SMITHFIELD TOWN COUNCIL COMMITTEE AGENDA
July 28, 2025 at 3:00 PM

Public Comments

Closed Session

Public Safety - Members: Bowman (CH), Harris, Bebermeyer

1. Operational Update - Smithfield Police Department
   Alonzo Howell, Chief of Police

Immediately following the conclusion of the above meeting:

Finance - Members: Brooks, (CH), Harris, Butler

1. June Financial Statements
   Laura Ross, Treasurer
2. June Cash Balances
   Laura Ross, Treasurer
3. Performance Evaluation Process for Council Appointments
   Ashley Rogers, Director of Human Resources
4. Invoices Over $20,000 Requiring Council Authorization

a.	The Blair Brothers, Inc. - Crosswalks in Historic District	$ 79,800.00
b.	The Blair Brothers, Inc. - Sykes Court	
c.	Xylem - Cypress Creek Pump Station	$ 51,651.00
d.	Santander Bank - Vac Truck	$ 99,349.81
e.	Tactical Electronics	$ 25,089.50

Immediately following the conclusion of the above meeting:

Public Buildings and Welfare - Members: Butler (CH), Harris, Cutler

1. Scope and Cost Proposal for Growth Scenario Fiscal Impact Analysis by TischlerBise for Smithfield
   Michael Stallings, Town Manager
2. Pre-Public Hearing Discussion: Special Use Permit - 107 Saint Pauls Avenue
   Tammie Clary, Director of Planning and Community Developement
3. Pre-Public Hearing Discussion: Special Use Permit - 139 Sykes Court
   Tammie Clary, Director of Planning and Community Developement
4. Pre-Public Hearing Discussion: Special Use Permit - Eastwood Sales Trailer

Tammie Clary, Director of Planning and Community Developement

5. Pre-Public Hearing Discussion: Special Use Permit - Mallory Pointe - Sales Trailer

   Tammie Clary, Director of Planning and Community Developement

6. Pre-Public Hearing Discussion: Special Use Permit - 13404 Benns Church Boulevard

   Tammie Clary, Director of Planning and Community Developement

7. Pre-Public Hearing Discussion: Conditional Rezoning & Special Use Permit - The Promontory

   Tammie Clary, Director of Planning and Community Developement

8. Pre-Public Hearing Discussion: Conditional Rezoning & Special Use Permits - Sheetz

   Tammie Clary, Director of Planning and Community Developement

9. Pre-Public Hearing Discussion: Special Use Permits & Proffer Amendment - The Grange @ 10Main

   Tammie Clary, Director of Planning and Community Developement

10. Pre-Public Hearing Discussion: Text Amendment - Group Homes

    Tammie Clary, Director of Planning and Community Developement

11. Pre-Public Hearing Discussion: Text Amendment - Side Yard Setbacks for Cluster Lots

    Tammie Clary, Director of Planning and Community Developement

12. Pre-Public Hearing Discussion: Text Amendment - Multi Family Residential

    Tammie Clary, Director of Planning and Community Developement

13. Pre-Public Hearing Discussion: Text Amendment - Requirements and Definition of Duplex

    Tammie Clary, Director of Planning and Community Developement

14. Pre-Public Hearing Discussion: Text Amendment - Home Occupation

    Tammie Clary, Director of Planning and Community Developement

15. Town Code Text Amendment - Minimum Width of Sidewalk

    Tammie Clary, Director of Planning and Community Developement

16. Update on Blighted Property - 1502 Magruder Road

    Michael Stallings, Town Manager

*****Additional Items Not Listed on Committee but will be on Council's [Upcoming] Agenda*****

- Approval of the Summary MInutes from July 1st, 2025

TOWN COUNCIL COMMITTEES REPORT

ITEM: Operational Update - Smithfield Police Department

FROM: Alonzo Howell, Chief of Police

ATTACHMENTS:

Description	Type	Upload Date
Police Department Activity Report - June 2025	Activity Report	7/23/2025

SMITHFIELD POLICE DEPARTMENT
MANAGER'S REPORT
June 2025

Committees and Projects

06/01-05	Annual Vehicle Crimes Conference – Nashville, TN
06/03	Town Council – Smithfield Center
06/03	Police Officer Swear In – Smithfield Center
06/03	Franklin Chief's Interview Panel – Franklin PD
06/05	Emergency Communication Meeting – Isle of Wight Social Services
06/10	Citizen's Police Academy Graduation – Smithfield Center
06/11	Hampton Roads Chiefs of Police Meeting – Newport News Police Department
06/12	Senior Advocate Safety Summit – Smithfield Center
06/12	Training Coordinators Meeting – Hampton Roads Criminal Justice Training Academy
06/17	Law Enforcement Emergency Response Meeting – Surry Power Station
06/23	4-H Camp – Wakefield, VA
06/23	Town Council Committee Meeting – Smithfield Center
06/25	Mock Accreditation – Prince George Sheriff's Office

Training

06/02	Emergency Response Team Training – Police Department Annex
06/02-06	FBI LEEDA SLI (Supervisor Leadership Training) – Manassas, VA
06/03	Franklin Chief's Interview Panel – Franklin PD
06/04	Motor Unit Training – Hampton, VA
06/09-17	Defensive Driving Instructor School – Hampton Roads Criminal Justice Training Acad.

Community Relations

06/04	High Five Wednesday – Westside Elementary School
06/09	Tuskegee Airmen Ceremony – Luter Sportsplex
06/11	High Five Wednesday – Westside Elementary School
06/12	Helping girls with lemonade stand – Barclay Crescent
06/21	Assisting with church community day - Jersey Park Apartment
06/21	Watson/Faye Drive – Spoke w/kids in neighborhood and gave out 7-11 Slurpy Tickets

Special Events

06/19	Juneteenth Celebration – Main Street

Report #	Date	Street	Description
202500434	6/1/2025	S CHURCH ST	LARCENY, FROM BUILDING
202500435	6/1/2025	COCKES LN	ANIMAL EUTHANIZED
202500436	6/2/2025	N CHURCH ST	PROPERTY, FOUND / RECOVERED
202500437	6/2/2025	BENNS CHURCH BLVD	TRAFFIC ACCIDENT
202500438	6/2/2025	MIDDLE ST	TRAFFIC ACCIDENT
202500439	6/2/2025	BATTERY PARK/NIKE PARK	TRAFFIC ACCIDENT
202500440	6/3/2025	ROYAL BLACKHEATH	JUVENILE PROBLEMS
202500441	6/3/2025	CATTAIL LN	MISSING PERSON, JUVENILE
202500444	6/4/2025	S CHURCH ST	TRAFFIC ACCIDENT
202500445	6/4/2025	S CHURCH ST	PROPERTY, FOUND / RECOVERED
202500446	6/4/2025	JOHN ROLFE DR/BATTERY PARK F	TRAFFIC ACCIDENT
202500447	6/4/2025	JORDAN DR	PAPER SERVICE
202500448	6/5/2025	W MAIN ST	LARCENY, SHOPLIFTING
202500450	6/6/2025	S CHURCH ST	ANNOYING / HARASSING COMMUNICATIONS
202500451	6/7/2025	GREAT OAK CIR	FRAUD, ALL OTHERS
202500452	6/7/2025	CATTAIL LN	ASSAULT, SIMPLE - DOMESTIC
202500453	6/7/2025	S CHURCH ST	TRAFFIC ACCIDENT
202500454	6/10/2025	WEST VIRGINIA AVE	TOWN CODE VIOLATIONS
202500455	6/10/2025	WASHINGTON ST	TOWN CODE VIOLATIONS
202500456	6/11/2025	ROUTE 10/FAIRWAY	TRAFFIC ACCIDENT
202500457	6/12/2025	S CHURCH ST	ASSIST OTHER DEPARTMENT (INTOXILYZER)
202500458	6/12/2025	N CHURCH ST	LARCENY, OF MOTOR VEHICLE PARTS
202500459	6/12/2025	N CHURCH ST	ASSIST OTHER DEPARTMENT
202500460	6/12/2025	W MAIN ST	TRAFFIC ACCIDENT
202500461	6/12/2025	WASHINGTON ST	TOWN CODE VIOLATIONS
202500462	6/13/2025	S CHURCH ST	ASSAULT, SIMPLE - DOMESTIC
202500464	6/14/2025	S CHURCH ST	TRAFFIC ACCIDENT
202500465	6/15/2025	ROUTE 10 BYP	DRUGS / PWID OTHER ELICIT DRUGS
202500467	6/15/2025	MAIN ST	HIT AND RUN - PROPERTY DAMAGE
202500468	6/15/2025	MAIN ST	MENTAL SUBJECT / PATIENT
202500469	6/15/2025	BREWERS NECK BLVD	ASSIST OTHER DEPARTMENT (IOWSO)
202500470	6/15/2025	SMITHFIELD PLZ	DRIVING UNDER THE INFLUENCE (DUI)
202500471	6/15/2025	S CHURCH ST	ASSIST OTHER DEPARTMENT (INTOXILYZER)
202500472	6/15/2025	CATTAIL LN	ASSAULT, AGGRAVATED - DOMESTIC
202500474	6/16/2025	JOHN ROLFE DR	DRIVING UNDER THE INFLUENCE (DUI)
202500476	6/19/2025	S CHURCH ST	ASSIST OTHER DEPARTMENT (INTOXILYZER)
202500477	6/20/2025	W MAIN ST	ROBBERY
202500478	6/20/2025	BATTERY PARK RD	MENTAL SUBJECT / PATIENT
202500479	6/20/2025	S CHURCH ST	OTHER PROPERTY SEIZED
202500480	6/21/2025	NIKE PARK RD/BATTERY PARK RD	TRAFFIC ACCIDENT
202500482	6/23/2025	MONTPELLIER WAY	FRAUD, IDENTITY THEFT
202500483	6/23/2025	BENNS CHURCH BLVD	TRAFFIC ACCIDENT
202500484	6/23/2025	WILSON RD	PAPER SERVICE
202500485	6/24/2025	S CHURCH ST	OFFICER INFORMATION
202500486	6/24/2025	WILLOW WOOD AVE	ASSAULT, SIMPLE - DOMESTIC
202500487	6/25/2025	BENNS CHURCH BLVD	TRAFFIC ACCIDENT
202500489	6/25/2025	BENNS CHURCH BLVD	ASSIST OTHER DEPARTMENT (INTOXILYZER)
202500490	6/26/2025	S CHURCH ST	TRAFFIC ACCIDENT
202500491	6/27/2025	SMITHFIELD PLZ	TRAFFIC ACCIDENT
202500492	6/27/2025	BENNS CHURCH BLVD/CYPRESS F	TOWED VEHICLE/TRAFFIC VIOLATION
202500493	6/27/2025	S CHURCH ST	LARCENY, SHOPLIFTING
202500494	6/27/2025	MAIN ST	DESTRUCTION OF PROPERTY
202500495	6/28/2025	CLONTZ WAY	PUBLIC INTOXICATION

202500496	6/28/2025	S CHURCH ST	ASSIST OTHER DEPARTMENT (INTOXILYZER)
202500497	6/28/2025	WASHINGTON ST	ALCOHOL / LIQUOR LAW VIOLATION
202500498	6/29/2025	JERICHO RD	PROPERTY, FOUND / RECOVERED
202500499	6/29/2025	WILLOW WOOD AVE	OFFICER INFORMATION
202500501	6/30/2025	CYPRESS CREEK/LOCHVIEW	TRAFFIC ACCIDENT

Smithfield Police Department Activity Report

May-25

	Jun-25	May-25	YTD as of 6/30/25	Jun-24	PYTD as of 6/30/24
Incidents Reported					
Calls for Police Svce	555	660	3639	677	753
Traffic					
Traffic Stops	140	83	698	280	211
Traffic Summons	53	23	332	113	91
Accidents	21	32	129	17	16
Criminal Process					
Misdemeanor Arrests	8	13	70	12	12
Felony Arrests	2	8	25	2	4

*Calls for service include all calls for SPD minus patrol checks and traffic stops

Investigations June 2025 Managers Report

Case #2025-00465 (Narcotics Distribution):

On 06/15/25, Smithfield Police responded to a report of an intoxicated male walking along the Route 10 Bypass. Upon arrival, officers met with the male who advised his girlfriend was on her way to pick him up. When the female, later identified as Timika Postell of Chesapeake, arrived on scene, the responding officers discovered that she was in possession of cocaine as well as approximately 100 pills of methamphetamine. Smithfield detectives were contacted to assist with the investigation. A thorough investigation conducted by detectives and the responding officers led to identifying other potential narcotics offenders in the Smithfield area.

Ms. Postell was arrested for possession of cocaine and possession with the intent to distribute methamphetamine.

Case #2025-00472 (Child Abuse):

On 06/15/25, Smithfield Police were contacted by a male subject who stated his 5-year-old daughter was potentially being physically abused by Keith Tait of Carrollton. The father of the juvenile provided evidence that Mr. Tait was putting out cigarettes against the skin of the juvenile. Smithfield detectives were contacted to assist the investigation.
During a week-long investigation, detectives contacted CHKD and were able to schedule a forensic interview. During that interview, enough evidence was obtained from the child to obtain charges against Mr. Tait for intentionally burning the child.

On 06/23/25, Mr. Tait was arrested for assault and battery as well as contributing to the delinquency of a minor and was released with a bond the same day.

TOWN COUNCIL COMMITTEES REPORT

ITEM: June Financial Statements

FROM: Laura Ross, Treasurer

ATTACHMENTS:

Description	Type	Upload Date
Financial Statements - June 2025	Activity Report	7/24/2025
Financial Graphs	Activity Report	7/24/2025
Total Debt Report	Activity Report	7/24/2025
Benchmark Report	Activity Report	7/24/2025

Town of Smithfield
Financial Statements
as of June 30, 2025
FY 24-25

TOWN OF SMITHFIELD

FY 2025 ADOPTED BUDGET SUMMARY GENERAL FUND

Preliminary

REVENUES Department	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Budget to Actual	Variance %
Real Property Taxes	3,918,280.00	-	3,679,934.10	238,345.90	93.92%
Other Local Taxes	4,872,700.00	-	4,432,581.86	440,118.14	90.97%
Licenses, permits, & fees	371,500.00	-	444,127.91	(72,627.91)	119.55%
Fines & Costs	50,000.00	-	55,446.02	(5,446.02)	110.89%
From Use of Money & Property	902,400.00	-	1,164,301.45	(261,901.45)	129.02%
Miscellaneous Revenues	130,000.00	-	263,761.91	(133,761.91)	202.89%
Governmental Virginia	649,169.00	-	671,458.33	(22,289.33)	103.43%
Governmental Federal	153,000.00	3,636,509.08	3,385,109.74	404,399.34	89.33%
Other financing sources	175,000.00	-	-	175,000.00	0.00%
Appropriated from Reserves	-	-	-	-	0.00%
TOTAL REVENUES	11,222,049.00	3,636,509.08	14,096,721.32	761,836.76	94.87%

EXPENSES Department	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Budget to Actual	Variance %
Town Council	212,425.00	19,993.03	203,971.01	28,447.02	87.76%
Town Manager	799,835.00	198,471.50	670,139.32	328,167.18	67.13%
Treasurer	880,428.00	292,571.43	903,401.30	269,598.13	77.02%
Public Safety	4,184,628.00	1,127,514.42	3,640,468.10	1,671,674.32	68.53%
Parks & Recreation	2,466,162.00	1,736,345.33	2,364,263.27	1,838,244.06	56.26%
Museum	274,511.00	-	281,559.97	(7,048.97)	102.57%
Community Development & Planning	1,004,981.00	121,615.37	437,343.32	689,253.05	38.82%
Public Works	1,025,687.00	96,037.61	632,344.44	489,380.17	56.37%
Public Buildings	455,877.00	16,105.02	321,210.15	150,771.87	68.06%
Contributions	67,024.00	-	68,374.00	(1,350.00)	102.01%
Non-Departmental	80,000.00	-	3,615.00	76,385.00	4.52%
Debt Service	467,281.00	-	510,594.60	(43,313.60)	109.27%
Contingency	-	-	-	-	0.00%
TOTAL EXPENSES	11,918,839.00	3,608,653.71	10,037,284.48	5,490,208.23	64.64%
NET INCOME/(LOSS)	(696,790.00)	27,855.37	4,059,436.84	-	-

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND REVENUE SUMMARY
Preliminary

	MUNIS ACCT #	FY 2024-25 Approved Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
GENERAL GOVERNMENT REVENUES							
REAL PROPERTY TAXES							
Real Estate - Current	03-100-311010-0000-30001	2,524,950.00		2,409,848.37	1	115,101.63	95.44%
Real Estate - Current Tax Relief for the Elderly/Veterans	03-100-311010-0000-30001	85,000.00		-	1	85,000.00	0.00%
Real Estate - Delinquent	03-100-311010-0000-30002	25,000.00		(7,777.68)	1	32,777.68	-31.11%
Public Service-Real Estate Current	03-100-311020-0000-30001	43,000.00		43,219.29		(219.29)	100.51%
Public Service-Personal Property Current	03-100-311020-0000-30001	130.00		83.87		46.13	64.52%
Personal Property - Current	03-100-311030-0000-30001	1,162,200.00		1,088,898.91	2	73,301.09	93.69%
Personal Property - Delinquent	03-100-311030-0000-30002	25,000.00		74,193.03	2	(49,193.03)	296.77%
Penalty	03-100-311060-0000-30005	38,000.00		47,692.27		(9,692.27)	125.51%
Interest	03-100-311060-0000-30006	15,000.00		23,654.87		(8,654.87)	157.70%
Miscellaneous Receipts Over-Short	03-100-311060-0000-30007	-		121.17		(121.17)	0.00%
Total Real Property Taxes		3,918,280.00		3,679,934.10		238,345.90	93.92%
OTHER LOCAL TAXES							
Sales Tax	03-100-312010-0000-30009	700,000.00		625,699.94	3	74,300.06	89.39%
Utility Tax	03-100-312020-0000-31201	200,000.00		190,827.51	4	9,172.49	95.41%
Consumption Tax	03-100-312020-0000-31202	50,000.00		38,544.87	4	11,455.13	77.09%
Business Licenses	03-100-312030-0000-31208	515,000.00		562,079.54	5	(47,079.54)	109.14%
Business Licenses Penalty	03-100-312030-0000-31209	5,000.00		9,925.78		(4,925.78)	198.52%
Business Licenses Interest	03-100-312030-0000-31210	1,000.00		3,484.69		(2,484.69)	348.47%
Peg Channel Capital Fee	03-100-312040-0000-30054	1,700.00		1,253.10		446.90	73.71%
Bank Franchise Tax	03-100-312040-0000-31203	150,000.00		158,108.00	6	(8,108.00)	105.41%
Vehicle License	03-100-312050-0000-32020	245,000.00		266,267.77	7	(21,267.77)	108.68%
Cigarette Tax	03-100-312080-0000-31204	200,000.00		148,036.20	8	51,963.80	74.02%
Transient Occupancy Tax	03-100-312101-0000-31205	325,000.00		220,386.70	9	104,613.30	67.81%
Meals Tax-4.25%	03-100-312110-0000-31211	1,700,000.00		1,501,418.07	10	198,581.93	88.32%
Meals Tax-2%	03-100-312110-0000-31212	780,000.00		706,549.69	10	73,450.31	90.58%
Total Other Local Taxes		4,872,700.00		4,432,581.86		440,118.14	90.97%
TOTAL LOCAL TAX REVENUE		8,790,980.00		8,112,515.96		678,464.04	92.28%
PERMITS, FEES & LICENSES							
Permits & Other Licenses	03-100-313030-0000-30018-multiple accts	45,000.00		40,418.81	11	4,581.19	89.82%
Inspection Fees/Reinspection Fees-Subdivision	03-100-313030-0000-30030/30039	70,000.00		57,489.60	12	12,510.40	82.13%
Administrative Collection Fees-DMV Stops	03-100-311070-0000-31307	12,000.00		13,140.00		(1,140.00)	109.50%
Refuse Collection Fee	03-100-313030-0000-30038	240,000.00		322,529.50	13	(82,529.50)	134.39%
WC Dog Park Registration Fees	03-100-313030-0000-30043	-		-		-	0.00%
Consultant Review Fees	03-100-313030-0000-30028	4,500.00		10,550.00	14	(6,050.00)	234.44%
Total Permits, Fees & Licenses		371,500.00		444,127.91		(72,627.91)	119.55%
FINES & FORFEITURES							

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND REVENUE SUMMARY
Preliminary

	MUNIS ACCT #	FY 2024-25 Approved Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
GENERAL GOVERNMENT REVENUES							
Fines & Costs	03-100-314010-0000-30055, 30058	50,000.00		55,446.02	15	(5,446.02)	110.89%
Total Fines & Forfeitures		50,000.00		55,446.02		(5,446.02)	110.89%
REVENUE FROM USE OF MONEY & PROPERTY							
General Fund Interest	03-100-315010-0000-31501	490,600.00		766,431.96	16	(275,831.96)	156.22%
Rentals	03-100-315020-0000-30110	65,000.00		62,717.25	17	2,282.75	96.49%
Smithfield Center Rentals	03-100-315020-0000-30111	190,000.00		142,098.71	17	47,901.29	74.79%
Windsor Castle Revenue (includes Manor House, Park Impa	03-100-315020-0000-30119	75,000.00		80,376.93	17	55,826.93	107.17%
Sports Complex Rentals	03-100-315020-0000-30120	33,000.00		28,950.02	17	4,049.98	87.73%
Kayak Rentals	03-100-315020-0000-30015	7,500.00		8,663.39	18	8,663.36	115.51%
Special Events	03-100-315020-0000-30013, 30014	20,000.00		49,492.00		(29,492.00)	247.46%
Fingerprinting Fees	03-100-318990-0000-30048	200.00		430.00		(230.00)	215.00%
Grass Cutting Reimbursement	03-100-318990-0000-30053	-		-		-	0.00%
Museum Admissions	03-100-315020-0000-30115	8,000.00		9,597.00	19	(1,597.00)	119.96%
Museum Gift Shop Sales	03-100-318990-0000-30016	12,000.00		14,070.19	19	(2,070.19)	117.25%
Museum Programs/Lecture Fees	03-100-318990-0000-30017	600.00		974.00	19	(374.00)	162.33%
Lease of Land	03-100-315020-0000-30017	500.00		500.00		-	100.00%
Total Revenue from use of money and property		902,400.00		1,164,301.45		(190,870.84)	129.02%
MISCELLANEOUS							
Other Revenue	03-100-318990-0000-31105, Multiple	4,000.00		25,525.78	20	(21,525.78)	638.14%
Virginia Municipal Group Safety Grant	03-100-318990-0000-31110	4,000.00		3,648.33		351.67	91.21%
Miscellaneous Contributions	03-100-318990-0000-31621	-		10.00		(10.00)	0.00%
Public Safety Contribution	03-100-318990-0000-31622	-		960.00		(960.00)	0.00%
Contributions - Historic Smfd	03-100-318990-0000-31624	-		25,000.00		(25,000.00)	0.00%
Windsor Castle	03-100-318990-0000-31626	-				-	0.00%
Contributions-Museum	03-100-318990-0000-31632	92,000.00		98,657.44		(6,657.44)	107.24%
Contributions-Public Ball Fields	03-100-318990-0000-31635	30,000.00		30,000.00		-	100.00%
Contributions ST Stage	03-100-318990-0000-31636	-				-	0.00%
Luter Town Improvements Donation	03-100-318990-0000-31637						0.00%
Windsor Castle T-Mobile Grant	03-100-318990-0000-34026	-				-	0.00%
Insurance Recoveries	03-100-341010-0000-31599, 31603	-		12,048.36	21	(12,048.36)	0.00%
Sale of Land	03-100-341020-0000-31404	-		67,912.00	22	(67,912.00)	0.00%
Sale of Equipment/Buildings	03-100-341020-0000-31405	-			23	-	0.00%
Total Miscellaneous Revenue		130,000.00		263,761.91		(133,761.91)	202.89%
REVENUE FROM THE COMMONWEALTH							
Law Enforcement	03-100-322010-0000-34011	205,810.00		215,179.00	24	(9,369.00)	104.55%
Litter Control Grant	03-100-322010-0000-34010	3,300.00		6,171.00		(2,871.00)	187.00%
Asset Forfeiture	03-100-322010-0000-34007	-	-	-		-	0.00%
Communications Tax	03-100-322010-0000-34008	150,000.00		129,087.22	25	20,912.78	86.06%
Rolling Stock	03-100-322010-0000-34001	45.00		16.52		28.48	36.71%

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND REVENUE SUMMARY
Preliminary

