



AGENDA

WYTHEVILLE TOWN COUNCIL MEETING

MONDAY, SEPTEMBER 23, 2024 AT 5:00 PM
MUNICIPAL BUILDING - 150 EAST MONROE STREET
WYTHEVILLE, VA 24382

1. **INVOCATION** — COUNCILWOMAN CANDICE N. JOHNSON
2. **CALL TO ORDER** — MAYOR BETH A. TAYLOR
3. **ESTABLISHMENT OF QUORUM** — MAYOR BETH A. TAYLOR
4. **PLEDGE OF ALLEGIANCE** - COUNCILMAN GARY L. GILLMAN
5. **APPROVAL OF AGENDA** (requires motion and roll call vote)
6. **6:00 P.M. SCHEDULED RECESS** (if necessary)
7. **CONSENT AGENDA**
 - A.** Minutes of the regular meeting of September 9, 2024 (requires motion and vote)
8. **PUBLIC HEARINGS, REQUESTS, RESOLUTIONS, COUNCIL DECISIONS**
 - A.** **Public hearing to consider the proposed demolition of the bleachers in Withers Park**
 1. Staff Report/Presentation by Town Manager Brian Freeman
 2. Public hearing to receive comments regarding the proposed demolition of the bleachers in Withers Park
 3. Consideration by the Town Council to approve the demolition of the bleachers in Withers Park (requires motion and roll call vote)
 - B.** **Consider a recommendation from the Wytheville Planning Commission regarding the major subdivision application for Asbury Lane Phase II, submitted by Fusion Holdings, LLC, for the creation of 11 lots on Asbury Lane, Tax Map Parcel #25-70A**
 1. Staff Report/Presentation by Director of Public Utilities and Engineering Billy Anderson
 2. Consideration by the Town Council to accept a recommendation from the Wytheville Planning Commission to approve a major subdivision application for Asbury Lane Phase II, submitted by Fusion Holdings, LLC, for the creation of 11 lots on Asbury Lane, Tax Map Parcel #25-70A (requires motion and roll call vote)

C. Consider Ordinance No. 1441, an ordinance repealing Ordinance No. 1435, an ordinance discontinuing and vacating an undeveloped portion of West Pine Street, extending between North 16th Street and North 18th Street, in the Town of Wytheville, Virginia, on first and final reading

1. Staff Report/Presentation by Director of Public Utilities and Engineering Billy Anderson

2. Consideration by the Town Council to approve Ordinance No. 1441, an ordinance repealing Ordinance No. 1435, an ordinance discontinuing and vacating an undeveloped portion of West Pine Street, extending between North 16th Street and North 18th Street, on first and final reading **(requires motion and roll call vote)**

D. Schedule a public hearing for the October 28, 2024, Town Council meeting to consider various appropriations to the Fiscal Year 2024-25 Budget

1. Staff Report/Presentation by Town Manager Brian Freeman

2. Consideration by the Town Council to schedule a public hearing for the October 28, 2024, Town Council meeting to consider various appropriations to the Fiscal Year 2024-25 Budget **(requires motion and vote)**

9. CITIZENS' PERIOD

10. NEW BUSINESS - TOWN MANAGER BRIAN FREEMAN

11. REPORTS

A. Upcoming Meetings - TOWN CLERK SHERRY CORVIN

12. OTHER BUSINESS

A. Council Member Time

B. Miscellaneous

13. CLOSED MEETING

A. Closed meeting pursuant to § 2.2-3711 (A.) (7.) Consultation with legal counsel regarding actual or probable litigation regarding the 20th Street Bridge (requires motion and vote)

B. Closed meeting pursuant to § 2.2-3711 (A.) (29.) Discussion regarding the award of a public contract involving the expenditure of public funds where discussion in an open session would adversely affect the bargaining position of the governing body regarding the Museum Connector Project contract (requires motion and vote)

C. Certification of Closed Meeting (requires motion and roll call vote)

14. ADJOURNMENT

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MINUTES

WYTHEVILLE TOWN COUNCIL MEETING

MONDAY, SEPTEMBER 09, 2024 AT 5:00 PM
MUNICIPAL BUILDING - 150 EAST MONROE STREET
WYTHEVILLE, VA 24382

1. **UNAPPROVED MINUTES**

RE: ATTENDANCE

MEMBERS PRESENT:

Mayor Beth Taylor, Vice-Mayor Cathy Pattison, Councilwoman Holly Atkins, Councilman Gary Gillman, Councilwoman Candice Johnson

MEMBERS ABSENT:

None

OTHERS PRESENT:

Town Manager Brian Freeman, Town Clerk Sherry Corvin, Town Treasurer Angela Pennington, Police Chief Joel Hash, Police Lieutenant Bryan Bard, Patrol Officer Kyle Counts, Downtown Wytheville, Incorporated Assistant Charlie Jones, Jim Cohen, Caitlin King, Chris Fox

2. **RE: CALL TO ORDER**

Mayor Taylor called the meeting to order.

3. **RE: ESTABLISHMENT OF QUORUM**

Mayor Taylor advised that a quorum of Council members was present.

4. **RE: PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Councilwoman Johnson.

5. **RE: APPROVAL OF AGENDA**

Mayor Taylor advised that the next agenda item is the Approval of Agenda. Mayor Taylor inquired if there was a motion to approve the agenda as presented.

Motion made by Councilman Gillman, Seconded by Councilwoman Atkins. Mayor Taylor inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting results, by roll call vote: Voting Yea: Councilman Gillman, Vice-Mayor Pattison, Mayor Taylor, Councilwoman Atkins, Councilwoman Johnson.

6. RE: 6:00 P.M. SCHEDULED RECESS

Mayor Taylor advised that for informational purposes only, the agenda includes a 6:00 p.m. scheduled recess, if necessary.

7. RE: CONSENT AGENDA

A. RE: MINUTES OF THE SPECIAL MEETING OF AUGUST 22, 2024, AND THE REGULAR MEETING OF AUGUST 26, 2024

Mayor Taylor presented the consent agenda consisting of the minutes of the special meeting of August 22, 2024, and the regular meeting of August 26, 2024. She inquired if there was a motion to approve the minutes of the special meeting of August 22, 2024, and the regular meeting of August 26, 2024.

Motion made by Councilman Gillman, Seconded by Vice-Mayor Pattison. Mayor Taylor inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition: Voting Yea: Mayor Taylor, Vice-Mayor Pattison, Councilwoman Atkins, Councilman Gillman, Councilwoman Johnson.

8. RE: PUBLIC HEARINGS, REQUESTS, RESOLUTIONS, COUNCIL DECISIONS

A. RE: BUDGET APPROPRIATION FOR CLARIFIER #4 AT WASTEWATER TREATMENT PLANT

Mayor Taylor advised that the next agenda item is a public hearing to consider an appropriation to the Fiscal Year 2024-25 Budget in the amount of \$64,500 to repair Clarifier #4 at the Wastewater Treatment Plant and to add a \$50,000 revenue line item for grant funds from the Southeast Rural Community Assistance Project (SERCAP) for the same Clarifier. Town Manager Freeman stated that the Council package contains a Staff Report on page 19 for anyone who would like detailed information about this topic, however, for those attending the meeting or watching the YouTube video, he would read the report aloud. The Staff Report is attached and made part of the minutes. Mayor Taylor thanked Town Manager Freeman for the report.

RE: PUBLIC HEARING - BUDGET APPROPRIATION FOR CLARIFIER #4 AT WASTEWATER TREATMENT PLANT

Mayor Taylor advised that the meeting constituted a public hearing (due notice having been given) to consider an appropriation to the Fiscal Year 2024-25 Budget in the amount of \$64,500 to repair Clarifier #4 at the Wastewater Treatment Plant and to add a \$50,000 revenue line item for grant funds from the Southeast Rural Community Assistance Project (SERCAP) for the same Clarifier. She inquired if there was anyone attending the meeting who wished to address the Council regarding this public hearing. There being no one wishing to speak during the public hearing, Mayor Taylor declared the public hearing closed and proceeded with the agenda.

RE: BUDGET APPROPRIATION FOR CLARIFIER #4 AT WASTEWATER TREATMENT PLANT

Mayor Taylor advised that the next agenda item is consideration by the Town Council to make an appropriation to the Fiscal Year 2024-25 Budget in the amount of \$64,500 to repair Clarifier #4 at the Wastewater Treatment Plant and to add a \$50,000 revenue line item for grant funds from the Southeast Rural Community Assistance Project (SERCAP) for the same Clarifier. Mayor Taylor inquired if there was a motion to make an appropriation to the Fiscal Year 2024-25 Budget in the amount of \$64,500 to repair Clarifier #4 at the Wastewater Treatment Plant and to add a \$50,000 revenue line item for grant funds from the Southeast Rural Community Assistance Project (SERCAP) for the same Clarifier.

Motion made by Councilwoman Johnson, Seconded by Councilwoman Atkins. Mayor Taylor inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting results, by roll call vote: Voting Yea: Councilwoman Johnson, Councilwoman Atkins, Mayor Taylor, Vice-Mayor Pattison, Councilman Gillman.

B. RE: DOWNTOWN WYTHEVILLE, INCORPORATED - REQUEST FOR TRAFFIC CONTROL FOR THE 2024 MAYHEM ON MAIN STREET EVENT

Mayor Taylor advised that the next agenda item is to consider the request of Downtown Wytheville, Incorporated (DTW) for traffic control on Saturday, October 26, 2024, for the 2024 Mayhem on Main Street event. Mayor Taylor inquired if Town Manager Freeman had anything to report regarding this event. Town Manager Freeman advised that he only wanted to report to the Council that this request and the next three agenda items have gone before the Town's Safety and Events Committee, and all four requests were approved by the Committee and recommended to the Town Council for approval. He noted that he requested Lieutenant Bard to attend the Council meeting to help answer any specific questions regarding the requests, if the Council had any, since he serves on the Safety and Events Committee. Town Manager Freeman explained that it is his understanding that all four of the events are repeat events and follow, basically, the same format that they have in years past. He reiterated that if the Council has any specific questions, Lieutenant Bard is available to answer those during the meeting. Mayor Taylor thanked Town Manager Freeman for his comments. Mayor Taylor inquired if there was a motion to consider approving the request of Downtown Wytheville, Incorporated for traffic control on Saturday, October 26, 2024, for the 2024 Mayhem on Main Street event.

Motion made by Councilman Gillman, Seconded by Councilwoman Atkins. Mayor Taylor inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition: Voting Yea: Mayor Taylor, Vice-Mayor Pattison, Councilwoman Atkins, Councilman Gillman, Councilwoman Johnson.

C. RE: WYTHEVILLE POLICE DEPARTMENT - REQUEST FOR TRAFFIC CONTROL FOR THE CHURCH STREET TRUNK OR TREAT EVENT

Mayor Taylor advised that the next agenda item is to consider the request for traffic control on Thursday, October 31, 2024, for the Church Street Trunk or Treat event. Mayor Taylor inquired if there was a motion to approve the request for traffic control on Thursday, October 31, 2024, for the Church Street Trunk or Treat event.

