



**Colonial Heights  
City Council Special Meeting  
February 13, 2025  
5:00 pm**



**Colonial Heights  
City Council Regular Meeting  
February 13, 2025  
7:00 pm**

# **Colonial Heights City Council Meeting**

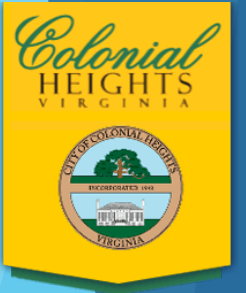
## **February 13, 2025**



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

# Colonial Heights City Council Meeting

## February 13, 2025



### **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.



## **9. Advertised Public Hearings**

### **A. A RESOLUTION NO 25-11**

*A resolution to acquire by condemnation, if necessary, easements in and across certain portions of the following tax map parcel numbers: 55000100001 and 5500010003D for the Route 1/Temple Avenue intersection traffic signal replacement improvement project.*

# Colonial Heights City Council Meeting

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### **9. Advertised Public Hearings**

#### **B. AN ORDINANCE NO 24-25**

*(First Reading) To grant a special use permit, with conditions, to JoAnn Bogese and C. Richard Bogese, Jr. permitting a commercial indoor sports and recreation use at 206 Temple Avenue, also known as parcel identification number 56000100046, which is zoned RO – Residential Office District.*

## **Background**

- The owner requests a special use permit to allow for a commercial indoor sports and recreation use at 206 Temple Avenue.
- The approx. 6900 sq. ft. one-story building is currently being used as office space.
- The commercial indoor sports and recreation use will be for an indoor baseball performance center operated by the owners' son.
- The indoor baseball performance center would include pitching lessons, arm care and stretching, and minimal strength and conditioning. The performance center would not include batting practice.



## **Background – Planning Commission (January 7, 2025)**

A Public Hearing was held at the January 7, 2025 Planning Commission meeting. The following comments were voiced by the public:

- Mr. Dillan Fisher, Mrs. Clarke, and Mr. Andrew, all clients of Mr. Bogese (the prospective operator of the indoor baseball performance center), spoke highly of Mr. Bogese's business and work in the community.

The Planning Commission approved Resolution 24-04, recommending City Council approve Ordinance No. 24-25.

## **Criteria for Consideration**

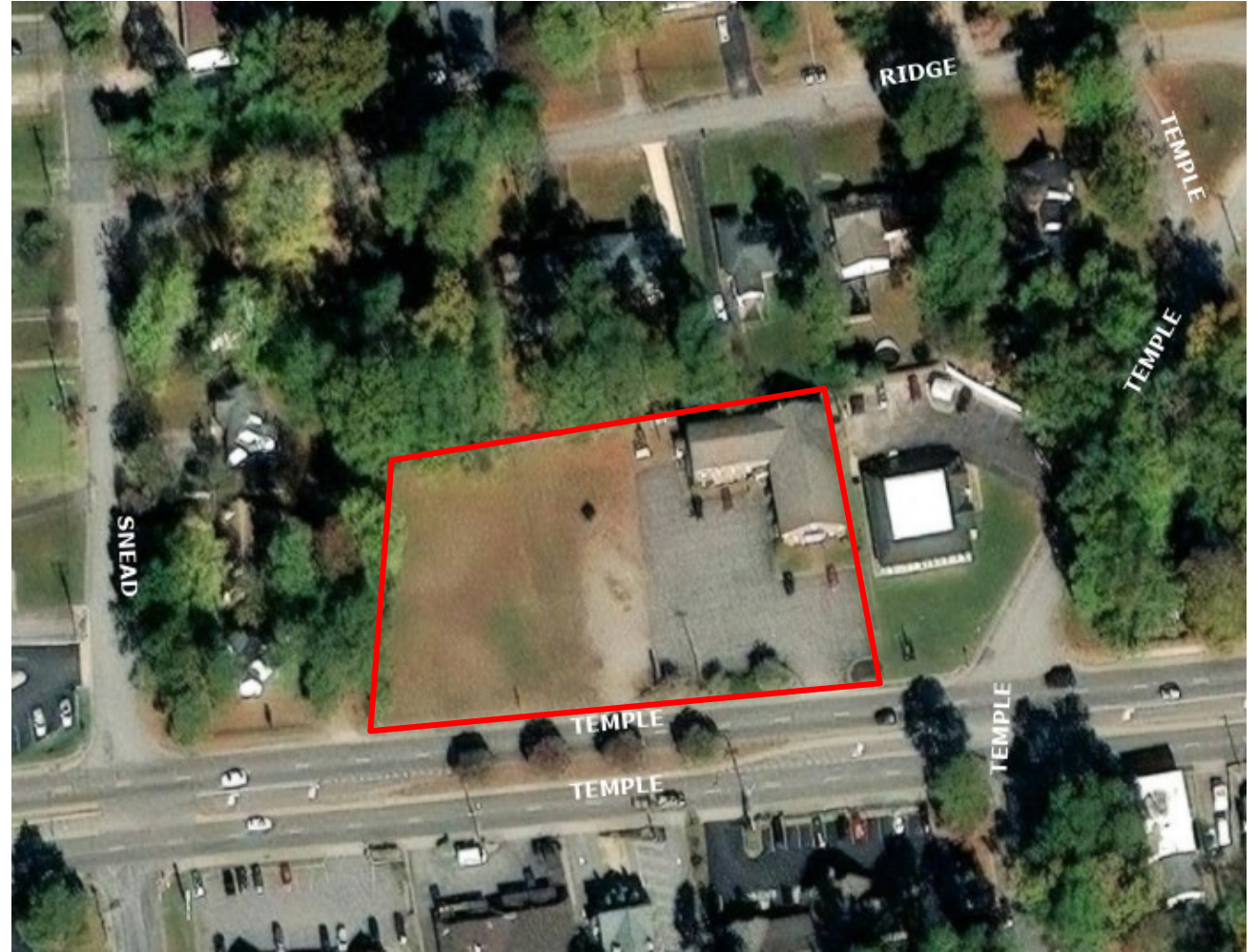
Below is the list of items the City is authorized by State Code to consider when reviewing a rezoning:

