

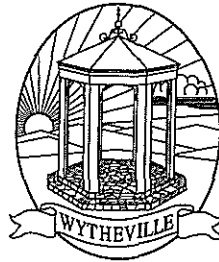
AGENDA
Wytheville Town Council
March 28, 2016
7:00 p.m.
Wytheville Municipal Building
150 East Monroe Street
Wytheville, Virginia 24382

- A. **INVOCATION** – COUNCILMAN H. JUDSON LAMBERT
- B. **CALL TO ORDER**—MAYOR TRENTON G. CREWE, JR.
- C. **ESTABLISHMENT OF QUORUM**—MAYOR TRENTON G. CREWE, JR.
- D. **PLEDGE OF ALLEGIANCE**—COUNCILMAN THOMAS F. HUNDLEY
- E. **CONSENT AGENDA**
 - 1. Minutes of the regular meeting of March 14, 2016
 - 2. Request of the Spiller Elementary School PTA Board to conduct a 5K Run on Friday, May 6, 2016, at 7:00 p.m.
 - 3. Request of the Fort Chiswell High School After Prom for a Special Exception Facility Use Permit for their After-Prom Party Celebration to be held at the Recreation Center on May 7 and 8, 2016
 - 4. Request of the American Cancer Society Relay for Life Teams for issuance of a raffle permit for 2016
- F. **CITIZENS' PERIOD**
- G. **OLD BUSINESS**—TOWN MANAGER C. WAYNE SUTHERLAND, JR.
- H. **COMMITTEE REPORTS**
 - 1. Budget and Finance
 - a. Airbnb ordinance discussion
 - b. Cemetery matters
 - 2. Public Works
 - a. Update on projects in the downtown area
 - b. Applications to VDOT for funding street projects

I. ORDINANCES/RESOLUTIONS

1. Ordinance No. 1306, an ordinance amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, by amending Article III – Definitions to add Section 3-42.2 Homestay Establishment or Airbnb, and to amend the following Articles to add the use of Homestay Establishment or Airbnb: Article V–Agricultural District A-1; Article VI–Residential District R-1; Article VI-A–Residential District R-1A; Article VI-M–Residential District R-1M; Article VII–Residential District R-2; Article VIII–Residential District R-3; Article VIII–A–Residential District R-3MH; Article X–Business District B-1; Article XI–Business District B-2 (General); Article XI-A–Business District B-2DT General Business District–Downtown, on second reading
2. Resolution commending the George Wythe High School Boys Basketball Team for an outstanding 2016 season
3. Resolution commending the George Wythe High School Wrestling Team for a successful 2016 season

J. ADJOURNMENT



| | |
|----------------------|--|
| Meeting Date: | Monday, March 28, 2016 |
| Item Name: | Consent Agenda |
| Item Number: | E-2 |
| Subject: | Spiller Elementary School PTA Board 5K Run Request |

SUMMARY:

Enclosed is the request of the Spiller Elementary School PTA Board to conduct a 5K Run on Friday, May 6, 2016, at 7:00 p.m. Chief Rick Arnold has reviewed and approved the requested route, date and time.

**POLICE DEPARTMENT REVIEW
5K RUN/PARADE/MARCH/OTHER EVENT REQUEST
60 DAYS PRIOR TO EVENT**

An application has been received from Spiller Elementary School PTA Board on March 7, 2016, to conduct a 5K Run/Parade/March/Other Event using the proposed route as shown below. This event is being requested to be conducted on May (Month), 6 (Day), 2016 (Year), from 7:00 p.m. to _____ (time).

- Yes, the organization WILL provide adult volunteers to help with this event.
 No, the organization WILL NOT provide adult volunteers to help with this event.

1. **5K Run "WCC" Route** (Begin at the Wytheville Community College property, proceed on East Main Street, turn right on 11th Street, turn right on Peppers Ferry Road, turn right on Community Boulevard, and return to the start line at the College.) (Permission will, also, be needed from WCC.)
2. **5K Run "Chautauqua" Route** (Begin in front of the Fourth Street Civic Center on Fourth Street, turn right on Spring Street, turn right on 11th Street, turn right on Withers Road (turns into Calhoun Street), turn right on Railroad Avenue, turn right on 20th Street, turn right on Spring Street, turn right on Fourth Street, and return to the Fourth Street Civic Center.)
3. **5K Run "Spiller" Route** (Begin at Spiller School marquee sign on Tazewell Street, turn right on Ridge Road, turn left on Fisher Road, turn right on Mountain View Drive, turn right on North 17th Street, go through the Loretto subdivision, turn right on Peppers Ferry Road, turn left on 11th Street, turn right on Withers Road, turn right on Church Street, continue across Main Street to Tazewell Street, cross Monroe Street, continue on Tazewell Street, and finish in front of Spiller School marquee sign.)
4. **5K Run "Smallest Church" Route** (Begin at Wytheville's Smallest Church on Nye Road, turn left on Bob Spring Road, turn right on Lover's Lane, turn right on Nye Road, run past the church for .5 mile, turn around and return to Wytheville's Smallest Church.)

5. **Parade/March/Other Route:** _____

The Wytheville Police Department has reviewed this request and would recommend the following regarding the application:

Approve the Application

Deny the Application

Approve with the following modifications: _____

Chief R.W. Arnold
Wytheville Police Department

Town of Wytheville
Post Office Box 533
Wytheville, Virginia 24382

RE: Request to the Wytheville Town Counsel for a 5K Run

Dear Sir/Madam:

I write as a member of the PTA Board for Spiller Elementary School. The mailing address of the organization is as follows: 330 Tazewell Street, Wytheville, Virginia 24382.