Motion made by Vice-Mayor Pattison, Seconded by Councilman Gillman. Mayor Taylor inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition: Voting Yea: Mayor Taylor, Vice-Mayor Pattison, Councilwoman Atkins, Councilman Gillman, Councilwoman Johnson.

D. RE: GEORGE WYTHE HIGH SCHOOL (GWHS) - REQUEST FOR TRAFFIC CONTROL FOR THE GWHS HOMECOMING PARADE

Mayor Taylor advised that the next agenda item is to consider the request of George Wythe High School for traffic control on Wednesday, October 16, 2024, for their homecoming parade. Mayor Taylor inquired if there was a motion to approve the request of George Wythe High School for traffic control on Wednesday, October 16, 2024, for their homecoming parade.

Motion made by Councilwoman Johnson, Seconded by Councilwoman Atkins. Mayor Taylor inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition: Voting Yea: Mayor Taylor, Vice-Mayor Pattison, Councilwoman Atkins, Councilman Gillman, Councilwoman Johnson.

E. RE: OPEN DOOR COMMUNITY - REQUEST FOR TRAFFIC CONTROL FOR THE STUFFED STRUT 5K EVENT

Mayor Taylor advised that the next agenda item is to consider the request of Open Door Community for traffic control on Thursday, November 28, 2024, for the Stuffed Strut 5K event. Mayor Taylor inquired if there was a motion to approve the request of Open Door Community for traffic control on Thursday, November 28, 2024, for the Stuffed Strut 5K event.

Motion made by Councilwoman Johnson, Seconded by Vice-Mayor Pattison. Mayor Taylor inquired if there was any discussion on the motion. There being none, the motion was approved with the following voting in favor and there being no opposition: Voting Yea: Mayor Taylor, Vice-Mayor Pattison, Councilwoman Atkins, Councilman Gillman, Councilwoman Johnson.

9. RE: CITIZENS' PERIOD

Mayor Taylor advised that the next agenda item is Citizens' Period. She advised that there was no one listed on the sign-in sheet who stated that they wished to address the Council during Citizens' Period, however, if anyone would like to speak, now is the time to do so. There being no one wishing to address the Council during Citizens' Period, Mayor Taylor proceeded with the agenda.

10. RE: NEW BUSINESS

Mayor Taylor advised that the next agenda item is New Business. Town Manager Freeman stated that he did not have any New Business to report, at this time.

11. RE: REPORTS

A. RE: UPCOMING MEETINGS

Mayor Taylor advised that the next agenda item is upcoming meetings. Town Clerk Sherry Corvin presented the upcoming meetings, as follows:

1. The Wytheville Planning Commission will meet on Thursday, September 12, 2024, at 6:00 p.m., in the Council Chambers.
2. The Downtown Wytheville, Inc. (DTW) Board of Directors will meet on Monday, September 16, 2024, at 5:30 p.m., at the DTW Office.
3. The Wytheville Redevelopment and Housing Authority will meet on Wednesday, September 18, 2024, at 12:00 p.m., at the Housing Authority Office.
4. The New River Regional Water Authority will meet on Thursday, September 19, 2024, at 10:00 a.m., at the Water Plant in Austinville.
5. The Joint Industrial Development Authority of Wythe County (JIDA) will meet on Thursday, September 19, 2024, at 3:00 p.m., in the Council Chambers.
6. The District III Board of Directors will meet on Thursday, September 19, 2024, at 6:00 p.m., at the Marion Office.
7. The Homestead Museum Advisory Board will meet on Friday, September 20, 2024, at 10:00 a.m., at the Jackson House.
8. The next regular scheduled meeting of the Wytheville Town Council will be held on Monday, September 23, 2024, at 5:00 p.m., in the Council Chambers.

12. RE: OTHER BUSINESS

A. RE: COUNCIL MEMBER TIME

Mayor Taylor advised that the next agenda item is Council Member Time. She inquired if Councilwoman Johnson had anything to discuss during Council Member Time. Councilwoman Johnson thanked Town Manager Freeman and the Public Works Department for the signs that were placed on Chapman Road and US Route 11.

Councilwoman Johnson commented that she would like to thank Town Manager Freeman and Downtown Wytheville, Incorporated (DTW) Executive Director Todd Wolford for assisting her with the Veterans' Banner Program. She remarked that she thinks the deadline for applications was September 1, 2024, and she thinks there were several applications submitted. Town Manager Freeman commented that he thinks there were 35 applications submitted. Councilwoman Johnson advised that

there were 40 applications submitted, so for this being the first time that the Town did this, she felt it was an awesome number. She noted that there were 80 slots available, and the Town filled at least half. Councilwoman Johnson thanked DTW Assistant Charlie Jones for helping with this program.

Councilwoman Johnson stated that she wanted to bring something else to the Council's attention. She commented that a survey has been sent out in regard to wanting to change the Zoning Ordinance to the UDO Policy (Unified Development Ordinance). Councilwoman Johnson remarked that she thinks it is important that the Council consider YouTubing the Planning Commission meetings so that the citizens are aware of what is going on. She stated that the Planning Commission meetings need to be made available to the public so that they can be made aware of the changes that are going to be brought forth to the Town Council. Councilwoman Johnson commented that the survey is not enough. She continued voicing her concern regarding the meetings being made available to the public through YouTube.

Mayor Taylor stated that she agrees with Councilwoman Johnson in regard to citizens needing to know what is going on. She noted that she would like for everyone at this meeting to understand that, specifically, for the UDO, Town staff has really tried to reach out to lots of citizens in many different ways including the survey, focus groups, etc.

Councilwoman Johnson stated that she wants the Council to be transparent and allow citizens every opportunity to see the Unified Development Ordinance. She commented that the citizens need to be able to see and know what is going on.

Mayor Taylor inquired if there were any questions or comments. She inquired of Town Manager Freeman as to what action this would require of the Council regarding Councilwoman Johnson's request for the Planning Commission meetings to be recorded and placed on YouTube. Discussion ensued regarding the Information Technology employees attending meetings to record the meetings to be placed on YouTube. A motion was made by Councilwoman Johnson to place the Wytheville Planning Commission meetings on YouTube for view on the Town's website, effective immediately. Mayor Taylor commented that "effective immediately" means two days from this meeting until the Planning Commission meeting. Councilwoman Johnson remarked that she was sorry, but the Council needs to be transparent because there is a lot of discussion going on, and the citizens need to know what is happening. Mayor Taylor inquired if there was a second on the motion. The motion was seconded by Councilwoman Atkins. Mayor Taylor inquired if there was any further discussion on the motion. She commented that she feels more discussion needs to be held. Discussion ensued regarding the recording of the Planning Commission meetings. There being no further discussion on the motion, the motion was approved with the following voting results, by roll call vote: Voting Yea: Councilwoman Johnson, Councilwoman Atkins, Mayor Taylor, Vice-Mayor Pattison, Councilman Gillman. Mayor Taylor thanked Councilwoman Johnson for bringing this to the Council's attention. She inquired if Councilwoman Johnson had anything else to discuss during Council Member Time. Councilwoman Johnson stated that she did not have anything else to discuss during Council Member Time.

Mayor Taylor inquired if Councilwoman Atkins had anything to discuss during Council Member Time. Councilwoman Atkins stated that she would like to thank the Public Works Building Maintenance Crew for building the patio at the Wytheville Cat Shelter, which was a lot bigger than she had imagined. She commented that they did a great job on it.

Mayor Taylor stated that she would like to remind everyone about the community outreach breakfast to be held on September 11, 2024, to thank the active and retired police, fire and EMS first responders. She noted that the event will be held at the Elizabeth Brown Memorial Park upper shelter at 6:30 a.m. Mayor Taylor stated that she would like to thank the Town's Public Works Department for cleaning the shelter area.

Mayor Taylor inquired if Vice-Mayor Pattison had anything to discuss during Council Member Time. Vice-Mayor Pattison stated that she did not have anything to discuss at this time.

Mayor Taylor inquired if Councilman Gillman had anything to discuss during Council Member Time. Councilman Gillman stated that he did not have anything to discuss at this time.

13. RE: ADJOURNMENT

There being no further business to be discussed, a motion was made, seconded, and carried to adjourn the meeting. (5:19 p.m.)

Beth A. Taylor, Mayor

Sharon G. Corvin, CMC, Town Clerk

8-A

**WYTHEVILLE
TOWN COUNCIL**



**AGENDA ITEM
INFORMATION**

Meeting Date:	September 23, 2024
Subject:	Public Hearing – Proposed Demolition of Bleachers in Withers Park

SUMMARY:

A public hearing has been scheduled to receive comments regarding the proposed demolition of bleachers in Withers Park. Town Manager Freeman will review this matter with the Town Council and answer any questions. As the Council is aware, the bleachers have been barricaded for many months due to safety concerns. After receiving comments from any interested citizens, the public hearing should be declared closed.

Recommended Action

Action to approve the demolition of the bleachers in Withers Park will require a motion and roll call vote by the Town Council.

Withers Field Bleachers Public Hearing Wytheville Town Council Meeting 9/23/24



Overview

The purpose of the presentation is to provide relevant information as to why a recommendation to demolish the bleachers is under consideration.

While the town empathize with the potential that the community may desire to rehabilitate the bleachers, the structural issues are substantial and the original design did not lend itself to conventional cost-effective repair methods. It is staff's opinion that the cost/benefit analysis of repairing the bleachers does not make fiscal sense for the Town of Wytheville. It is staff's recommendation that upon successful demolition, the land area can be considered for other parks and recreation related uses.

A Brief History of Withers Field....

- **In the fall of 1930, a contract to build the pool, the stadium and the athletic field was let to the Southwest Building Company of Wytheville. The contract price for the pool was \$28,726. Grading and other work cost \$37,000. The stadium was to seat about 1,000 and the work was scheduled for completion by June 1, 1931. A ceremony was held the following year on May 28 with J.R. McWane and R.E. Withers to dedicate the “Evansham Field.”**
- *-- From Mary B. Kegley, Wythe County Virginia A Bicentennial History. Provided by WCHS and Museum Staff.*

History of Withers Field Bleachers

The information shown is from a variety of sources available at the time of this presentation.