	MUNIS ACCT #	FY 2024-25 Approved Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
GENERAL GOVERNMENT REVENUES							
Rental Tax	03-100-322010-0000-34002	6,300.00		10,138.49		(3,838.49)	160.93%
PPTRA State Revenue	03-100-322010-0000-34014	240,795.00		240,794.89	26	0.11	100.00%
Fire Programs	03-100-322010-0000-34012	38,419.00		43,731.00		(5,312.00)	113.83%
Police Block Grants (HEAT Grant)	03-100-322010-0000-34018	-		15,130.80		(15,130.80)	0.00%
DCJS ARPA Reimbursable Grant	03-100-322010-0000-34018					-	0.00%
P2P Sharing	03-100-322010-0000-34033	-				-	0.00%
State VTC Grant	03-100-322010-0000-34034	-				-	0.00%
State DMV Animal Friendly Plt	03-100-322010-0000-34035			294.27		(294.27)	0.00%
State TDO and ECO Reimbursable Funds	03-100-322010-0000-34036	-				-	0.00%
VCA Grant	03-100-322010-0000-34005	4,500.00		4,500.00		-	100.00%
Urban Fund Projects				6,415.14			0.00%
Benns Church/Route 258/Route 10 Bypass interse	03-100-322010-0000-34020	-				-	0.00%
Smithfield to Nike Trail Park-Segment 3-Alt Analys	03-100-322010-0000-34020	-				-	0.00%
Total State Revenue		649,169.00		671,458.33		(15,874.19)	103.43%
REVENUE FROM THE FEDERAL GOVERNMENT							
FEMA - Great Springs Project	03-100-331010-0000-35018	-	-	-		-	0.00%
ARPA Revenues	03-100-331010-0000-35026	-	3,636,509.08	3,385,109.74		251,399.34	93.09%
Federal Highway Grant		136,000.00	-	-		136,000.00	0.00%
Law Enforcement	03-100-331010-0000-35003, 35009	17,000.00	-	-		17,000.00	0.00%
Urban Fund Projects							0.00%
Smithfield to Nike Trail Park-Segment 3-Alt Analys	03-100-331010-0000-35008	-		-		-	0.00%
Pinewood Heights CDBG Relocation Grant Phase IV	03-100-331010-0000-35002	-		-		-	0.00%
Total Federal Revenue		153,000.00	3,636,509.08	3,385,109.74	27	404,399.34	89.33%
OTHER FINANCING SOURCES							
Other Financing Sources-Capital Lease Acquisition	03-100-341040-0000-39004	175,000.00				175,000.00	0.00%
(Enterprise Vehicle Leasing)							
Total Other Financing Sources		175,000.00		-		175,000.00	0.00%
APPROPRIATED FROM RESERVES		$ -	$ -	$ -		-	0.00%
TOTAL GENERAL FUND REVENUES		11,222,049.00	3,636,509.08	14,096,721.32		839,282.51	94.87%

GENERAL FUND NOTES AS OF JUNE 30, 2025		
Revenues		
1	Current/Delinquent Real Estate Tax	Real Estate Taxes will be due June 5th 2025. Bills were mailed 5/8/25. In the prior year, they were due in installments
		$14,000 in refunds issued this year. RE Billed 2,095 total amount $2,326,529.75. 2,409,848 Collected to date which is 83,000 over billed
2	Current/Delinquent PP Tax	Collections this year are 62,996 higher than for the same period in the prior year.
		Delinquent collections are 22,972 higher than prior year same period. Delinquent bills due 4/30/25
		2,067 mailed 387,202.18 total billed
		delinquent collection bills went out 6/5 and are being collected quickly. To date we have collected
		61,175. Of this, 8,677 is collection fee. Total net to the Town 52,498.29 as of 7/21/25
3	Sales Tax	144,745 highter than prior year. IOW noted that sales tax is trending higher
		IOW gets 1% of total collected, they get 69.22%, Smithfield 22.98% and Windsor 7.8%
		Payments run one month behind. We should see 51,985.96 in July
4	Consumption/Utility Taxes	Consumption tax is tracking 12,455 less than prior year same period
		Consumption: Columbia Gas 7,219.23 and Dominion 31,303.68. Prior year Columbia 6,668.64 and Dominion 37,315.03
		Utility: 3,311 lower than prior year same period. This comes from Dominion Energy and Columbis gas.
		Utility tax: Columbia gas 55,388 and Dominion 160,545 prior year. This year Columbia gas 57,406 and Dominion 137,422
5	Business licenses	Due in April and we have collected 109% of what is budgeted.
6	Bank Franchise Taxes	Due June 2025 and collected 158,108 which is 105% of budgeted
7	Vehicle licenses	Billed with personal property taxes and due in December 2024.
		We have collected more to date because of collection letters.
8	Cigarette Taxes	We are running slightly behind prior year by 28,000. NO change since prior moneh
9	Transient Occupancy	2,322 lower than prior year at the same period
		The most coming from Hampton Inn 171,779 and Smithfield Station 100,920. This comes in Quarterly.
10	Meals Tax	64,248 higher than the prior year at the same period.
		Largest Remitters to date: 272,572 was McDonald's, 231,484 from Smithfield Station and 124,982 Cockeyed Rooster
		Some pay quarterly, we can change this to monthly
11	Permits & Fees	11,862 less than prior year same period.
		26,654 of the total collected to date is zoning permits. Prior year same period the zoning permits were 30,415
12	Inspection fees	82% of budgeted amount
		2,250 collected in June, Cornerstone Homes (St Paul's Ave 600.00) and Birdsong Builders
		Eastwood Comes 900

GENERAL FUND NOTES AS OF JUNE 30, 2025		
13	Refuse Collection Fees	13,000 higher than prior year, since we are billing annually. This is collected with RE Tax.
14	Review Fees	4,380 higher than prior year, the majority of this is Napolitano Home for Mallory Phase B 9,650
		One paid in June Wellingon Estates Site Plan 300.00
15	Fines & Costs	27,535 higher than prior year same period
16	General Fund interest	83,483 interest during the June period. Total GF Interest for the FY to date is 766,432 or 156% of budgeted amount.
		We 7M from the OPB accounts into VIP, which enhanced the return.
17	Parks & Rec Rentals	Tracking 29,940 less than prior year
		Primarily Special Events 15,916 and Windsor Castle 8,997
18	Kayak Rentals	5,286 more than prior year same period
19	Museum revenues	Gift shop revenue is lower by 3,552 compared to prior year, mostly from sales and admissions.
20	Other Revenue	Returned check charges, refunds, checks voided, 15,640 higher this year than prior year
		We received funds from Unclaimed Property from the state. Vendors that owed us refunds
21	Insurance Recoveries	Less this year compared to prior year of 38,727
		In the prior year there was a large sewer insurance payment of 15,347 as well as various auto claims
22	Sale of Land	Pinewood heights remaining lots
23	Sales of Equipment/Buildings	
24	Revenues from the State-Law Enforcement	7,436 higher than prior year do to 599 funds. Quarterly 53,795
25	Communications Tax	983 less than prior year same period
26	PPTRA State Revenue	Same each year
27	Total Federal Revenue	per Oct 2024 ARPA Obligations Appropriation Resolution (GF plus $9,845.92 to Utilities fund 006 Water Dept totals amount of resolution on $3,646,355)

GENERAL FUND NOTES AS OF JUNE 30, 2025		
Expenses		
29	Salaries/fica	Per resolution dated October 28, 2024 2,290,154 of salary expense will be ARPA through 12/31/24. See line:
		"ARPA Payroll" on each expense sheet.
		Amounts may change due to timing of payroll and adjustments by auditors
30	Insurance	
	TOWN COUNCIL	
32	Professional Services	3,750 less than prior year. Canada Land Survey - Survey west street
	TOWN MANAGER	
31	Dues & Subscriptions	Tracking 1,637 higher than prior year same period
33	Computer & Technology Expenses	Tracking 3,195 higher than prior year. Dell
	TREASURER	
34	Service Contracts	84,281 less prior year same period. We moved one consultant into a perm position and stopped spending so much
		time on Munis.
31	Dues & Subscriptions	6,446 Less this year because some charges for Munis were put into the correct GL.
35	Bank Charges	We are offsetting fees with bank balances
	POLICE DEPARTMENT	
31	Dues & Subscriptions	30,420 less than prior year same period
36	LODA	With the approval of the state budget for fiscal years 2025-2026, Line of Duty Death and Health Benefits Trust Fund
		(LODA Fund) premiums will increase to $1,015 per full-time equivalent employees, effective July 1, 2024.
		By statute, LODA Fund benefits are funded on a “pay-as-you-go” basis, covering the health care premiums
		for current beneficiaries as well as projected costs of any new death and other benefit claims.
37	Computer & Technology	Computer purchase $3,199 and contract $2,063. Tracking close to prior year same period.
38	Radio & Equipment repairs	Tracking to half of last year same period.

GENERAL FUND NOTES AS OF JUNE 30, 2025		
	PARKS & RECREATION	
31	Dues & Subscriptions	3,458 less than prior year same period
39	Credit card processing expense	1,303 less than prior year
40	Computer & Technology expenses	3,373 less than prior year same period
	SMITHFIELD CENTER	
40	Computer & Technology expenses	35,004 higher this year. Projector and projector upgrades of 35,168 this year
41	Advertising-SC	None spent this year
42	Repairs & Maintenance	16,749 less this year than prior. A Heat Exchanger 13,528 and Flooring 17,269 were primarily where this was.
43	ARPA	
	WINDSOR CASTLE PARK	
44	Equipment Expense	Higher than prior year due to: $34,311 John Deere Tractor/Gator and Hustler Super Z $14,254
45	ARPA	
47	Repairs & Maintenance	9,323 less than prior year
	WINDSOR CASTLE MANOR HOUSE	
46	Contracted Services	13,670 more this year than prior
		Well Pump and Haul as well as Suffolk Sanitary monthly
47	Repairs & Maintenance	22,542 less than prior year
	LUTER SPORTS COMPLEX	
30	Insurance	
	MISCELLANEOUS-PARKS & REC	
49	Clontz Park	$1,386 more than prior year
50	Clontz Park ARPA	
51	Fireworks	Paid in full vs. installments. Total is higher than prior year.

GENERAL FUND NOTES AS OF JUNE 30, 2025		
	MUSEUM	
31	Dues & Subscriptions	540 lower than prior year
52	Gift Shop Expenses	4,463 higher than prior year
	COMMUNITY DEVELOPMENT OTHER	
53	Hampton Roads Planning District Commission	In line with prior year same period. This is for regional water program. We pay quarterly.
	PUBLIC WORKS	
54	Repairs & Maintenance	18,219 less than prior year. Mostly due to the 9,936 light on main and repaint brick sidewalk
55	**ARPA Expenses**	
	Public Buildings	
56	Computer & Technology	1,622 more than prior year same period
57	ARPA	

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND EXPENDITURES
Preliminary

TOWN COUNCIL **Preliminary**

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Salaries and Wages	04-100-411010-0000-41100	44,000.00	(20,000.00)	21,245.00	29	2,755.00	88.52%
Fica & Medicare Benefits	04-100-411010-0000-42100	3,425.00		1,646.54	29	1,778.46	48.07%
ARPA Payroll	04-100-411010-0000-46023	-	19,993.03	19,993.03	29	-	100.00%
Legal Fees	04-100-411010-0000-43150	50,000.00		43,922.29		6,077.71	87.84%
Update Town Charter & Code	04-100-411010-0000-43151	4,500.00		2,839.94		1,660.06	63.11%
Professional Services	04-100-411010-0000-43152	5,000.00		1,250.00	32	3,750.00	25.00%
Public Defender Fees	04-100-411010-0000-43153	4,500.00		758.00		3,742.00	16.84%
Election Expense	04-100-411010-0000-43170	2,000.00		-		2,000.00	0.00%
Maintenance contracts	04-100-411010-0000-43320	4,500.00		4,199.88		300.12	93.33%
Annual Christmas Parade	04-100-411010-0000-43351	-				-	0.00%
Advertising	04-100-411010-0000-43600	30,000.00		28,274.32		1,725.68	94.25%
Communications	04-100-411010-0000-45200	-		-		-	0.00%
Insurance	04-100-411010-0000-45300	24,000.00	(12,690.00)	10,287.72	30	1,022.28	90.96%
Travel & Training	04-100-411010-0000-45500	10,000.00		8,367.31		1,632.69	83.67%
Council Approved Items	04-100-411010-0000-45804	5,000.00	21,500.00	26,494.79		5.21	99.98%
Subscriptions/Memberships	04-100-411010-0000-45810	7,500.00		8,502.00	31	(1,002.00)	113.36%
Records Management maint & upgrades	04-100-411010-0000-45811	8,000.00		6,816.57		1,183.43	85.21%
Bank Charges	04-100-411010-0000-45813	-	12,690.00	12,686.11		3.89	99.97%
Supplies	04-100-411010-0000-46001	10,000.00	(1,500.00)	6,687.51		1,812.49	78.68%
ARPA Expenses	04-100-411010-0000-46019	-				-	0.00%
Total Town Council		212,425.00	19,993.03	203,971.01		28,447.02	87.76%

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND EXPENDITURES
Preliminary

TOWN MANAGER

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Salaries and Wages	04-100-412010-0000-41100	317,250.00	(6,872.00)	156,976.71	29	153,401.29	50.58%
Salaries-PT	04-100-412010-0000-41110	44,142.00		10,323.68	29	33,818.32	23.39%
Salaries-OT	04-100-412010-0000-41120, 41115	3,000.00		1,771.89	29	1,228.11	59.06%
Fica & Medicare Benefits	04-100-412010-0000-42100	28,912.00		11,777.19	29	17,134.81	40.73%
VSRS	04-100-412010-0000-42200	31,216.00		28,909.25		2,306.75	92.61%
Disability	04-100-412010-0000-42210	490.00	42.00	541.48		(9.48)	101.78%
Health & Other	04-100-412010-0000-42300	61,506.00		28,554.41		32,951.59	46.43%
Pre-Employment Test	04-100-412010-0000-42435	5,000.00		3,914.94		1,085.06	78.30%
Employee Recognition	04-100-412010-0000-42440	10,000.00		7,813.67		2,186.33	78.14%
Wellness Inititatives	04-100-412010-0000-42460	8,237.00		320.00		7,917.00	3.88%
ARPA Payroll	04-100-412010-0000-46023		198,471.50	198,471.50	29	-	100.00%
Professional Services	04-100-412010-0000-43152	78,000.00	(32,180.00)	19,500.00		26,320.00	42.56%
Maintenance Contracts	04-100-412010-0000-43320	3,000.00	3,250.00	5,807.84		442.16	92.93%
Communications	04-100-412010-0000-45200	8,000.00		7,256.93		743.07	90.71%
Insurance	04-100-412010-0000-45300	3,130.00		1,935.16	30	1,194.84	61.83%
Travel & Training	04-100-412010-0000-45500	12,000.00		6,917.72		5,082.28	57.65%
Other	04-100-412010-0000-45804	1,000.00	230.00	1,228.06		1.94	99.84%
Dues & Subscriptions	04-100-412010-0000-45810	4,000.00	7,400.00	10,979.89	31	420.11	96.31%
Supplies	04-100-412010-0000-46001	4,500.00		2,193.27		2,306.73	48.74%
Computer & technology expenses	04-100-412010-0000-46005	5,000.00	1,630.00	6,577.46	33	52.54	99.21%
Fuel Expense	04-100-412010-0000-46008	200.00				200.00	0.00%
Auto Expense	04-100-412010-0000-46009	300.00				300.00	0.00%
Shared Services-IT	04-100-412010-0000-46020	81,000.00		81,000.00		-	100.00%
Contingency	04-100-412010-0000-46021	34,952.00		900.00		34,052.00	2.57%
Strategic Planning Initiatives		50,000.00	26,500.00	76,468.27		31.73	99.96%
Education Assistance		5,000.00				5,000.00	0.00%
Capital Expenditures - website redesign	04-100-412010-0000-48100	-				-	0.00%
Total Town Manager		799,835.00	198,471.50	670,139.32		328,167.18	67.13%

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND EXPENDITURES
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TREASURER

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Salaries and Wages	04-100-412410-0000-41100	462,067.00	(28.00)	260,293.49	29	201,745.51	56.34%
Salaries-OT	04-100-412410-0000-41120, 41115	8,360.00		3,440.56	29	4,919.44	41.16%
Fica & Medicare Benefits	04-100-412410-0000-42100	37,635.00		19,436.55	29	18,198.45	51.64%
VSRS	04-100-412410-0000-42200	46,857.00		46,511.68		345.32	99.26%
Disability	04-100-412410-0000-42210	555.00	528.00	1,082.86		0.14	99.99%
Health	04-100-412410-0000-42300	59,150.00		37,840.31	29	21,309.69	63.97%
ARPA Payroll	04-100-412410-0000-46023	-	292,571.43	292,571.43	29	-	100.00%
Audit	04-100-412410-0000-43120	39,000.00	(9,920.00)	21,100.00		7,980.00	72.56%
Service contracts	04-100-412410-0000-43320	125,000.00		89,237.69	34	35,762.31	71.39%
Data Processing	04-100-412410-0000-44100	42,000.00	(5,000.00)	34,760.74		2,239.26	93.95%
Communications	04-100-412410-0000-45200	11,000.00		8,076.97		2,923.03	73.43%
Insurance	04-100-412410-0000-45300	2,804.00		2,737.80	30	66.20	97.64%
Travel & Training	04-100-412410-0000-45500	12,000.00		5,825.30		6,174.70	48.54%
Other	04-100-412410-0000-45804	500.00		109.59		390.41	21.92%
Dues & Subscriptions	04-100-412410-0000-45810	1,500.00	1,020.00	2,463.60	31	56.40	97.76%
Bank Charges	04-100-412410-0000-45813	800.00		4.08	35	795.92	0.51%
Cigarette Tax Stamps	04-100-412410-0000-45830	3,600.00		3,407.40		192.60	94.65%
Supplies	04-100-412410-0000-46001	21,000.00	6,793.00	28,429.11		(636.11)	102.29%
Credit Card Processing	04-100-412410-0000-46002	800.00	1,607.00	1,327.73		1,079.27	55.16%
Computer & technology expenses	04-100-412410-0000-46005	5,800.00	5,000.00	9,479.29		1,320.71	87.77%
ARPA Expenses	04-100-412410-0000-46019	-				-	0.00%
Capital Outlay	04-100-412410-0000-48100	-		35,265.12		(35,265.12)	0.00%
Total Treasurer		880,428.00	292,571.43	903,401.30		269,598.13	77.02%

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND EXPENDITURES
Preliminary

PUBLIC SAFETY

POLICE DEPARTMENT

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Salaries and Wages	04-100-431100-0000-41100	1,764,269.00	(76,281.00)	785,474.28	29	902,513.72	46.53%
Salaries - Reg OT	04-100-431100-0000-41115	-		23,798.73	29	(23,798.73)	0.00%
Salaries OT	04-100-431100-0000-41120	298,076.00		136,195.33	29	161,880.67	45.69%
Salaries-Selective Enforcement	04-100-431100-0000-41130	19,500.00		-	29	19,500.00	0.00%
Salaries - TDO and ECO	04-100-431100-0000-41135	-		1,014.00		(1,014.00)	0.00%
Salaries-Special Events	04-100-431100-0000-41140	17,792.00	43,208.00	60,999.23		0.77	100.00%
FTO/Shift Differential	04-100-431100-0000-41150	14,000.00		3,919.25	29	10,080.75	27.99%
Fica & Medicare Benefits	04-100-431100-0000-42100	168,159.00	(6,000.00)	70,679.99	29	91,479.01	43.59%
VSRS	04-100-431100-0000-42200	178,760.00		134,483.79		44,276.21	75.23%
Disability	04-100-431100-0000-42210	350.00		364.33		(14.33)	104.09%
Health Insurance	04-100-431100-0000-42300	341,353.00		134,652.78	29	206,700.22	39.45%
ARPA Payroll	04-100-431100-0000-46023		1,127,514.42	1,127,514.42	29	-	100.00%
Ins. - LODA	04-100-431100-0000-42410	16,650.00	6,000.00	22,330.00	36	320.00	98.59%
Professional Services	04-100-431100-0000-43152	8,000.00		2,510.00		5,490.00	31.38%
Service Contracts	04-100-431100-0000-43320	150,000.00	(25,000.00)	93,244.28		31,755.72	74.60%
Community Outreach	04-100-431100-0000-43352	6,000.00		3,461.85		2,538.15	57.70%
Investigation expenses	04-100-431100-0000-44641	7,000.00		3,819.91		3,180.09	54.57%
HEAT Grant Expenses	04-100-431100-0000-45037	-		12,785.04		(12,785.04)	0.00%
Communications	04-100-431100-0000-45200	50,000.00		31,484.28		18,515.72	62.97%
Insurance	04-100-431100-0000-45300	63,200.00	31,600.00	94,735.68	30	64.32	99.93%
Travel & Training	04-100-431100-0000-45500	38,000.00	5,000.00	33,066.28		9,933.72	76.90%
Accreditation	04-100-431100-0000-45521	-	-	-		-	0.00%
Asset Forteiture Expenses	04-100-431100-0000-45640	-		-		-	0.00%
Other	04-100-431100-0000-45804	1,800.00	500.00	1,924.74		375.26	83.68%
Dues & Subscriptions	04-100-431100-0000-45810	45,600.00	(32,100.00)	11,540.12	31	1,959.88	85.48%
Materials & Supplies	04-100-431100-0000-46001	25,000.00		22,714.26		2,285.74	90.86%
Credit Card Process	04-100-431100-0000-46002	-	73.00	72.51	39	0.49	99.33%
Computer & Technology Expenses	04-100-431100-0000-46005	19,000.00		15,021.65	37	3,978.35	79.06%
Equipment	04-100-431100-0000-46006	227,200.00	33,000.00	212,190.70		48,009.30	81.55%
Gas	04-100-431100-0000-46008	45,000.00	20,000.00	52,445.06		12,554.94	80.68%
Vehicle Maintenance	04-100-431100-0000-46009	30,000.00	7,200.00	33,186.67		4,013.33	89.21%

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND EXPENDITURES
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PUBLIC SAFETY

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Radio & Equipment repairs	04-100-431100-0000-46010	2,000.00		969.99	38	1,030.01	48.50%
Uniforms	04-100-431100-0000-46011	31,500.00	(7,200.00)	18,900.08		5,399.92	77.78%
Tires	04-100-431100-0000-46016	9,000.00		6,892.40		2,107.60	76.58%
COVID-19 Expenses	04-100-431100-0000-46018	-				-	0.00%
ARPA Expenses	04-100-431100-0000-46019	-				-	0.00%
Capital Outlay	04-100-431100-0000-48100	175,000.00		31,154.92		143,845.08	17.80%
Total Police Department		3,752,209.00	1,127,514.42	3,183,546.55		1,696,176.87	65.24%

FIRE DEPARTMENT

State Pass Thru	04-100-432100-0000-45623	38,419.00		-		38,419.00	0.00%
Annual Fuel Contribution	04-100-432300-0000-46008	15,000.00		15,000.00		-	100.00%
Capital Contribution	04-100-432300-0000-45618	19,000.00		19,000.00		-	100.00%
Total Fire Department		72,419.00	-	34,000.00		38,419.00	46.95%

E911 DISPATCH

E911 Dispatch shared services	04-100-432300-0000-45614	360,000.00		422,921.55		(62,921.55)	117.48%
Total E911 Dispatch		360,000.00	-	422,921.55		(62,921.55)	117.48%
Total Public Safety		4,184,628.00	1,127,514.42	3,640,468.10		544,159.90	68.53%

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PARKS & RECREATION

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Parks & Recreation							
Salaries and Wages	04-100-471100-0000-41100	500,175.00	41,735.00	223,513.70	29	318,396.30	41.25%
Salaries-PT	04-100-471100-0000-41110	87,271.00		30,264.14	29	57,006.86	34.68%
Salaries-OT	04-100-471100-0000-41120, 41115	22,894.00		3,849.50	29	19,044.50	16.81%
Fica & Medicare Benefits	04-100-471100-0000-42100	48,828.00		18,662.56	29	30,165.44	38.22%
VSRS	04-100-471100-0000-42200	49,639.00		40,132.51		9,506.49	80.85%
Disability	04-100-471100-0000-42210	930.00		726.94		203.06	78.17%
Health	04-100-471100-0000-42300	96,757.00	(38,000.00)	47,621.13	29	11,135.87	81.05%
ARPA Payroll	04-100-471100-0000-46023	-	306,520.33	306,520.33	29	-	100.00%
Contracted Services	04-100-471100-0000-43300	20,000.00	3,300.00	23,134.97		165.03	99.29%
Advertising	04-100-471100-0000-43600	35,000.00		27,728.30		7,271.70	79.22%
Communications	04-100-471100-0000-45200	7,000.00	(2,500.00)	4,009.51		490.49	89.10%
Insurance	04-100-471100-0000-45300	6,280.00	14,700.00	20,928.28	30	51.72	99.75%
Travel & Training	04-100-471100-0000-45500	3,000.00		1,060.19		1,939.81	35.34%
Other	04-100-471100-0000-45804	600.00		307.03		292.97	51.17%
Dues & Subscriptions	04-100-471100-0000-45810	8,000.00		5,616.63	31	2,383.37	70.21%
Office Supplies	04-100-471100-0000-46001	-	4,500.00	2,652.54		1,847.46	58.95%
Credit card processing expense	04-100-471100-0000-46002	5,000.00		3,883.09	39	1,116.91	77.66%
Computer & technology expenses	04-100-471100-0000-46005	-		4,148.05	40	(4,148.05)	0.00%
Fuel	04-100-471100-0000-46008	9,000.00		7,907.27		1,092.73	87.86%
Uniforms	04-100-471100-0000-46011	3,000.00		2,355.70		644.30	78.52%
Vehicle Maintenance	04-100-471100-0000-46009	-		747.31		(747.31)	0.00%
ARPA Fund Capital	04-100-471100-0000-48102	696,790.00		491,503.96		205,286.04	70.54%
Capital Outlay	04-100-471100-0000-48100	-				-	0.00%
Total Parks & Recreation		1,600,164.00	330,255.33	1,267,273.64		663,145.69	65.65%
Smithfield Center							
Retail Sales & Use Tax	04-100-412100-0000-43100	400.00		237.29		162.71	59.32%
Contracted Services	04-100-412100-0000-43300, 43320	21,000.00	3,150.00	24,149.47		0.53	100.00%
Advertising	04-100-412100-0000-43600	-		-	41	-	0.00%