On behalf of the Spiller PTA Board, we respectfully request that a 5K race be held on **Friday, May 6th, 2016 at 7:00 P.M.** and propose using the 5K "WCC" Route. This event is a fundraiser for the Spiller Elementary PTA.

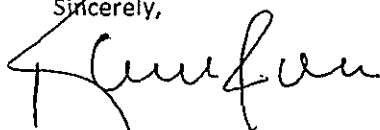
In conjunction with the 5K, we request that a "1 Mile Fun Run" be held at the lower part of the WCC walking track (the area around the ball fields. This track measures approximately .50 mile and will keep the children off the road. We propose that the Fun Run participants do this loop twice in order to complete the 1 mile.

We are aware of the need for civilian volunteers and will have such volunteers at the event.

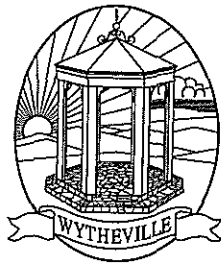
Thank you for your consideration. If you have any questions or concerns, I can be reached at erb.jones@gmail.com or 276-620-5913.

I look forward to hearing from you regarding this request.

Sincerely,



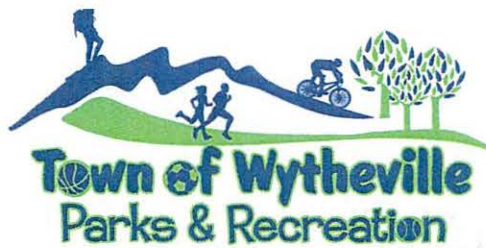
Rachel Jones, Spiller PTA Board Member



| | |
|----------------------|--|
| Meeting Date: | Monday, March 28, 2016 |
| Item Name: | Consent Agenda |
| Item Number: | E-3 |
| Subject: | Fort Chiswell High School After-Prom - Special Exception Facility Use Permit Request |

SUMMARY:

Enclosed is the request of the Fort Chiswell High School After-Prom for a Special Exception Facility Use Permit for use of the Recreation Center on May 7 and 8, 2016, for their After-Prom Party Celebration. The Recreation Commission has reviewed the request, and they would recommend that it be approved.



333 COMMUNITY BLVD
WYTHEVILLE, VA 24382
(276) 223-3378
Fax (276) 223-3364
rec.wytheville.org

MEMORANDUM

TO: Sherry Corvin, Town Clerk

FROM: Crystal Hylton, Services Coordinator/Administrative Assistant

DATE: March 14, 2016

SUBJECT: **Special Exception Facility Use Permit**

On March 9, 2016, the Recreation Commission voted to recommend to Town Council the approval of the special exception facility use permit for the Fort Chiswell High School After Prom to be held overnight on May 7/8, 2016.

Rental Contract and Special Exception Facility Use Permit Attached.

TOWN OF WYTHEVILLE
Application For Special Exception Facility Use Permit

Name of Applicant: Shonna Turner

Organization Representing: FCHS After-Prom

Organization Address: 1 Pioneer Trail, Max Meadows, VA 24360

Mailing Address of Applicant: 776 Rakestown Road, Ivanhoe, VA 24350

Phone Number of Applicant: 276-613-2718

What facility are you requesting a special exception use permit: Wytheville Recreation Center

Thoroughly explain the activity which is proposed in the facility: FCHS After-Prom party to include music, bouncy houses (rec. ctr. Approved), games, and food.

What is the purpose of the activity? After-Prom Party Celebration

What is the proposed date for the activity? May 7th & early hrs. of May 8th

What are the intended hours of facility use: 10:00 PM-6:00 AM-transition from Prom to After-Prom

Give the purpose and the amount of fees that will be charged to attendees: This is a non-profit event that will have no associated fees involved.

If fees are charged who will receive the proceeds? N/A

How many persons will be attending the activity? Unavallable numbers at this time.

Is the activity open to the public? NO

If not, who is invited to the activity? FCHS students and pre-approved dates.

If activity is open to a specific group, how will access to the activity be controlled? Chaperones will be assigned positions stationary throughout the facility in required areas.

Will an attendee roster be available at the entrance? Yes

What is the age of persons attending the activity? 14-19 years

Will alcohol be present or consumed during the activity? NO

How many individuals will be supervising the activity? 20+

Do you agree to take care of all set up responsibilities according to department policy? Yes

If not, do you realize a fee will be charged? Yes

Do you agree to take care of all clean up responsibilities according to department policy? Yes

If not, do you realize your deposit will not be refunded? Yes

Do you understand that the deposit may not be refunded and/or additional fees assessed if there are damages, disciplinary confrontations, or if you failure to abide by the policies? Yes

Is the applicant at least 18 years of age? YES At least 21 years of age? Yes

Does your group have access to its own facilities for the event ? Yes

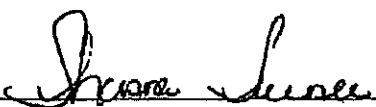
If yes, why request the use of Town facilities? At the discretion of FCHS Principal it was decided to be held at the same location as the FCHS Prom in helping to keep student's safe and in association with MADD (Mothers Against Drunk Driving). FCHS Principal was pleased with last year's event and received positive feedback.