- Bleachers constructed around 1932 as a stadium.
- 1948 - 1950 used to host minor league baseball as part of the Blue Ridge League
- 1953- 1989 (19 seasons) used as part of the Appalachian League.
- In 1991 the Town of Wytheville signed a lease agreement with the Wythe County School Board to lease the field property as a park.
- 1993 Withers Park Created. Amenities such as the walking track soon developed. Bleachers were seldomly used by the public.
- 1993 At the request of the Town, Dewberry & Davis Engineering Firm performed a Phase 1 structural visual assessment of the bleachers to consider repair of the bleachers.
- Based on the Dewberry Report the town made a decision that the repairs were too expensive and too risky based on probable outcome of success.
- In 2023 council members expressed concern regarding the safety of the bleachers.
- Based on these concerns the Town hired Prosim Engineering to conduct a second structural inspection of the bleachers.
- *“Prosim has determined that the structural deficiencies observed during our visit revealed potential safety hazards, and the Withers Field bleachers should be closed to the public until further notice.” – Preston Pionk, PE (on 2/17/23)*
- **Town Staff fenced off the bleachers for public use.**
- The Prosim report echoed many of the Dewberry Report’s concerns about the extent of the structural damage and the challenges associated with repair.
- Spring of 2023, the Town reached out to contractors to solicit quotes for the repair of the bleachers. Did not receive any quotes/interest in the work.



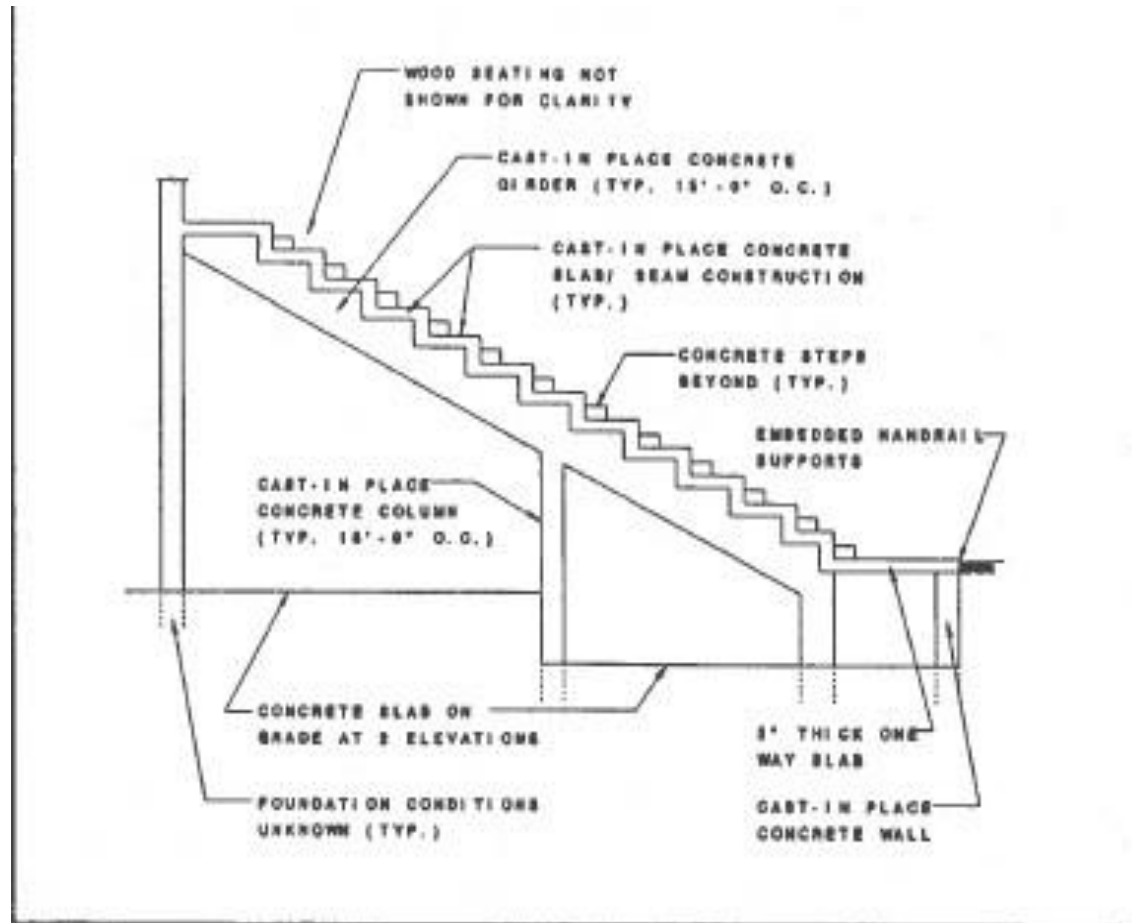
Withers Field Bleachers for a 1985 Cubs Game

Photo Credit:

<https://sportswriterrob.com/2019/03/19/they-used-to-play-here-wither-field-in-wytheville-virgina/>



Why the Bleachers Are Difficult to Repair...



1993 Dewberry Report

Cast in place concrete used for construction. Concrete slabs which are 1-2" thick, span 15' between girder-column rows. Brick face is cosmetic.

- “cosmetic and structural cracking of the concrete...allowed to penetrate concrete and cause corrosion of metal reinforcement...creates spalling.”
- “spalling activity under the stadium appears to cover $\frac{1}{4}$ of the total area...reasonable to expect further corrosion of reinforcement not yet visible”

From Prosim Engineering Report 2023 (photo from under bleachers)

- “Spalling with exposed reinforcement throughout the underside of the bleacher seats, including areas of heavy corrosion up to full section loss. Various areas of spalling include visible daylight through holes.”



From Prosim Engineering Report 2023 (photo from under bleachers)

- “Previously repaired demising wall with additional cracking likely due to settlement/bleacher movement.”
- “Settlement and movement of non-bearing demising walls has led to partial collapse in areas, some of which have been rebuilt. Movement in these walls appear to be due to deflection and/or movement of the bleachers, which the walls have been built up against”.



From Prosim Engineering Report 2023

- “Cracking, including holes and other areas of distress, were observed at a joint bearing. The cracking in this area could result in weakened bearing at the beam.”



Additional images of spalling and deterioration



Additional images of spalling and deterioration



Staff Recommendation

- After the public hearing, the council will consider a motion.
- Based on the poor condition of the bleachers and the extent of the structural damage, staff recommends that the Town Council consider a motion to pursue a demolition project to remove the Withers Field Bleachers, using funds appropriated as part of the 24/25 fiscal year budget.
- Staff has received a quote for the demolition project, in the amount of \$34,292. If Town Council agrees, the demolition project will be scheduled for October 15th – December 1st.
- Coordination has occurred to fence off/protect the site during demolition. Parks and Recreation has agreed to the potential schedule. Project Management from both Public Works and Engineering will lead the project.

8-B

**WYTHEVILLE
TOWN COUNCIL**



**AGENDA ITEM
INFORMATION**

Meeting Date:	September 23, 2024
Subject:	Asbury Lane Phase II Major Subdivision Request

SUMMARY:

Please find attached a recommendation from the Wytheville Planning Commission to approve the major subdivision request for Asbury Lane Phase II, submitted by Fusion Holdings, LLC, for the creation of 11 lots on Asbury Lane, Tax Map Parcel #25-70A. This matter was heard by the Wytheville Planning Commission at their meeting on Thursday, September 12. Their recommendation is to approve this major subdivision request. Director of Public Utilities and Engineering Billy Anderson is attending the meeting to review this request with the Town Council and to answer any questions.

Recommended Action

Action to approve the major subdivision request from Fusion Holdings, LLC, will require a motion and roll call vote by the Town Council.

TOWN OF WYTHEVILLE ENGINEERING DEPARTMENT
STAFF REPORT: ISSUED FOR PHASE 2 OF THE ASBURY LANE MAJOR SUBDIVISION
PRESENTER: BILLY J. ANDERSON, LS Director of Public Utilities and Engineering
DATE: 09-23-2024

History of Project:

- The project has a submitted Subdivision Application originally submitted on April 26th, 2024 and fees were paid for the submitted application on April 30th, 2024. Application designation MSUB-24-2.
- The submitted application contained only sketch layout of the Phase 2 Proposal, Notices were made requesting submittal of final plats for review. It was discovered on July 12th, 2024 that the consulting surveyor uploaded copies of the proposed plat to a closed Phase 1 application.
- Formal Phase 2 submittals were then uploaded by the consulting surveyor on July 12th, 2024 to begin the review process.
- The proposed major division consists of ten (10) new parcels numbered 12 through 21, and a 12.968 Acres residual located at the end of Asbury Lane (Now Public)
- Lots 12-15 and lots 18-21 will have direct access to Asbury Lane. Lots 16 and 17 have direct access to Van-Mar Drive (Existing Public).
- All proposed new lots will utilize Public water located along Van-Mar Drive and Asbury Lane.
- All proposed new lots will utilize Private sewage disposal systems as designed by Southwest Soils and approved by the Virginia Department of Health on August 13th, 2024.
- Plat review and amendments were deemed technically adequate on August 29th, 2024 by Town Engineering Staff and Zoning Staff.

SUBDIVISION ORDINANCE REQUIREMENTS:

- The proposed plat as presented does not require the request for variations to the current subdivision/zoning ordinance.
- Per requirements indicated in Section 5 of the Current Town of Wytheville Subdivision,
 - 5-2, the property is considered suitable for development in regard to size, topography and proximity to public infrastructures.
 - 5-3, the proposed lots as indicated on Phase 2 of this subdivision are not prone to flooding.
 - 5-4, each lot contains a suitable site for the construction of a single-family dwelling and associated structures.
 - 5-4, all required improvements except for the items indicated below have been addressed.
 - ***Developer to cover expenses associated with materials associated with the connection of 10 new single family residential water services. (Estimated expense of \$5950.00)***
 - 5-5.1, phase 1 road improvements and site currently contain stormwater measures to collect the majority of stormwater generated by the existing street system. This collection is conveyed to the wet pond located on site. The Nursing facility, Phase 1 and Phase 2 subdivisions are considered part of a Common Plan of Development as defined by the Virginia Department of Environmental Quality. Per requirements issued by DEQ, lots associated with Phase 2 will be subject to individual stormwater management permits as

issued by the Virginia Department of Environmental Quality instead of the development of additional site wide stormwater control measures.