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PARKS & RECREATION

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Kitchen Supplies	04-100-412100-0000-44000	3,000.00		199.98		2,800.02	6.67%
Food Service & Beverage Supplies	04-100-412100-0000-44001	5,000.00		3,950.21		1,049.79	79.00%
AV Supplies	04-100-412100-0000-44002	-				-	0.00%
Utilities	04-100-412100-0000-45100	22,000.00	19,900.00	32,342.91		9,557.09	77.19%
Communications	04-100-412100-0000-45200	8,500.00	600.00	8,821.25		278.75	96.94%
Insurance	04-100-412100-0000-45300	6,680.00	2,751.00	9,430.92	30	0.08	100.00%
Refund event deposits	04-100-412100-0000-45899	4,000.00		2,800.00		1,200.00	70.00%
Office Supplies/Other Supplies	04-100-412100-0000-46001	-				-	0.00%
Computer & technology expenses	04-100-412100-0000-46005	35,000.00	7,500.00	37,807.64	40	4,692.36	88.96%
Equipment	04-100-412100-0000-46006	60,000.00	(52,201.00)	179.99		7,619.01	2.31%
Repairs & Maintenance	04-100-412100-0000-46007	90,000.00	1,300.00	89,601.20	42	1,698.80	98.14%
ARPA Expenses	04-100-412100-0000-46019	-			43	-	0.00%
Capital Outlay	04-100-412100-0000-48100	-		-		-	0.00%
Total Smithfield Center		255,580.00	(17,000.00)	209,520.86		29,059.14	87.82%

Windsor Castle Park

Contracted Services	04-100-471210-0000-43300	10,000.00	9,659.00	12,811.50	46	6,847.50	65.17%
Utilities	04-100-471210-0000-45100	750.00		650.62		99.38	86.75%
Insurance	04-100-471210-0000-45300	11,088.00		1,011.76	30	10,076.24	9.12%
Equipment Expense	04-100-471210-0000-46006	45,000.00	3,466.00	48,465.88	44	0.12	100.00%
Repairs & Maintenance	04-100-471210-0000-46007	50,000.00	(3,125.00)	46,873.31	47	1.69	100.00%
ARPA Capital	04-100-471210-0000-48102	-	817,516.00	418,776.37	45	398,739.63	51.23%
Capital Outlay	04-100-471210-0000-48100	290,260.00		-		290,260.00	0.00%
Total Windsor Castle Park		407,098.00	827,516.00	528,589.44		706,024.56	42.81%

Windsor Castle Manor House

Contracted Services	04-100-471220-0000-43300, 20	8,000.00	41,735.00	22,618.43	46	27,116.57	45.48%
Advertising	04-100-471220-0000-43600	-				-	0.00%
Food Service & Beverage Supplies	04-100-471220-0000-44001	-				-	0.00%
Utilities	04-100-471220-0000-45100	6,000.00	2,000.00	7,480.68		519.32	93.51%
Communications	04-100-471220-0000-45200	2,500.00	140.00	2,639.82		0.18	99.99%
Insurance	04-100-471220-0000-45300	6,020.00	800.00	6,802.48	30	17.52	99.74%

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PARKS & RECREATION

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Refund event deposits	04-100-471220-0000-45899	4,000.00	(1,743.00)	1,500.00		757.00	66.46%
Office Supplies/Other Supplies	04-100-471220-0000-46001	-				-	0.00%
Computer & Technology	04-100-471220-0000-46005	100.00				100.00	0.00%
Repairs & maintenance	04-100-471220-0000-46007	25,000.00	(17,297.00)	5,670.18	47	2,032.82	73.61%
ARPA	04-100-471220-0000-46019	-				-	0.00%
Total Windsor Castle Manor House		51,620.00	25,635.00	46,711.59		30,543.41	60.46%

Luter Sports Complex

Contracted Services	04-100-471300-0000-43300	8,400.00	17,425.00	13,160.46		12,664.54	50.96%
Utilities	04-100-471300-0000-45100	11,500.00	3,675.00	15,173.44		1.56	99.99%
Communications	04-100-471300-0000-45200	1,800.00	200.00	2,012.14		(12.14)	100.61%
Insurance	04-100-471300-0000-45300	10,500.00		958.08	30	9,541.92	9.12%
Office Supplies/Other Supplies	04-100-471300-0000-46001	-				-	0.00%
Computer & Technology	04-100-471300-0000-46005	-				-	0.00%
Structures & Equipment Expense	04-100-471300-0000-46006	-				-	0.00%
Repairs & Maintenance	04-100-471300-0000-46007	65,000.00	(200.00)	52,355.35		12,444.65	80.80%
ARPA Capital	04-100-471300-0000-48102	-	528,839.00	184,675.33		344,163.67	34.92%
Capital Outlay	04-100-471300-0000-48100	31,000.00				31,000.00	0.00%
Total Luter Sports Complex		128,200.00	549,939.00	268,334.80		409,804.20	39.57%

Miscellaneous

Contributions-WCP	04-100-471200-0000-45653	-		-		-	0.00%
Clontz Park (maintenance & utilities)	04-100-471311-0000-43342, 45100, 4	3,500.00		3,640.42	49	(140.42)	104.01%
Clontz Park ARPA	04-100-471311-0000-46019	-			50	-	0.00%
Jersey Park Playground	04-100-471313-0000-43345	-				-	0.00%
Pinewood Playground	04-100-471314-0000-43346	-				-	0.00%
Cypress Creek No Wake zone	04-100-471340-0000-43347	-				-	0.00%
Haydens Lane Maintenance	04-100-471315-0000-43348	-				-	0.00%
Veterans War Memorial	04-100-471316-0000-43349	-		192.52		(192.52)	0.00%
Fireworks	04-100-471390-0000-43344	20,000.00	20,000.00	40,000.00	51	-	100.00%
Total Other Parks & Recreation		23,500.00	20,000.00	43,832.94		(332.94)	100.77%

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PARKS & RECREATION

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
TOTAL PARKS & RECREATION		**2,466,162.00**	**1,736,345.33**	**2,364,263.27**		**1,838,244.06**	95.87%

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MUSEUM

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Salaries	04-100-472200-0000-41100	131,159.00	(10,388.00)	83,771.92	29	36,999.08	69.36%
Salaries-Part Time	04-100-472200-0000-41110	57,821.00		20,759.96	29	37,061.04	35.90%
FICA	04-100-472200-0000-42100	15,119.00		7,887.85	29	7,231.15	52.17%
VSRS	04-100-472200-0000-42200	13,182.00	2,560.00	15,737.28		4.72	99.97%
Disability	04-100-472200-0000-42210	300.00	119.00	418.35		0.65	99.84%
Health	04-100-472200-0000-42300	15,735.00		11,796.47		3,938.53	74.97%
ARPA Payroll	04-100-472200-0000-46023	-	111,325.37	111,325.37	29	-	100.00%
Operating expenses							
Contracted services	04-100-472200-0000-43300	3,400.00	(568.00)	2,765.29		66.71	97.64%
Advertisinig	04-100-472200-0000-43600	1,000.00		701.81		298.19	70.18%
Communications	04-100-472200-0000-45200	725.00		474.42		250.58	65.44%
Insurance	04-100-472200-0000-45300	2,430.00		221.72	30	2,208.28	9.12%
Travel/Training	04-100-472200-0000-45500	400.00	568.00	967.57		0.43	99.96%
Dues & Subscriptions	04-100-472200-0000-45810	800.00		220.00	31	580.00	27.50%
Supplies	04-100-472200-0000-46001	9,500.00	(200.00)	6,616.37		2,683.63	71.14%
Computer and Technology	04-100-472200-0000-46005	2,140.00		540.00		1,600.00	25.23%
ARPA	04-100-472200-0000-46019	-				-	0.00%
Gift Shop-to be funded by gift shop proceeds							
Sales & Use Tax	04-100-472200-0000-43100	1,000.00		787.83		212.17	78.78%
Credit card processing fees	04-100-472200-0000-46002	800.00		659.48		140.52	82.44%
Programming/Exhibits	04-100-472200-0000-46025	-	2,995.00	2,994.90		0.10	100.00%
Gift Shop expenses	04-100-472200-0000-46014	8,000.00	4,914.00	12,913.38	52	0.62	100.00%
Total Museum		263,511.00	111,325.37	281,559.97		93,276.40	75.12%
Museum Contributions							
Isle of Wight County-Museum Maintenance	04-100-432301-0000-45635	11,000.00		$ -		11,000.00	0.00%
Total Museum Contributions		11,000.00		-		11,000.00	0.00%
TOTAL MUSEUM		274,511.00		281,559.97		104,276.40	102.57%

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Community Development & Planning

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Administration							
Salaries	04-100-481100-0000-41100	270,065.00		128,885.71	29	141,179.29	47.72%
Salaries-OT	04-100-481100-0000-41120	1,656.00		2,144.13	29	(488.13)	129.48%
FICA	04-100-481100-0000-42100	21,738.00		9,767.13	29	11,970.87	44.93%
VSRS	04-100-481100-0000-42200	27,654.00		24,929.79		2,724.21	90.15%
Disability	04-100-481100-0000-42210	600.00		846.93		(246.93)	141.16%
Health	04-100-481100-0000-42300	35,227.00		11,935.44	29	23,291.56	33.88%
ARPA Payroll	04-100-481100-0000-46023	-	121,615.37	121,615.37		-	100.00%
GIS	04-100-481100-0000-43001	10,000.00		1,516.00		8,484.00	15.16%
Site Plan Review	04-100-481100-0000-43141	15,000.00	(4,010.00)	-		10,990.00	0.00%
Professional Services	04-100-481100-0000-43152	20,000.00	4,010.00	23,856.95		153.05	99.36%
Shared Services-IOW Inspection Services	04-100-441300-0000-43143	75,000.00		-		75,000.00	0.00%
Contractual	04-100-481100-0000-43320	6,000.00		1,632.19		4,367.81	27.20%
Communications	04-100-481100-0000-45200	6,000.00		4,385.73		1,614.27	73.10%
Insurance	04-100-481100-0000-45300	5,700.00		876.64	30	4,823.36	15.38%
Travel & Training	04-100-481100-0000-45500	7,500.00		7,249.97		250.03	96.67%
Other	04-100-481100-0000-45804	1,000.00		447.14		552.86	44.71%
Dues & Subscriptions	04-100-481100-0000-45810	2,000.00		2,931.11	31	(931.11)	146.56%
Materials & Supplies	04-100-481100-0000-46001	6,000.00		2,993.84		3,006.16	49.90%
Repairs & Maintenance	04-100-481100-0000-46007	5,000.00		482.51		4,517.49	9.65%
Gas	04-100-481100-0000-46008	10,000.00		-		10,000.00	0.00%
Uniforms	04-100-481100-0000-46011	-				-	0.00%
ARPA	04-100-481100-0000-46019	-				-	0.00%
Capital Expenditures	04-100-481100-0000-48100	-				-	0.00%
Total Community Development & Planning Administration		526,140.00	121,615.37	346,496.58		301,258.79	53.49%

Pinewood Heights Project							
Project Expenditures						-	0
Pinewood Heights-Phase II	04-100-432315-0000-42701-misc	-				-	0.00%
Pinewood Heights-Phase III	04-100-432315-0000-42701-misc	-				-	0.00%
Pinewood Heights Phase IV	04-100-432315-0000-42704, 42715	-				-	0.00%
Pinewood Heights Phase IV Capital Outlay	04-100-432315-0000-42701-48100	125,000.00		71,971.74		53,028.26	57.58%
Total Pinewood Heights-All Phases		125,000.00	-	71,971.74		53,028.26	57.58%

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Community Development & Planning

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Hampton Roads Planning District Commission	04-100-432302-0000-45621	21,206.00		12,875.00	53	8,331.00	60.71%
Tourism Bureau	04-100-432302-0000-45607	326,635.00		-		326,635.00	0.00%
Chamber of Commerce	04-100-432302-0000-45609	6,000.00		6,000.00		-	100.00%
Total Community Development Other		353,841.00		18,875.00		334,966.00	5.33%
Total Community Planning & Development		1,004,981.00	121,615.37	437,343.32		689,253.05	38.82%

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Public Works

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Salaries	04-100-441300-0000-41100	203,568.00		125,440.51	29	78,127.49	61.62%
Salaries - Reg OT	04-100-441300-0000-41115	-		1,175.42	29	(1,175.42)	0.00%
Salaries-OT (includes special events)	04-100-441300-0000-41120	10,453.00		6,571.25	29	3,881.75	62.86%
FICA	04-100-441300-0000-42100	16,286.00		9,668.86	29	6,617.14	59.37%
VSRS	04-100-441300-0000-42200	16,563.00		16,428.71		134.29	99.19%
Disability	04-100-441300-0000-42210	1,000.00	650.00	2,015.47		(365.47)	122.15%
Health	04-100-441300-0000-42300	31,717.00	(650.00)	15,250.08		15,816.92	49.09%
ARPA Payroll	04-100-441300-0000-46023	-	96,037.61	96,037.61	29	-	100.00%
GIS	04-100-441300-0000-43001	3,500.00		-		3,500.00	0.00%
Site Plan Review	04-100-441300-0000-43141	5,000.00		358.50		4,641.50	7.17%
Professional Services	04-100-441300-0000-43152	40,000.00	(17,535.00)	555.00		21,910.00	2.47%
Shared Services-IOW Inspection Services	04-100-441300-0000-43143	80,000.00		-		80,000.00	0.00%
Contractual	04-100-441300-0000-43300, 43320	8,000.00		7,460.03		539.97	93.25%
Trash Collection	04-100-441300-0000-43330	280,900.00		261,974.04		18,925.96	93.26%
Street Lights	04-100-441300-0000-45101	3,000.00		818.82		2,181.18	27.29%
Communications	04-100-441300-0000-45200	7,500.00		6,570.93		929.07	87.61%
Insurance	04-100-441300-0000-45300	5,700.00	16,185.00	21,883.23	30	1.77	99.99%
Travel & Training	04-100-441300-0000-45500	4,500.00		854.52		3,645.48	18.99%
Safety Meetings/Safety Expenses	04-100-441300-0000-45520	2,000.00		3,862.10		(1,862.10)	193.11%
Accreditation	04-100-441300-0000-45521	10,000.00		-		10,000.00	0.00%
Safety Grant Expenses	04-100-441300-0000-45530	-		-		-	0.00%
Other	04-100-441300-0000-45804	2,500.00		405.68		2,094.32	16.23%
Dues & Subscriptions	04-100-441300-0000-45810	2,000.00		264.90	31	1,735.10	13.25%
Materials & Supplies	04-100-441300-0000-46001	4,500.00		1,555.05		2,944.95	34.56%
Computer & Technology	04-100-441300-0000-46005	4,000.00		2,400.66		1,599.34	60.02%
Repairs & Maintenance	04-100-441300-0000-46007	7,000.00	(171.00)	5,842.93	54	986.07	85.56%
Gas	04-100-441300-0000-46008	8,000.00	1,521.00	9,520.76		0.24	100.00%
Uniforms	04-100-441300-0000-46011	4,500.00		3,109.03		1,390.97	69.09%
Litter Control Grant Expense	04-100-441300-0000-46012	2,500.00		2,276.35		223.65	91.05%
ARPA Funded Capital Projects	**04-100-441300-0000-48102**	-	-	-	55	-	0.00%
Capital Expenditures	04-100-441300-0000-48100	211,000.00	-	15,034.32		195,965.68	7.13%
Total Public Works		975,687.00	96,037.61	617,334.76		454,389.85	57.60%

Miscellaneous Public Works

Waterworks Dam -professional fees	04-100-471350-0000-43152	50,000.00		9,245.00		40,755.00	18.49%
Waterworks Dam - repairs & Maint	04-100-471350-0000-46007	-		5,764.68		(5,764.68)	
Waterworks Dam-(decomission?)		-		-		-	0.00%
Total Miscellaneous Public Works		50,000.00		15,009.68		34,990.32	30.02%

Total Public Works Expenses	1,025,687.00	96,037.61	632,344.44		489,380.17	56.37%

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND EXPENDITURES
Preliminary

Public Buildings

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Salaries-Part Time	04-100-443200-0000-41110	43,404.00	(20,000.00)	16,392.31	29	27,011.69	70.04%
FICA	04-100-443200-0000-42100	3,473.00		1,269.39	29	2,203.61	36.55%
ARPA Payrolll	04-100-443200-0000-46023	-	16,105.02	16,105.02	29	-	100.00%
Professional Services	04-100-443200-0000-43152	75,000.00		-		75,000.00	0.00%
Contractual	04-100-443200-0000-43300, 43320	35,000.00		27,138.41		7,861.59	77.54%
Utilities	04-100-443200-0000-45100	65,000.00	(10,000.00)	53,704.55		11,295.45	97.64%
Communications	04-100-443200-0000-45200	2,500.00		3,072.68		(572.68)	122.91%
Insurance	04-100-443200-0000-45300	13,500.00		6,891.41	30	6,608.59	51.05%
Other	04-100-443200-0000-45804	500.00		94.15		405.85	18.83%
Materials & Supplies	04-100-443200-0000-46001,4	2,500.00		1,001.93		1,498.07	40.08%
Computer & Technology	04-100-443200-0000-46005	45,000.00	(8,035.00)	28,627.56	56	16,372.44	77.45%
Equipment Expense	04-100-443200-0000-46006	-		-		-	0.00%
Repairs & Maintenance	04-100-443200-0000-46007	75,000.00	38,035.00	108,315.75		4,719.25	95.82%
ARPA expenses	04-100-443200-0000-46019	-			57	-	0.00%
ARPA Capital	04-100-443200-0000-48102	-			57	-	0.00%
Capital Expenditures	04-100-443200-0000-48100	95,000.00		58,596.99		36,403.01	61.68%
Total Public Buildings		455,877.00	16,105.02	321,210.15		188,806.87	68.06%

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND EXPENDITURES
Preliminary

Contributions

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Parks, Recreation, and Cultural							
Isle of Wight Arts League	04-100-432301-0000-45601	9,000.00		9,000.00		-	100.00%
Farmers Market	04-100-432301-0000-45617	3,000.00		6,000.00		(3,000.00)	200.00%
Friends of the Library	04-100-473100-0000-45605	4,539.00		4,539.00		-	100.00%
Total Cultural Contributions		16,539.00		19,539.00		(3,000.00)	118.14%
Contributions-Community Development							
Genieve Shelter	04-100-432302-0000-45606	10,000.00		10,000.00		-	100.00%
TRIAD	04-100-432302-0000-45611	1,650.00				1,650.00	0.00%
Christian Outreach	04-100-432302-0000-45620	12,650.00		12,650.00		-	100.00%
Western Tidewater Free Clinic	04-100-432302-0000-45632	15,809.00		15,809.00		-	100.00%
Schoolhouse Museum		5,376.00		5,376.00		-	100.00%
Old Courthouse Contribution	04-100-472500-0000-45613	5,000.00		5,000.00		-	100.00%
Total Contributions-Community Development		50,485.00		48,835.00		1,650.00	96.73%
TOTAL CONTRIBUTIONS		67,024.00		68,374.00		(1,350.00)	102.01%

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND EXPENDITURES
Preliminary

Non-Departmental

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
OPERATING/CAPITAL RESERVE							
FEMA - Great Springs Road	04-100-445018-0000-45018			3,615.00		(3,615.00)	
Appropriation to Reserves		-				-	0.00%
Tax Relief for the Elderly/Veterans	04-100-491100-0000-45804	80,000.00				80,000.00	0.00%
TOTAL NON DEPARTMENTAL		80,000.00		3,615.00		80,000.00	

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND EXPENDITURES

Debt Service

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Principal Retirement							
Police Evidence Building	04-100-495500-0000-49509	-				-	-
Public Safety Radio System	04-100-495500-0000-49518	-				-	-
Police Vehicles	04-100-495500-0000-49523	95,000.00		157,313.79		(62,313.79)	165.59%
GO Bond 2020A2	04-100-495500-0000-49521	308,691.00		308,691.00		-	100.00%
Interest and fiscal charges							
Police Evidence Building	04-100-495500-0000-49510	-				-	0.00%
Public Safety Radio System	04-100-495500-0000-49519	-				-	
Police Vehicles	04-100-495500-0000-49524	19,000.00				19,000.00	0.00%
GO Bond 2020A2	04-100-495500-0000-49522	44,590.00		44,589.81		0.19	100.00%
Total Debt Service		467,281.00		510,594.60		(43,313.60)	109.27%

Town of Smithfield
GENERAL FUND
FY2024-25 CAPITAL BUDGET

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
GENERAL GOVERNMENT EXPENSES							
TOWN MANAGER							
Website Redesign	04-100-412010-0000-48100	-	-			-	0.00%
TREASURER							
Treasurer-MUNIS software conversion	04-100-412410-0000-48100	-	-	35,265.12		(35,265.12)	0.00%
PUBLIC SAFETY							
Police Department-police vehicles	04-100-431100-0000-48100	175,000.00		31,154.92		143,845.08	17.80%
PARKS, RECREATION & CULTURAL							
Concession building at LSC, maintenance buildings at LCS, WCP (**ARPA FUNDED**)	**04-100-471100-0000-48102**	696,790.00	528,839.00	676,179.29		549,449.71	0.00%
LSC - washout repairs	04-100-471300-0000-48100	31,000.00				31,000.00	0.00%
Windsor Castle Park Bridge Repairs	**04-100-471210-0000-48102**		817,516.00	319,320.79		498,195.21	0.00%
Windsor Castle Park Bridge Repairs	04-100-471210-0000-48100	290,260.00		-		290,260.00	0.00%
Total Parks & Recreation		1,018,050.00	1,346,355.00	995,500.08		1,368,904.92	42.10%
PUBLIC WORKS							
Nike Park Recreational Trail	04-100-441300-0000-48100	136,000.00				136,000.00	0.00%
Pagain Road Stormwater Project **(ARPA FUNDED)**	**04-100-441300-0000-48102**	450,000.00				450,000.00	0.00%
Battery Park Drainage Project - Villas **(ARPA FUNDED)**	**04-100-441300-0000-48102**	400,000.00		-		400,000.00	0.00%
Vehicle Replacement (split Hwy, Wtr, Swr, PW)	04-100-441300-0000-48100	75,000.00				75,000.00	
Final Benn's Church and S Church St	04-100-441300-0000-48100			34.32		(34.32)	
Emergency Exit from Brown's	04-100-441300-0000-48100			15,000.00		(15,000.00)	
Total Public Works		1,061,000.00	-	15,034.32		1,045,965.68	1.42%
PUBLIC BUILDINGS							
Public Buildings							
Town Hall Bay Doors/Windows/Lights	04-100-443200-0000-48100	65,000.00		32,878.00		32,122.00	
Replacement Christmas Garland	04-100-443200-0000-48100	30,000.00		25,718.99		4,281.01	
Total Public Buildings		95,000.00		58,596.99		36,403.01	
Total General Fund Capital Expenses		2,349,050.00	1,346,355.00	1,135,551.43		2,559,853.57	48.34%

Town of Smithfield
GENERAL FUND
FY2024-25 CAPITAL BUDGET

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
GENERAL GOVERNMENT EXPENSES							
PUBLIC SAFETY							
Police Department-Retention Training	04-100-431100-0000-46018					-	
PARKS, RECREATION & CULTURAL							
LSC & WCP Maintenance Buildings						-	0.00%
LSC Football Field consessions and restroom						-	0.00%
Paving Jericho Road						-	
Paving Clontz Park						-	
Manor House Paving						-	
Top Dresser						-	
Trash Cans						-	
Mower						-	
LSC Improvements -Lighting	04-100-471300-0000-46019					-	
WCP Trail Repairs	04-100-471210-0000-46019					-	
WCP Bridge and Pier Repairs	04-100-471210-0000-48102					-	
Clontz Park-demolish gazebo and reconstruction pier	04-100-471311-0000-46019					-	
Smithfield Center Doors						-	
Replace deck at Smithfield Center	04-100-412100-0000-46019					-	
Total Parks & Recreation			-		-	-	0.00%
PUBLIC WORKS - Stormwater							
Water Line Contribution - Isle of Wight							
310 Winchester Pipe Repair						-	
The Machrie Pipe Replacement						-	
512 hickory Crescent Pipe Replacement						-	
Pagan Road Stormwater Project (ARPA)-started in 2022						-	
204 Barcroft Dr Pipe Replacement						-	
310 Buckingham Way DI Repair						-	
Battery Park Drainage Project-Villas (ARPA)-started in 2022						-	
Grace St Sidewalk Repairs						-	
Stormwater Project contingency						-	
Stormwater GIS Database					-	-	
Total Public Works			-	-	-	-	
Tourism							
Wayfinding Signs						-	
Town Benches						-	
Smithfield Times Gazebo						-	
Total Tourism			-		-	-	
Miscellaneous							
COVID Supplies						-	
AS400 Update						-	
Treasurer's Office Equipment						-	
			-		-	-	
Total General Fund Capital Expenses		-	-		-	-	0.00%