Is your group covered by a Liability Insurance Policy (please attach): Yes

Do you understand that a Liability Insurance Policy may be required? Yes

Have you read, understand and agree to abide by the General Guidelines for Special Exception Facility Use Permits? Yes.

Other information:

Signature:  Date: 2-17-16

Submit this application to the Director of Parks and Recreation: Wytheville Community Center, 333 Community Blvd, Wytheville, VA 24382. For information regarding procedures, please refer to GENERAL GUIDELINES FOR THE SUBMITTAL OF APPLICATIONS TO THE TOWN OF WYTHEVILLE FOR SPECIAL EXCEPTION FACILITY USE PERMITS FOR FACILITIES UNDER THE AUSPICES OF THE TOWN OF WYTHEVILLE DEPARTMENT OF PARKS AND RECREATION.

For Office Use Only

Date Received by Director of Parks and Recreation: 3-3-16

Signature: 

Date Reviewed by Recreation Commission: _____

Signature: 

Date Reviewed by Town Council: _____

Signature: _____

Permit Approved: YES NO

Restrictions, requirements, standards, etc.:

F:\Forms\Facility Use\special exception permit.wpd

Contract #: 24678
Date: 12 Feb 2016

User: crystalh
Status: Firm

Town of Wytheville Parks & Recreation, hereby grants Ft Chiswell After Prom (hereinafter called the "Licensee") represented by Shonna Turner, permission to use the Facilities as outlined, subject to the Terms and Conditions of this Agreement contained herein and attached hereto all of which form part of this Agreement.

i) Purpose of Use Private Rental
 After Prom

ii) Conditions of Use Attach Private Rental Agreement Here!

iii) Date(s) and Time(s) of Use # of Bookings: 6 Starting: Sat 07 May 16 10:00 PM
 Ending: Sun 08 May 16 06:00 AM Expected: 0

| Facility/Equipment | Day | Start Date | Start Time | End Date | End Time | Fee | XFee | Tax | Total |
|--------------------------------------|-----|-------------|------------|-------------|----------|--------|--------|--------|--------|
| Community Center - Kitchen | Sat | 07 May 2016 | 10:00 PM | 08 May 2016 | 06:00 AM | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Community Center - Multipurpose Room | Sat | 07 May 2016 | 10:00 PM | 08 May 2016 | 06:00 AM | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Community Center - Climbing Wall | Sun | 08 May 2016 | 12:00 AM | 08 May 2016 | 03:00 AM | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Community Center - Natatorium | Sun | 08 May 2016 | 12:00 AM | 08 May 2016 | 03:00 AM | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Community Center - Gym | Sun | 08 May 2016 | 12:00 AM | 08 May 2016 | 05:00 AM | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Community Center - Youth/Teen Center | Sun | 08 May 2016 | 12:00 AM | 08 May 2016 | 05:00 AM | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

iv) Additional Fees

v) Payment Method

| Rental Fees | Extra Fees | Tax | Rental Total | Damage Deposit | Total Applied | Balance | Current |
|-------------|------------|--------|--------------|----------------|---------------|----------|----------|
| \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$300.00 | \$0.00 | \$300.00 | \$300.00 |

Rental charges are due according to the following schedule:

| Date | Amount |
|-------------|-----------------------------|
| 12 Feb 2016 | \$300.00 Rental Deposit Due |

vi) Other Information

Prompt Answer
 Tables & Chairs?

Contract #: 24678
Date: 12 Feb 2016

User: crystalh
Status: Firm

- vii) Additional Notes
 - Climbing Wall - Community Center
 - Gym - Community Center
 - Kitchen - Community Center
 - Multipurpose Room - Community Center
 - Natorium - Community Center
 - Youth/Teen Center - Community Center

The undersigned has read and on behalf of the Licensee agrees to be bound by this Permit/License and the Terms and Conditions contained herein and attached hereto, and hereby warrants and represents that he/she executes this Permit/License on behalf of the Licensee and has sufficient power, authority and capacity to bind the Licensee with his/her signature.

Price will be \$16 per person w/swimming . Number of people to be established 2 weeks prior to event (Min 60)

Rental hours – set up time for parents/staff will be 10pm-12am. Event Time is 12a-5a. Clean up 5a-6a.

Parent/Staff group must meet with Rec Dept Staff within the 2 weeks prior to the event to discuss event details. Any questions or specifics on what is allowed or not allowed needs to be discussed before scheduling specific activity for night of.

Liability Policy is required as noted in rental policies.

X: Shonna Turner

Shonna Turner
Ft Chiswell After Prom
776 Rakestown Rd
Ivanhoe VA 24350
USA
Home: ()
Fax: (276)

Business: (276)613-2718

X: _____

Name: _____

Title: _____

Town of Wytheville Parks & Recreation

Date: 2-17-16

Date: _____

Town of Wytheville
Parks & Recreation Department
FACILITY RENTAL POLICIES

ST **Deposit:** A deposit is required for each room reservation payable when making the reservation (see Center Rate Schedule). The deposit is refunded if the group has fulfilled the contract terms, the group cleans up adequately, vandalism and damages have not occurred and group has stayed within rental hours. Any overage in rental hours will be withheld from the security deposit. If the security deposit does not cover overage, addition will need to be paid upon leaving. Behavior problems of any nature will result in forfeiture of the deposit.