- 5-5.2, all proposed lots are larger than minimum size as required for private sanitary sewer systems and currently possess existing approved Va VDH septic systems designs.
- 5-5.3, all required easements for street drainage, public utilities etc. are indicated on the proposed plat. As indicate in VA State Code, upon recordation of final approved plat, all easements and public rights of way indicated on the plat will be transferred to the Town of Wytheville in Fee Simple, to include street right of way, street drainage easements and public utility easements. ***Phase 2 will dedicate a small extension of the existing 40' Asbury Lane right of way. This extension was required to satisfy the frontage requirement associated with the residual property.***
- 5-5.4, Asbury Lane currently has in place existing street lighting with designated public utility easements.
- 5-5.5 & 5-5.6, no additional improvements will be required pertaining to the water distribution system serving Phase 2 of this subdivision. Due to the topography and proximity to public sanitary sewers, no centralized sanitary sewer collection systems are being considered. Any future development will utilize private on-site sanitary sewer collection systems designed by a licensed AOSE specialist and approved by the VA Department of Health prior to submittal of future Phase.
- 5-8 through 5-17, Lot shapes, widths, orientation, and use conform to the current zoning and subdivision standards.
- 5-18 through 5-27, No additional street infrastructure will be required for Phase 2.
- The remaining portions of section 5 and section 6 of the current Town of Wytheville Subdivision ordinance have been complied with on the proposed Phase 2 subdivision plat. To include monumentation, general notes, certifications, signature certifications, metes and bounds area computation etc.
- VA DEQ considers this a Common Plan of Development and will require VA DEQ general permit coverage for future development within this property. As indicated by VA DEQ ,the development of future portions will require the computation and design of control measures of contributing stormwater from all phases of Asbury Lane Subdivision prior to approval. ***Further discussion with DEQ indicates that individual lot permit coverage is an acceptable alternative to the development of centralized stormwater control measures. This is primarily due to the fact that no additional street infrastructure will be constructed and larger nature of the proposed lots.***

DEVELOPMENT STEPS TO BE COMPLETED BY DEVELOPER AFTER TOWN COUNCIL APPROVAL OF PHASE 2 OF ASBURY LANE SUBDIVISION PRIOR TO FINAL SIGNATURE AND RECORDATION OF PHASE 2 PLAT.

- Execution of Subdivision Agreement to be provided by Town Administration and Attorney.
- Issuance of water service materials fees for 10 new single family water connections.

DEVELOPMENT STEPS TO BE COMPLETED BY THE DEVELOPER AFTER TOWN COUNCIL APPROVAL OF PHASE 2 OF ASBURY LANE SUBDIVISION AFTER THE SIGNATURE AND RECORDATION OF PHASE 2 PLAT.

- *Payment of invoiced materials associated with materials fees for 10 new single family water connections.*

DEVELOPMENT STEPS TO BE COMPLETED BY TOWN AFTER TOWN COUNCIL APPROVAL OF PHASE 2 OF ASBURY LANE SUBDIVISION

- Recordation of approved signed final plat. (No lot will be available for conveyance prior to recordation of final plat by Town Staff).

Staff Notes/Recommendation.

- *At the regular meeting of the Town of Wytheville Subdivision Commission held on September 12th, 2024, at 6:00 PM a presentation was offered detailing the submittal of Phase 2 of the Asbury Lane Subdivision. At this meeting, the commission unanimously approved to recommend to Town Council to approve the subdivision as presented.*
- *Staff within the Engineering and Zoning department have found no reason to prevent approval of the plat as proposed for Phase 2 of the Asbury Lane Subdivision. The plat meets current subdivision and zoning requirements.*



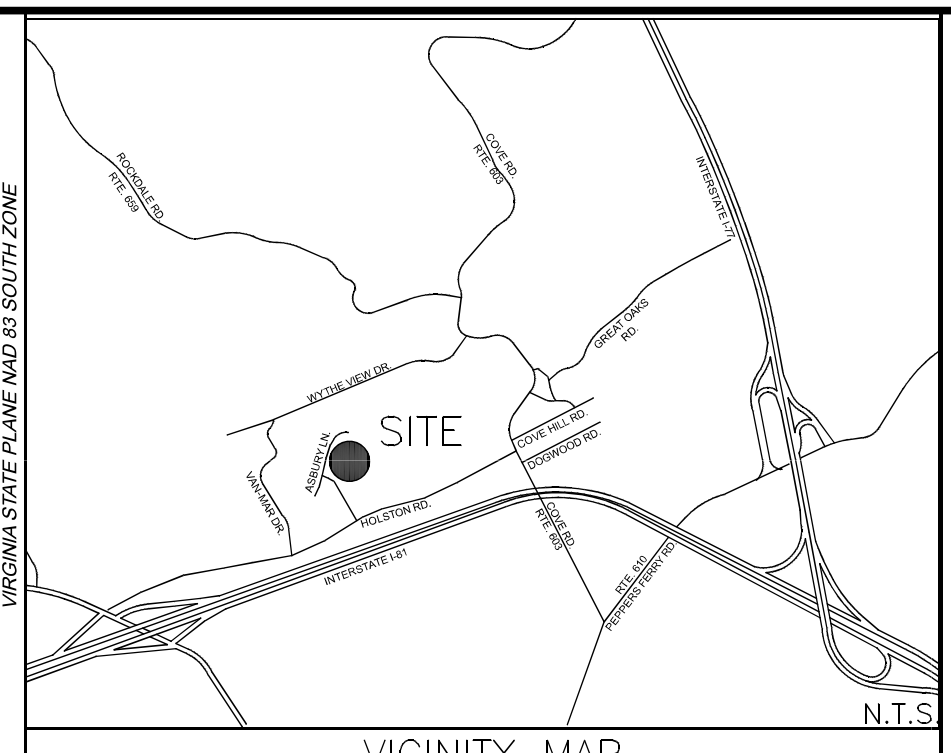
HURT & PROFFITT
INSPIRED / RESPONSIVE / TRUSTED

PLAT SHOWING
PHASE 2 OF ASBURY LANE SUBDIVISION
MAJOR SUBDIVISION
FOR THE PROPERTY OF

PROJECT NO. 20230156
FILE NO.
LAT. 36.966738°
LONG. -81.089896°
DATE: 09/18/2024
DRAWN BY: JHG
CHECKED BY: MBT



SHEET NO. 1 OF 2
REV. 31

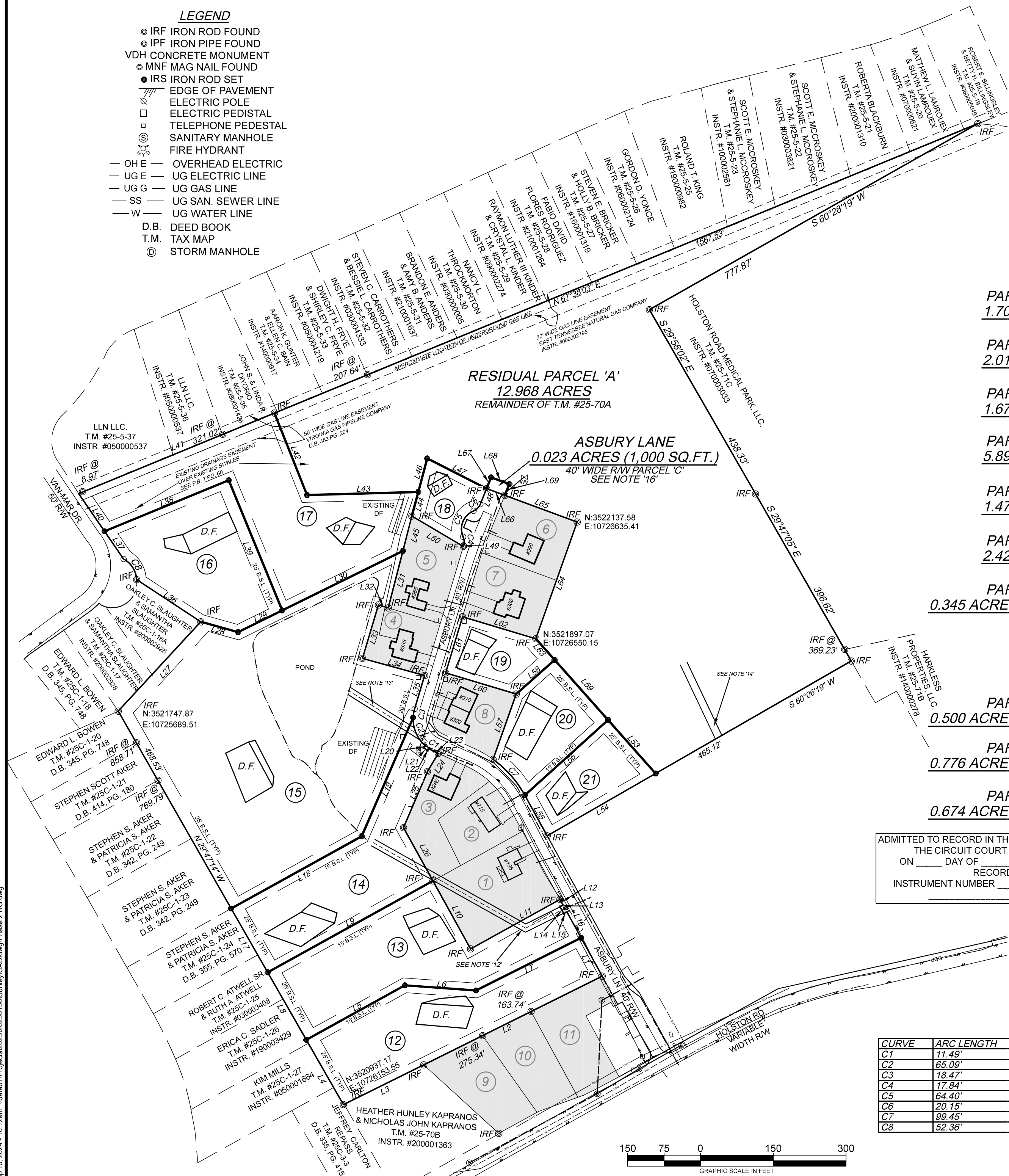


VICINITY MAP

LINE	BEARING	DISTANCE
L1	S 28°49'14" E	90.05'
L2	N 63°33'35" E	410.68'
L3	S 63°42'05" W	184.79'
L4	N 29°47'14" W	153.76'
L5	N 61°02'09" E	231.95'
L6	S 85°53'04" E	147.11'
L7	N 63°25'14" E	242.29'
L8	N 29°47'14" W	160.29'
L9	N 61°02'09" E	389.25'
L10	S 28°57'51" E	160.27'
L11	N 61°02'09" E	210.58'
L12	S 28°49'14" E	13.18'
L13	S 61°10'46" W	7.26'
L14	S 28°49'14" E	16.30'
L15	N 61°10'46" E	7.26'
L16	S 28°49'14" E	60.89'
L17	N 29°47'14" W	151.53'
L18	N 61°02'09" E	307.44'
L19	N 23°28'26" E	266.47'
L20	S 41°07'12" W	5.16'
L21	S 52°30'10" E	9.99'
L22	N 33°47'38" E	5.16'
L23	S 65°13'29" E	10.54'
L24	S 30°52'40" W	43.96'
L25	S 23°08'27" W	125.54'
L26	S 28°57'51" E	125.31'
L27	N 42°42'43" E	250.70'
L28	S 74°32'49" E	80.06'
L29	N 63°45'31" E	101.22'
L30	N 63°45'31" E	277.25'
L31	S 14°25'22" W	121.19'
L32	N 73°18'03" W	21.12'
L33	S 16°36'44" W	115.04'
L34	S 74°39'29" E	132.88'
L35	S 16°41'57" W	71.70'
L36	N 56°40'14" W	158.35'
L37	N 34°31'30" W	69.38'
L38	N 67°39'36" E	276.77'
L39	S 22°20'24" E	290.01'
L40	N 34°31'30" W	94.07'
L41	N 67°38'03" E	436.41'
L42	S 21°39'45" E	181.71'
L43	N 88°24'55" E	229.40'
L44	S 14°57'35" W	51.42'
L45	S 14°25'22" W	74.16'
L46	N 14°57'35" E	71.53'
L47	S 63°01'30" E	137.18'
L48	S 21°53'09" W	34.57'
L49	S 16°41'57" W	2.24'
L50	N 59°32'21" W	123.19'
L53	S 41°38'45" E	147.61'
L54	S 60°06'19" W	257.80'
L55	N 28°49'14" W	95.64'
L56	N 47°53'44" E	231.17'
L57	N 19°31'11" E	142.76'
L58	N 48°21'15" E	105.92'
L59	S 41°38'45" E	165.63'
L60	N 73°18'03" W	151.77'
L61	N 16°41'57" E	120.76'
L62	S 73°18'03" E	157.72'
L63	S 41°38'45" E	58.31'
L64	N 19°31'11" E	255.18'
L65	N 69°45'20" W	159.05'
L66	N 69°45'20" W	40.02'
L67	N 21°53'09" E	25.00'
L68	S 69°45'18" E	40.02'
L69	S 21°53'09" W	25.00'