- Conformance with the City's Master Plan
- Appropriateness of the Land Use
- Compatibility with the character of this street/neighborhood
- Traffic impacts
- Environmental and archeological impacts
- Historic/architectural impacts
- Adequacy of public utilities

*The last 4 items are non-issues with this application.*

## Existing Conditions

- The subject property (outlined in red) is an approximately 1.23 acre parcel that contains a one-story approx. 6,900 sq. ft. building.
- The subject property is zoned RO (Residential Office).
- The property is currently being used as office.
- The property is surrounded by office and residential uses.



## City Zoning & Master Plan

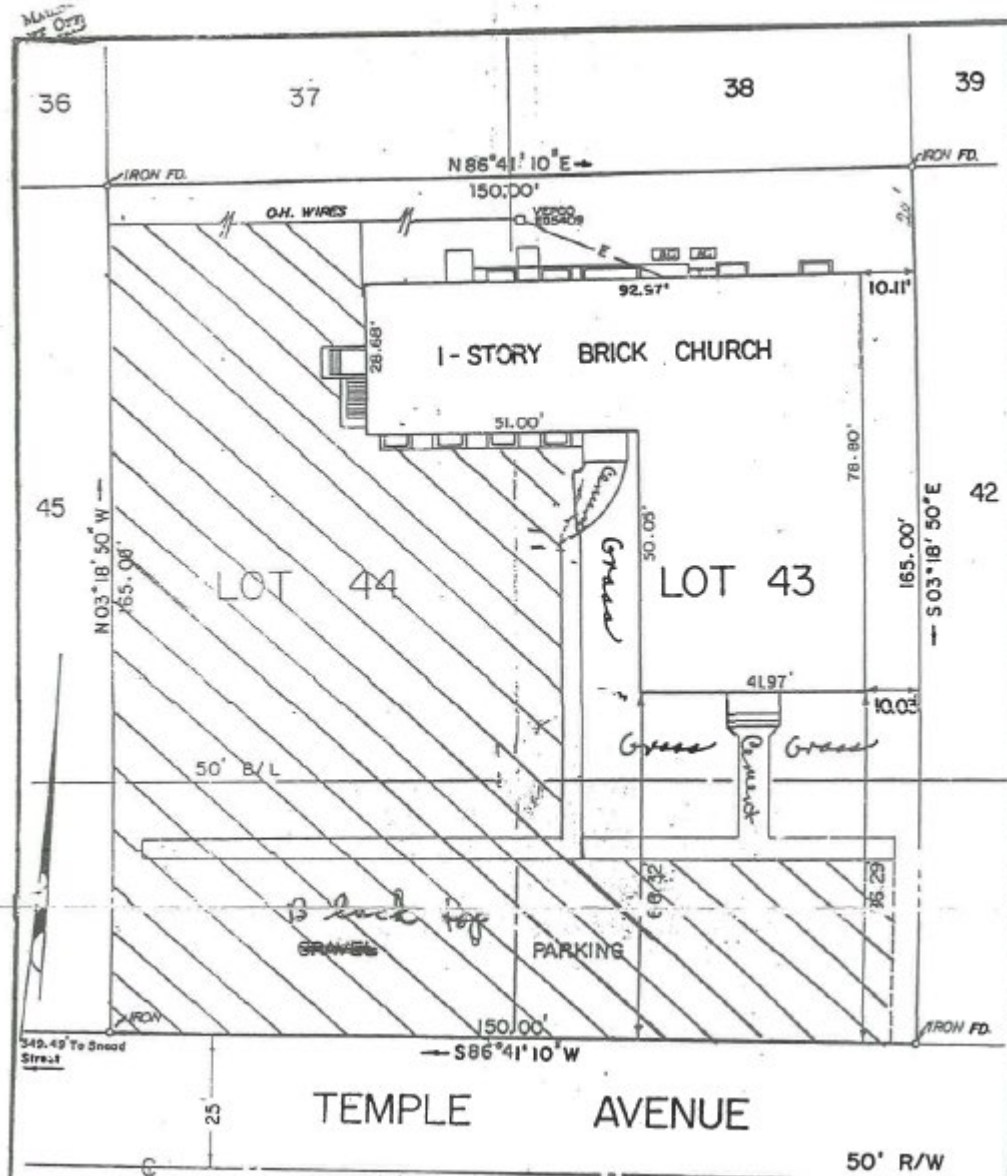
- The subject property is currently zoned RO (Residential Office)
- The City's Master Plan Land Use Map designates the subject property as Transitional Office for future development.