ST **Rental Fee:** Rental fees are to be paid in full three weeks prior to event date or the rental is subject to be cancelled.

ST **Refund of Deposit:** Deposit refunds will be issued in the form of a check and will be made out to and mailed to the person whose name the reservation is in within 30 days of rental date.

ST **Cancellations:** If a reserver notifies staff of cancellation at least three (3) weeks prior to the reservation, rental use fees will be refunded in full. If a cancellation is made less than three weeks of the scheduled reservation, a \$25 cancellation fee will be deducted from the fees paid. If a reservation is canceled or altered within one week, rental fees will not be refunded.

Christmas and New Year's Parties: Reservations for the Community Center during the months of December and January are in much demand due to the holiday season. Therefore the following cancellation policies will be enforced for any activity scheduled in December or January:

More than two months; \$75 cancellation fee: Two months or less; \$150 cancellation fee: Less than one month; no refund for facility use.

ST **SET UP**

Plans for decorating, setting up or using any equipment must be scheduled when reserving and is included in rental use hours. All groups requiring the use of tables and/or chairs shall make arrangements on layout when making reservation. Community Center Staff will set up tables and chairs according to layout. Groups needing any audio/visual equipment must make arrangements upon reservation and must bring in any personal equipment for testing at least two weeks in advance. Under no circumstances are groups holding a permit to remove chairs, tables or other equipment from the Community Center. No decorations may be hung or attached to the ceiling, walls or windows. Table decorations are allowed.

ST **CLEAN UP**

Any group using a facility operated by the Town of Wytheville Department of Parks and Recreation agrees to leave the facility as it was found. Clean up by user group includes but is not limited to cleaning up of all decorations, food, and trash; cleaning tables; sweep and mop if needed. Supplies, including additional trash bags, for clean up are supplied and are in closet. Clean up must be performed immediately after the activity concludes and is included in rental use hours. Failure to clean areas shall result in forfeiture of all or part of the deposit and/or assessed additional costs for cleanup operations if deemed necessary.

ST **ENTERING AND LEAVING FACILITY**

Everyone must enter and exit through the front entrance. Room doors to the outside are for emergency exit only and will alarm.

Entering: A representative from the group must report to the front desk of the building upon entering the facility before area is unlocked. The supervisor will record the time group enters, review contract information and general operating policies if needed.

Departure: A representative from the group must report to the front desk of the building upon departing the facility. The attendant and the representative review conditions of areas utilized prior to departure. Any area not cleaned or damaged is to be noted on the reservation form. The representative is required to sign acknowledging the damages. Failure to sign this form will result in forfeiture of the deposit in full. Additional fees may be charged to the individual or group for damages or additional staff needed to clean area.

St

DAMAGES TO FACILITY OR EQUIPMENT/DISRUPTIONS

Damages: Any reserver that causes physical damage to the facility or to any equipment shall forfeit the deposit and/or be assessed additional costs for repairs (if deposit is not sufficient). The reserver, agency or organization may also forfeit the privilege of future use of the building.

Disruptions: Any reserver or other person involved in a disruption at a facility operated by the Town of Wytheville Department of Parks and Recreation will be suspended according to the rules and regulations pertaining to disciplinary actions. In addition, any disruption occurring during a scheduled reservation will result in forfeiture of the deposit.

LIABILITY

Individuals, groups, agencies, or organizations contracting to use the Center or any facility shall assume the responsibility for all persons and area of use.

Neither the Town of Wytheville, nor any of its operating agencies, shall be liable to any organization, agency or individual using the facility nor to any other person, firm or corporation for any loss or damage suffered during the use of said premise or on account of any defective condition or depreciation of the portion of the premises used of any building, structure or equipment upon the premises and entity using said facility assumes all risks to persons or property due to latent or patent defects in the premises and fixtures thereon and the entity using the facility expressly agrees to indemnify and save harmless the Town of Wytheville and all of its operating agencies from any and all claims resulting from the use of the same.

Any individual, agency, or group hosting a community activity or fund-raising activity must provide the Department with a copy of a current Liability Insurance Policy of not less than \$1 Million.

Signature: Shere Luser Date: 2-17-16

TO BE COMPLETED WHEN LEAVING

Time In: _____ Time Out: _____

Clean up: Completed Not Completed

Notes: _____

Damages Explanation _____

Staff Signature: _____ Rental Signature: _____

CERTIFICATE OF INSURANCE

ISSUE DATE
09/17/2015

PRODUCER
Risk Management Programs, Inc.
1315 Franklin Road SW
Roanoke, VA 24016

THIS CERTIFICATE OF INSURANCE IS ISSUED AS A MATTER OF INFORMATION ONLY. IT CONFERS NO RIGHTS UPON THE THIRD PARTY REQUESTING THE CERTIFICATE BEYOND WHAT THE REFERENCED POLICY OF INSURANCE EXPRESSLY PROVIDES. THIS CERTIFICATE OF INSURANCE DOES NOT EXTEND, AMEND, OR ALTER THE COVERAGE, TERMS, EXCLUSIONS, OR CONDITIONS AFFORDED BY THE POLICY REFERENCED IN THIS CERTIFICATE OF INSURANCE.