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	11.49'	73.00'	9°01'08"	N 60°42'56" W	11.48'
C2	65.09'	73.00'	51°05'05"	N 23°20'15" W	62.95'
C3	18.47'	73.00'	14°29'39"	N 09°27'07" E	18.42'
C4	17.84'	25.00'	40°52'39"	N 03°44'22" W	17.46'
C5	64.40'	40.00'	92°15'04"	N 21°56'50" E	57.67'
C6	20.15'	25.00'	46°11'13"	N 44°58'45" E	19.61'
C7	99.45'	224.00'	25°26'12"	N 41°32'20" W	98.63'
C8	52.36'	50.00'	60°00'01"	N 32°13'02" W	50.00'

ADMITTED TO RECORD IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT OF WYTHE COUNTY ON ____ DAY OF ____ 20__ AT ____ M RECORDED AS INSTRUMENT NUMBER ____ BY ____ DEP. CLERK



- LEGEND**
- IRF IRON ROD FOUND
 - IPF IRON PIPE FOUND
 - VDH CONCRETE MONUMENT
 - MNF MAG NAIL FOUND
 - IRS IRON ROD SET
 - EDGE OF PAVEMENT
 - ELECTRIC POLE
 - ELECTRIC PEDISTAL
 - TELEPHONE PEDISTAL
 - SANITARY MANHOLE
 - FIRE HYDRANT
 - OH E OVERHEAD ELECTRIC
 - UG E UG ELECTRIC LINE
 - UG G UG GAS LINE
 - SS UG SAN. SEWER LINE
 - W UG WATER LINE
 - D.B. DEED BOOK
 - T.M. TAX MAP
 - ⊙ STORM MANHOLE

NOTES:

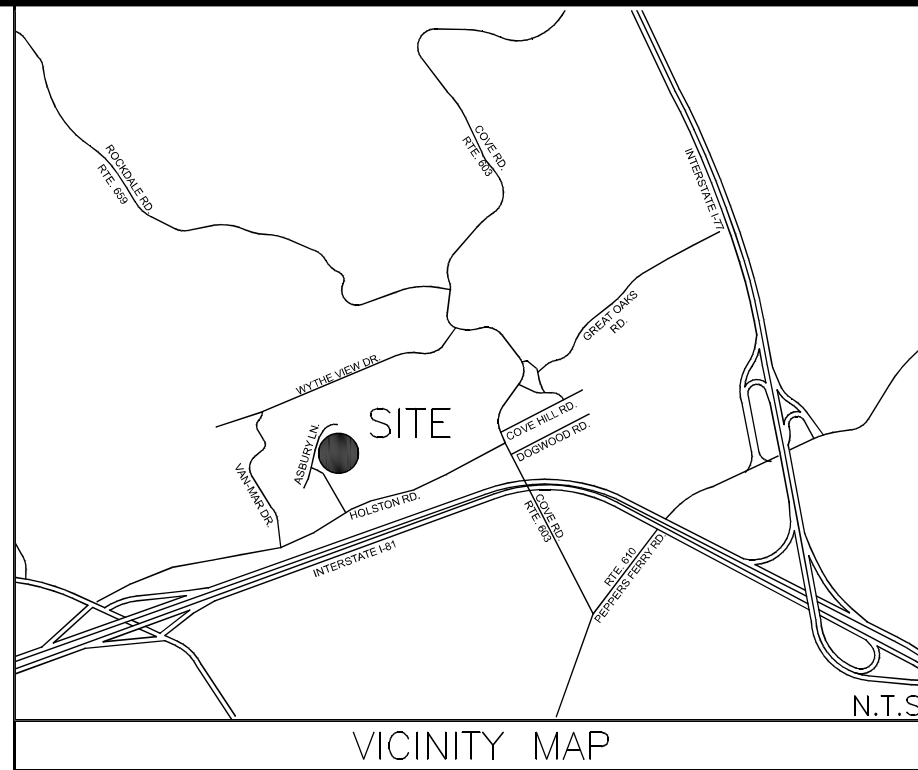
1. THIS PLAT HAS BEEN PREPARED FROM AN ACTUAL FIELD SURVEY DONE AS PER DATE OF THIS PLAT AND THERE ARE NO VISIBLE EASEMENTS OR ENCROACHMENTS EXCEPT AS SHOWN.
2. THIS PLAT HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND DOES NOT, THEREFORE, NECESSARILY INDICATE ALL ENCUMBRANCES ON THE PROPERTY.
3. THE AREA SHOWN HEREON IS LOCATED IN FLOOD HAZARD ZONE 'X' AND IS NOT LOCATED WITHIN FLOOD HAZARD ZONE 'A' FOR A 100 YEAR FLOOD AS DETERMINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY AS SHOWN ON COMMUNITY-PANEL MAP #51197C0204D & MAP #51197C0205D DATED 05-02-2008.
4. NEW LOTS 12 THROUGH 21 WILL BE SERVED BY PUBLIC WATER AND PRIVATE SANITARY SEWER.
5. THE ORIGINAL ACREAGE FOR T.M. #25-70A IS 30.467 ACRES. THE INTENT OF THIS PLAT IS TO CREATE TEN (10) NEW LOTS AND ONE (1) REVISED RESIDUAL LOT FROM THE ORIGINAL RESIDUAL PARCEL 'A'.
6. T.M. #25-70A IS CURRENTLY ZONED R-1 (RESIDENTIAL). REFER TO ARTICLE VI (RESIDENTIAL R-1) OF THE CURRENT TOWN OF WYTHEVILLE ZONING ORDINANCE, WHICH STATES FRONT BUILDING SETBACK LINE IS A MINIMUM OF 20' BUT SHALL FOLLOW THE STREET LINE OF THE FRONT WALL OF NEIGHBORING HOUSES, REAR SETBACK LINE IS 25', AND SIDE SETBACK LINE IS 15'.
7. SUBJECT PROPERTY WAS GRANTED VARIANCES TO THE CURRENT TOWN OF WYTHEVILLE SUBDIVISION ORDINANCES AT THE JUNE 12, 2023 TOWN OF WYTHEVILLE COUNCIL MEETING.
8. THE FOLLOWING LOTS SHALL HAVE A BLANKET SANITARY EASEMENT TO HAVE EGRESS/INGRESS TO REPAIR, MAINTAIN, OR REPLACE SEPTIC DRAINFIELDS AND SANITARY SERVICE LINES. LOT 4 SHALL BENEFIT FROM A BLANKET SANITARY EASEMENT THAT ENCUMBERS LOT 5, LOT 15 AND LOT 17. LOT 8 SHALL BENEFIT FROM A BLANKET SANITARY EASEMENT THAT ENCUMBERS LOT 15.
9. LOTS 12-21 HAVE PERMITTED SEPTIC DRAINFIELD PERMITS.
10. WATER, ELECTRIC, AND TELEPHONE SERVICE CONNECTIONS WILL BE ALONG ASBURY LANE.
11. 15' WIDE PUBLIC UTILITY EASEMENTS ALONG ASBURY LANE CREATED PER PLAT INSTR. #230003155.
12. THERE IS A 15' WIDE DRAINAGE EASEMENT CENTERED ON THE EXISTING STORM PIPE AND SAID EASEMENT SHALL BENEFIT T.M. #25-70 AND ENCUMBERS LOT 1, LOT 3, LOT 13, AND LOT 14.
13. THERE IS A 15' WIDE DRAINAGE EASEMENT CENTERED ON THE EXISTING STORM DRAINAGE AND SAID EASEMENT SHALL BENEFIT THE TOWN OF WYTHEVILLE AND ENCUMBERS LOT 14 AND LOT 15. SAID EASEMENT IS MORE PARTICULARLY DESCRIBED IN RECORDED SUBDIVISION AGREEMENT.
14. THERE IS A 15' WIDE BLANKET DRAINAGE EASEMENT. SAID EASEMENT BENEFITS T.M. #25-70 AND ENCUMBERS THE RESIDUAL PARCEL 'A' AND LOCATION OF SAID EASEMENT TO BE DETERMINED AT A FUTURE DATE.
15. THERE IS A 20' WIDE WATERLINE EASEMENT FOR MAINTENANCE, REPAIRS, AND REPLACEMENT OF THE EXISTING 6" WATERLINE FROM HOLSTON ROAD AS IT MEANDERS OUT OF THE RIGHT OF WAY FOR ASBURY LANE AND THE RESIDUAL PARCEL 'A'. SAID EASEMENT IS CENTERED ON SAID WATERLINE AND BENEFITS THE TOWN OF WYTHEVILLE AND ENCUMBERS RESIDUAL PARCEL 'A' AND LOT 14. APPROXIMATE LOCATION SHOWN HEREON. SAID EASEMENT IS MORE PARTICULARLY DESCRIBED IN RECORDED SUBDIVISION AGREEMENT.
16. 40' WIDE R/W PARCEL 'C' SHOWN HEREON IS PART OF A MAJOR SUBDIVISION AND RIGHT OF WAY DEDICATION. THE TOTAL ACREAGE BEING DEDICATED CONSISTS OF 0.023 ACRES.
17. LOTS 12-21 ARE SUBJECT TO INDIVIDUAL VA DEQ GENERAL VPDES PERMIT COVERAGE.

***PHASE 1 DIVISION**

THIS IS THE PHASE 2 SUBDIVISION CONSISTING OF LOTS 12-21. PHASE 1 OF THIS SUBDIVISION CONSIST OF LOTS 1-11 AND IS RECORDED IN PLAT INSTR. #230003155. PHASE 1 LOTS ARE SHOWN HEREON SHADED IN GRAY.

