



Colonial Heights
City Council Regular Meeting
January 11, 2022

Colonial Heights City Council Meeting

January 11, 2022



- 1. Call to Order**
- 2. Roll Call**
- 3. Devotion – The Honorable John T. Wood**
- 4. Pledge of Allegiance**
- 5. Adoption of Agenda**
- 6. Declarations of Personal Interest**

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7. Commendations And Presentations:

None

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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.

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9. Written Petitions and Communications By Members of the Public and Council Members

None

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10. Advertised Public Hearings

A. AN ORDINANCE NO 21-23

(First Reading) To grant a special use permit to Christian Life Center located at 505 Lakeview Avenue, also known as parcel identification number 1900010Y001, and Swearingen Realty Company, allowing for an addition to the existing religious assembly, on a consolidated parcel.

PC RESO 21-11

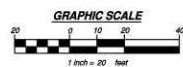
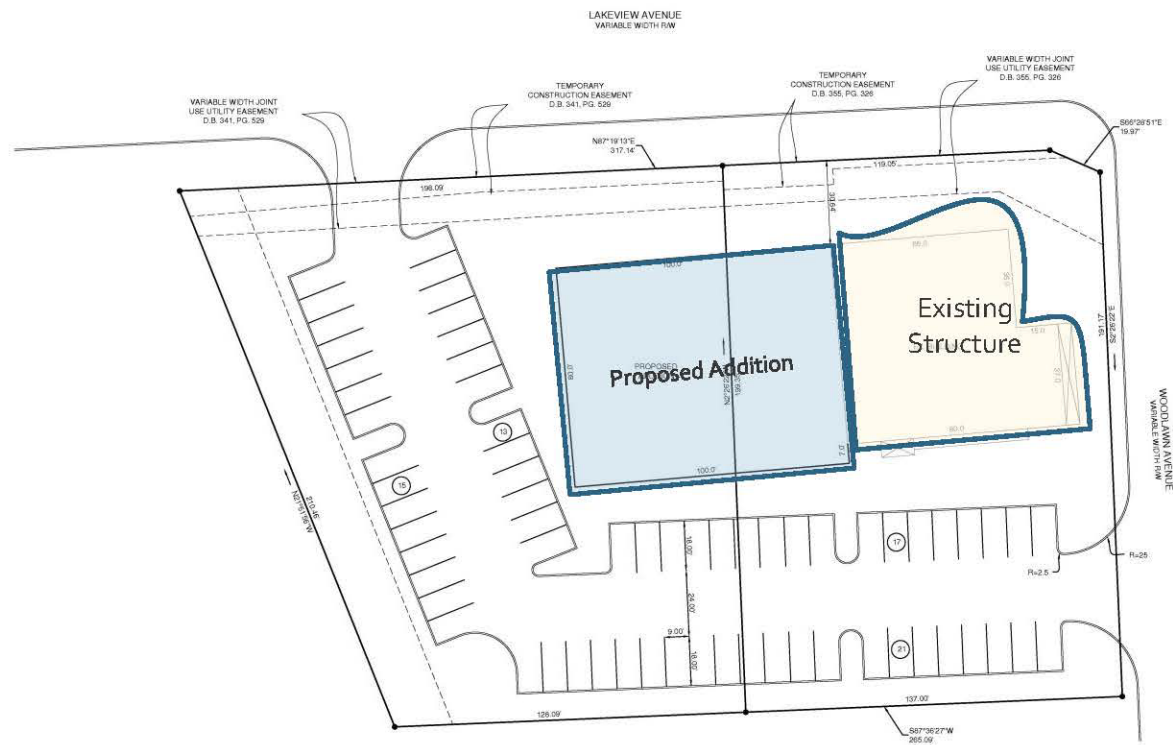
Ord No. 21-23: Expansion to Christian Life Center

505 Lakeview Avenue: Existing Conditions



1 SPACE PER 6 SEATS
340 TOTAL SEATS
340/6=57 SPACES REQUIRED
66 SPACES PROVIDED

1 PLANTING ISLAND PER 15 SPACES
66 SPACES PROVIDED:
 $66/15=4$ PLANTING ISLANDS REQUIRED
4 PLANTING ISLANDS PROVIDED



COMMONWEALTH OF VIRGINIA
CHARLES C. TOWNES, II
Lic. No. 2803
11/28/2021
LAND SURVEYOR

PLAT SHOWING
PROPOSED LAYOUT
FOR
THE SANCTUARY
CITY OF COLONIAL HEIGHTS, VIRGINIA
DATE: AUGUST 24, 2021 SCALE: 1"=40'
LAST REVISED: NOVEMBER 29, 2021

townes
consulting engineers, planners, and land surveyors
OWASHEE, NC



Special Use Permit – Reason for Request:

Section 286-406.32 of the City's Zoning Ordinance allows religious assembly subject to use and design standards. In the RL and RM Districts, a minimum lot size of two (2) acres is required.