COMPANIES AFFORDING COVERAGE

COMPANY LETTER **A** Virginia Association of Counties Group Self-Insurance Risk Pool

INSURED
Wythe County Public Schools
1570 West Reservoir Street
Wytheville, VA 24382

COMPANY LETTER **B**

COMPANY LETTER **C**

COMPANY LETTER **D**

COMPANY LETTER **E**

COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| CO LTR | TYPE OF INSURANCE | POLICY NUMBER | POLICY EFFECTIVE DATE (MM/DD/YY) | POLICY EXPIRATION DATE (MM/DD/YY) | LIMITS | |
|---|--|---------------|----------------------------------|-----------------------------------|--|--------------|
| A | GENERAL LIABILITY | VA-WY-094B-16 | 07/01/2015 | 07/01/2016 | GENERAL AGGREGATE | \$ N/A |
| | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY | | | | PRODUCTS-COMP/OP | \$ 5,000,000 |
| | <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR | | | | PERSONAL & ADV. INJURY | \$ 5,000,000 |
| | <input type="checkbox"/> OWNER'S & CONTRACTOR'S PROT. | | | | EACH OCCURRENCE | \$ 5,000,000 |
| | <input checked="" type="checkbox"/> 0 RETENTION | | | | FIRE DAMAGE (Any one fire) | \$ 500,000 |
| | | | | | MED. EXPENSE (Any one person) | \$ 5,000 |
| A | AUTOMOBILE LIABILITY | VA-WY-094B-16 | 07/01/2015 | 07/01/2016 | COMBINED SINGLE LIMIT | \$ 5,000,000 |
| | <input checked="" type="checkbox"/> ANY AUTO | | | | BODILY INJURY (Per person) | \$ |
| | <input type="checkbox"/> ALL OWNED AUTOS | | | | BODILY INJURY (Per accident) | \$ |
| | <input type="checkbox"/> SCHEDULED AUTOS | | | | PROPERTY DAMAGE | \$ |
| | <input type="checkbox"/> HIRED AUTOS | | | | | |
| | <input type="checkbox"/> NON-OWNED AUTOS | | | | | |
| <input type="checkbox"/> GARAGE LIABILITY | | | | | | |
| <input checked="" type="checkbox"/> 0 RETENTION | | | | | | |
| | EXCESS LIABILITY | | | | EACH OCCURRENCE | \$ |
| | <input type="checkbox"/> UMBRELLA FORM | | | | AGGREGATE | \$ |
| | <input type="checkbox"/> OTHER THAN UMBRELLA FORM | | | | | |
| A | OTHER | VA-WY-094B-16 | 07/01/2015 | 07/01/2016 | \$1,000 Ded/Blanket per schedule on file | |
| | Property | VA-WY-094B-16 | 07/01/2015 | 07/01/2016 | \$1,000 Comprehensive \$ 1,000 Collision | |
| | Auto Physical Damage | VA-WY-094B-16 | 07/01/2015 | 07/01/2016 | \$500,000 Blanket, \$250 Deductible | |
| | Crime | VA-WY-094B-16 | 07/01/2015 | 07/01/2016 | \$5,000 Ded \$ 4,000,000 Limit | |
| | School Leaders | VA-WY-094B-16 | 07/01/2015 | 07/01/2016 | | |

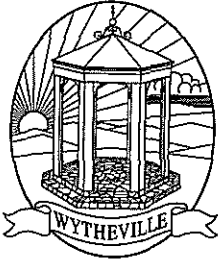
DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

CERTIFICATE HOLDER

WYTHE CO PUBLIC SCHOOLS
1570 WEST RESERVOIR ST
WYTHEVILLE, VA 24382

AUTHORIZED REPRESENTATIVE

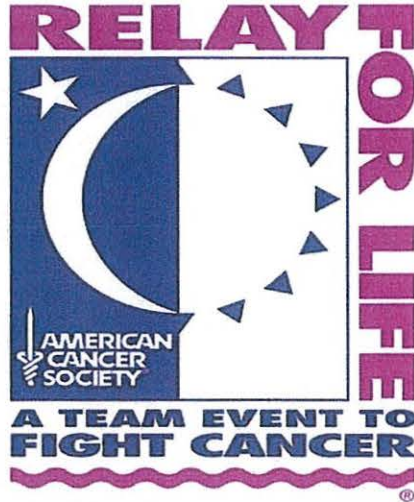
Laura Reed-Williams



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| Meeting Date: | Monday, March 28, 2016 |
| Item Name: | Consent Agenda |
| Item Number: | E-4 |
| Subject: | American Cancer Society Relay for Life Teams Raffle Permit Request |

SUMMARY:

The Town has received a request from the American Cancer Society Relay for Life Teams for the issuance of a raffle permit for 2016. The American Cancer Society meets criteria for issuance of the permit.



TOWN OF WYTHEVILLE
RECEIVED
MAR 22 2016

Town of Wytheville
150 E. Monroe Street
Wytheville, VA 24382

March 22, 2016

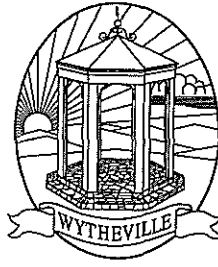
Dear Wytheville Town Council

On behalf of the American Cancer Society's Relay for Life Teams, I would like to request a blanket raffle permit for the remainder of the year. Thank you in advance for your approval and your support for the local event.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael G. Stephens".