Town of Smithfield
FY2025 Adopted Operating Budget
HIGHWAY FUND
Preliminary

Highway

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Buget to Actual	Variance %
HIGHWAY REVENUES							
Interest Income	03-204-341200-0000-31501	200.00		56.65		143.35	28.33%
Revenue - Commwlth of VA	03-204-341200-0000-34060	1,550,000.00		1,711,134.72	1	(161,134.72)	110.40%
Carryforward from prior years	N/A	-			2	-	
Total Highway Fund Revenue		1,550,200.00	-	1,711,191.37		(160,991.37)	110.39%

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
HIGHWAY EXPENSES							
Salaries	04-204-441200-0000-41100	340,975.00	(60,000.00)	269,790.63	3	11,184.37	96.02%
FICA	04-204-441200-0000-42100	27,278.00	(3,775.00)	19,841.89	3	3,661.11	84.42%
VRS	04-204-441200-0000-42200	32,836.00	(10,000.00)	18,402.14		4,433.86	80.58%
Health	04-204-441200-0000-42300	50,370.00		37,904.04		12,465.96	75.25%
Maintenance	04-204-441200-0000-43104	750,041.00	102,775.00	562,003.15	4	290,812.85	65.90%
Grass	04-204-441200-0000-43105	100,000.00		72,627.08	5	27,372.92	72.63%
VAC Truck Repairs	04-204-441200-0000-43107	2,000.00	140.00	2,372.84		(232.84)	110.88%
Professional services	04-204-441200-0000-43152	10,000.00	2,465.00	6,475.00		5,990.00	51.95%
Stormwater Management Program (regional)	04-204-441200-0000-43999	5,000.00		3,187.00		1,813.00	63.74%
Street Lights	04-204-441200-0000-45101	125,000.00	(17,465.00)	94,851.54	6	12,683.46	88.21%
Insurance	04-204-441200-0000-45300	15,000.00	(10,000.00)	9,749.76	7	(4,749.76)	195.00%
Bank Charges	04-204-441200-0000-45813	-				-	0.00%
Fuel	04-204-441200-0000-46008	20,000.00	(5,470.00)	12,745.07		1,784.93	87.72%
Vehicle Maintenance	04-204-441200-0000-46009	12,000.00		11,469.80	8	530.20	95.58%
Uniforms	04-204-441200-0000-46011	3,700.00	1,330.00	5,017.49	9	12.51	99.75%
ARPA	04-204-441200-0000-48102					-	0.00%
Capital Outlay	04-204-441200-0000-48100	56,000.00		616.66		55,383.34	0.00%
Carryforward to next year	N/A	-				-	0.00%
Total Highway Fund Expense		1,550,200.00	-	1,127,054.09		423,145.91	72.70%

HIGHWAY NOTES JUNE 30, 2025		
Revenues:		
1	Revenue - Commwlth of VA	State Highway Funds came in September and are 22,000 higher than prior year.
		44,905 higher than prior year, including the 22,000 from State Highway Funds
		427,783 remitteed quarterly
2	Carryforward from prior years	
Expenses:		
3	Salaries/Fica	
4	Highway Maintenance	Lower by 294,841 from prior year
		200,000 Great Springs Road
		79,800 Crosswalks at Church/Luter, Church/Cedar, Church/Main and Smithfield
		Station.
5	Grass Cutting	534 less than prior year
6	Street Lights	107,961 less than prior year
		Street lights expense is allocated to Highway and Public Works
7	Insurance	
8	Vehicle Maintenance	Tracking 2,004 higher than prior year
9	Uniforms	

Town of Smithfield
HIGHWAY FUND
FY2024-25 CAPITAL BUDGET

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Highway							
Vehicle Replacement (split HWY, WTR, SWR)	**04-204-441200-0000-48100**	**25,000.00**		616.66		24,383.34	
Salt/Sand Spreader	**04-204-441200-0000-48100**	**17,500.00**				17,500.00	
Lawnmowers	**04-204-441200-0000-48100**	**13,500.00**				13,500.00	
						-	
						-	
Total Highway Capital Expenses		56,000.00	-	616.66		55,383.34	

Town of Smithfield
FY2025 Adopted Operating Budget
SEWER FUND
Preliminary

7/22/2025

SEWER FUND

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
SEWER REVENUES							
Sewer Charges	03-006-342070-0000-31101	778,000.00		763,126.16	1	14,873.84	98.09%
Availability Fees	03-006-342070-0000-31102	247,200.00		154,400.00	2	92,800.00	62.46%
Pro Rata Share Fees	03-006-342070-0000-31103	-		34,800.00	3	34,800.00	0.00%
Connection fees	03-006-342070-0000-31104	94,800.00		60,820.00	4	33,980.00	64.16%
Miscellaneous Revenue	03-006-342070-0000-31105	-		26,800.00		(26,800.00)	0.00%
Interest Revenue	03-006-342070-0000-31501	93,750.00		103,059.92		(9,309.92)	109.93%
Sewer Compliance Fee	03-006-342070-0000-31608	408,125.00		386,891.60	1	21,233.40	94.80%
ARPA Funding	03-006-342070-0000-31619	-			5	-	0.00%
Appropriated fund balance for budget	Balance Sheet	328,301.00			6	328,301.00	0.00%
Total Sewer Revenue		1,950,176.00	0.00	1,529,897.68		489,878.32	78.45%

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
SEWER EXPENSES							
Salaries	04-006-442070-0000-41100	401,493.00		301,161.77	7	100,331.23	75.01%
FICA	04-006-442070-0000-42100	32,120.00		22,377.65	7	9,742.35	69.67%
VRS	04-006-442070-0000-42200	37,877.00		26,038.46	7	11,838.54	68.74%
Health	04-006-442070-0000-42300	51,302.00		46,030.72	7	5,271.28	89.73%
VAC Truck Repairs & Maintenance	04-006-442070-0000-43107	5,000.00	2,010.00	7,000.48		9.52	99.86%
Audit	04-006-442070-0000-43120	8,750.00	790.00	10,550.00		(1,010.00)	110.59%
Legal	04-006-442070-0000-43150	10,000.00		5,147.94		4,852.06	51.48%
Professional Fees	04-006-442070-0000-43152	40,000.00	(422.00)	18,941.25		20,636.75	47.86%
Contractual	04-006-442070-0000-43300,43320	4,500.00		3,989.90		510.10	88.66%
HRPDC sewer programs	04-006-442070-0000-43997	780.00	32.00	812.00	8	-	100.00%
Data Processing	04-006-442070-0000-44100	15,000.00	2,502.00	17,501.83		0.17	100.00%
Utilities	04-006-442070-0000-45100	50,000.00		44,647.23		5,352.77	89.29%
Communications	04-006-442070-0000-45200	13,000.00		10,163.40		2,836.60	78.18%
SCADA Expenses	04-006-442070-0000-45204	15,000.00		-		15,000.00	0.00%
Insurance	04-006-442070-0000-45300	19,000.00		12,034.88	9	6,965.12	63.34%
Materials & Supplies	04-006-442070-0000-45400, 46001	64,000.00	(12,797.00)	32,184.78		19,018.22	62.86%
Travel & Training	04-006-442070-0000-45500	5,000.00		981.17		4,018.83	19.62%

Town of Smithfield
FY2025 Adopted Operating Budget
SEWER FUND
Preliminary

SEWER FUND

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Miscellaneous	04-006-442070-0000-45804	1,200.00	(79.00)	463.95		657.05	41.39%
Dues & Subscriptions	04-006-442070-0000-45810	200.00	79.00	278.50		0.50	99.82%
Bank charges	04-006-442070-0000-45813	50.00	10.00	60.00		-	100.00%
Equipment Expense	04-006-442070-0000-46006	60,000.00		-		60,000.00	0.00%
Maintenance & Repairs	04-006-442070-0000-46007	174,642.00		100,104.09		74,537.91	57.32%
Fuel	04-006-442070-0000-46008	15,000.00	(520.00)	10,762.42		3,717.58	74.33%
Vehicle Maintenance	04-006-442070-0000-46009	5,000.00	6,300.00	11,277.81	10	22.19	99.80%
Uniforms	04-006-442070-0000-46011	3,500.00	2,095.00	5,593.90	11	1.10	99.98%
Pump Replacement & Conditioning	04-006-442070-0000-46015	142,762.00		87,302.11	12	55,459.89	61.15%
ARPA	04-006-442070-0000-46019, 48102	-			13	-	0.00%
Debt Service	04-006-442070-0000-49000	200,000.00		12,511.09	14	187,488.91	6.26%
Bad Debt Expense	04-006-442070-0000-49004	-			15	-	0.00%
Depreciation Expense	04-006-442070-0000-49102	-		447,962.00		(447,962.00)	0.00%
Capital Expenditures	balance sheet	575,000.00		266,788.66		308,211.34	46.40%
Total Sewer Expenditures		1,950,176.00	-	1,502,667.99		447,508.01	77.05%

SEWER NOTES AS OF JUNE 30, 2025		
Revenues		
1	Sewer Charges/Sewer Compliance	96,157 higher than prior year due reallocation
2	Availability fees	Trending 161,260 lower than prior year
3	Pro-Rata Share Fees	51,600 less than prior year
4	Connection Fees	60,940 less than prior year
5	ARPA Funding	
6	Appropriated Fund Balance	
Expenses		-
7	Salaries and payroll taxes	
8	HRPDC Sewer Programs	Tracking to prior year
9	Insurance	5,000 less than prior year. This is split between water and sewer
10	Vehicle Maintenance	1,338 higher than prior year same time
		Dave's Service Center
11	**Uniforms**	Tracking to prior year
12	**Pump replacement/conditioning**	1,360 less than prior year same period
		26,825 James Street Pump Station
		15,082 St Andrews PS, 9,034 Bradford Mews, 26,747 Plaza Pump Station
13	**ARPA**	
14	**Debt Service**	VAC Truck paid each year 99,000 (a portion is booked to Sewer)

Town of Smithfield
FY2025 Adopted Operating Budget
WATER FUND
Preliminary

7/22/2025

WATER FUND

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
WATER REVENUES							
Water Sales	03-006-342060-0000-31101	1,620,865.00		1,598,094.91	1	22,770.09	98.60%
Debt Service Revenue	03-006-342060-0000-31109	266,000.00		246,367.44	1	19,632.56	92.62%
Availability Fees	03-006-342060-0000-31102	175,000.00		104,440.00	2	70,560.00	59.68%
Pro Rata Share Fees	03-006-342060-0000-31103	-		34,800.00	3	34,800.00	0.00%
Connection fees	03-006-342060-0000-31104	45,000.00		23,140.00	4	21,860.00	51.42%
Miscellaneous	03-006-342060-0000-31105	-		16,678.94	5	16,678.94	0.00%
Application Fees	03-006-342060-0000-31106	10,700.00		19,290.00		(8,590.00)	180.28%
Interest Revenue	03-006-342060-0000-31501	145,800.00		163,286.58		(17,486.58)	111.99%
ARPA Revenue	03-006-342060-0000-31619, 350	-	9,845.92	9,845.92	6	-	
Contributions from IOW	03-006-342060-0000-31628	-				-	0.00%
Appropriated fund balance for budge	n/a	270,341.00			7	270,341.00	0.00%
Total Water Revenues		2,533,706.00	9,845.92	2,215,943.79		430,566.01	87.12%

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
WATER EXPENSES							
Salaries	04-006-442060-0000-41100	603,262.00	(73,965.00)	511,660.03	8	17,636.97	96.67%
FICA	04-006-442060-0000-42100	48,261.00		38,474.44	8	9,786.56	79.72%
VRS	04-006-442060-0000-42200	54,738.00		38,053.92	8	16,684.08	69.52%
Health	04-006-442060-0000-42300	87,106.00		69,065.19	8	18,040.81	79.29%
ARPA Payroll	04-006-442060-0000-46023	-	9,845.92	9,845.92	8	-	100.00%
Audit	04-006-442060-0000-43120	8,750.00	1,800.00	10,550.00		-	100.00%
Legal	04-006-442060-0000-43150	10,000.00		5,410.44		4,589.56	54.10%
Professional Services	04-006-442060-0000-43152	32,000.00	(30,000.00)	138.75	9	1,861.25	6.94%
Contractual	04-006-442060-0000-43320	15,000.00	(10,229.00)	871.50		3,899.50	18.27%
Regional Water Supply Study	04-006-442060-0000-43998	1,283.00	3,049.00	4,332.00	10	-	100.00%

Town of Smithfield
FY2025 Adopted Operating Budget
WATER FUND
Preliminary

WATER FUND

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Data Processing	04-006-442060-0000-44100	15,000.00	2,602.00	17,501.83		100.17	99.43%
Utilities	04-006-442060-0000-45100	3,000.00		2,388.45		611.55	79.62%
Communications	04-006-442060-0000-45200	12,000.00		9,265.68		2,734.32	77.21%
Insurance	04-006-442060-0000-45300	40,000.00	9,880.00	49,878.48	11	1.52	100.00%
Materials & Supplies	04-006-442060-0000-45400	140,399.00	35,700.00	102,176.70		73,922.30	58.02%
Travel and Training	04-006-442060-0000-45500	5,000.00	(880.00)	1,502.24		2,617.76	36.46%
Other Expense	04-006-442060-0000-45804	15,000.00		510,685.40	12	(495,685.40)	3404.57%
Dues & Subscriptions	04-006-442060-0000-45810	2,000.00		1,498.50	13	501.50	74.93%
Bank service charges-credit card fees	04-006-442060-0000-45813	1,200.00	10,844.00	12,043.25	19	0.75	99.99%
Equipment Expense	04-006-442060-0000-46006	4,000.00	(4,000.00)	-		-	0.00%
Maintenance & Repairs	04-006-442060-0000-46007	75,207.00	(5,700.00)	68,491.36		1,015.64	98.54%
Fuel	04-006-442060-0000-46008	20,000.00	(9,675.00)	10,306.39		18.61	99.82%
Vehicle Maintenance	04-006-442060-0000-46009	4,000.00	14,055.00	18,371.17	18	(316.17)	101.75%
Uniforms	04-006-442060-0000-46011	4,000.00		9,595.75	14	(5,595.75)	239.89%
Capital Expenditures	04-006-442060-0000-47000			37,416.67	15	(37,416.67)	0.00%
RO Annual costs							
Contract Services	04-006-442061-0000-43300	15,000.00		5,451.95		9,548.05	36.35%
Power	04-006-442061-0000-45100	115,000.00	67,805.00	142,898.75		39,906.25	78.17%
HRSD	04-006-442061-0000-45102	450,000.00	13,176.00	463,175.27		0.73	100.00%
Communication	04-006-442061-0000-45200	11,000.00		10,858.43		141.57	98.71%
Supplies	04-006-442061-0000-45400	35,000.00	14,848.00	49,847.09	16	0.91	100.00%
Chemicals	04-006-442061-0000-45413	150,000.00	(39,630.00)	89,551.77	16	20,818.23	81.14%
Travel and training	04-006-442061-0000-45500	6,000.00		961.04		5,038.96	16.02%
Miscellaneous	04-006-442061-0000-45804	500.00		360.01		139.99	72.00%
Dues & Subscriptions	04-006-442061-0000-45810	2,000.00		1,690.00		310.00	84.50%
Maintenance and Repairs	04-006-442061-0000-46007	90,000.00		45,202.40		44,797.60	50.22%
Vehicle Maintenance	04-006-442061-0000-46009	3,000.00	320.00	191.63	18	3,128.37	5.77%
ARPA Capital	04-006-442061-0000-46019					-	0.00%
Debt Service	04-006-442060-0000-49000	330,000.00		51,792.94	17	278,207.06	15.69%
Bad Debt Expense	04-006-442060-0000-49004	-				-	0.00%
Depreciation Expense	04-006-442060-0000-49102			373,255.82		(373,255.82)	0.00%

Town of Smithfield
FY2025 Adopted Operating Budget
WATER FUND
Preliminary

WATER FUND

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Bond Issuance Costs	04-006-442060-0000-49511	-				-	0.00%
Transfers to Operating Reserves	balance sheet	-				-	0.00%
Capital Expenditures	04-006-442061-0000-47000	125,000.00		246,738.00		(121,738.00)	0.00%
Total Water Expenditures		2,533,706.00	9,845.92	3,021,499.16		(477,947.24)	118.79%

WATER NOTES AS OF JUNE 30, 2025		
Revenues		
1	Water Charges/Water Debt Service	Water Sales 217,386 higher than prior year same time.
		Debt service is charged with water on bills
2	Availability fees	135,080 less than prior year same period.
3	Pro-Rata Share Fees	64,000 less than prior year
4	Connection Fees	33,640 less than prior year
5	Miscellaneous Revenues	13,170 less than prior year
6	ARPA Funding	Per OCT 2024 ARPA Obligations Resolution. After GF ARPA Payroll funds used, $9,845.92 remained of 2.3 million
7	Appropriated Fund Balance	-
Expenses		
8	Salaries and payroll taxes	
9	Professional fees	
10	Regional Water Supply Study	Tracking to prior year
11	Insurance	Prior year's payments were $9,426 per quarter. This year they are $12,469 per quarter. Split between water
		and Sewer
12	Other	Includes 500,000 IOW water/sewer agreement
13	Dues & Subscriptions	Tracking to last year
14	Uniforms	Tracking to last year
15	**ARPA**	

WATER NOTES AS OF JUNE 30, 2025		
16	**RO Supplies/Chemicals**	7,870 higher than prior year
17	**Debt Service**	VAC Truck paid each year 99,000 (a portion is booked to Sewer)
18	**Vehicle Maintenance**	Maintenance is split between Water and sewer
19	**Bank Service Fees**	Admin fees for investment at OPB

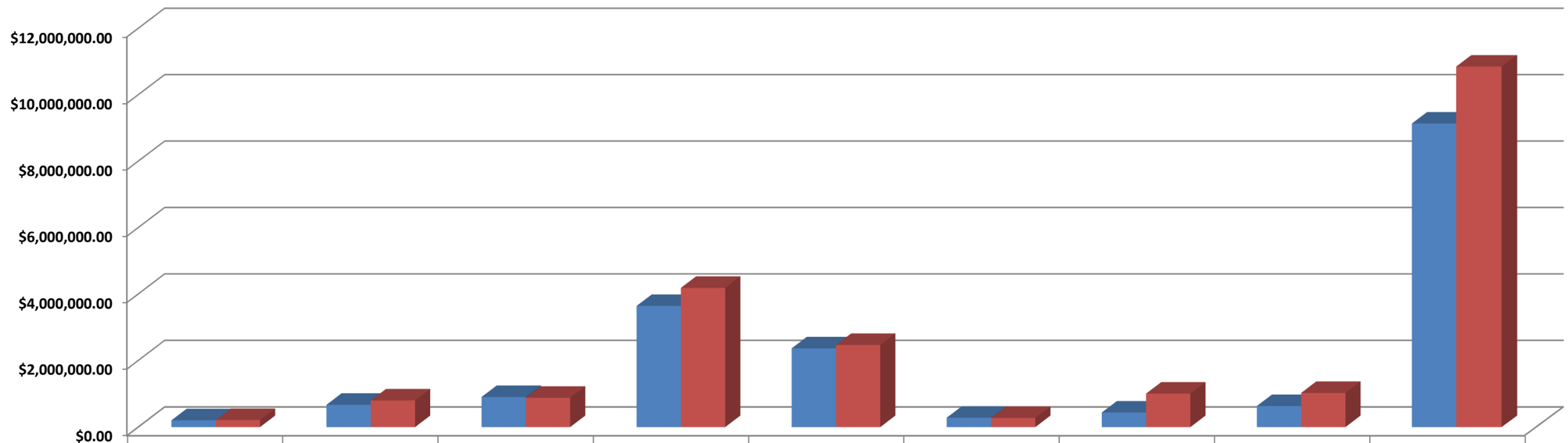
Town of Smithfield
SEWER AND WATER
FY2024-25 CAPITAL BUDGET

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
UTILITY CAPITAL EXPENSES							
SEWER							
Bypass Pump	04-006-442070-0000-47012	170,000.00		45,011.73		124,988.27	26.48%
Manhole Inspections & Rehab	04-006-442070-0000-47000	50,000.00		32,954.00		17,046.00	65.91%
Pipe Lining of gravity sewer pipes	04-006-442070-0000-47000	50,000.00		35,320.00		14,680.00	70.64%
Vehicle Replacement (split Hwy, Wtr, Swr, PW)	04-006-442070-0000-47005	25,000.00		616.67		24,383.33	2.47%
Antenna Towers	04-006-442070-0000-47012	60,000.00				60,000.00	0.00%
Plaza Pump Station Upgrades	04-006-442070-0000-47012	110,000.00		53,328.26		56,671.74	0.00%
SCADA Radio Replacement	04-006-442070-0000-47012	110,000.00		99,558.00		10,442.00	90.51%
TOTAL SEWER		575,000.00	-	266,788.66		308,211.34	46.40%
WATER							
Emergency Repairs Well #10	04-006-442061-0000-47000	-		246,738.00		(246,738.00)	
Red Point Water Services - Lewis Construction	04-006-442060-0000-47000	-		36,800.00		(36,800.00)	
Vehicle Replacement (split Hwy, Wtr, Swr, PW)	04-006-442060-0000-47005	25,000.00		616.67		24,383.33	0.00%
Water Meter Replacements	04-006-442060-0000-47012	100,000.00				100,000.00	0.00%
TOTAL WATER		125,000.00	-	284,154.67		(159,154.67)	0.00%

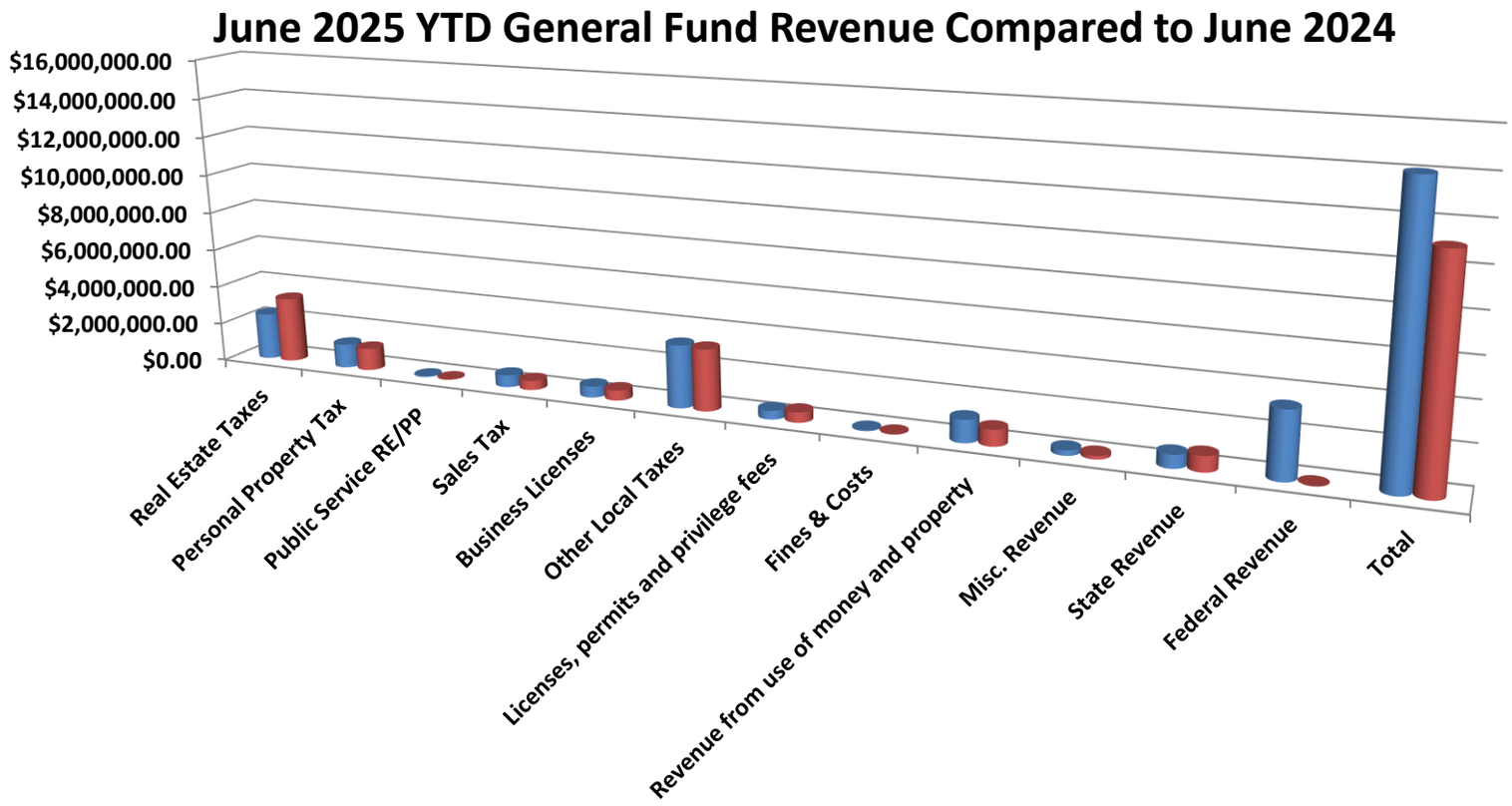
Town of Smithfield
SEWER AND WATER
FY2024-25 CAPITAL BUDGET

