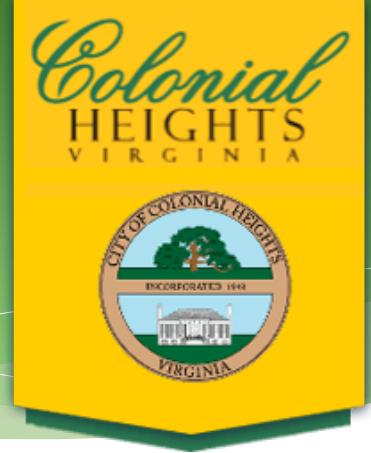
### **15. Reports of Officers and Documents Related Thereto:**

#### **A. *City Manager***

##### ***1. City Council Retreat Draft Agenda***

# Colonial Heights City Council Meeting

## December 8, 2020



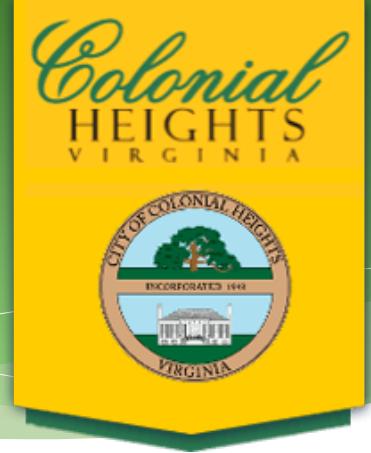
### **15. Reports of Officers and Documents Related Thereto:**

#### **A. *City Manager***

##### **2. *COVID-19 Grant Funding Update***

# Colonial Heights City Council Meeting

## December 8, 2020



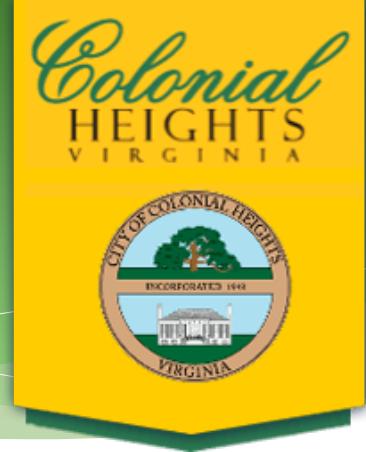
### **15. Reports of Officers and Documents Related Thereto:**

#### **A. *City Manager***

##### ***3. Utility Billing Moratorium Update***

# Colonial Heights City Council Meeting

## December 8, 2020



### **15. Reports of Officers and Documents Related Thereto:**

#### **A. *City Manager***

##### ***4. General Activity Report***

# Dates of Interest

<b>December 2020</b>	<b>January 2021</b>	<b>February 2021</b>
No Additional Meetings Scheduled	<u>January 4<sup>th</sup></u> (7:30 pm) – City Council Organizational Meeting Council Chambers	<u>February 2<sup>nd</sup></u> (7:00 pm) – Planning Commission Meeting ( <i>tentative</i> )– Council Chambers
	<u>January 5<sup>th</sup></u> (7:00 pm) – Planning Commission Meeting - Council Chambers	<u>February 9<sup>th</sup></u> (7:00 pm) – City Council Regular Meeting– Council Chambers
	<u>January 12<sup>th</sup></u> (7:00 pm) – City Council Regular Meeting – Council Chambers	<u>February 16<sup>th</sup></u> (6:00 pm)- City Council Special Meeting – Council Chambers
	<u>January 15<sup>th</sup></u> - (8:30am) City Council Retreat (Ashton Creek Vineyard and Event Center)	

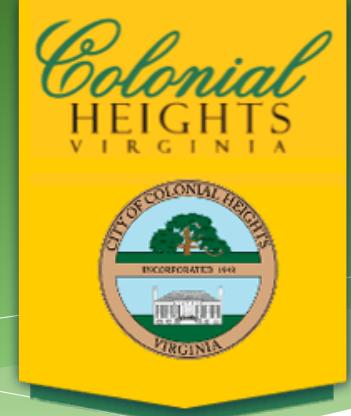
# CITY HOLIDAYS



- **December** - Thursday, December 24<sup>th</sup> & Friday, December 25<sup>th</sup>, 2020: (Government Offices Closed)
- **January** - Friday, January 1<sup>st</sup>, 2021 & Monday, January 18<sup>th</sup>, 2021: (Government Offices Closed)
- **February** - Monday, February 15<sup>th</sup>, 2021: (Government Offices Closed)

# Colonial Heights City Council Meeting

## December 8, 2020

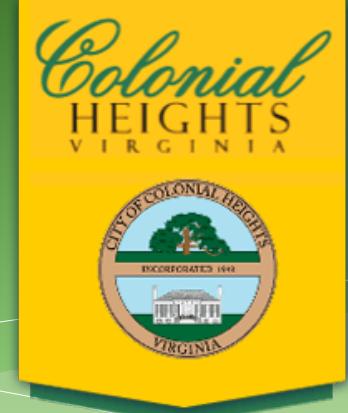


### 15. Reports of Officers and Documents Related Thereto cont.:

#### ***B. City Attorney***

# Colonial Heights City Council Meeting

## December 8, 2020



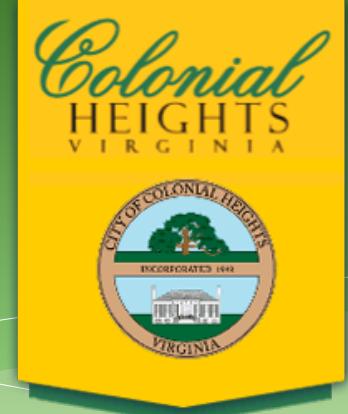
### **15. Reports of Officers and Documents Related Thereto cont.:**

#### ***C. Director of Planning and Community Development***

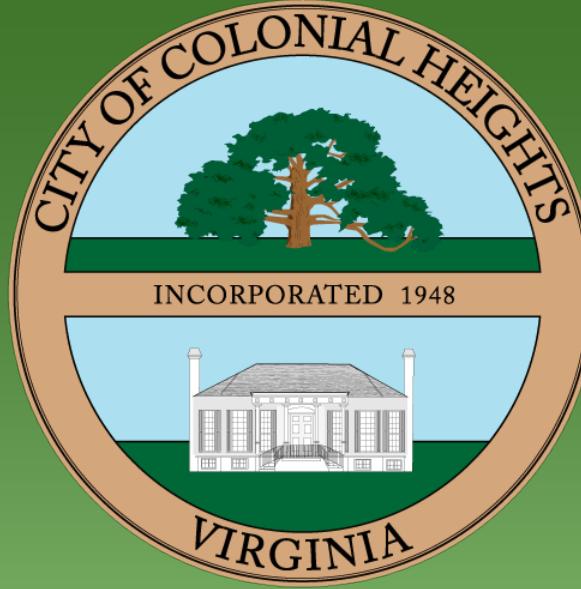
##### ***1. Planning Boards And Commissions Summary***

# Colonial Heights City Council Meeting

## December 8, 2020



## 16. Adjournment



**Colonial Heights**  
**City Council Regular Meeting**  
**December 8, 2020**