NOTES 8, 12-15 ARE EXISTING EASEMENTS CREATED PER PHASE 1 AND ARE SHOWN HEREON.

REFER TO PHASE 1 PLAT IN PLAT INSTR. #230003155.



HURT & PROFFIT
INSPIRED / RESPONSIVE / TRUSTED

HP

Section 8, Item B.
HAND.P.C
WYTHEVILLE, VA. 24
276.228.0008
370 S 4TH STREET

ENGINEERING • SURVEYING • LAND DEVELOPMENT • ENVIRONMENTAL
GEOTECHNICAL • CONSTRUCTION TESTING & INSPECTION • CULTURAL RESOURCE

PLAT SHOWING
PHASE 2 OF ASBURY LANE SUBDIVISION
MAJOR SUBDIVISION
FOR THE PROPERTY OF
ANGELO D. FARACI & BRENDA E. FARACI
EAST WYTHEVILLE MAG. DISTRICT, TOWN OF WYTHEVILLE, VIRGINIA

TOWN OF WYTHEVILLE CERTIFICATE OF APPROVAL:

THIS MAJOR DIVISION AS SHOWN HEREON IS APPROVED BY THE UNDERSIGNED AND IS NOT EXEMPT FROM THE PROVISIONS OF THE TOWN OF WYTHEVILLE SUBDIVISION ORDINANCE EXCEPT AS INDICATED ON THE PLAT AND MAY BE ADMITTED TO RECORD.

AGENT TOWN OF WYTHEVILLE

TOWN OF WYTHEVILLE SUBDIVISION AGREEMENT

THIS MAJOR DIVISION IS SUBJECT TO A SUBDVISION AGREEMENT BETWEEN ANGELO D. FARACI & BRENDA E. FARACI AND THE TOWN OF WYTHEVILLE AS RECORDED IN INSTR. # _____ IN THE CLERK OF COURT OF WYTHE COUNTY, VIRGINIA .

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY, TO THE BEST OF MY KNOWLEDGE AND BELIEF, THAT ALL OF THE REQUIREMENTS OF THE TOWN COUNCIL AND THE ORDINANCES OF TOWN OF WYTHEVILLE, VIRGINIA, REGARDING THE PLATTING OF SUBDIVISIONS WITH THE TOWN HAVE BEEN MET. I ALSO CERTIFY THAT THE SOURCE OF TITLE SHOWN FOR THE SUBJECT PARCEL IS THE LAST INSTRUMENT IN THE CHAIN OF TITLE.

BRADLEY TATE, L.S. NO. 2794 DATE

OWNER'S CONSENT

THIS IS TO CERTIFY THAT THIS MAJOR SUBDIVISION AS SHOWN HEREON HAS BEEN PREPARED WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS, PROPRIETORS AND TRUSTEES, IF ANY.

ANGELO D. FARACI

BRENDA E. FARACI

COMMONWEALTH AT LARGE TO WIT:
STATE OF VIRGINIA

COUNTY/CITY OF _____
I, _____, A NOTARY PUBLIC IN AND FOR
THE STATE AFORESAID, DO HEREBY CERTIFY THAT THE OWNERS/REPRESENTATIVES
WHOSE NAMES ARE SIGNED HEREON HAVE ACKNOWLEDGED THE SAME BEFORE ME
THIS ___ DAY OF ___, 20__.
MY COMMISSION EXPIRES: _____.

NOTARY PUBLIC

SOURCE OF TITLE: T.M #25-70A
THE AREA SHOWN WAS ACQUIRED BY ANGELO D. FARACI AND
BRENDA E. FARACI FROM FUSION HOLDINGS, LLC. BY DEED DATED
MAY 12, 2024 AS RECORDED IN INSTR. #240001353 OF THE CIRCUIT
COURT CLERKS OFFICE OF WYTHE COUNTY, VIRGINIA.

ADMITTED TO RECORD IN THE OFFICE OF THE CLERK OF
THE CIRCUIT COURT OF WYTHE COUNTY
ON ___ DAY OF _____ 20__ AT __M
RECORDED AS
INSTRUMENT NUMBER _____ BY
_____, DEP. CLERK

AOSE STATEMENT:

LOTS 12 THROUGH 21 ARE APPROVED FOR A PROPOSED 3 BEDROOM INDIVIDUAL ONSITE SEWAGE SYSTEM IN ACCORDANCE WITH THE PROVISIONS OF THE CODE OF VIRGINIA, AND THE SEWAGE HANDLING AND DISPOSAL REGULATIONS (12 VAC 5-610-10 ET SEQ, THE "REGULATIONS"), (AND LOCAL ORDINANCES IF THE LOCALITY HAS AUTHORIZED THE LOCAL HEALTH DEPARTMENT TO ACCEPT PRIVATE EVALUATION FOR COMPLIANCE WITH LOCAL ORDINANCES).

THIS SUBDIVISION WAS SUBMITTED TO THE HEALTH DEPARTMENT FOR REVIEW PURSUANT TO 32.1-163.5 OF THE CODE OF VIRGINIA WHICH REQUIRES THE HEALTH DEPARTMENT TO ACCEPT PRIVATE SOIL EVALUATIONS AND DESIGNS FROM AN AUTHORIZED ONSITE SOIL EVALUATOR (AOSE) OR A PROFESSIONAL ENGINEER WORKING IN CONSULTATION WITH AN AOSE FOR RESIDENTIAL DEVELOPMENT. THE DEPARTMENT IS NOT REQUIRED TO PERFORM A FIELD CHECK OF SUCH EVALUATIONS. THIS SUBDIVISION WAS CERTIFIED AS BEING IN COMPLIANCE WITH THE BOARD OF HEALTH'S REGULATIONS BY: STEPHEN DALTON, AOSE #1940001068, PHONE (276) 733-5682. THIS SUBDIVISION APPROVAL IS ISSUED IN RELIANCE UPON THAT CERTIFICATION.

PURSUANT TO 360 OF THE REGULATIONS, THIS APPROVAL IS NOT AN ASSURANCE THAT SEWAGE DISPOSAL SYSTEM CONSTRUCTION PERMITS WILL BE ISSUED FOR ANY LOT IN THE SUBDIVISION UNLESS THAT LOT IS SPECIFICALLY IDENTIFIED AS HAVING AN APPROVED SITE FOR AN ONSITE SEWAGE DISPOSAL SYSTEM, AND UNLESS ALL CONDITIONS AND CIRCUMSTANCES ARE PRESENT AT THE TIME OF APPLICATION FOR A PERMIT ARE PRESENT AT THE TIME OF THIS APPROVAL. THIS SUBDIVISION MAY CONTAIN LOTS THAT DO NOT HAVE APPROVED SITES FOR ONSITE SEWAGE SYSTEMS.

THIS SUBDIVISION APPROVAL IS ISSUED IN RELIANCE UPON THE CERTIFICATION THAT APPROVED LOTS ARE SUITABLE FOR "TRADITIONAL SYSTEMS", HOWEVER ACTUAL SYSTEM DESIGNS MAY BE DIFFERENT AT THE TIME CONSTRUCTION PERMITS ARE ISSUED.

PROJECT NO.	20230156
FILE NO.	
LAT.	36.966738°
LONG.	-81.089896°
DATE:	09/18/2024
DRAWN BY:	JHG
CHECKED BY:	MBT



SHEET NO.	REV.
2 OF 2	32

Sep 18, 2024 - 10:10am \\ata01\Projects\2023\20230156\Survey\CAD\dwg\Phase 2 HG.dwg

TOWN OF WYTHEVILLE, VIRGINIA
SUBDIVISION AGREEMENT

THIS AGREEMENT, made this _____ day of _____, 20__, by and between ANGELO D. FARACI and BRENDA E. FARACI, and all successors in interest (“OWNER”), and the TOWN OF WYTHEVILLE, VIRGINIA, a municipal corporation of Virginia (“TOWN”).

WHEREAS, OWNER is (are) the owner of a certain tract of land located in the Town of Wytheville, Virginia; and

WHEREAS, the said parcel of land is being subdivided by the OWNER into the subdivision known and designated as Tax map no. 25-70A, and the OWNER has caused a plat of said subdivision dated _____, th, 2024, to be prepared by Hurt & Proffitt, and certified by M. Bradley Tate Licensed Land Surveyors, which said plat the Owner desires to admit to record in the Clerk’s Office of the Circuit Court for the County of Wythe, Virginia; and

WHEREAS, the OWNER has not proposed the construction of new streets, water distributions mains or sanitary sewer collection mains within this subdivision, and has not been required by the Town to do so under the current ordinances. However, certain infrastructure separate to the construction of water mains but which are related to water distribution are considered the responsibility of the Owner under the current ordinances. These include and are limited to materials associated with ten (10) new individual water connections for single family dwellings.

WHEREAS, the OWNER agrees that under the current ordinance the above stated materials associated with the provision of public water to ten (10) new individual water connections for single family dwellings is the responsibility of the owner.

WHEREAS, the TOWN has agreed that it will permit the recordation of the plat of said subdivision upon the execution of this agreement.

NOW, THEREFORE, THIS AGREEMENT WITNESSETH: That for and in consideration of the premises and the approval of said subdivision and the covenants and agreements herein contained, the parties hereto agree as follows:

1. The OWNER agrees to upon issuance of a certified quote by the TOWN for the expense of materials associated with these new connections, the Owner agrees to issue payment to the TOWN for the full amount indicated on the certified quote within thirty (30) calendar days after the recordation of the final approved plat or issuance of certified quote, whichever comes first.
2. It is mutually understood and agreed that in the event the OWNER fails to issue such payment within the stipulated time frame, the TOWN will suspend the approval of any permit(s) required to construct new dwellings upon any lot associated with Phase 2 of the Asbury Lane Subdivision. This suspension will remain enforced until issuance of

payment for above stated materials are made to the TOWN by the OWNER identified in this agreement.

3. It is mutually understood and agreed that this agreement does not relieve the OWNER of any responsibilities or requirements placed upon them by the various ordinances of the Town applicable to such subdivision and development of the property, and the subdivision and development of the property will be done in strict accordance with such ordinances.
4. It is mutually understood and agreed that if the OWNER shall faithfully execute each and all requirements of the said Subdivision Ordinance and the provisions of this agreement, and shall indemnify, protect and save harmless the TOWN from all loss, damage, expense or cost by reason of any claim, suit or action instituted against the TOWN or its agents or employees thereof, on account of, or in consequence of any breach on the part of the OWNER, then the aforementioned bond, letter of credit, cashier's check, escrow fund, or certified check shall be released by the TOWN to the OWNER.
5. The OWNER does hereby agree to indemnify, protect and save harmless the TOWN from and against all losses and physical damages to property, and bodily injury or death to any person or persons, which may arise out of or be caused by the construction, maintenance, presence or use of the streets, utilities and public easements required by, and shown on, the development plans and the subdivision plat until such time as the said streets shall be accepted as part of the Virginia Department of Transportation's system and utilities and public easements shall be accepted as a part of the Town's system. To ensure such indemnification, the TOWN may require, and the OWNER shall provide upon request a Certificate of Public Liability Insurance in an amount approved by the Town Attorney as sufficient, including a governmental endorsement thereto, naming the TOWN as an insured, issued by an insurance company licensed to do business in the Commonwealth of Virginia.
6. It is mutually understood and agreed, that the approval of final plat or plats of this subdivision, or section thereof, shall not be deemed to be an acceptance by the TOWN of any street, alley, public space, water distribution systems, sanitary sewer collections systems, or other physical improvements shown on the plat or plats for maintenance, repair or operations thereof, and that the OWNER shall be fully responsible therefor and assume all of the risks and liabilities therefor.