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
UTILITY ARPA EXPENSES							
SEWER							
Bypass Pump - Moonefield	04-006-442070-0000-46019					-	
Bypass Pump - Jordan	04-006-442070-0000-46019, 48102					-	
Install Controls on Outside of Panel (ARC Flash Safety Issue)						-	
Pagan Road - relocate cable	04-006-442070-0000-48102					-	
VAC Truck Building	04-006-442070-0000-48102					-	
New Rail Systems for Pump Stations	04-006-442070-0000-46019					-	
Manhole Replacement						-	
Main St Sewer Replacement - 300 block						-	
Valve Vault Reconditioning	04-006-442070-0000-48102					-	
Flow Meter Calibration	04-006-442070-0000-46019					-	
Complete Grace St Sewer						-	
Check Valve replacement	04-006-442070-0000-46019					-	
TOTAL SEWER		-	-	-		-	
WATER							
Storage Tank - Maintenance and Repairs - Wilson Rd	04-006-442060-0000-46019, 48102					-	
Water Main Replacement - Pagan	04-006-442060-0000-46019, 48102			249,898.05		(249,898.05)	
Water Main Replacement - S. Church - Completed						-	
Water Main Replacement-Sykes Court	04-006-442060-0000-46019			149,984.00		(149,984.00)	
Water Main Replacement - Red Point	04-006-442060-0000-48102			46,000.00		(46,000.00)	
Water Main Replacement - Main Street - 300 block						-	
Water Meter Replacements - Completed						-	
Water Sample Station Replacements						-	
2nd RO Skid Funding ($500,000 ARPA)	04-006-442061-0000-46019					-	
Water line - N. Church St						-	
TOTAL WATER		-	-	445,882.05		(445,882.05)	

June 2025 YTD General Fund Operating Expenses Compared to Budget



	Town Council	Town Manager	Treasurer	Public Safety	Parks, Recreational,	Museum	Community Development	Public Buildings	Total Expenses by Department
June 2025 Actual	$203,971	$670,139	$903,401	$3,640,468	$2,364,263	$281,560	$437,343	$632,344	$9,133,490
Budget	$212,425	$799,835	$880,428	$4,184,628	$2,466,162	$274,511	$1,004,981	$1,025,687	$10,848,657



	Real Estate Taxes	Personal Property Tax	Public Service RE/PP	Sales Tax	Business Licenses	Other Local Taxes	Licenses, permits and privilege fees	Fines & Costs	Revenue from use of money and property	Misc. Revenue	State Revenue	Federal Revenue	Total
June 2025 Actual	$2,402,071	$1,234,439	$43,303	$625,700	$575,490	$3,231,392	$444,128	$55,446	$1,164,301	$263,762	$671,458	$3,385,110	$14,096,600
June 2024 Actual	$3,378,106	$1,148,353	$36,861	$480,955	$525,025	$3,173,091	$526,589	$27,910	$830,678	$176,777	$788,538	$5,427	$11,098,309

Debt 6/30/25

	Original Amount	Inception Date	Maturity	Interest Rate	Last Payment	Next Payment	Payment (can fluctuate slightly)	Outstanding 6/30/25
Series 2020A-2	4,176,000.00	10/16/20	10/01/32	1.676%	4/1/2025	10/1/2025	191,956	2,620,000.00
Series 2020A-1	1,147,000.00	08/07/20	10/01/25	1.910%	4/1/2025	10/1/2025	233,382	233,381.00
Loan 5000008745	966,480.00	11/30/23	11/30/28	6.300%	5/31/2025	7/31/2025	18,860	692,923.44
Vac Truck	460,998.00	01/25/21	08/25/25	2.960%	8/25/2023	8/25/2025	99,349	98,289.06
Line of Credit	1,000,000.00	08/31/23	08/31/24	Prime			0	-
Totals	7,750,478.00						543,547	3,644,593.50

Prime Rate History	Percentage
04-May-22	4.00%
15-Jun-22	4.75%
27-Jul-22	5.50%
21-Sep-22	6.25%
02-Nov-22	7.00%
14-Dec-22	7.50%
01-Feb-23	7.75%
22-Mar-23	8.00%
03-May-23	8.25%
26-Jul-23	8.50%
18-Sep-24	8.00%
07-Nov-24	7.75%
18-Dec-24	7.50%

Prime rate dropped .5bp on 12/18/24

Investment Benchmark Report 6/30/25

Return	6/30/25 Balance	**Earnings Rate**	**6/30/25 Return**	**YTD FY 24/25**	90 Day Tbill	To Tbill
Sweep TowneBank	0.00	0.00%	0.00	276,536.40	0.00%	0.00%
Bank Accounts TowneBank	40,796.07	1.04%	0.35	6,108.61	4.23%	-3.20%
CDs TowneBank	1,060,786.23	3.98%	0.00	22,761.78	4.23%	-0.26%
Virginia Investment Pool - GF and Utilities	20,095,655.10	4.40%	39,610.11	443,641.98	4.23%	0.17%
Bank Accounts OPB	3,041,461.60	0.10%	258.15	2,086.89	4.23%	-4.13%
Investments OPB	3,647,673.02	4.13%	34,838.31	264,445.74	4.23%	-0.10%
Total	27,886,372.02	2.73%	74,706.92	1,015,581.40		-1.10%

Utilities 6/30/25 Balances	
Old Point Bank Investment	1,580,804.62
Old Point Bank Bank Account	1,168,863.64
TowneBank Util	40,796.07
VIP	4,548,331.01
Total	**7,338,795.34**

GF and Other 6/30/25 Balances	
TowneBank Bank Account	0.00
Old Point Bank Bank Account	1,872,597.96
Towne CD	1,060,786.23
Old Point Bank Investments	2,066,868.40
VIP	15,547,324.09
Total	**20,547,576.68**

Compliance Report

6/30/2025 24,804,114.35

CLASS	LENGTH/POLICY	Amount Invested	Percent of Overall Portfolio	PERCENT OF PORTFOLIO/POLICY	Compliance %	In Compliance?	Code Section
Municipal Obligations: Stocks, bonds, notes and other evidence of Indebtedness of the Commonwealth of Virginia, or of any county, city, town, district, authority of public body of the Commonwealth of Virginia.	36 months or less	-		20%			§2.2-4500
US Government Obligations: Stocks, bonds, notes and other evidence of indebtedness of the United States, its agencies or government sponsored corporations.	36 months or less		0	100%			§ 2.2-4505
Savings accounts or time deposits (CDs) In any bank or savings and loan association within the Commonwealth of Virginia	12 months or less	1,060,786.23	4.28%	75%	71%	Yes	§ 2.2-4509
Commercial Paper	No greater than 270 days			5%			§2.2-4502
Corporate Notes	No greater than 270 days			15%			§2.2-4510
Repurchase Agreements	90 days or less			50%			§2.2-4507
Certificates representing ownership in either treasury bond principal at maturity or its coupons	36 months or less			20%			§2.2-4505
Virginia Investment Pool (VIP)	Daily			100%			§2.2-4605
Virginia Local Government Investment Pool (LGIP)	Daily	20,095,655.10	81.02%	100%	19%	Yes	§2.2-4605
Registered Money Market Mutual Funds	Daily	3,647,673.02	14.71%	100%	85%	Yes	§2.2-4508
The State Non-Arbitrage Pool (SNAP)	Depending Upon Length of Bond			100% of bond proceeds			§2.2- 4700
Total		24,804,114.35	100.00%				

Returns FY 23

Return	Average Bal	Average Rate	FY Return
Sweep	-	0.00%	-
VIP GF	533,145.50	0.20%	1,451.46
Bank Accounts	14,798,625.52	0.13%	54,829.83
Total	**15,331,771.02**	**0.10%**	**56,281.29**

Returns FY 24

Return	Average Bal	Average Rate	FY Return
Sweep	4,353,735.39	3.35%	199,782.38
VIP GF	3,663,821.12	5.52%	166,921.75
Bank Accounts	16,071,575.29	0.12%	35,796.44
Total	**24,089,131.80**	**4.44%**	**402,500.57**

Returns FY 25

Return	Average Bal	Average Rate	FY Return
Sweep	11,131,468.23	4.74%	276,536.40
VIP GF	6,569,792.01	4.81%	395,307.97
VIP Util	1,763,682.68	4.48%	48,334.01
OPB Util	5,572,193.00	4.07%	127,693.56
OPB GF	5,018,142.29	4.07%	122,969.21
OPB Luter	123,587.87	4.15%	13,782.97
Bank Accounts	5,001,247.44	0.43%	8,195.50
CD PD	38,750.21	4.44%	1,580.78
CD GF	1,893,565.39	4.22%	21,181.00
Total	**37,112,429.12**	**3.94%**	**1,015,581.40**

TOWN COUNCIL COMMITTEES REPORT

ITEM: June Cash Balances

FROM: Laura Ross, Treasurer

ATTACHMENTS:

Description	Type	Upload Date
Cash Balance Report - June 2025	Activity Report	7/24/2025
Investment Pool Update	Activity Report	7/24/2025
Investment Pool - 1-3 Year Holdings - June 2025	Activity Report	7/24/2025
VIP Stable NAV Holdings June 2025	Activity Report	7/24/2025

CASH BALANCES June 30, 2025				
ACCOUNT NAME	Account	Bank Balance	Pending and To/From	GL Balance
General Fund (TB)	**xxxx6114**	-	-	-
General Fund (OPB)	**xxxx7701**	1,740,588.20	(824,056.34)	916,531.86
CD General Fund (TB)	**xxxx8605**	1,032,125.68	-	1,032,125.68
Money Market - General Fund (OPB)	**xxxx3581**	2,066,868.40	-	2,066,868.40
Subtotal General Fund		**$ 4,839,582.28**	$ (824,056.34)	**$ 4,015,525.94**
Utilities Operating Account (OPB)	**xxxx1501**	637,493.20	(138,815.99)	498,677.21
Subtotal Utilities		**$ 637,493.20**	$ (138,815.99)	**$ 498,677.21**
Highway Fund (OPB)	**xxxx0701**	**$ 132,009.76**	$ 842,233.70	**$ 974,243.46**
Only for purpose indicated (Designated Funds)				
Water Deposit Account (TB)	**xxxx9769**	40,796.07	(8,829.93)	31,966.14
Utilities Development Escrow (OPB)	**xxxx2301**	531,370.44	-	531,370.44
Money Market - Utilities (OPB)	**xxxx3579**	1,580,804.62	-	1,580,804.62
Total Restricted or Designated		**2,152,971.13**	**(8,829.93)**	**2,144,141.20**
				-
Certificate of Deposit-Police Dept-24 month	**xxxx1623**	**39,599.84**	-	**39,599.84**
Designated Funds		**$ 2,192,570.97**	$ (8,829.93)	**$ 2,183,741.04**
Total Bank Balances, usable balances		$ 5,609,085.24	$ (120,638.63)	$ 5,488,446.61
VIP Investment Pool (General Fund)		$ 15,547,324.09		$ 15,547,324.09
VIP Investment Pool (Utilities Fund)		$ 4,548,334.01		$ 4,548,334.01
Bank Balances and VIP, usable balances		$ 25,704,743.34	$ (120,638.63)	$ 25,584,104.71

Meaning of Pending and To/From

Pending: net of deposits in transit less outstanding checks (bank did not post before month end)

To/From: one fund owes another fund
The fund that owes another would have a "Due To"
The fund that is owed from another would have a "Due From"
Examples:

1. A single check is written from the General Fund to pay a vendor (e.g., Dave's Service Center) but expenses are for General Fund, Highway, and Utilities which are separate funds. The expenses that are recorded in Highway and Utilities are Due To the General Fund and are each recorded in the General Fund as Due From Highway and Due From Utilities. Within a fund expenses are further broken down between departments in that fund but require no Due to/Due from because they are in the same fund.

2. Payroll is paid from a General Fund bank account but expenses are distributed between funds. General Fund will have Due From Highway and Utilites and those funds will have Due To General Fund amounts.

Virginia Investment Pool
A Service of VML/VACo Finance

Summary Statement

June 30, 2025

Investor ID: VA-01-0009

0000008-0000035 PDFT 797061

Town of Smithfield
PO Box 246
Smithfield, VA 23431

Virginia Investment Pool

VIP Stable NAV Liquidity Pool

Average Monthly Yield: 4.4023%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
VA-01-0009-5001	LIQUID GENERAL	8,050,240.94	7,450,278.84	0.00	46,804.31	194,216.10	13,209,478.32	15,547,324.09
VA-01-0009-5002	Utilities Investment Account	2,534,078.05	2,000,000.00	0.00	14,255.96	48,334.01	4,007,551.17	4,548,334.01
TOTAL		**10,584,318.99**	**9,450,278.84**	**0.00**	**61,060.27**	**242,550.11**	**17,217,029.49**	**20,095,658.10**

Virginia Investment Pool
A Service of VML/VACo Finance

Summary Statement

June 30, 2025

Investor ID: VA-01-0009

Town of Smithfield
PO Box 246
Smithfield, VA 23431

VIP 1-3 Year High Quality Bond Fund

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
VA-01-0009-0001	GENERAL	350,000.00	0.00	350,280.95	547.62	547.62	140,000.00	0.00
TOTAL		**350,000.00**	**0.00**	**350,280.95**	**547.62**	**547.62**	**140,000.00**	**0.00**

Account Number: VA-01-0009-5001

LIQUID GENERAL

Account Summary

Average Monthly Yield: 4.4023%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
VIP Stable NAV Liquidity Pool	8,050,240.94	7,450,278.84	0.00	46,804.31	194,216.10	13,209,478.32	15,547,324.09

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
06/01/2025	Beginning Balance			8,050,240.94	
06/02/2025	Contribution	1,000,000.00			520383
06/03/2025	Contribution	100,000.00			520736
06/09/2025	Contribution	5,000,000.00			522120
06/13/2025	Transfer In	350,278.84			520733
06/25/2025	Contribution	1,000,000.00			526117
06/30/2025	Income Dividend Reinvestment	46,804.31			
06/30/2025	Ending Balance			15,547,324.09	

Account Number: VA-01-0009-5002

Utilities Investment Account

Account Summary

Average Monthly Yield: 4.4023%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
VIP Stable NAV Liquidity Pool	2,534,078.05	2,000,000.00	0.00	14,255.96	48,334.01	4,007,551.17	4,548,334.01

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
06/01/2025	Beginning Balance			2,534,078.05	
06/09/2025	Contribution	2,000,000.00			522121
06/30/2025	Income Dividend Reinvestment	14,255.96			
06/30/2025	Ending Balance			4,548,334.01	

Account Number: VA-01-0009-0001

GENERAL

Account Summary

	Beginning Market Value	Contributions	Withdrawals	Income Earned	Current Month Unrealized G/L	Ending Market Value
VIP 1-3 Year High Quality Bond Fund	350,000.00	0.00	350,280.95	547.62	-266.67	0.00

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	NAV	Shares	Realized G/L
06/01/2025	Beginning Balance			350,000.00	9.804061	35,699.492	
06/13/2025	Income Dividend Reinvestment	547.62			9.796591	55.899	
06/13/2025	Administration Fee		2.11		9.796591	0.215	0.00
06/13/2025	Transfer Out		350,278.84		9.796591	35,755.176	(266.67)
06/30/2025	Ending Balance			0.00	9.832465	0.000	

Virginia Investment Pool

VIP Stable NAV Liquidity Pool

Date	Dividend Rate	Daily Yield
06/01/2025	0.000000000	4.4300%
06/02/2025	0.000122191	4.4600%
06/03/2025	0.000120548	4.4000%
06/04/2025	0.000120822	4.4100%
06/05/2025	0.000119974	4.3900%
06/06/2025	0.000360000	4.3800%
06/07/2025	0.000000000	4.3800%
06/08/2025	0.000000000	4.3800%
06/09/2025	0.000120001	4.3800%
06/10/2025	0.000120000	4.3800%
06/11/2025	0.000120274	4.3900%
06/12/2025	0.000120274	4.3900%
06/13/2025	0.000360822	4.3900%
06/14/2025	0.000000000	4.3900%
06/15/2025	0.000000000	4.3900%
06/16/2025	0.000120252	4.3900%
06/17/2025	0.000120548	4.4000%
06/18/2025	0.000241096	4.4000%
06/19/2025	0.000000000	4.4000%
06/20/2025	0.000360822	4.3900%
06/21/2025	0.000000000	4.3900%
06/22/2025	0.000000000	4.3900%
06/23/2025	0.000120548	4.4000%
06/24/2025	0.000120000	4.3800%
06/25/2025	0.000120548	4.4000%
06/26/2025	0.000121096	4.4200%
06/27/2025	0.000364932	4.4400%
06/28/2025	0.000000000	4.4400%
06/29/2025	0.000000000	4.4400%
06/30/2025	0.000121917	4.4500%

Performance results are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**

Virginia Investment Pool
A Service of VML/VACo Finance

VIP 1-3 YEAR HIGH QUALITY BOND FUND

Holdings Report by Category

06/30/25

Security Description	CUSIP	Maturity	Quantity	Price	Market Value	Original Cost	Amortized Cost	% of MV	Yield to Maturity	S&P Rating
Corporate Bond										
BANKS										
Apple Inc.	037833ES5	05/08/26	3,180,000.00	99.94981	3,178,403.80	3,180,000.00	3,180,000.00	0.96%	4.48%	AA+
Microsoft Corp.	594918BJ2	11/03/25	7,000,000.00	99.56459	6,969,521.51	6,789,090.00	6,972,281.49	2.10%	4.40%	AAA
The Procter & Gamble Co.	742718FY0	01/26/26	6,160,000.00	99.89464	6,153,509.82	6,155,872.80	6,159,022.75	1.85%	4.28%	AA-
		TOTAL : BANKS	**16,340,000.00**		**16,301,435.13**	**16,124,962.80**	**16,311,304.24**	**4.90%**		
TOTAL : Corporate Bond			**16,340,000.00**		**16,301,435.13**	**16,124,962.80**	**16,311,304.24**	**4.90%**		
Government Bond										
GOVERNMENT SPONSORED										
Federal Home Loan Bank	3130AXU63	11/17/26	10,000,000.00	100.89570	10,089,570.00	9,982,300.00	9,991,851.87	3.03%	3.95%	AA+
Federal Farm Credit Bank	3133EPNG6	06/23/26	8,100,000.00	100.33381	8,127,038.77	8,087,833.80	8,096,029.63	2.44%	4.02%	AA+
	TOTAL : GOVERNMENT SPONSORED		**18,100,000.00**		**18,216,608.77**	**18,070,133.80**	**18,087,881.50**	**5.48%**		
TOTAL : Government Bond			**18,100,000.00**		**18,216,608.77**	**18,070,133.80**	**18,087,881.50**	**5.48%**		
Money Market										
MONEY MARKET										
JP Morgan U.S. Government Fund	4812C0688		3,187,169.53	100.00000	3,187,169.53	3,187,169.53	3,187,169.53	0.96%	3.98%	AAA
		TOTAL : MONEY MARKET	**3,187,169.53**		**3,187,169.53**	**3,187,169.53**	**3,187,169.53**	**0.96%**		
TOTAL : Money Market			**3,187,169.53**		**3,187,169.53**	**3,187,169.53**	**3,187,169.53**	**0.96%**		
T-Note										
SOVEREIGN										
U.S. Treasury Notes	91282CKR1	05/15/27	7,500,000.00	101.31250	7,598,437.50	7,496,777.34	7,497,673.90	2.29%	3.77%	AA+
		TOTAL : SOVEREIGN	**7,500,000.00**		**7,598,437.50**	**7,496,777.34**	**7,497,673.90**	**2.29%**		
U.S. TREASURY NOTES										
U.S. Treasury Notes	912828U24	11/15/26	12,500,000.00	97.50391	12,187,988.25	11,851,562.50	12,171,271.16	3.67%	3.88%	AA+
U.S. Treasury Notes	912828YQ7	10/31/26	12,500,000.00	97.08594	12,135,742.25	11,583,984.38	12,064,833.89	3.65%	3.89%	AA+
U.S. Treasury Notes	912828YX2	12/31/26	9,000,000.00	96.97656	8,727,890.58	8,387,656.25	8,645,147.32	2.62%	3.84%	AA+
U.S. Treasury Notes	912828ZB9	02/28/27	13,000,000.00	95.70703	12,441,914.03	11,745,703.13	12,242,369.94	3.74%	3.80%	AA+
U.S. Treasury Notes	91282CBB6	12/31/27	8,500,000.00	92.69922	7,879,433.62	7,686,718.75	7,789,790.65	2.37%	3.71%	AA+
U.S. Treasury Notes	91282CBJ9	01/31/28	8,500,000.00	92.76172	7,884,746.12	7,759,902.34	7,838,711.48	2.37%	3.71%	AA+
U.S. Treasury Notes	91282CEF4	03/31/27	9,750,000.00	97.85938	9,541,289.06	9,305,224.61	9,450,780.93	2.87%	3.77%	AA+
U.S. Treasury Notes	91282CET4	05/31/27	8,750,000.00	97.93359	8,569,189.48	8,538,427.73	8,599,066.17	2.58%	3.75%	AA+
U.S. Treasury Notes	91282CFB2	07/31/27	8,300,000.00	98.03906	8,137,242.15	8,132,703.13	8,144,116.79	2.45%	3.74%	AA+
U.S. Treasury Notes	91282CFH9	08/31/27	11,000,000.00	98.75781	10,863,359.32	10,715,976.56	10,779,766.30	3.27%	3.73%	AA+
U.S. Treasury Notes	91282CFM8	09/30/27	5,500,000.00	100.89844	5,549,414.09	5,499,140.63	5,499,233.70	1.67%	3.70%	AA+
U.S. Treasury Notes	91282CHU8	08/15/26	2,400,000.00	100.43359	2,410,406.26	2,374,875.00	2,389,397.14	0.72%	3.97%	AA+
U.S. Treasury Notes	91282CHY0	09/15/26	16,500,000.00	100.80469	16,632,773.52	16,353,691.41	16,436,564.80	5.00%	3.93%	AA+
U.S. Treasury Notes	91282CJK8	11/15/26	11,000,000.00	100.96484	11,106,132.84	11,086,796.88	11,041,504.57	3.34%	3.89%	AA+
U.S. Treasury Notes	91282CKA8	02/15/27	13,000,000.00	100.47266	13,061,445.28	12,939,570.31	12,965,245.81	3.93%	3.82%	AA+
U.S. Treasury Notes	91282CKE0	03/15/27	10,000,000.00	100.75391	10,075,390.60	9,930,468.75	9,958,143.01	3.03%	3.79%	AA+
U.S. Treasury Notes	91282CKJ9	04/15/27	12,750,000.00	101.23828	12,907,880.83	12,749,501.95	12,749,412.85	3.88%	3.78%	AA+
U.S. Treasury Notes	91282CKV2	06/15/27	5,500,000.00	101.65234	5,590,878.92	5,525,351.56	5,516,972.39	1.68%	3.74%	AA+
U.S. Treasury Notes	91282CKZ3	07/15/27	12,000,000.00	101.23438	12,148,125.00	12,222,656.25	12,156,781.00	3.65%	3.74%	AA+
U.S. Treasury Notes	91282CLG4	08/15/27	10,000,000.00	100.03516	10,003,515.60	10,055,468.75	10,040,628.24	3.01%	3.73%	AA+
U.S. Treasury Notes	91282CLL3	09/15/27	10,500,000.00	99.29688	10,426,171.88	10,446,679.69	10,459,330.08	3.14%	3.71%	AA+
U.S. Treasury Notes	91282CLQ2	10/15/27	9,750,000.00	100.33594	9,782,753.96	9,652,119.14	9,671,148.11	2.94%	3.72%	AA+
U.S. Treasury Notes	91282CMB4	12/15/27	10,000,000.00	100.69922	10,069,921.90	9,908,203.13	9,922,350.71	3.03%	3.70%	AA+
U.S. Treasury Notes	91282CMF5	01/15/28	8,000,000.00	101.27734	8,102,187.52	8,012,812.50	8,011,194.28	2.44%	3.72%	AA+
U.S. Treasury Notes	91282CMN8	02/15/28	8,500,000.00	101.33594	8,613,554.73	8,572,714.84	8,564,897.10	2.59%	3.71%	AA+
U.S. Treasury Notes	91282CMS7	03/15/28	12,000,000.00	100.46875	12,056,250.00	12,006,093.75	12,005,269.90	3.63%	3.69%	AA+
U.S. Treasury Notes	91282CMV0	03/31/27	5,500,000.00	100.14844	5,508,164.09	5,491,621.09	5,491,926.96	1.66%	3.78%	AA+
U.S. Treasury Notes	91282CMW8	04/15/28	12,750,000.00	100.11719	12,764,941.47	12,769,423.83	12,768,117.23	3.84%	3.70%	AA+
U.S. Treasury Notes	91282CND9	05/15/28	12,000,000.00	100.13281	12,015,937.44	11,952,656.25	11,953,595.23	3.61%	3.70%	AA+
		TOTAL : U.S. TREASURY NOTES	**289,450,000.00**		**287,194,640.79**	**283,257,705.09**	**285,327,567.74**	**86.37%**		
TOTAL : T-Note			**296,950,000.00**		**294,793,078.29**	**290,754,482.43**	**292,825,241.64**	**88.66%**		
		Grand Total	**334,577,169.53**		**332,498,291.72**	**328,136,748.56**	**330,411,596.91**	**100.00%**		