Direction	Zoning District	Current Land Use	Future Land Use (Comprehensive Plan)
North	RL	• Single-Family Dwelling, Detached	• Low Density Single-Family
South	RO	• General Office, Medical Office	• Transitional Office
East	RO	• General Office	• Transitional Office
West	RO	• Single-Family Dwelling, Detached	• Transitional Office



**Map of Current Zoning**







## **Criteria for consideration**

- There are NO identified issues or impacts regarding:
  - Transportation / Traffic
  - Public utilities
  - Environmental (wetlands, streams, etc.) or archaeological
  - Historic/architectural
- Appropriateness of Land Use
- Character of Neighborhood
- Compatibility with the City's Master Plan

## **Comprehensive Plan Analysis**

- The City's Master Plan Land Use Map designates the subject property as Transitional Office for future development.
- The application as proposed would meet certain Goals and Objectives of the City's Master Plan:
  - Quality of Life
  - Economic Prosperity

## **Comprehensive Plan Analysis (continued)**

### ***Quality of Life Goal:***

Preserve a high degree of enjoyment and satisfaction that is experienced in everyday life.

### ***Quality of Life Objectives:***

1. Promote healthy and active lifestyles for City residents.

### ***Economic Prosperity Goal:***

Provide for the economic well-being of the citizens and businesses of the City by promoting economic and business development that creates employment opportunities for all income levels.

### ***Economic Prosperity Objectives***

1. Increase employment opportunities in the City.
4. Generate and sustain successful small businesses.
6. Diversify the economic base.

## **Public Comments and Staff Recommendation**

- No public comments have been received a part from those shared at the January 7, 2025 Planning Commission Public Hearing in support of the project.
- Note: **7%** of the 2024 Community Assessment Survey respondents stated the city would benefit from having more “Attractions for Families and Kids”; **3%** of respondents stated the city would benefit from having more “Indoor Sports Facilities” (Question 30).

## **Public Comments and Staff Recommendation (continued)**

- As currently proposed, Staff finds that the commercial indoor sports and recreation use is compatible with the existing office along Temple Avenue and adjacent residential with the conditions of approval:
- *Hours of Operation:* 6 a.m. to 11 p.m.
- All activities of baseball performance center shall be conducted indoors.
- Center will not include batting cages



## **Public Comments and Staff Recommendation (continued)**

The City's Office of Economic Development supports the use and considers it a valuable and unique commercial offering for Colonial Heights and the surrounding region.

Staff recommends the City Council approve the Ordinance Number 24-25.

## **Planning Commission Recommendation**

The Planning Commission unanimously voted to approve Resolution 24-04, recommending City Council approve Ordinance No. 24-25.

## **Public Hearing Notices**

The public notice requirements mandated by State Code and City Code have been met with the advertisement of this application.