IN WITNESS WHEREOF, the parties hereto being first duly authorized, have affixed their signatures on the date first above written.

ATTEST:

OWNER:

[Company Name]

By: [Draft – needs Town Attorney approval]

Name: _____

Title: _____

Approved as to form:

Town Attorney

TOWN OF WYTHEVILLE, VIRGINIA:

By: [Draft – needs Town Attorney approval]

T. Brian Freeman

Town Manager

**MSUB-24-2**

Major Subdivision of
Land Application
(Creation of 3 or more
new lots)

Status: Active

Submitted On: 4/26/2024

Primary Location**Owner****Applicant**

New Line Construction Group
 276-228-9551
 newlineconstruction@hotmail.com
 210 W. Main St.
Wytheville, VA 24382

Process and Instructions

1. Complete the subdivision application and attach a digital copy of the deed of the subject parcel, plat of subdivision (in PDF format), and other required information and submit it through this online permitting system.
2. Pay the fees per the instructions you will receive through the online permitting system.
3. If the subdivision application is approved, the Town Engineering Department will return the form, with signed approval back to you at the contact you provide.
4. After the subdivision application has been approved, seven (7) signed paper copies of the proposed subdivision plat shall be submitted to the Town Engineering Department at the contact shown in the header for verification and acquisition of the final Town Agent signature and approval.
5. After final signatures have been acquired the Town Engineering Department will cause the plat to be recorded in the Clerk of Court of Wythe County utilizing the recording fee(s) as provided by the applicant.
6. Once recorded the Town Engineering Department will notify the applicant at the email and/or phone contact that you provide.

Subdivision Information

Does the applicant own the parcel(s) involved? * ?

No

Property Owner(s) Name ?

Angilo and Brenda Faraci

Property Owner Address* ?

125 Cove Hills Dr., Wythevillie, VA, 24382

Property Owner's Phone ?

(276)620-4029

Property Owner's Email ?

adfaraci@gmail.com

Type of Subdivision* ?

Major Subdivision

Parcel Information

Tax Parcel Number(s)* ?

25-70A

Number of Existing Lots/Parcels* ?

1

Number of Proposed Lots/Parcels* ?

11

Land Use Information

Existing Use* ?

Residential

Proposed Use* ?

Residential

Will a Change in Zoning District be Required

No

Existing Zoning District* ?

Residential

Does Any Portion of This Property Lie in a FEMA ?
Special Flood Hazard Area?*

No

Additional Site Development Information

Will Onsite Stormwater Management Facilities be ?
Provided?*

No

If your project involves creation of new impervious surfaces such as roads or buildings, you may be required to provide stormwater management facilities to protect downstream properties from increased flooding.

Will This Subdivision Require the Acquisition of ?
Off-Site Utility Easement(s)*

No

Will This Subdivision Use Existing Public Water & ?
Sanitary Sewer Systems?*

Yes

Will This Subdivision Involve the Construction & ?
Dedication of Any New Public Utilities?*

No

Will This Subdivision Involve the Construction & ?
Dedication of a New Public Street?*

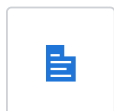
No

Certification, Authorization, & Signature

Signature* ?

Kristen Salomon
Mar 26, 2024

Attachments



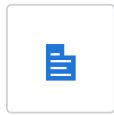
Proposed Plat/Subdivision Plans

Phase2Aerial.pdf

Uploaded by New Line Construction Group on Mar 28, 2024 at 4:40 PM

REQUIRED

Section 8, ItemB.



Deed

Fusion Deed.pdf

Uploaded by New Line Construction Group on Apr 26, 2024 at 11:58 AM

REQUIRED

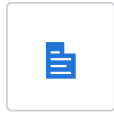


Narrative

Subdivision Narrative.docx

Uploaded by New Line Construction Group on Mar 28, 2024 at 4:45 PM

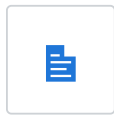
REQUIRED



Requested Variances Associated with This Application

Subdivision Narrative.docx

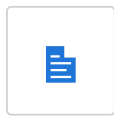
Uploaded by New Line Construction Group on Apr 26, 2024 at 12:03 PM



Phase 2Aerial.pdf

Phase 2Aerial.pdf

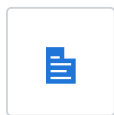
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Phase 2 2 of 2.pdf

Phase 2 2 of 2.pdf

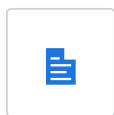
Uploaded by Billy Anderson on Jul 12, 2024 at 9:49 AM



Phase 2 1 of 2.pdf

Phase 2 1 of 2.pdf

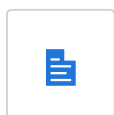
Uploaded by Billy Anderson on Jul 12, 2024 at 9:49 AM



PHASE 2 COMBINED SET.pdf

PHASE 2 COMBINED SET.pdf

Uploaded by Billy Anderson on Aug 29, 2024 at 8:16 AM



MSUB-24-2 REVIEW 08-29-2024.pdf

MSUB-24-2 REVIEW 08-29-2024.pdf

Uploaded by Billy Anderson on Aug 29, 2024 at 10:08 AM

History

Date	Activity
8/30/2024, 3:49:25 PM	Brandi Jones changed the deadline to Sep 13, 2024 on approval step Scheduling of Planning Commission/Public Hearing Date on Record MSUB-24-2
8/29/2024, 1:31:06 PM	approval step Scheduling of Planning Commission/Public Hearing Date was assigned to Brandi Jones on Record MSUB-24-2
8/29/2024, 1:31:05 PM	John Woods approved approval step Zoning Review on Record MSUB-24-2

Date	Activity
8/29/2024, 10:06:37 AM	Billy Anderson approved approval step Subdivision Review for Technical Compliance on Record MSUB-24-2
7/12/2024, 9:57:31 AM	John Woods added approval step Subdivision Review for Technical Compliance to Record MSUB-24-2
5/16/2024, 3:11:20 PM	approval step Zoning Review was assigned to John Woods on Record MSUB-24-2
5/16/2024, 3:11:19 PM	Billy Anderson approved approval step Intake Review on Record MSUB-24-2
4/30/2024, 2:05:39 PM	completed payment step Major Subdivision Review Fee on Record MSUB-24-2
4/26/2024, 12:04:39 PM	approval step Intake Review was assigned to Billy Anderson on Record MSUB-24-2
4/26/2024, 12:04:38 PM	New Line Construction Group submitted Record MSUB-24-2
3/26/2024, 11:30:18 AM	New Line Construction Group started a draft of Record MSUB-24-2

Timeline

Label	Activated	Completed	Assignee	Due Date	Status
✓ Intake Review	4/26/2024, 12:04:38 PM	5/16/2024, 3:11:18 PM	Billy Anderson	-	Completed
💰 Major Subdivision Review Fee	4/26/2024, 12:04:38 PM	4/30/2024, 2:05:39 PM	New Line Construction Group	-	Completed
✓ Subdivision Review for Technical Compliance	7/12/2024, 9:57:31 AM	8/29/2024, 10:06:37 AM	Billy Anderson	-	Completed
✓ Zoning Review	5/16/2024, 3:11:19 PM	8/29/2024, 1:31:05 PM	John Woods	-	Completed
✓ Scheduling of Planning Commission/Public Hearing Date	8/29/2024, 1:31:06 PM	-	Brandi Jones	9/13/2024	Active
✓ Scheduling of Council Hearing	-	-	-	-	Inactive
✓ Recording Fee Notification and Collection	-	-	-	-	Inactive

Section 8, Item B.

Label	Activated	Completed	Assignee	Due Date	Status
✓ Recording	-	-	-	-	Inactive

Subdivision Narrative

We are requesting the further subdivision of lots 12-21 and the Residual parcel "A" as is reflected on the plat that has been submitted.

Sep 5, 2024

MSUB-24-2

Major Subdivision Review Fee

Major Subdivision of Land Application (Creation of 3 or more new lots)

Status: Paid

Became Active: Apr 26, 2024

Invoice: 15126

Completed: Apr 30, 2024

Applicant

New Line Construction Group
newlineconstruction@hotmail.com
210 W. Main St.
Wytheville, VA 24382
276-228-9551

Primary Location

Point Location
36.9662, -81.0906

Fees

Review Fee for Major Subdivisions and Agricultural Divisions with 3 or more lots	\$500.00
Total Fees	\$500.00

Payments

Date	Method	Note	Amount
Apr. 30, 2024	Check #Faraci	Paid in person, April 30, 2024	\$500.00



COMMONWEALTH of VIRGINIA

In Cooperation with the
State Department of Health

Wythe County Health Department
290 South Sixth Street, Suite 300
Wytheville, Virginia 24382
Phone: (276) 228-5507
Fax: (276) 228-3392

August 13, 2024

Fusion Holdings LLC
P.O. Box 1407
Wytheville, VA 24382

Re: Review of Proposed Subdivision Plat for Individual Onsite Sewage Systems and Private Wells
Fusion Holdings LLC, Tax Map 25-30A

Dear Fusion Holdings LLC:

On August 7, 2024 Fusion Holdings LLC requested that the Virginia Department of Health, via the Wythe County Health Department, review the proposed subdivision plat identified above.

This letter is to inform you that the above referenced subdivision plat is approved for individual onsite systems and wells in accordance with the provisions of the Code of Virginia, the Sewage Handling and Disposal Regulations (12 VAC 5-610-10 et seq.), and the Private Well Regulations (12VAC 5-630-10 et seq).

This request for subdivision review was submitted pursuant to the provisions of Section 32.1-163.5 of the Code of Virginia, which authorizes the health department to accept private soil evaluations and designs from an Onsite Soil Evaluator (OSE) or a Professional Engineer working in consultation with an OSE for residential development. This subdivision was certified as being in compliance with the Board of Health's regulations by Stephen D. Dalton, AOSE # 1940001068. This subdivision approval is issued in reliance upon that certification.

Pursuant to Section 360 of the Regulations this approval is not an assurance that Sewage Disposal System Construction Permits or Well Construction Permits will be issued for any lot in the subdivision identified above unless that lot is specifically identified on the above referenced plat as having an approved site for an onsite sewage disposal system and well, and unless all conditions and circumstances are present at the time of application for a permit as are present at the time of this approval. This subdivision approval is issued in reliance upon the certification that approved lots are suitable for "traditional systems". Also, actual system designs may be different at the time construction permits are issued.