The existing religious assembly sits on a 0.67 acre lot; zoned RL low density. The adjoining parcel, which is zoned RH, does not require a two (2) acre minimum size; however, the applicant proposes to vacate the lot line and combine the lots. Since both lots do not meet the two (2) acre minimum size requirement, a SUP is being requested to alleviate this condition.

Public Comments Received:

No public comments have been received to-date.

Planning Commission Resolution No. 21-11:

The Commission held a public hearing on December 8, 2021 and recommended approval with a vote of 7-0.

Staff Recommendation:

Staff recommends approval this request, subject to the following conditions:

- (i) The development of both parcels shall be in substantial accord with the plat, revised November 29, 2021, prepared by Charles C. Townes, II, Land Surveyor; and
- (ii) A site plan will be required for the development, which complies with all other city standards and specifications.

Questions for staff:

The application will be represented Mr. Kerry Hutcherson, Attorney with Rudy, Coyner & Associates and Mr. Charlie Pavie of the Christian Life Center. Pastor Marty Varnell is also in attendance.

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10. Advertised Public Hearings

B. AN ORDINANCE NO 22-3

(First Reading) Approving a Deed of Easement granting Dunlop Station, LLC a variable width driveway maintenance easement across parcel identification number 6702000001A, consisting of approximately 2,684 ± square feet, to allow for vehicles to make a right turn from Ellerslie Avenue into the Dunlop Village Shopping Center and a right turn onto Ellerslie Avenue from the Dunlop Village Shopping Center.

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11. Hearing of Citizens Generally on Non-Agenda Items

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

A. AN ORDINANCE NO 21-21

(Second Reading) To grant a non-exclusive franchise to Verizon Virginia LLC to operate a telecommunications system in the City of Colonial Heights, Virginia and to approve a Telecommunications Franchise Agreement.

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

B. AN ORDINANCE NO 21-25

(Second Reading) Amending § 30-3 of Chapter 30, Finance, of the Colonial Heights City Code, by imposing a maximum convenience fee of 2% of the amount paid whenever a person uses, for any transaction with the City, except for a transaction with the Department of Recreation and Parks, a credit or debit card the City accepts; and further amending § 30-3 by allowing the imposition of a convenience fee whenever an accepted credit or debit card is used to pay a City utility bill.

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

C. AN ORDINANCE NO 21-27

(Second Reading) Awarding a \$500 bonus to each full-time sworn employee in the Police Department and awarding to certain police officers signing bonuses of \$1,500 and referral bonuses of \$1,000.

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

D. AN ORDINANCE NO 21-FIN-16

(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022, by appropriating \$128,542, consisting of 1) \$4,000 in Virginia Risk Sharing Association Grant funds to the Police Department; 2) \$3,700 in E Citation funds to the Police Department; 3) \$3,371 in Byrne Justice Assistance Grant Funds to the Police Department; 4) \$55,000 in assigned fund balance to reimburse the Contingency Fund for the purchase of a fire truck; 5) \$21,200 in Library of Virginia ARPA Grants to the Library; 6) \$2,961 in current and prior year litter control funds; 7) \$36,310 in prior year DCJS Grant funds to the Police Department; and 8) \$2,000 donation from Asset Protection Group, Inc. to the Sheriff's Department.

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

E. December 14, 2021 Regular Meeting Minutes

F. December 14, 2021 Special Meeting Minutes

G. June 8, 2021 Regular Meeting Minutes

H. November 17, 2020 Regular Meeting Minutes

I. November 10, 2020 Regular Meeting Minutes

J. October 20, 2020 Special Meeting Minutes

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13. Introduction And Consideration Of Ordinances And Resolutions:

A. AN ORDINANCE NO 22-FIN-1

(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022, by appropriating \$131,038, consisting of 1) \$6,000 in donations to the Police Department, 2) \$15,500 in assigned fund balance for the TMDL Placeholder Project 3) \$85,000 in assigned fund balance for the North Elementary Sidewalks Phase I Project, 4) \$2,587 in COVID ES DCJS Grant to the Police Department, 5) \$16,463 in Byrne JAG Grant Program FY22 Training and Equipment for the Police Department, and 6) \$5,488 in assigned fund balance to the Police Department from asset forfeiture funds, which is the local match requirement for the Byrne JAG Grant Program.