Michael G. Stephens for
Jean Lester, Logistics Committee.



| | |
|----------------------|------------------------|
| Meeting Date: | Monday, March 28, 2016 |
| Item Name: | Committee Reports |
| Item Number: | H-1 |
| Subject: | Budget and Finance |

SUMMARY:

The Budget and Finance Committee will report on the following matters:

- a. Airbnb ordinance discussion
- b. Cemetery matters

BUDGET AND FINANCE COMMITTEE REPORT

MARCH 28, 2016

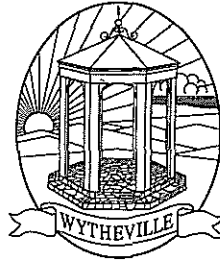
1. At our last meeting of Council, an ordinance was considered that would place certain regulations on Homestay Establishments, also known as Airbnbs. As a result of the information received that evening, we have had the opportunity to give additional consideration to the proposed ordinance. The Virginia General Assembly addressed this topic during their past session and approved a Bill setting forth certain regulations, but then chose to put the matter in abeyance until 2017. The framework that the State is proposing, primarily, develops a structure for remitting lodging taxes from these residential rentals. The remainder of the legislation provides that no locality can impose standards on such establishments. Our proposed ordinance, similar to others across the Commonwealth, establishes standards for safety, density, off street parking, providing for inspections, etc. The ordinance, as proposed, does allow for these homestay rentals based on zoning districts compared to some communities who have completely outlawed such activity. This question was debated at length in the past General Assembly session when various statewide lodging organizations protested that they would be under standards not applicable to Homestay Establishments. We, also, had questions with regard to insurance coverage in these rental situations. As it turns out, Airbnb, one of the homestay internet providers, does provide certain insurance coverage for participants.

Later this evening, the Council will consider the adoption of the Airbnb ordinance, and it would be the recommendation of the Budget and Finance Committee that it be approved on second, but not final, reading. We do acknowledge that we may, yet, want to amend some of the language within the ordinance that could be accomplished during the adoption of the ordinance on third reading.

2. We have had several inquiries with regard to Town cemeteries and thought it may be helpful to provide reminders to citizens that the Town Code provides that dogs or other animals are prohibited in West End Cemetery, East End Cemetery and the Oakwood Cemetery. There have been some circumstances where there have been dogs allowed to run free within the cemeteries or there have been dogs on leashes taking a walking tour merely for exercise. We would remind everyone that allowing animals in the cemetery is prohibited. We would also note that, while not specifically prohibited, it is often disturbing or inconsiderate for people who are in the cemetery for the purpose of paying respect to loved ones to have people casually strolling through on a walk. We would encourage everyone to be observant and as respectful as possible to everyone in the cemeteries.

William B. Weisiger

Jacqueline K. King



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|----------------------|------------------------|
| Meeting Date: | Monday, March 28, 2016 |
| Item Name: | Committee Reports |
| Item Number: | H-2 |
| Subject: | Public Works |

SUMMARY:

The Public Works Committee will report on the following matters:

- a. Update on projects in the downtown area
- b. Applications to VDOT for funding street projects

PUBLIC WORKS COMMITTEE REPORT

MARCH 28, 2016

1. There are a variety of ongoing activities in the downtown area. Town forces have completed certain interior renovations to the Farmers' Market building (previously the Hobert N. Grubb warehouse building). Town forces are also, currently, performing construction on the exterior of the building. The sidewalk on Spring Street, between Second and Fourth Streets, is being replaced to provide a better walkway for the new facility. In addition, plans for the Heritage Walk Project have been submitted to the Virginia Department of Transportation, and we anticipate that we will be released to start this project in the very near future. A group is now proceeding with work on property owned by Mr. Joseph Hand, Jr., located at the corner of Main and First Streets, which will house the new Moon Dog Pizza establishment. Finally, we hope that within the next month or so we will be able to bid all of the streetscape work in the downtown area. This project will consist of all new curb and gutter, brick sidewalks, street lighting and new signal lights in the downtown area. The most recent occurrence is the visitation by the Department of Housing and Community Development and the Virginia Main Street Program to review our plans for moving the economic enhancement of the downtown forward. It was a very positive visit, and these organizations were very complimentary of the positive efforts being made by the Town and Downtown Wytheville, Incorporated. We realize that some of these improvements have taken longer than anticipated, but by using State and Federal grant funding, there are always certain regulations

that slow a project. This summary is provided for informational purposes only, and there is no action required by the Council at this time.

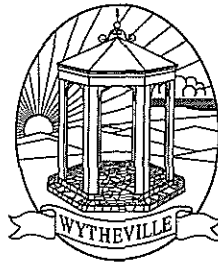
2. We have several applications before the Virginia Department of Transportation for grant funding for various street projects. We have our ongoing request before the Department to complete Community Boulevard from a point near the end of Cassell Road to Lithia Road. This application seeks to complete the roadway that was constructed several years ago, of which only one half was funded. This is the first year that we have submitted a project under the new HB2 rules, and we think we have a very positive score, but the Commonwealth Transportation Board has yet to establish the formula under which projects will be awarded. Also, we have submitted certain sections of streets to the Virginia Department of Transportation to be considered for paving. The Virginia Department of Transportation provides certain funding for repaving portions of streets that they have identified to qualify. Qualifying streets must be part of the Federal Highway System. The streets that are eligible, and for which we have made application, are as follows: North 4th Street – Commonwealth Drive to Interstate 81; North 4th Street – Main Street to Ridge Road; East Main Street – Lithia Road to Cassell Road; and, West Lee Highway – 24th Street to Laural View Drive. These projects will be valued at \$567,000.00, when funded. We anticipate that an award of the paving fund should occur within 60 days. We would like to note that previously funded improvements to East Main Street are nearing the completion of the design phase. This project will install curb and gutter and a sidewalk along the portion of roadway between Cassell Road and the

interstate. We will, also, include new lighting fixtures and other enhancements. We look forward to getting this project underway. All of this is for informational purposes only, and there are no actions required by the Council at this time.