Virginia Investment Pool
A Service of VML/VACo Finance

VIP 1-3 YEAR HIGH QUALITY BOND FUND

Holdings Report by Category

06/30/25

Security Description	CUSIP	Maturity	Quantity	Price	Market Value	Original Cost	Amortized Cost	% of MV	Yield to Maturity	S&P Rating

Virginia Investment Pool
A Service of VML/VACo Finance

VIP STABLE NAV LIQUIDITY POOL

Holdings Report by Category

06/30/25

Security Description	CUSIP	Maturity	Quantity	Price	Market Value	Original Cost	Amortized Cost	% of MV	Yield to Maturity	S&P Rating
Bank Deposits										
BANKS SAVINGS-DEPOSIT ACCOUNT										
First Carolina Bank - ICS	FIRSTCA		67,642,861.75	100.00000	67,642,861.75	67,642,861.75	67,642,861.75	1.87%	4.48%	A-1+
TOTAL : BANKS SAVINGS-DEPOSIT ACCOUNT			**67,642,861.75**		**67,642,861.75**	**67,642,861.75**	**67,642,861.75**	**1.87%**		
TOTAL : Bank Deposits			**67,642,861.75**		**67,642,861.75**	**67,642,861.75**	**67,642,861.75**	**1.87%**		
Certificates of Deposit										
BANKING										
BNP Paribas New York Branch	05593DEZ2	11/17/25	50,000,000.00	100.02740	50,013,700.00	50,000,000.00	50,000,000.00	1.38%	4.64%	A-1
BNP Paribas New York Branch	05593DH97	12/01/25	50,000,000.00	100.02630	50,013,150.00	50,000,000.00	50,000,000.00	1.38%	4.39%	A-1
Bank of America, N.A.	06051WQM9	07/07/25	15,000,000.00	100.00220	15,000,330.00	15,000,000.00	15,000,000.00	0.42%	4.32%	A-1
Bank of America, N.A.	06051WUP7	10/14/25	15,000,000.00	99.99928	14,999,892.00	15,000,000.00	15,000,000.00	0.42%	4.40%	A-1
Bank of America, N.A.	06053RAG8	09/04/25	20,000,000.00	99.99989	19,999,978.00	20,000,000.00	20,000,000.00	0.55%	4.59%	A-1
Bank of Montreal Chicago	06367DP41	07/25/25	24,500,000.00	99.99990	24,499,975.50	24,500,000.00	24,500,000.00	0.68%	4.58%	A-1
Bank of Montreal Chicago	06367DP58	07/28/25	30,000,000.00	99.99996	29,999,988.00	30,000,000.00	30,000,000.00	0.83%	4.58%	A-1
Bank of Montreal Chicago	06367DP82	08/07/25	25,000,000.00	99.99670	24,999,175.00	25,000,000.00	25,000,000.00	0.69%	4.58%	A-1
Bank of Montreal Chicago	06367DR31	03/02/26	25,000,000.00	99.99854	24,999,635.00	25,000,000.00	25,000,000.00	0.69%	4.66%	A-1
Barclays Bank PLC of New York	06745GDF5	10/22/25	31,000,000.00	99.99986	30,999,956.60	31,000,000.00	31,000,000.00	0.86%	4.74%	A-1
Barclays Bank PLC of New York	06745GDK4	10/24/25	30,000,000.00	100.05690	30,017,070.00	30,000,000.00	30,000,000.00	0.83%	4.74%	A-1
Barclays Bank PLC of New York	06745GDU2	11/19/25	30,000,000.00	100.00447	30,001,341.00	30,000,000.00	30,000,000.00	0.83%	4.44%	A-1
Barclays Bank PLC of New York	06745GDV0	11/19/25	30,000,000.00	100.02320	30,006,960.00	30,000,000.00	30,000,000.00	0.83%	4.63%	A-1
Canadian Imperial Bank of Commerce of	13606DGG1	12/17/25	40,000,000.00	99.99982	39,999,928.00	40,000,000.00	40,000,000.00	1.11%	4.63%	A-1
Canadian Imperial Bank of Commerce of	13606DGJ5	12/12/25	35,000,000.00	100.03347	35,011,714.50	35,000,000.00	35,000,000.00	0.97%	4.64%	A-1
Citibank N.A.	17330QJA6	11/25/25	20,000,000.00	99.95560	19,991,120.00	20,000,000.00	20,000,000.00	0.55%	4.44%	A-1
Citibank N.A.	17330QJB4	12/22/25	20,000,000.00	99.93740	19,987,480.00	20,000,000.00	20,000,000.00	0.55%	4.43%	A-1
Citibank N.A.	17330QJH1	12/12/25	10,000,000.00	100.03112	10,003,112.00	10,000,000.00	10,000,000.00	0.28%	4.71%	A-1
Commonwealth Bank of Australia New Yo	20271EN21	09/30/25	29,500,000.00	99.99997	29,499,991.15	29,500,000.00	29,500,000.00	0.82%	4.60%	A-1+
Cooperatieve Rabobank U.A. New York	21684LKK7	11/18/25	50,000,000.00	99.99983	49,999,915.00	50,000,000.00	50,000,000.00	1.38%	4.64%	A-1
Cooperatieve Rabobank U.A. New York	21684X3T1	12/10/25	25,000,000.00	100.00710	25,001,775.00	25,000,000.00	25,000,000.00	0.69%	4.38%	A-1
Credit Agricole CIB New York	22536JNZ4	11/26/25	40,000,000.00	100.02390	40,009,560.00	40,000,000.00	40,000,000.00	1.11%	4.39%	A-1
Credit Agricole CIB New York	22536JPG4	12/01/25	50,000,000.00	100.02630	50,013,150.00	50,000,000.00	50,000,000.00	1.38%	4.39%	A-1
Credit Agricole CIB New York	22536JQP3	12/08/25	30,000,000.00	100.02370	30,007,110.00	30,000,000.00	30,000,000.00	0.83%	4.38%	A-1
MUFG Bank Ltd. New York	55381BCH9	08/14/25	19,500,000.00	100.01949	19,503,800.55	19,500,000.00	19,500,000.00	0.54%	4.64%	A-1
Mitsubishi UFJ Trust & Banking Corp. Nev	60683DV89	11/17/25	25,000,000.00	99.99832	24,999,580.00	25,000,000.00	25,000,000.00	0.69%	4.66%	A-1
Mizuho Bank Ltd. New York	60710TG39	09/19/25	15,000,000.00	99.98380	14,997,570.00	15,000,000.00	15,000,000.00	0.42%	4.58%	A-1
Mizuho Bank Ltd. New York	60710TS93	12/08/25	30,000,000.00	99.97593	29,992,779.00	30,000,000.00	30,000,000.00	0.83%	4.51%	A-1
Mizuho Bank Ltd. New York	60710TV24	12/16/25	10,000,000.00	100.03360	10,003,360.00	10,000,000.00	10,000,000.00	0.28%	4.38%	A-1
Mizuho Bank Ltd. New York	60710TZE4	07/22/25	24,500,000.00	100.00883	24,502,163.35	24,499,987.69	24,499,998.56	0.68%	4.62%	A-1
National Australia Bank Ltd. New York	63253T7A0	11/14/25	50,000,000.00	99.99981	49,999,905.00	50,000,000.00	50,000,000.00	1.38%	4.64%	A-1+
Natixis New York Branch	63873TDJ4	12/09/25	30,000,000.00	100.02410	30,007,230.00	30,000,000.00	30,000,000.00	0.83%	4.38%	A-1
Nordea Bank Abp New York	65558WGK8	08/14/25	30,000,000.00	99.99982	29,999,946.00	30,000,000.00	30,000,000.00	0.83%	4.56%	A-1+
Nordea Bank Abp New York	65558WHB7	10/07/25	20,000,000.00	99.99986	19,999,972.00	20,000,000.00	20,000,000.00	0.55%	4.54%	A-1+
Nordea Bank Abp New York	65558WHD3	12/17/25	20,000,000.00	99.97640	19,995,280.00	20,000,000.00	20,000,000.00	0.55%	4.60%	A-1+
Nordea Bank Abp New York	65558WHT8	12/29/25	20,000,000.00	99.98510	19,997,020.00	20,000,000.00	20,000,000.00	0.55%	4.62%	A-1+
Skandinaviska Enskilda Banken AB New Y	83050YEH9	12/09/25	20,000,000.00	100.01090	20,002,180.00	20,000,000.00	20,000,000.00	0.55%	4.38%	A-1
Standard Chartered Bank of New York	85325VQU7	12/10/25	30,000,000.00	99.99983	29,999,949.00	30,000,000.00	30,000,000.00	0.83%	4.64%	A-1
Sumitomo Mitsui Trust Bank, Ltd. New Yo	86565GPY0	03/06/26	25,000,000.00	100.07450	25,018,625.00	25,000,000.00	25,000,000.00	0.69%	4.33%	A-1
Svenska Handelsbanken New York	86959TKY1	08/11/25	29,500,000.00	99.99983	29,499,949.85	29,500,000.00	29,500,000.00	0.82%	4.57%	A-1+
Svenska Handelsbanken New York	86959TLC8	08/19/25	30,000,000.00	99.99984	29,999,952.00	30,000,000.00	30,000,000.00	0.83%	4.56%	A-1+
Svenska Handelsbanken New York	86959TMF0	12/30/25	30,000,000.00	100.00500	30,001,500.00	30,000,000.00	30,000,000.00	0.83%	4.62%	A-1+
Svenska Handelsbanken New York	86959TMQ6	11/12/25	15,000,000.00	99.99982	14,999,973.00	15,000,000.00	15,000,000.00	0.42%	4.64%	A-1+
Svenska Handelsbanken New York	86959TPG5	12/12/25	30,000,000.00	100.01270	30,003,810.00	30,000,000.00	30,000,000.00	0.83%	4.38%	A-1+
Swedbank AB of New York	87019WK95	12/10/25	25,000,000.00	100.01150	25,002,875.00	25,000,000.00	25,000,000.00	0.69%	4.38%	A-1
The Toronto-Dominion Bank New York	89115DS31	11/24/25	60,000,000.00	99.99842	59,999,052.00	60,000,000.00	60,000,000.00	1.66%	4.62%	A-1
Westpac Banking Corp. New York	96130AA99	03/05/26	30,000,000.00	100.03490	30,010,470.00	30,000,000.00	30,000,000.00	0.83%	4.33%	A-1+
Westpac Banking Corp. New York	96130AZG6	11/13/25	30,000,000.00	99.99981	29,999,943.00	30,000,000.00	30,000,000.00	0.83%	4.64%	A-1+
TOTAL : BANKING			**1,373,500,000.00**		**1,373,612,891.50**	**1,373,499,987.69**	**1,373,499,998.56**	**38.01%**		
TOTAL : Certificates of Deposit			**1,373,500,000.00**		**1,373,612,891.50**	**1,373,499,987.69**	**1,373,499,998.56**	**38.01%**		

Virginia Investment Pool
A Service of VML/VACo Finance

VIP STABLE NAV LIQUIDITY POOL

Holdings Report by Category

06/30/25

Security Description	CUSIP	Maturity	Quantity	Price	Market Value	Original Cost	Amortized Cost	% of MV	Yield to Maturity	S&P Rating
Commercial Paper										
BANKING										
Alphabet Inc.	02079NWF4	09/15/25	10,000,000.00	99.05730	9,905,730.00	9,892,000.00	9,908,800.00	0.27%	4.51%	A-1+
BofA Securities Inc.	06054NUN9	07/22/25	25,000,000.00	99.73110	24,932,775.00	24,335,590.28	24,935,104.17	0.69%	4.47%	A-1
BofA Securities Inc.	06054NYJ4	11/18/25	40,000,000.00	98.28156	39,312,624.00	38,692,000.00	39,321,777.78	1.09%	4.53%	A-1
Barclays Bank PLC	06741FVF1	08/15/25	20,000,000.00	99.43500	19,887,000.00	19,552,666.67	19,890,000.00	0.55%	4.51%	A-1+
Barclays Bank PLC	06741FVL8	08/20/25	25,000,000.00	99.37360	24,843,400.00	24,442,625.00	24,846,875.00	0.69%	4.51%	A-1+
Barclays Bank PLC	06741FVT1	08/27/25	12,500,000.00	99.28750	12,410,937.50	12,221,052.08	12,413,114.58	0.34%	4.52%	A-1+
Barclays Bank PLC	06741FWN3	09/22/25	10,000,000.00	98.97389	9,897,389.00	9,776,201.39	9,899,593.06	0.27%	4.50%	A-1+
Barclays Bank PLC	06741FXQ5	10/24/25	10,000,000.00	98.57370	9,857,370.00	9,776,644.44	9,860,402.78	0.27%	4.55%	A-1+
Barclays Bank PLC	06741FYQ4	11/24/25	15,000,000.00	98.19160	14,728,740.00	14,659,000.00	14,732,333.33	0.41%	4.57%	A-1+
Barclays Bank PLC	06741HQA4	11/19/25	7,000,000.00	100.03500	7,002,450.00	7,000,000.00	7,000,000.00	0.19%	4.66%	A-1
Barclays Bank PLC	06741HQB2	11/12/25	7,000,000.00	100.03320	7,002,324.00	7,000,000.00	7,000,000.00	0.19%	4.66%	A-1
Barclays Bank PLC	06741HQF3	12/03/25	15,000,000.00	100.02540	15,003,810.00	15,000,000.00	15,000,000.00	0.42%	4.64%	A-1
Chevron Corp.	16677JXE1	10/14/25	15,000,000.00	98.73566	14,810,349.00	14,670,125.00	14,809,687.50	0.41%	4.41%	A-1+
Chevron Corp.	16677JXU5	10/28/25	9,000,000.00	98.57333	8,871,599.70	8,791,450.00	8,872,075.00	0.25%	4.40%	A-1+
Chevron Corp.	16677JYM2	11/21/25	12,000,000.00	98.30400	11,796,480.00	11,691,150.00	11,792,650.00	0.33%	4.37%	A-1+
Chevron Corp.	16677JZF6	12/15/25	10,000,000.00	98.03440	9,803,440.00	9,737,300.00	9,802,383.33	0.27%	4.36%	A-1+
Chevron Corp.	16677JZG4	12/16/25	10,000,000.00	98.02317	9,802,317.00	9,737,300.00	9,801,200.00	0.27%	4.36%	A-1+
Chevron Corp.	16677KA60	01/06/26	15,000,000.00	97.67920	14,651,880.00	14,623,750.00	14,661,375.00	0.41%	4.56%	A-1+
Citigroup Global Markets	1730QPBT3	03/13/26	10,000,000.00	100.00670	10,000,670.00	10,000,000.00	10,000,000.00	0.28%	4.68%	A-1
Citigroup Global Markets	1730QPCM7	01/06/26	22,000,000.00	99.99480	21,998,856.00	22,000,000.00	22,000,000.00	0.61%	4.64%	A-1
Citigroup Global Markets	17327AU21	07/02/25	12,500,000.00	99.97570	12,496,962.50	12,165,916.67	12,498,416.67	0.35%	4.44%	A-1
Citigroup Global Markets	17327AU70	07/07/25	13,500,000.00	99.91581	13,488,634.35	13,130,640.00	13,489,740.00	0.37%	4.39%	A-1
Citigroup Global Markets	17327BB95	02/09/26	10,000,000.00	97.35949	9,735,949.00	9,680,936.11	9,735,497.22	0.27%	4.42%	A-1
The Coca-Cola Co.	19121AWW7	09/30/25	15,000,000.00	98.90673	14,836,009.50	14,699,816.67	14,835,441.67	0.41%	4.39%	A-1
The Coca-Cola Co.	19121BB65	02/06/26	15,000,000.00	97.35610	14,603,415.00	14,555,875.00	14,616,833.33	0.40%	4.49%	A-1
ING (U.S.) Funding LLC	44988GFR4	07/24/25	25,000,000.00	99.99910	24,999,775.00	25,000,000.00	25,000,000.00	0.69%	4.58%	A-1
MetLife Short Term Funding LLC	59157TX99	10/09/25	5,000,000.00	98.80586	4,940,293.00	4,884,354.17	4,940,694.45	0.14%	4.37%	A-1+
MetLife Short Term Funding LLC	59157TXA6	10/10/25	25,000,000.00	98.79413	24,698,532.50	24,418,805.56	24,700,506.95	0.68%	4.37%	A-1+
MetLife Short Term Funding LLC	59157TYE7	11/14/25	10,000,000.00	98.39837	9,839,837.00	9,769,072.22	9,840,577.78	0.27%	4.34%	A-1+
National Securities Clearing Corp.	63763PW39	09/03/25	40,000,000.00	99.21157	39,684,628.00	39,087,444.44	39,694,222.22	1.10%	4.46%	A-1+
National Securities Clearing Corp.	63763QAG2	01/16/26	15,000,000.00	97.57410	14,636,115.00	14,610,362.50	14,645,945.83	0.41%	4.54%	A-1+
		TOTAL : BANKING	**485,500,000.00**		**480,480,292.05**	**475,602,078.20**	**480,545,247.65**	**13.30%**		
TECHNOLOGY HARDWARE										
Johnson & Johnson	47816FVS7	08/26/25	20,000,000.00	99.31283	19,862,566.00	19,577,361.11	19,867,777.78	0.55%	4.43%	A-1+
	TOTAL : TECHNOLOGY HARDWARE		**20,000,000.00**		**19,862,566.00**	**19,577,361.11**	**19,867,777.78**	**0.55%**		
TOTAL : Commercial Paper			**505,500,000.00**		**500,342,858.05**	**495,179,439.31**	**500,413,025.43**	**13.85%**		
#										
BANKING										
Anglesea Funding LLC	0347M2WB8	09/11/25	15,000,000.00	99.10717	14,866,075.50	14,842,333.33	14,868,000.00	0.41%	4.50%	A-1
Anglesea Funding LLC	0347M2WC6	09/12/25	15,000,000.00	99.09473	14,864,209.50	14,840,500.00	14,866,166.67	0.41%	4.51%	A-1
Bedford Row Funding Corp.	07644AWA8	09/10/25	15,000,000.00	99.12320	14,868,480.00	14,678,466.67	14,874,566.67	0.41%	4.48%	A-1+
Bedford Row Funding Corp.	07644AXP4	10/23/25	25,000,000.00	98.60243	24,650,607.50	24,449,729.17	24,657,208.34	0.68%	4.50%	A-1+
Bedford Row Funding Corp.	07645RFC5	11/14/25	15,000,000.00	100.00710	15,001,065.00	15,000,000.00	15,000,000.00	0.42%	4.62%	A-1+
Bedford Row Funding Corp.	07646KHM5	07/01/25	10,000,000.00	100.00020	10,000,020.00	10,000,000.00	10,000,000.00	0.28%	4.62%	A-1+
Bedford Row Funding Corp.	07646KHU7	11/10/25	10,000,000.00	100.02140	10,002,140.00	10,000,000.00	10,000,000.00	0.28%	4.66%	A-1+
Bedford Row Funding Corp.	07646KHV5	12/04/25	15,000,000.00	99.99950	14,999,925.00	15,000,000.00	15,000,000.00	0.42%	4.62%	A-1+
Brighthouse Financial, Inc.	10924HUH5	07/17/25	15,000,000.00	99.79080	14,968,620.00	14,667,412.50	14,970,600.00	0.41%	4.50%	A-1+
Brighthouse Financial, Inc.	10924HUN2	07/22/25	15,000,000.00	99.73337	14,960,005.50	14,665,575.00	14,961,412.50	0.41%	4.44%	A-1+
Brighthouse Financial, Inc.	10924HUR3	07/25/25	10,000,000.00	99.69230	9,969,230.00	9,773,375.00	9,970,600.00	0.28%	4.51%	A-1+
Cabot Trail Funding LLC	12710GU73	07/07/25	10,000,000.00	99.91350	9,991,350.00	9,778,777.78	9,992,666.67	0.28%	4.51%	A-1
Cabot Trail Funding LLC	12710GV49	08/04/25	10,000,000.00	99.56760	9,956,760.00	9,804,116.67	9,958,633.33	0.28%	4.53%	A-1
Cabot Trail Funding LLC	12710GZ11	12/01/25	15,000,000.00	98.09820	14,714,730.00	14,674,816.67	14,722,050.00	0.41%	4.59%	A-1
Gotham Funding Corp.	38346LWW2	09/30/25	10,000,000.00	98.87573	9,887,573.00	9,888,777.78	9,888,777.78	0.27%	4.51%	A-1
GTA Funding LLC	40060VBV5	08/14/25	10,000,000.00	99.99350	9,999,350.00	10,000,000.00	10,000,000.00	0.28%	4.60%	A-1
GTA Funding LLC	40060WU26	07/02/25	10,000,000.00	99.97586	9,997,586.00	9,784,888.89	9,998,777.78	0.28%	4.41%	A-1
GTA Funding LLC	40060WW32	09/03/25	15,000,000.00	99.20676	14,881,014.00	14,674,200.00	14,884,800.00	0.41%	4.49%	A-1

Virginia Investment Pool
A Service of VML/VACo Finance

VIP STABLE NAV LIQUIDITY POOL

Holdings Report by Category

06/30/25

Security Description	CUSIP	Maturity	Quantity	Price	Market Value	Original Cost	Amortized Cost	% of MV	Yield to Maturity	S&P Rating
Ionic Funding LLC	46224KUG1	07/16/25	14,000,000.00	99.80291	13,972,407.40	13,899,627.78	13,974,041.67	0.39%	4.50%	A-1
Ionic Funding LLC	46224KVD7	08/13/25	12,000,000.00	99.45758	11,934,909.60	11,915,260.00	11,936,073.33	0.33%	4.52%	A-1
Ionic Funding LLC	46224KVR6	08/25/25	37,000,000.00	99.29900	36,740,630.00	36,656,208.33	36,747,886.11	1.02%	4.60%	A-1
Liberty Street Funding LLC	53127TYL1	11/20/25	10,000,000.00	98.20710	9,820,710.00	9,787,083.33	9,827,233.33	0.27%	4.66%	A-1
Liberty Street Funding LLC	53127TYM9	11/21/25	10,000,000.00	98.19460	9,819,460.00	9,784,650.00	9,826,016.67	0.27%	4.66%	A-1
LMA Americas LLC	53944QU81	07/08/25	25,000,000.00	99.90070	24,975,175.00	24,438,291.67	24,978,513.89	0.69%	4.54%	A-1
LMA Americas LLC	53944QU99	07/09/25	15,000,000.00	99.88820	14,983,230.00	14,664,816.67	14,985,266.67	0.41%	4.54%	A-1
LMA Americas LLC	53944QWJ5	09/18/25	15,000,000.00	99.02296	14,853,444.00	14,668,033.33	14,857,470.83	0.41%	4.50%	A-1
Longship Funding LLC	54316TV74	08/07/25	25,000,000.00	99.53788	24,884,470.00	24,844,166.67	24,886,944.45	0.69%	4.46%	A-1+
Longship Funding LLC	54316TV82	08/08/25	25,000,000.00	99.52561	24,881,402.50	24,841,111.11	24,883,888.89	0.69%	4.46%	A-1+
Mackinac Funding Company, LLC	55458EVL1	08/20/25	10,000,000.00	99.37582	9,937,582.00	9,784,650.00	9,939,166.67	0.27%	4.50%	A-1
Ridgefield Funding Co. LLC	76582JWK6	09/19/25	15,000,000.00	99.00753	14,851,129.50	14,608,612.50	14,853,000.00	0.41%	4.52%	A-1
Ridgefield Funding Co. LLC	76582JWW0	09/30/25	20,000,000.00	98.87096	19,774,192.00	19,479,222.22	19,779,577.78	0.55%	4.53%	A-1
Ridgefield Funding Co. LLC	76582KB42	02/04/26	10,000,000.00	97.39410	9,739,410.00	9,734,877.78	9,740,822.22	0.27%	4.46%	A-1
Victory Receivables Corp.	92646KWV0	09/29/25	10,000,000.00	98.88769	9,888,769.00	9,890,000.00	9,890,000.00	0.27%	4.51%	A-1
		TOTAL : BANKING	**493,000,000.00**		**489,635,662.00**	**485,519,580.85**	**489,720,162.25**	**13.55%**		
##			**493,000,000.00**		**489,635,662.00**	**485,519,580.85**	**489,720,162.25**	**13.55%**		
Money Market										
MONEY MARKET										
Fidelity Government Portfolio -Institutiona	31607A703		172,446,499.45	100.00000	172,446,499.45	172,446,499.45	172,446,499.45	4.77%	4.23%	AAA
Goldman Sachs Financial Square Governn	38141W273		81,948,502.40	100.00000	81,948,502.40	81,948,502.40	81,948,502.40	2.27%	4.18%	AAA
JP Morgan U.S. Government Fund	4812C0688		5,215,347.68	100.00000	5,215,347.68	5,215,347.68	5,215,347.68	0.14%	3.98%	AAA
Federated Government Obligations - Pren	608919718		189,470,126.72	100.00000	189,470,126.72	189,470,126.72	189,470,126.72	5.24%	4.22%	AAA
InvesCo STIT Government & Agency Port	825252885		148,649,002.87	100.00000	148,649,002.87	148,649,002.87	148,649,002.87	4.11%	4.25%	AAA
State Street Institutional US Government	857492706		160,973,754.66	100.00000	160,973,754.66	160,973,754.66	160,973,754.66	4.45%	4.26%	AAA
Allspring Government Money Market Func	949921126		24,148,708.49	100.00000	24,148,708.49	24,148,708.49	24,148,708.49	0.67%	4.27%	AAA
		TOTAL : MONEY MARKET	**782,851,942.27**		**782,851,942.27**	**782,851,942.27**	**782,851,942.27**	**21.66%**		
TOTAL : Money Market			**782,851,942.27**		**782,851,942.27**	**782,851,942.27**	**782,851,942.27**	**21.66%**		
Repurchase Agreement										
REPURCHASE AGREEMENTS										
Credit Agricole CIB Repo 4.37% , due 07	RPEG5HG31	07/01/25	50,000,000.00	100.00000	50,000,000.00	50,000,000.00	50,000,000.00	1.38%	4.37%	A-1
RBC Capital Markets Repo 4.36% , due (	RPEO2PZ53	07/01/25	55,765,543.90	100.00000	55,765,543.90	55,765,543.90	55,765,543.90	1.54%	4.36%	A-1+
Bank of America Repo 4.37% , due 07/0	RPEQ0AVT5	07/01/25	274,530,555.26	100.00000	274,530,555.26	274,530,555.26	274,530,555.26	7.60%	4.37%	A-1
Bank of Montreal Repo 4.34% , due 07/(	RPEV0AUS7	07/01/25	19,346,147.80	100.00000	19,346,147.80	19,346,147.80	19,346,147.80	0.54%	4.34%	A-1
		TOTAL : REPURCHASE AGREEMENTS	**399,642,246.96**		**399,642,246.96**	**399,642,246.96**	**399,642,246.96**	**11.06%**		
TOTAL : Repurchase Agreement			**399,642,246.96**		**399,642,246.96**	**399,642,246.96**	**399,642,246.96**	**11.06%**		
		Grand Total	**3,622,137,050.98**		**3,613,728,462.53**	**3,604,336,058.83**	**3,613,770,237.22**	**100.00%**		

TOWN COUNCIL COMMITTEES REPORT

ITEM: Performance Evaluation Process for Council Appointments

FROM: Ashley Rogers, Director of Human Resources

ATTACHMENTS:

Description	Type	Upload Date
Performnce Evaluation Process for Council Appointments	Cover Memo	7/24/2025

Memo

To: Honorable Mayor & Town Council

From: Ashley Rogers, Human Resources Director

cc: Michael Stallings, Town Manager

Date: July 28, 2025

Re: Performance Evaluations

I have been asked to facilitate/manage an annual performance evaluation process for the following Town Council appointed positions within the Town:

- Town Manager
- Treasurer
- Town Clerk
- Town Attorney

Since these evaluations have not been completed in recent years, the Mayor has requested that an initial performance evaluation be conducted now followed by an annual process that will be conducted in the Spring.