This subdivision approval has been issued in accordance with applicable regulations based on the information and materials provided at the time of application. There may be other local, state, or federal laws or regulations that apply to the proposed construction of these onsite sewage systems and wells. The

owner is responsible at all times for complying with all applicable local, state, and federal laws and regulations. If you have any questions, please contact me at (276) 228-5507.

Sincerely,



Stacy Holliday
Environmental Health Technical Specialist

CC: Travis Holt, Environmental Health Manager
Stephen Dalton, AOSE

8-C

**WYTHEVILLE
TOWN COUNCIL**



**AGENDA ITEM
INFORMATION**

Meeting Date:	September 23, 2024
Subject:	Ordinance No. 1441

SUMMARY:

Please find attached Ordinance No. 1441, an ordinance repealing Ordinance No. 1435, an ordinance discontinuing and vacating an undeveloped portion of West Pine Street, extending between North 16th Street and North 18th Street, in the Town of Wytheville, Virginia, on first and final reading. As the Council may recall, in June, the Town approved a request from Ronald Houseman, Jr. and Mark Alan Harman, Trustee for the Mark Alan Harman Trust, to close an undeveloped portion of West Pine Street. Mr. Houseman and Mr. Harman have now determined that they no longer desire for this undeveloped portion of West Pine Street to be closed. Therefore, it will be necessary for the Town Council to consider and adopt Ordinance No. 1441, on first and final reading, to repeal the street closure. Director of Public Utilities and Engineering Billy Anderson is attending the meeting to explain this matter to the Town Council and to answer any questions.

Recommended Action

Action to adopt Ordinance No. 1441 on first and final reading will require a motion and roll call by the Town Council.

ORDINANCE NO. 1441

At a regular meeting of the Town Council of the Town of Wytheville, Virginia, held in the Council Chambers on the 23rd day of September, 2024, at 5:00 p.m.

Present:

Absent:

AN ORDINANCE REPEALING ORDINANCE NO. 1435, AN ORDINANCE DISCONTINUING AND VACATING AN UNDEVELOPED PORTION OF WEST PINE STREET, EXTENDING BETWEEN NORTH 16TH STREET AND NORTH 18TH STREET, IN THE TOWN OF WYTHEVILLE, VIRGINIA

WHEREAS, the Town Council received an application from Ronald E. Houseman, Jr., and Mark Alan Harman, Trustee of the Mark Alan Harman Trust, to discontinue and vacate an undeveloped portion of West Pine Street, extending between North 16th Street and North 18th Street, in the Town of Wytheville, Virginia; and,

WHEREAS, a public hearing was duly held, and the Wytheville Town Council approved the vacation of an undeveloped portion of West Pine Street, extending between North 16th Street and North 18th Street, at the Wytheville Town Council meeting held on June 10, 2024; and,

WHEREAS, Ronald E. Houseman, Jr., and Mark Alan Harman, Trustee of the Mark Alan Harman Trust, have determined that they no longer need or desire for this undeveloped portion of West Pine Street, extending between North 16th Street and North 18th Street, to be closed by the Town of Wytheville.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Wytheville, Virginia, that Ordinance No. 1435 be repealed and that the undeveloped portion of West Pine Street, extending between North 16th Street and North 18th Street, in the Town of Wytheville, Virginia, remain as public land belonging to the Town of Wytheville, Virginia.

BE IT FURTHER ORDAINED that a certified copy of this ordinance be recorded as deeds are recorded and indexed in the name of the Town of Wytheville in the Clerk's Office of the Circuit Court of Wythe County, Virginia.

ORDINANCE NO. 1435

At a regular meeting of the Town Council of the Town of Wytheville, Virginia, held in the Council Chambers on June 10, 2024, at 5:00 p.m.

Present: Cathy D. Pattison, Holly E. Atkins, Candice N. Johnson

Absent: Beth A. Taylor, Gary L. Gillman

AN ORDINANCE DISCONTINUING AND VACATING AN UNDEVELOPED PORTION OF WEST PINE STREET, EXTENDING BETWEEN NORTH 16TH STREET AND NORTH 18TH STREET, IN THE TOWN OF WYTHEVILLE, VIRGINIA

WHEREAS, the Town Council received an application from Ronald E. Houseman, Jr., and Mark Alan Harman, Trustee of the Mark Alan Harman Trust, to discontinue and vacate an undeveloped portion of West Pine Street, extending between North 16th Street and North 18th Street, in the Town of Wytheville, Virginia; and,

WHEREAS, the Public Works Committee of the Town Council was directed to review the closing of said street, the discontinuance and vacation of which was proposed, and to recommend to the Town Council whether or not the same should be discontinued and vacated; and,

WHEREAS, pursuant to the provisions of Section 15.2-2006 of the Code of Virginia, as amended, notice of the intention of the Town of Wytheville to discontinue and vacate the same was duly published twice as required by law, with at least six days elapsing between the first and second publication in the Wytheville Enterprise, a newspaper published or having general circulation in the Town of Wytheville, specifying the time and place of a hearing at which persons affected thereby might appear and be heard; and,

WHEREAS, a public hearing was conducted, as advertised, on June 10, 2024; and,

WHEREAS, by report dated June 10, 2024, the Public Works Committee unanimously reported to the Town Council that no inconvenience would result from discontinuing and vacating an undeveloped portion of West Pine Street, extending between North 16th Street and North 18th Street; and,

WHEREAS, the Public Works Committee has viewed said undeveloped portion of West Pine Street, extending between North 16th Street and North 18th Street, and reported

their opinion what, if any, inconvenience would result from discontinuing and vacating the same; and,

WHEREAS, the Town Council concurs in said report and is of the opinion that the public interest would be best served by discontinuing and vacating the undeveloped portion of West Pine Street, extending between North 16th Street and North 18th Street, as reported by the Public Works Committee, that the rights and interests of no persons would be jeopardized or violated thereby and all of the land proprietors affected by and abutting the said alleyway have applied for, or have agreed, to the vacation and discontinuance thereof.

NOW, THEREFORE, BE IT ORDAINED that the undeveloped portion of West Pine Street, extending between North 16th Street and North 18th Street, as designated on the attached plat, be discontinued and vacated. This vacation is subject to any right, privilege, permit, license or easement in favor of any public service company, utility or other person or entity, including any political subdivision, whether located above, upon, or under the surface, either presently in use or of record, including the right to operate, maintain, replace, alter or decrease in size any facilities in the vacated roadway, without permission from the landowner. The full value of consideration for the undeveloped portion of West Pine Street is \$28,764.00.

BE IT FURTHER ORDAINED that the rights-of-way referenced herein shall be conveyed to Ronald E. Houseman, Jr. and Mark Alan Harman, Trustee of the Mark Alan Harman Trust, and said conveyance will be contingent on the recordation of this Ordinance and a Quitclaim Deed in a form approved by the office of the Town Attorney and executed by the Town Manager on behalf of the Town Council of Wytheville. Recordation shall not occur until sixty (60) days have elapsed from the date of adoption of this Ordinance provided an appeal from the adoption of this Ordinance has not been filed within the said sixty (60) days. If the adoption of the Ordinance is appealed, recordation will be held in abeyance until the matter is resolved.

BE IT FURTHER ORDAINED that a certified copy of this ordinance of discontinuance and vacation be recorded as deeds are recorded and indexed in the name of the Town of Wytheville in the Clerk's Office of the Circuit Court of Wythe County, Virginia.



8-D

**WYTHEVILLE
TOWN COUNCIL**



**AGENDA ITEM
INFORMATION**

Meeting Date:	September 23, 2024
Subject:	Scheduling a Public Hearing for Fiscal Year 24-25 Budget Appropriations

SUMMARY:

There are several appropriations that need to be made to the Fiscal Year 2024-25 Budget, and this will require the Town Council to set a public hearing to consider these appropriations. Town Manager Freeman will review these appropriations with the Town Council. The public hearing could be scheduled for the October 28, 2024, Town Council meeting.

Recommended Action

Action to set the public hearing for the October 28, 2024, Town Council meeting to consider appropriations to the Fiscal Year 2024-25 Budget will require a motion and vote by the Town Council.

11-A

**WYTHEVILLE
TOWN COUNCIL**



**AGENDA ITEM
INFORMATION**

Meeting Date:	September 23, 2024
Subject:	Upcoming Meetings

SUMMARY:

Town Clerk Sherry Corvin will present the upcoming meetings to the Town Council.

Recommended Action

No action required at this time.

UPCOMING MEETINGS

1. The Wytheville Recreation Commission will meet on Wednesday, October 9, 2024, at 5:30 p.m., at the Wytheville Community Center.
2. The Wytheville Planning Commission will meet on Thursday, October 10, 2024, at 6:00 p.m., here in the Council Chambers.
3. The Town of Wytheville Municipal Offices will be closed, and all services curtailed on Monday, October 14, 2024, due to the Columbus Day holiday.
4. As a reminder, the Wytheville Town Council meeting scheduled for Tuesday, October 15, 2024, has been cancelled.
5. The Wytheville Redevelopment and Housing Authority will meet on Wednesday, October 16, 2024, at 12:00 p.m., at the Housing Authority Office.
6. The New River Regional Water Authority will meet on Thursday, October 17, 2024, at 10:00 a.m., at the Water Plant in Austinville.
7. The Wytheville Board of Zoning Appeals will meet on Thursday, October 17, 2024, at 11:00 a.m., here in the Council Chambers.
8. The Downtown Wytheville, Incorporated (DTW) Board of Directors will meet on Monday, October 21, 2024, at 5:30 p.m., at the DTW Office.
9. The Joint Industrial Development Authority of Wythe County (JIDA) will meet on Thursday, October 24, 2024, at 3:00 p.m., here in the Council Chambers
10. The next regular scheduled meeting of the Wytheville Town Council will be held on Monday, October 28, 2024, at 5:00 p.m., here in the Council Chambers.

12-B

Town of Wytheville

October 2024

Sun	Mon	Tue	Wed	Thu	Fri	Sat
All meetings are held in the Municipal Building unless otherwise noted.	CALENDAR SUBJECT TO CHANGE	1	2	3	4	5
6	7	8	9 5:30 PM - Recreation Commission (Recreation Center)	10 6:00 PM-Planning Commission	11	12
13	14 HOLIDAY—TOWN OFFICES CLOSED	15 5:00 PM — Town Council Meeting— Cancelled	16 12:00 PM-Housing Authority (HA Office)	17 10:00 AM — NRRWA (NRRWA Plant) 11:00 AM Board of Zoning Appeals	18	19
20	21 5:30 PM - DTW (DTW Office)	22	23	24 3:00 PM — JIDA	25	26
27	28 5:00 PM — Town Council Meeting	29	30	31		