Thomas F. Hundley

H. Judson Lambert

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|----------------------|---|
| Meeting Date: | Monday, March 28, 2016 |
| Item Name: | Ordinances/Resolutions |
| Item Number: | I-1 |
| Subject: | Ordinance No. 1306 – Homestay Establishment or Airbnb |

SUMMARY:

Please find enclosed Ordinance No. 1306, an ordinance amending and reenacting Ordinance No. 640, generally known as the Zoning Ordinance, by amending Article III – Definitions to add Section 3-42.2 Homestay Establishment or Airbnb; and to amend the following Articles to add the use of Homestay Establishment or Airbnb: Article V– Agricultural District A-1; Article VI–Residential District R-1; Article VI-A–Residential District R-1A; Article VI-M–Residential District R-1M; Article VII–Residential District R-2; Article VIII–Residential District R-3; Article VIII–A–Residential District R-3MH; Article X– Business District B-1; Article XI–Business District B-2 (General); Article XI-A–Business District B-2DT General Business District–Downtown. The ordinance is before the Council on second reading.

ORDINANCE NO. 1306

At a regular meeting of the Town Council of the Town of Wytheville, Virginia, held in the Council Chambers on the 14th day of March, 2016, at 7:00 p.m.

Present:

Absent:

AN ORDINANCE AMENDING AND REENACTING ORDINANCE NO. 640, GENERALLY KNOWN AS THE ZONING ORDINANCE BY AMENDING ARTICLE III-DEFINITIONS TO ADD SECTION 3-42.2 HOMESTAY ESTABLISHMENTS OR AIRBNB, AND TO ADD THE USE OF HOMESTAY ESTABLISHMENT OR AIRBNB TO ARTICLE V-AGRICULTURAL DISTRICT A-1; ARTICLE VI- RESIDENTIAL DISTRICT R-1; ARTICLE VI-A RESIDENTIAL DISTRICT R-1A; ARTICLE VI-M RESIDENTIAL DISTRICT R-1M; ARTICLE VII-RESIDENTIAL DISTRICT R-2; ARTICLE VIII-RESIDENTIAL DISTRICT R-3; ARTICLE VIII-A-RESIDENTIAL DISTRICT R-3MH; ARTICLE X-BUSINESS DISTRICT B-1; ARTICLE XI-BUSINESS DISTRICT B-2 (GENERAL); AND ARTICLE XI-A BUSINESS DISTRICT B-2DT GENERAL BUSINESS DISTRICT-DOWNTOWN

BE IT ORDAINED by the Town Council of the Town of Wytheville, Virginia, that Ordinance No. 640, generally known as the Zoning Ordinance be amended and reenacted by amending Article III-Definitions to add Section 3-42.2 Homestay Establishment or Airbnb and to add the use of Homestay Establishment or Airbnb to Article V-Agricultural District A-1; Article VI-Residential District R-1; Article VI-A-Residential District R-1A; Article VI-M-Residential District R-1M; Article VII-Residential District R-2; Article VIII-Residential District R-3; Article VIII-A-Residential District R-3MH; Article X-Business District B-1; Article XI-Business District B-2 (General); and, Article XI-A-Business District B-2DT General Business District-Downtown as follows:

ARTICLE III - DEFINITIONS

3-42.2 HOMESTAY ESTABLISHMENT OR AIRBNB: A single family residential building or townhouse, which serves as a private home, that is provided

on a daily basis to non-family members for compensation and normally for no more than seven (7) consecutive days/nights. The advertisements and arrangements or reservations for these operations are made over the internet through sites such as "Airbnb." The following regulations shall apply to a Homestay Establishment or Airbnb:

1. No more than two rooms per building shall be offered for overnight stay, and each room shall accommodate no more than two adults.
2. Rooms shall be a minimum of 120 square feet and shall have reasonable access to full bath facilities that shall meet residential code standards.
3. One off-street parking space (9' x 18') shall be provided for each room offered for rent in addition to other parking requirements.
4. A Homestay permit shall be obtained from the Town.
5. As a part of the Homestay permit process, the Town's Building Official shall verify that the residence meets residential building code standards, including egress, has working smoke and carbon monoxide detectors and has appropriate and code-conforming heat, light and ventilation.
6. Homestays shall keep a detailed record of their rentals and shall pay lodging taxes to the Town.
7. No signs for the Homestay shall be permitted.
8. The Homestay owner shall be responsible for complying with the Town's noise ordinance and shall enforce the ordinance standards.
9. No obvious exterior changes to the residential building shall be made as a result of the Homestay operation.