The process will be as follows:

July 28, 2025 (July Committee Meeting)

- The performance evaluation process will be introduced
- Council members will receive forms via email by July 29, 2025
- Council members will complete each form individually
- Council members will submit their completed forms to me by August 20, 2025 (via email or in person).
- I will average the results and bring the beginning of a rough draft of the final evaluation to the August Committee Meeting.

August 25, 2025 (August Committee Meeting)

- Council members will meet in closed session to collectively discuss the evaluations as a group.

- I will take feedback from this meeting and submit a draft evaluation for each individual back to Town Council by September 5, 2025.
- Town Council members will have an opportunity to provide feedback or corrections to me by September 12, 2025.
- Any additional corrections or edits will be completed and sent to all Town Council members by September 19, 2025.

September 22, 2025

- Performance evaluations delivered.

Going forward there would be an annual process that would begin in March and conclude in May.

Please feel free to contact me with questions.

TOWN COUNCIL COMMITTEES REPORT

ITEM: June Financial Statements

FROM: Laura Ross, Treasurer

ATTACHMENTS:

Description	Type	Upload Date
Financial Statements - June 2025	Activity Report	7/24/2025
Financial Graphs	Activity Report	7/24/2025
Total Debt Report	Activity Report	7/24/2025
Benchmark Report	Activity Report	7/24/2025

Town of Smithfield
Financial Statements
as of June 30, 2025
FY 24-25

TOWN OF SMITHFIELD

FY 2025 ADOPTED BUDGET SUMMARY GENERAL FUND

Preliminary

REVENUES Department	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Budget to Actual	Variance %
Real Property Taxes	3,918,280.00	-	3,679,934.10	238,345.90	93.92%
Other Local Taxes	4,872,700.00	-	4,432,581.86	440,118.14	90.97%
Licenses, permits, & fees	371,500.00	-	444,127.91	(72,627.91)	119.55%
Fines & Costs	50,000.00	-	55,446.02	(5,446.02)	110.89%
From Use of Money & Property	902,400.00	-	1,164,301.45	(261,901.45)	129.02%
Miscellaneous Revenues	130,000.00	-	263,761.91	(133,761.91)	202.89%
Governmental Virginia	649,169.00	-	671,458.33	(22,289.33)	103.43%
Governmental Federal	153,000.00	3,636,509.08	3,385,109.74	404,399.34	89.33%
Other financing sources	175,000.00	-	-	175,000.00	0.00%
Appropriated from Reserves	-	-	-	-	0.00%
TOTAL REVENUES	11,222,049.00	3,636,509.08	14,096,721.32	761,836.76	94.87%

EXPENSES Department	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Budget to Actual	Variance %
Town Council	212,425.00	19,993.03	203,971.01	28,447.02	87.76%
Town Manager	799,835.00	198,471.50	670,139.32	328,167.18	67.13%
Treasurer	880,428.00	292,571.43	903,401.30	269,598.13	77.02%
Public Safety	4,184,628.00	1,127,514.42	3,640,468.10	1,671,674.32	68.53%
Parks & Recreation	2,466,162.00	1,736,345.33	2,364,263.27	1,838,244.06	56.26%
Museum	274,511.00	-	281,559.97	(7,048.97)	102.57%
Community Development & Planning	1,004,981.00	121,615.37	437,343.32	689,253.05	38.82%
Public Works	1,025,687.00	96,037.61	632,344.44	489,380.17	56.37%
Public Buildings	455,877.00	16,105.02	321,210.15	150,771.87	68.06%
Contributions	67,024.00	-	68,374.00	(1,350.00)	102.01%
Non-Departmental	80,000.00	-	3,615.00	76,385.00	4.52%
Debt Service	467,281.00	-	510,594.60	(43,313.60)	109.27%
Contingency	-	-	-	-	0.00%
TOTAL EXPENSES	11,918,839.00	3,608,653.71	10,037,284.48	5,490,208.23	64.64%
NET INCOME/(LOSS)	(696,790.00)	27,855.37	4,059,436.84	-	-

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND REVENUE SUMMARY
Preliminary

	MUNIS ACCT #	FY 2024-25 Approved Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
GENERAL GOVERNMENT REVENUES							
REAL PROPERTY TAXES							
Real Estate - Current	03-100-311010-0000-30001	2,524,950.00		2,409,848.37	1	115,101.63	95.44%
Real Estate - Current Tax Relief for the Elderly/Veterans	03-100-311010-0000-30001	85,000.00		-	1	85,000.00	0.00%
Real Estate - Delinquent	03-100-311010-0000-30002	25,000.00		(7,777.68)	1	32,777.68	-31.11%
Public Service-Real Estate Current	03-100-311020-0000-30001	43,000.00		43,219.29		(219.29)	100.51%
Public Service-Personal Property Current	03-100-311020-0000-30001	130.00		83.87		46.13	64.52%
Personal Property - Current	03-100-311030-0000-30001	1,162,200.00		1,088,898.91	2	73,301.09	93.69%
Personal Property - Delinquent	03-100-311030-0000-30002	25,000.00		74,193.03	2	(49,193.03)	296.77%
Penalty	03-100-311060-0000-30005	38,000.00		47,692.27		(9,692.27)	125.51%
Interest	03-100-311060-0000-30006	15,000.00		23,654.87		(8,654.87)	157.70%
Miscellaneous Receipts Over-Short	03-100-311060-0000-30007	-		121.17		(121.17)	0.00%
Total Real Property Taxes		3,918,280.00		3,679,934.10		238,345.90	93.92%
OTHER LOCAL TAXES							
Sales Tax	03-100-312010-0000-30009	700,000.00		625,699.94	3	74,300.06	89.39%
Utility Tax	03-100-312020-0000-31201	200,000.00		190,827.51	4	9,172.49	95.41%
Consumption Tax	03-100-312020-0000-31202	50,000.00		38,544.87	4	11,455.13	77.09%
Business Licenses	03-100-312030-0000-31208	515,000.00		562,079.54	5	(47,079.54)	109.14%
Business Licenses Penalty	03-100-312030-0000-31209	5,000.00		9,925.78		(4,925.78)	198.52%
Business Licenses Interest	03-100-312030-0000-31210	1,000.00		3,484.69		(2,484.69)	348.47%
Peg Channel Capital Fee	03-100-312040-0000-30054	1,700.00		1,253.10		446.90	73.71%
Bank Franchise Tax	03-100-312040-0000-31203	150,000.00		158,108.00	6	(8,108.00)	105.41%
Vehicle License	03-100-312050-0000-32020	245,000.00		266,267.77	7	(21,267.77)	108.68%
Cigarette Tax	03-100-312080-0000-31204	200,000.00		148,036.20	8	51,963.80	74.02%
Transient Occupancy Tax	03-100-312101-0000-31205	325,000.00		220,386.70	9	104,613.30	67.81%
Meals Tax-4.25%	03-100-312110-0000-31211	1,700,000.00		1,501,418.07	10	198,581.93	88.32%
Meals Tax-2%	03-100-312110-0000-31212	780,000.00		706,549.69	10	73,450.31	90.58%
Total Other Local Taxes		4,872,700.00		4,432,581.86		440,118.14	90.97%
TOTAL LOCAL TAX REVENUE		8,790,980.00		8,112,515.96		678,464.04	92.28%
PERMITS, FEES & LICENSES							
Permits & Other Licenses	03-100-313030-0000-30018-multiple accts	45,000.00		40,418.81	11	4,581.19	89.82%
Inspection Fees/Reinspection Fees-Subdivision	03-100-313030-0000-30030/30039	70,000.00		57,489.60	12	12,510.40	82.13%
Administrative Collection Fees-DMV Stops	03-100-311070-0000-31307	12,000.00		13,140.00		(1,140.00)	109.50%
Refuse Collection Fee	03-100-313030-0000-30038	240,000.00		322,529.50	13	(82,529.50)	134.39%
WC Dog Park Registration Fees	03-100-313030-0000-30043	-		-		-	0.00%
Consultant Review Fees	03-100-313030-0000-30028	4,500.00		10,550.00	14	(6,050.00)	234.44%
Total Permits, Fees & Licenses		371,500.00		444,127.91		(72,627.91)	119.55%
FINES & FORFEITURES							

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND REVENUE SUMMARY
Preliminary

	MUNIS ACCT #	FY 2024-25 Approved Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
GENERAL GOVERNMENT REVENUES							
Fines & Costs	03-100-314010-0000-30055, 30058	50,000.00		55,446.02	15	(5,446.02)	110.89%
Total Fines & Forfeitures		50,000.00		55,446.02		(5,446.02)	110.89%
REVENUE FROM USE OF MONEY & PROPERTY							
General Fund Interest	03-100-315010-0000-31501	490,600.00		766,431.96	16	(275,831.96)	156.22%
Rentals	03-100-315020-0000-30110	65,000.00		62,717.25	17	2,282.75	96.49%
Smithfield Center Rentals	03-100-315020-0000-30111	190,000.00		142,098.71	17	47,901.29	74.79%
Windsor Castle Revenue (includes Manor House, Park Impa	03-100-315020-0000-30119	75,000.00		80,376.93	17	55,826.93	107.17%
Sports Complex Rentals	03-100-315020-0000-30120	33,000.00		28,950.02	17	4,049.98	87.73%
Kayak Rentals	03-100-315020-0000-30015	7,500.00		8,663.39	18	8,663.36	115.51%
Special Events	03-100-315020-0000-30013, 30014	20,000.00		49,492.00		(29,492.00)	247.46%
Fingerprinting Fees	03-100-318990-0000-30048	200.00		430.00		(230.00)	215.00%
Grass Cutting Reimbursement	03-100-318990-0000-30053	-		-		-	0.00%
Museum Admissions	03-100-315020-0000-30115	8,000.00		9,597.00	19	(1,597.00)	119.96%
Museum Gift Shop Sales	03-100-318990-0000-30016	12,000.00		14,070.19	19	(2,070.19)	117.25%
Museum Programs/Lecture Fees	03-100-318990-0000-30017	600.00		974.00	19	(374.00)	162.33%
Lease of Land	03-100-315020-0000-30017	500.00		500.00		-	100.00%
Total Revenue from use of money and property		902,400.00		1,164,301.45		(190,870.84)	129.02%
MISCELLANEOUS							
Other Revenue	03-100-318990-0000-31105, Multiple	4,000.00		25,525.78	20	(21,525.78)	638.14%
Virginia Municipal Group Safety Grant	03-100-318990-0000-31110	4,000.00		3,648.33		351.67	91.21%
Miscellaneous Contributions	03-100-318990-0000-31621	-		10.00		(10.00)	0.00%
Public Safety Contribution	03-100-318990-0000-31622	-		960.00		(960.00)	0.00%
Contributions - Historic Smfd	03-100-318990-0000-31624	-		25,000.00		(25,000.00)	0.00%
Windsor Castle	03-100-318990-0000-31626	-				-	0.00%
Contributions-Museum	03-100-318990-0000-31632	92,000.00		98,657.44		(6,657.44)	107.24%
Contributions-Public Ball Fields	03-100-318990-0000-31635	30,000.00		30,000.00		-	100.00%
Contributions ST Stage	03-100-318990-0000-31636	-				-	0.00%
Luter Town Improvements Donation	03-100-318990-0000-31637						0.00%
Windsor Castle T-Mobile Grant	03-100-318990-0000-34026	-				-	0.00%
Insurance Recoveries	03-100-341010-0000-31599, 31603	-		12,048.36	21	(12,048.36)	0.00%
Sale of Land	03-100-341020-0000-31404	-		67,912.00	22	(67,912.00)	0.00%
Sale of Equipment/Buildings	03-100-341020-0000-31405	-			23	-	0.00%
Total Miscellaneous Revenue		130,000.00		263,761.91		(133,761.91)	202.89%
REVENUE FROM THE COMMONWEALTH							
Law Enforcement	03-100-322010-0000-34011	205,810.00		215,179.00	24	(9,369.00)	104.55%
Litter Control Grant	03-100-322010-0000-34010	3,300.00		6,171.00		(2,871.00)	187.00%
Asset Forfeiture	03-100-322010-0000-34007	-	-	-		-	0.00%
Communications Tax	03-100-322010-0000-34008	150,000.00		129,087.22	25	20,912.78	86.06%
Rolling Stock	03-100-322010-0000-34001	45.00		16.52		28.48	36.71%

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND REVENUE SUMMARY
Preliminary

	MUNIS ACCT #	FY 2024-25 Approved Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
GENERAL GOVERNMENT REVENUES							
Rental Tax	03-100-322010-0000-34002	6,300.00		10,138.49		(3,838.49)	160.93%
PPTRA State Revenue	03-100-322010-0000-34014	240,795.00		240,794.89	26	0.11	100.00%
Fire Programs	03-100-322010-0000-34012	38,419.00		43,731.00		(5,312.00)	113.83%
Police Block Grants (HEAT Grant)	03-100-322010-0000-34018	-		15,130.80		(15,130.80)	0.00%
DCJS ARPA Reimbursable Grant	03-100-322010-0000-34018					-	0.00%
P2P Sharing	03-100-322010-0000-34033	-				-	0.00%
State VTC Grant	03-100-322010-0000-34034	-				-	0.00%
State DMV Animal Friendly Plt	03-100-322010-0000-34035			294.27		(294.27)	0.00%
State TDO and ECO Reimbursable Funds	03-100-322010-0000-34036	-				-	0.00%
VCA Grant	03-100-322010-0000-34005	4,500.00		4,500.00		-	100.00%
Urban Fund Projects				6,415.14			0.00%
Benns Church/Route 258/Route 10 Bypass interse	03-100-322010-0000-34020	-				-	0.00%
Smithfield to Nike Trail Park-Segment 3-Alt Analys	03-100-322010-0000-34020	-				-	0.00%
Total State Revenue		649,169.00		671,458.33		(15,874.19)	103.43%
REVENUE FROM THE FEDERAL GOVERNMENT							
FEMA - Great Springs Project	03-100-331010-0000-35018	-	-	-		-	0.00%
ARPA Revenues	03-100-331010-0000-35026	-	3,636,509.08	3,385,109.74		251,399.34	93.09%
Federal Highway Grant		136,000.00	-	-		136,000.00	0.00%
Law Enforcement	03-100-331010-0000-35003, 35009	17,000.00	-	-		17,000.00	0.00%
Urban Fund Projects							0.00%
Smithfield to Nike Trail Park-Segment 3-Alt Analys	03-100-331010-0000-35008	-		-		-	0.00%
Pinewood Heights CDBG Relocation Grant Phase IV	03-100-331010-0000-35002	-		-		-	0.00%
Total Federal Revenue		153,000.00	3,636,509.08	3,385,109.74	27	404,399.34	89.33%
OTHER FINANCING SOURCES							
Other Financing Sources-Capital Lease Acquisition	03-100-341040-0000-39004	175,000.00				175,000.00	0.00%
(Enterprise Vehicle Leasing)							
Total Other Financing Sources		175,000.00		-		175,000.00	0.00%
APPROPRIATED FROM RESERVES		$ -	$ -	$ -		-	0.00%
TOTAL GENERAL FUND REVENUES		11,222,049.00	3,636,509.08	14,096,721.32		839,282.51	94.87%

GENERAL FUND NOTES AS OF JUNE 30, 2025		
Revenues		
1	Current/Delinquent Real Estate Tax	Real Estate Taxes will be due June 5th 2025. Bills were mailed 5/8/25. In the prior year, they were due in installments
		$14,000 in refunds issued this year. RE Billed 2,095 total amount $2,326,529.75. 2,409,848 Collected to date which is 83,000 over billed
2	Current/Delinquent PP Tax	Collections this year are 62,996 higher than for the same period in the prior year.
		Delinquent collections are 22,972 higher than prior year same period. Delinquent bills due 4/30/25
		2,067 mailed 387,202.18 total billed
		delinquent collection bills went out 6/5 and are being collected quickly. To date we have collected
		61,175. Of this, 8,677 is collection fee. Total net to the Town 52,498.29 as of 7/21/25
3	Sales Tax	144,745 highter than prior year. IOW noted that sales tax is trending higher
		IOW gets 1% of total collected, they get 69.22%, Smithfield 22.98% and Windsor 7.8%
		Payments run one month behind. We should see 51,985.96 in July
4	Consumption/Utility Taxes	Consumption tax is tracking 12,455 less than prior year same period
		Consumption: Columbia Gas 7,219.23 and Dominion 31,303.68. Prior year Columbia 6,668.64 and Dominion 37,315.03
		Utility: 3,311 lower than prior year same period. This comes from Dominion Energy and Columbis gas.
		Utility tax: Columbia gas 55,388 and Dominion 160,545 prior year. This year Columbia gas 57,406 and Dominion 137,422
5	Business licenses	Due in April and we have collected 109% of what is budgeted.
6	Bank Franchise Taxes	Due June 2025 and collected 158,108 which is 105% of budgeted
7	Vehicle licenses	Billed with personal property taxes and due in December 2024.
		We have collected more to date because of collection letters.
8	Cigarette Taxes	We are running slightly behind prior year by 28,000. NO change since prior moneh
9	Transient Occupancy	2,322 lower than prior year at the same period
		The most coming from Hampton Inn 171,779 and Smithfield Station 100,920. This comes in Quarterly.
10	Meals Tax	64,248 higher than the prior year at the same period.
		Largest Remitters to date: 272,572 was McDonald's, 231,484 from Smithfield Station and 124,982 Cockeyed Rooster
		Some pay quarterly, we can change this to monthly
11	Permits & Fees	11,862 less than prior year same period.
		26,654 of the total collected to date is zoning permits. Prior year same period the zoning permits were 30,415
12	Inspection fees	82% of budgeted amount
		2,250 collected in June, Cornerstone Homes (St Paul's Ave 600.00) and Birdsong Builders
		Eastwood Comes 900

GENERAL FUND NOTES AS OF JUNE 30, 2025		
13	Refuse Collection Fees	13,000 higher than prior year, since we are billing annually. This is collected with RE Tax.
14	Review Fees	4,380 higher than prior year, the majority of this is Napolitano Home for Mallory Phase B 9,650
		One paid in June Wellingon Estates Site Plan 300.00
15	Fines & Costs	27,535 higher than prior year same period
16	General Fund interest	83,483 interest during the June period. Total GF Interest for the FY to date is 766,432 or 156% of budgeted amount.
		We 7M from the OPB accounts into VIP, which enhanced the return.
17	Parks & Rec Rentals	Tracking 29,940 less than prior year
		Primarily Special Events 15,916 and Windsor Castle 8,997
18	Kayak Rentals	5,286 more than prior year same period
19	Museum revenues	Gift shop revenue is lower by 3,552 compared to prior year, mostly from sales and admissions.
20	Other Revenue	Returned check charges, refunds, checks voided, 15,640 higher this year than prior year
		We received funds from Unclaimed Property from the state. Vendors that owed us refunds
21	Insurance Recoveries	Less this year compared to prior year of 38,727
		In the prior year there was a large sewer insurance payment of 15,347 as well as various auto claims
22	Sale of Land	Pinewood heights remaining lots
23	Sales of Equipment/Buildings	
24	Revenues from the State-Law Enforcement	7,436 higher than prior year do to 599 funds. Quarterly 53,795
25	Communications Tax	983 less than prior year same period
26	PPTRA State Revenue	Same each year
27	Total Federal Revenue	per Oct 2024 ARPA Obligations Appropriation Resolution (GF plus $9,845.92 to Utilities fund 006 Water Dept totals amount of resolution on $3,646,355)

GENERAL FUND NOTES AS OF JUNE 30, 2025		
Expenses		
29	Salaries/fica	Per resolution dated October 28, 2024 2,290,154 of salary expense will be ARPA through 12/31/24. See line:
		"ARPA Payroll" on each expense sheet.
		Amounts may change due to timing of payroll and adjustments by auditors
30	Insurance	
	TOWN COUNCIL	
32	Professional Services	3,750 less than prior year. Canada Land Survey - Survey west street
	TOWN MANAGER	
31	Dues & Subscriptions	Tracking 1,637 higher than prior year same period
33	Computer & Technology Expenses	Tracking 3,195 higher than prior year. Dell
	TREASURER	
34	Service Contracts	84,281 less prior year same period. We moved one consultant into a perm position and stopped spending so much
		time on Munis.
31	Dues & Subscriptions	6,446 Less this year because some charges for Munis were put into the correct GL.
35	Bank Charges	We are offsetting fees with bank balances
	POLICE DEPARTMENT	
31	Dues & Subscriptions	30,420 less than prior year same period
36	LODA	With the approval of the state budget for fiscal years 2025-2026, Line of Duty Death and Health Benefits Trust Fund
		(LODA Fund) premiums will increase to $1,015 per full-time equivalent employees, effective July 1, 2024.
		By statute, LODA Fund benefits are funded on a “pay-as-you-go” basis, covering the health care premiums
		for current beneficiaries as well as projected costs of any new death and other benefit claims.
37	Computer & Technology	Computer purchase $3,199 and contract $2,063. Tracking close to prior year same period.
38	Radio & Equipment repairs	Tracking to half of last year same period.