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13. Introduction And Consideration Of Ordinances And Resolutions:

A. AN ORDINANCE NO 22-FIN-1 continued...

To amend the Emergency Response Budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022, by appropriating \$479,646, consisting of 1) \$375,492 in American Rescue Plan Act State and Local Fiscal Recovery Funds (SLFRF) for utility lines on Lakeview Avenue associated with the Lakeview Avenue Modernization Project and 2) \$104,154 in ARPA SLFRF Municipal Utility Assistance Program funds to be applied to Residential Utility Customer Accounts.

13. Introduction And Consideration Of Ordinances And Resolutions:

A. AN ORDINANCE NO 22-FIN-1 continued...

To amend the Capital Projects Budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022, by appropriating \$2,618,499, consisting of 1) \$2,142,507 of state and federal highway construction funds to the Lakeview Avenue Widening Project, 2) \$375,492 of SLFRF funds for utility lines on Lakeview Avenue associated with the Lakeview Avenue Modernization Project transferred from the Emergency Response Fund, 3) \$85,000 in transfer of assigned fund balance from the General Fund for the North Elementary Sidewalks Phase I Project, and 4) \$15,500 in transfer of assigned fund balance from the General Fund for TMDL Placeholder Project. Also, to amend the Capital Projects Budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022, by transferring \$375,000 from the Lakeview Avenue Utilities Project to the Lakeview Avenue Modernization Project.

General Fund Appropriation

- ▶ \$6,000 in Donations to the Police Department (Heroes and Helpers Program)
- ▶ \$15,500 in assigned fund balance for TMDL Placeholder Project (additional funding for environmental credit purchase)
- ▶ \$85,000 in assigned fund balance - North Elementary Sidewalks - Phase I (additional sidewalk segments, plan adjustments, time extensions)
- ▶ \$2,587 COVID PD Grant (Disinfectant Sprayers and Touchless Thermometers)
- ▶ Byrne JAG Grant for PD \$16,463; plus \$5,488 local match from assigned fund balance to PD from asset forfeiture funds (SmartWater kits, etc.)

Emergency Response Fund Appropriation

- ▶ **\$375,492 ARPA funds for Lakeview Avenue Utility Lines associated with the Lakeview Avenue Modernization Project**
- ▶ **\$104,154 ARPA funds to be applied to Residential Utility Accounts**

Capital Projects Budget Appropriation

- ▶ \$2,142,507 of state and federal highway construction funds for Lakeview Avenue Modernization Project
- ▶ \$375,492 in ARPA funds for Lakeview Avenue Utility lines transferred from the above Emergency Response Fund Budget appropriation for the Lakeview Avenue Modernization Project
- ▶ \$85,000 in assigned fund balance transferred from the above General Fund appropriation for North Elementary Sidewalks Phase I
- ▶ \$15,500 in assigned fund balance transferred from the above General Fund appropriation for the TMDL placeholder project
- ▶ \$375,000 in funding for Lakeview Avenue Utilities transferred within the Capital Projects fund to the Lakeview Avenue Modernization Project.

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13. Introduction And Consideration Of Ordinances And Resolutions:

B. A RESOLUTION NO 22-1

Specifying the regular meeting dates of the Colonial Heights City Council.

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

None

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15. Reports of Officers and Documents Related Thereto:

A. City Manager

1. General Activity Report

Dates of Interest

<u>January 2022</u>	<u>February 2022</u>	<u>March 2022</u>
<u>January 21st - 22nd, 2022</u> -City Council Retreat (Smithfield Station) <i>Note: Rescheduled to March 4th - 5th</i>	<u>February 1st (7:00 pm)</u> - Planning Commission Meeting - Council Chambers	<u>March 1st (7:00 pm)</u> - Planning Commission Meeting - Council Chambers
	<u>February 8th (7:00 pm)</u> - City Council Regular Meeting-Council Chambers	<u>March 8th (7:00 pm)</u> - City Council Regular Meeting-Council Chambers
	<u>February 15th (6:00 pm)</u> -City Council Special Meeting - Council Chambers	<u>March 15th (6:00 pm)</u> - City Council Special Meeting - Council Chambers

CITY HOLIDAYS

➤ **January –**

- Monday, January 17th – (Government Offices Closed)

➤ **February –**

- Monday, February 21st – (Government Offices Closed)

CITY ACTIVITIES/EVENTS

➤ **None Scheduled at this time.**

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

B. City Attorney

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

C. Director Of Planning And Community Development

1. Planning Boards And Commissions Summary

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16. Adjournment



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