ARTICLE V - AGRICULTURAL DISTRICT A-1

5-1.26 Homestay Establishment or Airbnb

ARTICLE VI - RESIDENTIAL DISTRICT R-1

6-1.10 Homestay Establishment or Airbnb

ARTICLE VI-A - RESIDENTIAL DISTRICT R-1A

6-1.10A Homestay Establishment or Airbnb

ARTICLE VI-M - RESIDENTIAL DISTRICT R-1M

6-2.10M Homestay Establishment or Airbnb

ARTICLE VII - RESIDENTIAL DISTRICT R-2

7-1.15 Homestay Establishment or Airbnb

ARTICLE VIII - RESIDENTIAL DISTRICT R-3

8-1.17 Homestay Establishment or Airbnb

ARTICLE VIII-A - RESIDENTIAL DISTRICT R-3MH

8-1.17A Homestay Establishment or Airbnb

ARTICLE X - BUSINESS DISTRICT B-1

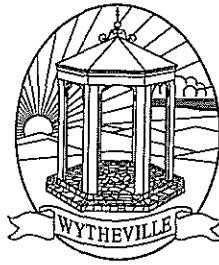
10-1.35 Homestay Establishment or Airbnb

ARTICLE XI - BUSINESS DISTRICT B-2 (GENERAL)

11-1.49 Homestay Establishment or Airbnb

**ARTICLE XI-A - BUSINESS DISTRICT B-2DT GENERAL
BUSINESS DISTRICT - DOWNTOWN**

11-2.36A Homestay Establishment or Airbnb



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|----------------------|--|
| Meeting Date: | Monday, March 28, 2016 |
| Item Name: | Ordinances/Resolutions |
| Item Number: | I-2 |
| Subject: | Resolution - George Wythe High School Boys Basketball Team |

SUMMARY:

Please find enclosed a resolution recognizing the George Wythe High School Boys Basketball Team for a successful 2016 season.

Resolution



WHEREAS, the George Wythe High School Boys Basketball Team completed their 2016 season with an overall record of 25-4; and,

WHEREAS, the George Wythe High School Boys Basketball Team was District Champions; and,

WHEREAS, the George Wythe High School Boys Basketball Team was Mountain West 46 Conference Regular Season Champions and Mountain West 46 Conference Tournament Champions; and,

WHEREAS, the George Wythe High School Boys Basketball Team advanced to the West Regional Final Four and received a Number 6 ranking in Timesland; and,

WHEREAS, the George Wythe High School Boys Basketball Team advanced to the State Championship Semi-Finals as a Final Four Participant; and,

WHEREAS, the George Wythe High School Boys Basketball Team received the VA PREPS post season final ranking of Number 2 in the 1A State; and,

WHEREAS, the players and coaches of the George Wythe High School Boys Basketball Team, through their outstanding display of athletic ability, team play and sportsmanship, has reflected great credit upon the school and upon the Town.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Wytheville, Virginia, officially commends the George Wythe High School Boys Basketball Team, its head coach, Mr. Pat Burns, its Assistant Coach, Mr. Scott Hoagland, and other high school officials concerned for the outstanding accomplishment of the basketball team.

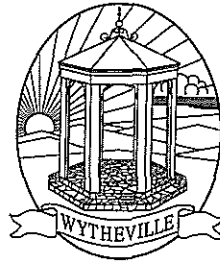
BE IT FURTHER RESOLVED that copies of this resolution be presented to the George Wythe High School Boys Basketball Team, the coaches, other officials concerned and the news media.

In Witness Whereof, I have hereunto set my hand and caused the seal of the Town of Wytheville, Virginia, to be affixed this 28th day of March in the year of our Lord two thousand sixteen.

Trenton G. Crewe, Jr., Mayor

ATTEST:

Sharon G. Corvin, Town Clerk



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|----------------------|--|
| Meeting Date: | Monday, March 28, 2016 |
| Item Name: | Ordinances/Resolutions |
| Item Number: | I-3 |
| Subject: | Resolution - George Wythe High School Wrestling Team |

SUMMARY:

Please find enclosed a resolution commending the George Wythe High School Wrestling Team for their achievements during the 2016 season.

Resolution



WHEREAS, the George Wythe High School Wrestling Team completed their 2016 season with an overall record of 10-6 in dual meets; and,

WHEREAS, the George Wythe High School Wrestling Team placed Fourth in the District Tournament; and,

WHEREAS, the George Wythe High School Wrestling Team placed Sixth in the Regional Tournament; and,

WHEREAS, the George Wythe High School Wrestling Team placed Seventh in the 1A State Tournament; and,

WHEREAS, the George Wythe High School Wrestling Team had a 138-pound State Champion, Logan Mills; a 195-pound State Runner Up, Andy Yancey; a 120-pound Third Place in State Winner, Will Castanon; and, a 182-pound Sixth Place in State Winner, Chris Mohr; and,

WHEREAS, the wrestlers and coaches of the George Wythe High School Wrestling Team through their outstanding display of athletic ability, team play and sportsmanship have reflected great credit upon the school and upon the Town.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Wytheville, Virginia, officially commends the George Wythe High School Wrestling Team, its head coach, Mr. Matt Lamrouex, its Assistant Coach, Mr. Jake Lewis, and other high school officials concerned for the outstanding accomplishment of the wrestling team.

BE IT FURTHER RESOLVED that copies of this resolution be presented to the George Wythe High School Wrestling Team, the coaches, other officials concerned and the news media.

In Witness Whereof, I have hereunto set my hand and caused the seal of the Town of Wytheville, Virginia, to be affixed this 28th day of March in the year of our Lord two thousand sixteen.

Trenton G. Crewe, Jr., Mayor

ATTEST:

Sharon G. Corvin, Town Clerk