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## **9. Advertised Public Hearings**

### **C. AN ORDINANCE NO 25-4**

*(Second Reading ) To adopt a revised General Pay Plan Class and Salary Range that removes the Facilities Superintendent position and the Transportation Coordinator position; changes the grade for the Building Maintenance Tech position; adds Real Estate Assessor's Office Specialist, Outreach Program Coordinator, and Parks & Facilities Foreman as new full-time positions; adopts the corresponding job descriptions and class specifications for such new positions; and amends the job description and class specification for Recreation Specialist I.*

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### **10. Written Petitions and Communications By Members of the Public and Council Members**

***None***

# Colonial Heights City Council Meeting February 13, 2025



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

# Colonial Heights City Council Meeting

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

#### **A. AN ORDINANCE NO 25-1**

*(Second Reading) To amend § 51-54 of Chapter 51, Personnel Policies and Grievance Procedure, of the Colonial Heights City Code, to change the date of the Juneteenth City Holiday.*



# Colonial Heights City Council Meeting

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

#### **B. AN ORDINANCE NO 25-FIN-1**

*(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2024 and ending June 30, 2025, by appropriating \$60,236, consisting of: 1) \$11,167 in state funds from the Department of Criminal Justice Services to Public Safety (\$10,829) and Judicial Administration (\$338) and to Intergovernmental Revenues; 2) \$5,000 in State Asset Forfeiture Restricted Fund Balance to Public Safety and to Miscellaneous; and 3) \$44,069 in grant funds to Public Safety and to Intergovernmental Revenues.*

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

#### **B. AN ORDINANCE NO 25-FIN-1 continued...**

*Also, to amend the General Fund Budget by transferring \$48,000 from Nondepartmental (Contingencies & Reserve) to General & Financial Administration for the City Attorney's Office.*

*To amend the Capital Projects Fund by appropriating \$16,691 to Miscellaneous and to Ambulance Replacement.*

# **Colonial Heights City Council Meeting**

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

***C. January 2, 2025 Organizational Meeting Minutes***

***D. January 14, 2025 Special Meeting Minutes***

***E. January 14, 2025 Regular Meeting Minutes***

***F. January 21, 2025 Special Meeting Minutes***



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

**None**

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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***

# UPCOMING DATES OF INTEREST

February 2025	March 2025	April 2025
<b>Feb. 20<sup>th</sup> (6:00pm) – Planning Commission Worksession (Capital Improvement Plan)– Council Chambers</b>	Mar. 4 <sup>th</sup> (6:00 pm) – Planning Commission Meeting - Council Chambers	Apr. 1 <sup>st</sup> (6:00 pm) – Planning Commission Meeting - Council Chambers
<b>Feb. 21<sup>st</sup> &amp; 22<sup>nd</sup> City Council Retreat @ Smithfield Station</b>	Mar. 11 <sup>th</sup> (7:00 pm) – City Council Regular Meeting–Council Chambers	Apr. 8 <sup>th</sup> (7:00 pm) – City Council Regular Meeting–Council Chambers
	Mar. 18 <sup>th</sup> (6:00 pm) – City Council Special Meeting–Council Chambers	Apr. 15 <sup>th</sup> (6:00 pm) – City Council Special Meeting (Budget Worksession) –Council Chambers
		Apr. 22 <sup>nd</sup> (6:00pm) – City Council Special Meeting (Public Hearing FY25-26 Annual Operating Budget) – Council Chambers

## **CITY HOLIDAYS**

- Monday, February 17th, 2025 – (Government Offices Closed)
- Friday, April 18th, 2025 – (Government Offices Closed)
- Monday, May 26th, 2025 – (Government Offices Closed)

## **CITY ACTIVITIES/EVENTS**

- No Excuse for Abuse Walk: Thursday, March 27, 2025 from 6pm-8pm FREE EVENT (Rain Date: April 3, 2025). The walk is a roundtrip route from the Colonial Heights Community Center to the Courthouse and back.
- City Clean-Up/Adopt-A-Roadway Event: Saturday, April 26th, 2025 from 8:00am-12:00pm. Volunteers can meet in the Community Center at 8:00am for gear and light refreshments. Contact Stacey Peterson at (804)520-9334.
- Arbor Day 2025: Friday, April 25th, 2025 at 10:00. Location TBD.
- Tri-City Chili Peppers Home Schedule: Get your tickets now at [chilipeppersbaseball.com/schedule](http://chilipeppersbaseball.com/schedule). Season kicks off on May 22, 2025!

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

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

#### ***2. Discussion And Consideration Of A Broadband Grant Support Letter***

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

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

#### ***3. City of Colonial Heights Audit Statement***

##### **City of Colonial Heights Audit Statement**

In accordance with requirements in the Code of Virginia §15.2-2511, if a locality's audit is not completed as required by this statute, the locality must promptly post a statement on its website with the following information:

- That the required audit is pending,
- The reasons for the delay,
- And the estimated date of completion.

##### **City of Colonial Heights Audit Statement**

The City of Colonial Heights audit for the fiscal year ending June 30, 2024 is pending. The major factor for the delay of the audit is: delay in completion of the audit for the fiscal year ending June 30, 2023 resulting in significant delay in the year-end close and audit work for the fiscal year ending June 30, 2024. Our estimated date of completion for the audit report is March 31, 2025.

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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***





**16. Adjournment**  
**Colonial Heights**  
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