GENERAL FUND NOTES AS OF JUNE 30, 2025		
	PARKS & RECREATION	
31	Dues & Subscriptions	3,458 less than prior year same period
39	Credit card processing expense	1,303 less than prior year
40	Computer & Technology expenses	3,373 less than prior year same period
	SMITHFIELD CENTER	
40	Computer & Technology expenses	35,004 higher this year. Projector and projector upgrades of 35,168 this year
41	Advertising-SC	None spent this year
42	Repairs & Maintenance	16,749 less this year than prior. A Heat Exchanger 13,528 and Flooring 17,269 were primarily where this was.
43	ARPA	
	WINDSOR CASTLE PARK	
44	Equipment Expense	Higher than prior year due to: $34,311 John Deere Tractor/Gator and Hustler Super Z $14,254
45	ARPA	
47	Repairs & Maintenance	9,323 less than prior year
	WINDSOR CASTLE MANOR HOUSE	
46	Contracted Services	13,670 more this year than prior
		Well Pump and Haul as well as Suffolk Sanitary monthly
47	Repairs & Maintenance	22,542 less than prior year
	LUTER SPORTS COMPLEX	
30	Insurance	
	MISCELLANEOUS-PARKS & REC	
49	Clontz Park	$1,386 more than prior year
50	Clontz Park ARPA	
51	Fireworks	Paid in full vs. installments. Total is higher than prior year.

GENERAL FUND NOTES AS OF JUNE 30, 2025		
	MUSEUM	
31	Dues & Subscriptions	540 lower than prior year
52	Gift Shop Expenses	4,463 higher than prior year
	COMMUNITY DEVELOPMENT OTHER	
53	Hampton Roads Planning District Commission	In line with prior year same period. This is for regional water program. We pay quarterly.
	PUBLIC WORKS	
54	Repairs & Maintenance	18,219 less than prior year. Mostly due to the 9,936 light on main and repaint brick sidewalk
55	**ARPA Expenses**	
	Public Buildings	
56	Computer & Technology	1,622 more than prior year same period
57	ARPA	

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND EXPENDITURES
Preliminary

TOWN COUNCIL **Preliminary**

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Salaries and Wages	04-100-411010-0000-41100	44,000.00	(20,000.00)	21,245.00	29	2,755.00	88.52%
Fica & Medicare Benefits	04-100-411010-0000-42100	3,425.00		1,646.54	29	1,778.46	48.07%
ARPA Payroll	04-100-411010-0000-46023	-	19,993.03	19,993.03	29	-	100.00%
Legal Fees	04-100-411010-0000-43150	50,000.00		43,922.29		6,077.71	87.84%
Update Town Charter & Code	04-100-411010-0000-43151	4,500.00		2,839.94		1,660.06	63.11%
Professional Services	04-100-411010-0000-43152	5,000.00		1,250.00	32	3,750.00	25.00%
Public Defender Fees	04-100-411010-0000-43153	4,500.00		758.00		3,742.00	16.84%
Election Expense	04-100-411010-0000-43170	2,000.00		-		2,000.00	0.00%
Maintenance contracts	04-100-411010-0000-43320	4,500.00		4,199.88		300.12	93.33%
Annual Christmas Parade	04-100-411010-0000-43351	-				-	0.00%
Advertising	04-100-411010-0000-43600	30,000.00		28,274.32		1,725.68	94.25%
Communications	04-100-411010-0000-45200	-		-		-	0.00%
Insurance	04-100-411010-0000-45300	24,000.00	(12,690.00)	10,287.72	30	1,022.28	90.96%
Travel & Training	04-100-411010-0000-45500	10,000.00		8,367.31		1,632.69	83.67%
Council Approved Items	04-100-411010-0000-45804	5,000.00	21,500.00	26,494.79		5.21	99.98%
Subscriptions/Memberships	04-100-411010-0000-45810	7,500.00		8,502.00	31	(1,002.00)	113.36%
Records Management maint & upgrades	04-100-411010-0000-45811	8,000.00		6,816.57		1,183.43	85.21%
Bank Charges	04-100-411010-0000-45813	-	12,690.00	12,686.11		3.89	99.97%
Supplies	04-100-411010-0000-46001	10,000.00	(1,500.00)	6,687.51		1,812.49	78.68%
ARPA Expenses	04-100-411010-0000-46019	-				-	0.00%
Total Town Council		212,425.00	19,993.03	203,971.01		28,447.02	87.76%

Town of Smithfield
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TOWN MANAGER

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Salaries and Wages	04-100-412010-0000-41100	317,250.00	(6,872.00)	156,976.71	29	153,401.29	50.58%
Salaries-PT	04-100-412010-0000-41110	44,142.00		10,323.68	29	33,818.32	23.39%
Salaries-OT	04-100-412010-0000-41120, 41115	3,000.00		1,771.89	29	1,228.11	59.06%
Fica & Medicare Benefits	04-100-412010-0000-42100	28,912.00		11,777.19	29	17,134.81	40.73%
VSRS	04-100-412010-0000-42200	31,216.00		28,909.25		2,306.75	92.61%
Disability	04-100-412010-0000-42210	490.00	42.00	541.48		(9.48)	101.78%
Health & Other	04-100-412010-0000-42300	61,506.00		28,554.41		32,951.59	46.43%
Pre-Employment Test	04-100-412010-0000-42435	5,000.00		3,914.94		1,085.06	78.30%
Employee Recognition	04-100-412010-0000-42440	10,000.00		7,813.67		2,186.33	78.14%
Wellness Inititatives	04-100-412010-0000-42460	8,237.00		320.00		7,917.00	3.88%
ARPA Payroll	04-100-412010-0000-46023		198,471.50	198,471.50	29	-	100.00%
Professional Services	04-100-412010-0000-43152	78,000.00	(32,180.00)	19,500.00		26,320.00	42.56%
Maintenance Contracts	04-100-412010-0000-43320	3,000.00	3,250.00	5,807.84		442.16	92.93%
Communications	04-100-412010-0000-45200	8,000.00		7,256.93		743.07	90.71%
Insurance	04-100-412010-0000-45300	3,130.00		1,935.16	30	1,194.84	61.83%
Travel & Training	04-100-412010-0000-45500	12,000.00		6,917.72		5,082.28	57.65%
Other	04-100-412010-0000-45804	1,000.00	230.00	1,228.06		1.94	99.84%
Dues & Subscriptions	04-100-412010-0000-45810	4,000.00	7,400.00	10,979.89	31	420.11	96.31%
Supplies	04-100-412010-0000-46001	4,500.00		2,193.27		2,306.73	48.74%
Computer & technology expenses	04-100-412010-0000-46005	5,000.00	1,630.00	6,577.46	33	52.54	99.21%
Fuel Expense	04-100-412010-0000-46008	200.00				200.00	0.00%
Auto Expense	04-100-412010-0000-46009	300.00				300.00	0.00%
Shared Services-IT	04-100-412010-0000-46020	81,000.00		81,000.00		-	100.00%
Contingency	04-100-412010-0000-46021	34,952.00		900.00		34,052.00	2.57%
Strategic Planning Initiatives		50,000.00	26,500.00	76,468.27		31.73	99.96%
Education Assistance		5,000.00				5,000.00	0.00%
Capital Expenditures - website redesign	04-100-412010-0000-48100	-				-	0.00%
Total Town Manager		799,835.00	198,471.50	670,139.32		328,167.18	67.13%

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TREASURER

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Salaries and Wages	04-100-412410-0000-41100	462,067.00	(28.00)	260,293.49	29	201,745.51	56.34%
Salaries-OT	04-100-412410-0000-41120, 41115	8,360.00		3,440.56	29	4,919.44	41.16%
Fica & Medicare Benefits	04-100-412410-0000-42100	37,635.00		19,436.55	29	18,198.45	51.64%
VSRS	04-100-412410-0000-42200	46,857.00		46,511.68		345.32	99.26%
Disability	04-100-412410-0000-42210	555.00	528.00	1,082.86		0.14	99.99%
Health	04-100-412410-0000-42300	59,150.00		37,840.31	29	21,309.69	63.97%
ARPA Payroll	04-100-412410-0000-46023	-	292,571.43	292,571.43	29	-	100.00%
Audit	04-100-412410-0000-43120	39,000.00	(9,920.00)	21,100.00		7,980.00	72.56%
Service contracts	04-100-412410-0000-43320	125,000.00		89,237.69	34	35,762.31	71.39%
Data Processing	04-100-412410-0000-44100	42,000.00	(5,000.00)	34,760.74		2,239.26	93.95%
Communications	04-100-412410-0000-45200	11,000.00		8,076.97		2,923.03	73.43%
Insurance	04-100-412410-0000-45300	2,804.00		2,737.80	30	66.20	97.64%
Travel & Training	04-100-412410-0000-45500	12,000.00		5,825.30		6,174.70	48.54%
Other	04-100-412410-0000-45804	500.00		109.59		390.41	21.92%
Dues & Subscriptions	04-100-412410-0000-45810	1,500.00	1,020.00	2,463.60	31	56.40	97.76%
Bank Charges	04-100-412410-0000-45813	800.00		4.08	35	795.92	0.51%
Cigarette Tax Stamps	04-100-412410-0000-45830	3,600.00		3,407.40		192.60	94.65%
Supplies	04-100-412410-0000-46001	21,000.00	6,793.00	28,429.11		(636.11)	102.29%
Credit Card Processing	04-100-412410-0000-46002	800.00	1,607.00	1,327.73		1,079.27	55.16%
Computer & technology expenses	04-100-412410-0000-46005	5,800.00	5,000.00	9,479.29		1,320.71	87.77%
ARPA Expenses	04-100-412410-0000-46019	-				-	0.00%
Capital Outlay	04-100-412410-0000-48100	-		35,265.12		(35,265.12)	0.00%
Total Treasurer		880,428.00	292,571.43	903,401.30		269,598.13	77.02%

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PUBLIC SAFETY

POLICE DEPARTMENT

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Salaries and Wages	04-100-431100-0000-41100	1,764,269.00	(76,281.00)	785,474.28	29	902,513.72	46.53%
Salaries - Reg OT	04-100-431100-0000-41115	-		23,798.73	29	(23,798.73)	0.00%
Salaries OT	04-100-431100-0000-41120	298,076.00		136,195.33	29	161,880.67	45.69%
Salaries-Selective Enforcement	04-100-431100-0000-41130	19,500.00		-	29	19,500.00	0.00%
Salaries - TDO and ECO	04-100-431100-0000-41135	-		1,014.00		(1,014.00)	0.00%
Salaries-Special Events	04-100-431100-0000-41140	17,792.00	43,208.00	60,999.23		0.77	100.00%
FTO/Shift Differential	04-100-431100-0000-41150	14,000.00		3,919.25	29	10,080.75	27.99%
Fica & Medicare Benefits	04-100-431100-0000-42100	168,159.00	(6,000.00)	70,679.99	29	91,479.01	43.59%
VSRS	04-100-431100-0000-42200	178,760.00		134,483.79		44,276.21	75.23%
Disability	04-100-431100-0000-42210	350.00		364.33		(14.33)	104.09%
Health Insurance	04-100-431100-0000-42300	341,353.00		134,652.78	29	206,700.22	39.45%
ARPA Payroll	04-100-431100-0000-46023		1,127,514.42	1,127,514.42	29	-	100.00%
Ins. - LODA	04-100-431100-0000-42410	16,650.00	6,000.00	22,330.00	36	320.00	98.59%
Professional Services	04-100-431100-0000-43152	8,000.00		2,510.00		5,490.00	31.38%
Service Contracts	04-100-431100-0000-43320	150,000.00	(25,000.00)	93,244.28		31,755.72	74.60%
Community Outreach	04-100-431100-0000-43352	6,000.00		3,461.85		2,538.15	57.70%
Investigation expenses	04-100-431100-0000-44641	7,000.00		3,819.91		3,180.09	54.57%
HEAT Grant Expenses	04-100-431100-0000-45037	-		12,785.04		(12,785.04)	0.00%
Communications	04-100-431100-0000-45200	50,000.00		31,484.28		18,515.72	62.97%
Insurance	04-100-431100-0000-45300	63,200.00	31,600.00	94,735.68	30	64.32	99.93%
Travel & Training	04-100-431100-0000-45500	38,000.00	5,000.00	33,066.28		9,933.72	76.90%
Accreditation	04-100-431100-0000-45521	-	-	-		-	0.00%
Asset Forteiture Expenses	04-100-431100-0000-45640	-		-		-	0.00%
Other	04-100-431100-0000-45804	1,800.00	500.00	1,924.74		375.26	83.68%
Dues & Subscriptions	04-100-431100-0000-45810	45,600.00	(32,100.00)	11,540.12	31	1,959.88	85.48%
Materials & Supplies	04-100-431100-0000-46001	25,000.00		22,714.26		2,285.74	90.86%
Credit Card Process	04-100-431100-0000-46002	-	73.00	72.51	39	0.49	99.33%
Computer & Technology Expenses	04-100-431100-0000-46005	19,000.00		15,021.65	37	3,978.35	79.06%
Equipment	04-100-431100-0000-46006	227,200.00	33,000.00	212,190.70		48,009.30	81.55%
Gas	04-100-431100-0000-46008	45,000.00	20,000.00	52,445.06		12,554.94	80.68%
Vehicle Maintenance	04-100-431100-0000-46009	30,000.00	7,200.00	33,186.67		4,013.33	89.21%

Town of Smithfield
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PUBLIC SAFETY

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Radio & Equipment repairs	04-100-431100-0000-46010	2,000.00		969.99	38	1,030.01	48.50%
Uniforms	04-100-431100-0000-46011	31,500.00	(7,200.00)	18,900.08		5,399.92	77.78%
Tires	04-100-431100-0000-46016	9,000.00		6,892.40		2,107.60	76.58%
COVID-19 Expenses	04-100-431100-0000-46018	-				-	0.00%
ARPA Expenses	04-100-431100-0000-46019	-				-	0.00%
Capital Outlay	04-100-431100-0000-48100	175,000.00		31,154.92		143,845.08	17.80%
Total Police Department		3,752,209.00	1,127,514.42	3,183,546.55		1,696,176.87	65.24%

FIRE DEPARTMENT

State Pass Thru	04-100-432100-0000-45623	38,419.00		-		38,419.00	0.00%
Annual Fuel Contribution	04-100-432300-0000-46008	15,000.00		15,000.00		-	100.00%
Capital Contribution	04-100-432300-0000-45618	19,000.00		19,000.00		-	100.00%
Total Fire Department		72,419.00	-	34,000.00		38,419.00	46.95%

E911 DISPATCH

E911 Dispatch shared services	04-100-432300-0000-45614	360,000.00		422,921.55		(62,921.55)	117.48%
Total E911 Dispatch		360,000.00	-	422,921.55		(62,921.55)	117.48%
Total Public Safety		4,184,628.00	1,127,514.42	3,640,468.10		544,159.90	68.53%

Town of Smithfield
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PARKS & RECREATION

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Parks & Recreation							
Salaries and Wages	04-100-471100-0000-41100	500,175.00	41,735.00	223,513.70	29	318,396.30	41.25%
Salaries-PT	04-100-471100-0000-41110	87,271.00		30,264.14	29	57,006.86	34.68%
Salaries-OT	04-100-471100-0000-41120, 41115	22,894.00		3,849.50	29	19,044.50	16.81%
Fica & Medicare Benefits	04-100-471100-0000-42100	48,828.00		18,662.56	29	30,165.44	38.22%
VSRS	04-100-471100-0000-42200	49,639.00		40,132.51		9,506.49	80.85%
Disability	04-100-471100-0000-42210	930.00		726.94		203.06	78.17%
Health	04-100-471100-0000-42300	96,757.00	(38,000.00)	47,621.13	29	11,135.87	81.05%
ARPA Payroll	04-100-471100-0000-46023	-	306,520.33	306,520.33	29	-	100.00%
Contracted Services	04-100-471100-0000-43300	20,000.00	3,300.00	23,134.97		165.03	99.29%
Advertising	04-100-471100-0000-43600	35,000.00		27,728.30		7,271.70	79.22%
Communications	04-100-471100-0000-45200	7,000.00	(2,500.00)	4,009.51		490.49	89.10%
Insurance	04-100-471100-0000-45300	6,280.00	14,700.00	20,928.28	30	51.72	99.75%
Travel & Training	04-100-471100-0000-45500	3,000.00		1,060.19		1,939.81	35.34%
Other	04-100-471100-0000-45804	600.00		307.03		292.97	51.17%
Dues & Subscriptions	04-100-471100-0000-45810	8,000.00		5,616.63	31	2,383.37	70.21%
Office Supplies	04-100-471100-0000-46001	-	4,500.00	2,652.54		1,847.46	58.95%
Credit card processing expense	04-100-471100-0000-46002	5,000.00		3,883.09	39	1,116.91	77.66%
Computer & technology expenses	04-100-471100-0000-46005	-		4,148.05	40	(4,148.05)	0.00%
Fuel	04-100-471100-0000-46008	9,000.00		7,907.27		1,092.73	87.86%
Uniforms	04-100-471100-0000-46011	3,000.00		2,355.70		644.30	78.52%
Vehicle Maintenance	04-100-471100-0000-46009	-		747.31		(747.31)	0.00%
ARPA Fund Capital	04-100-471100-0000-48102	696,790.00		491,503.96		205,286.04	70.54%
Capital Outlay	04-100-471100-0000-48100	-				-	0.00%
Total Parks & Recreation		1,600,164.00	330,255.33	1,267,273.64		663,145.69	65.65%
Smithfield Center							
Retail Sales & Use Tax	04-100-412100-0000-43100	400.00		237.29		162.71	59.32%
Contracted Services	04-100-412100-0000-43300, 43320	21,000.00	3,150.00	24,149.47		0.53	100.00%
Advertising	04-100-412100-0000-43600	-		-	41	-	0.00%

Town of Smithfield
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PARKS & RECREATION

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Kitchen Supplies	04-100-412100-0000-44000	3,000.00		199.98		2,800.02	6.67%
Food Service & Beverage Supplies	04-100-412100-0000-44001	5,000.00		3,950.21		1,049.79	79.00%
AV Supplies	04-100-412100-0000-44002	-				-	0.00%
Utilities	04-100-412100-0000-45100	22,000.00	19,900.00	32,342.91		9,557.09	77.19%
Communications	04-100-412100-0000-45200	8,500.00	600.00	8,821.25		278.75	96.94%
Insurance	04-100-412100-0000-45300	6,680.00	2,751.00	9,430.92	30	0.08	100.00%
Refund event deposits	04-100-412100-0000-45899	4,000.00		2,800.00		1,200.00	70.00%
Office Supplies/Other Supplies	04-100-412100-0000-46001	-				-	0.00%
Computer & technology expenses	04-100-412100-0000-46005	35,000.00	7,500.00	37,807.64	40	4,692.36	88.96%
Equipment	04-100-412100-0000-46006	60,000.00	(52,201.00)	179.99		7,619.01	2.31%
Repairs & Maintenance	04-100-412100-0000-46007	90,000.00	1,300.00	89,601.20	42	1,698.80	98.14%
ARPA Expenses	04-100-412100-0000-46019	-			43	-	0.00%
Capital Outlay	04-100-412100-0000-48100	-		-		-	0.00%
Total Smithfield Center		255,580.00	(17,000.00)	209,520.86		29,059.14	87.82%

Windsor Castle Park

Contracted Services	04-100-471210-0000-43300	10,000.00	9,659.00	12,811.50	46	6,847.50	65.17%
Utilities	04-100-471210-0000-45100	750.00		650.62		99.38	86.75%
Insurance	04-100-471210-0000-45300	11,088.00		1,011.76	30	10,076.24	9.12%
Equipment Expense	04-100-471210-0000-46006	45,000.00	3,466.00	48,465.88	44	0.12	100.00%
Repairs & Maintenance	04-100-471210-0000-46007	50,000.00	(3,125.00)	46,873.31	47	1.69	100.00%
ARPA Capital	04-100-471210-0000-48102	-	817,516.00	418,776.37	45	398,739.63	51.23%
Capital Outlay	04-100-471210-0000-48100	290,260.00		-		290,260.00	0.00%
Total Windsor Castle Park		407,098.00	827,516.00	528,589.44		706,024.56	42.81%

Windsor Castle Manor House

Contracted Services	04-100-471220-0000-43300, 20	8,000.00	41,735.00	22,618.43	46	27,116.57	45.48%
Advertising	04-100-471220-0000-43600	-				-	0.00%
Food Service & Beverage Supplies	04-100-471220-0000-44001	-				-	0.00%
Utilities	04-100-471220-0000-45100	6,000.00	2,000.00	7,480.68		519.32	93.51%
Communications	04-100-471220-0000-45200	2,500.00	140.00	2,639.82		0.18	99.99%
Insurance	04-100-471220-0000-45300	6,020.00	800.00	6,802.48	30	17.52	99.74%

Town of Smithfield
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PARKS & RECREATION

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Refund event deposits	04-100-471220-0000-45899	4,000.00	(1,743.00)	1,500.00		757.00	66.46%
Office Supplies/Other Supplies	04-100-471220-0000-46001	-				-	0.00%
Computer & Technology	04-100-471220-0000-46005	100.00				100.00	0.00%
Repairs & maintenance	04-100-471220-0000-46007	25,000.00	(17,297.00)	5,670.18	47	2,032.82	73.61%
ARPA	04-100-471220-0000-46019	-				-	0.00%
Total Windsor Castle Manor House		51,620.00	25,635.00	46,711.59		30,543.41	60.46%

Luter Sports Complex

Contracted Services	04-100-471300-0000-43300	8,400.00	17,425.00	13,160.46		12,664.54	50.96%
Utilities	04-100-471300-0000-45100	11,500.00	3,675.00	15,173.44		1.56	99.99%
Communications	04-100-471300-0000-45200	1,800.00	200.00	2,012.14		(12.14)	100.61%
Insurance	04-100-471300-0000-45300	10,500.00		958.08	30	9,541.92	9.12%
Office Supplies/Other Supplies	04-100-471300-0000-46001	-				-	0.00%
Computer & Technology	04-100-471300-0000-46005	-				-	0.00%
Structures & Equipment Expense	04-100-471300-0000-46006	-				-	0.00%
Repairs & Maintenance	04-100-471300-0000-46007	65,000.00	(200.00)	52,355.35		12,444.65	80.80%
ARPA Capital	04-100-471300-0000-48102	-	528,839.00	184,675.33		344,163.67	34.92%
Capital Outlay	04-100-471300-0000-48100	31,000.00				31,000.00	0.00%
Total Luter Sports Complex		128,200.00	549,939.00	268,334.80		409,804.20	39.57%

Miscellaneous

Contributions-WCP	04-100-471200-0000-45653	-		-		-	0.00%
Clontz Park (maintenance & utilities)	04-100-471311-0000-43342, 45100, 4	3,500.00		3,640.42	49	(140.42)	104.01%
Clontz Park ARPA	04-100-471311-0000-46019	-			50	-	0.00%
Jersey Park Playground	04-100-471313-0000-43345	-				-	0.00%
Pinewood Playground	04-100-471314-0000-43346	-				-	0.00%
Cypress Creek No Wake zone	04-100-471340-0000-43347	-				-	0.00%
Haydens Lane Maintenance	04-100-471315-0000-43348	-				-	0.00%
Veterans War Memorial	04-100-471316-0000-43349	-		192.52		(192.52)	0.00%
Fireworks	04-100-471390-0000-43344	20,000.00	20,000.00	40,000.00	51	-	100.00%
Total Other Parks & Recreation		23,500.00	20,000.00	43,832.94		(332.94)	100.77%

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND EXPENDITURES
Preliminary

PARKS & RECREATION

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
TOTAL PARKS & RECREATION		**2,466,162.00**	**1,736,345.33**	**2,364,263.27**		**1,838,244.06**	95.87%

Town of Smithfield
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GENERAL FUND EXPENDITURES
Preliminary

MUSEUM

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Salaries	04-100-472200-0000-41100	131,159.00	(10,388.00)	83,771.92	29	36,999.08	69.36%
Salaries-Part Time	04-100-472200-0000-41110	57,821.00		20,759.96	29	37,061.04	35.90%
FICA	04-100-472200-0000-42100	15,119.00		7,887.85	29	7,231.15	52.17%
VSRS	04-100-472200-0000-42200	13,182.00	2,560.00	15,737.28		4.72	99.97%
Disability	04-100-472200-0000-42210	300.00	119.00	418.35		0.65	99.84%
Health	04-100-472200-0000-42300	15,735.00		11,796.47		3,938.53	74.97%
ARPA Payroll	04-100-472200-0000-46023	-	111,325.37	111,325.37	29	-	100.00%
Operating expenses							
Contracted services	04-100-472200-0000-43300	3,400.00	(568.00)	2,765.29		66.71	97.64%
Advertisinig	04-100-472200-0000-43600	1,000.00		701.81		298.19	70.18%
Communications	04-100-472200-0000-45200	725.00		474.42		250.58	65.44%
Insurance	04-100-472200-0000-45300	2,430.00		221.72	30	2,208.28	9.12%
Travel/Training	04-100-472200-0000-45500	400.00	568.00	967.57		0.43	99.96%
Dues & Subscriptions	04-100-472200-0000-45810	800.00		220.00	31	580.00	27.50%
Supplies	04-100-472200-0000-46001	9,500.00	(200.00)	6,616.37		2,683.63	71.14%
Computer and Technology	04-100-472200-0000-46005	2,140.00		540.00		1,600.00	25.23%
ARPA	04-100-472200-0000-46019	-				-	0.00%
Gift Shop-to be funded by gift shop proceeds							
Sales & Use Tax	04-100-472200-0000-43100	1,000.00		787.83		212.17	78.78%
Credit card processing fees	04-100-472200-0000-46002	800.00		659.48		140.52	82.44%
Programming/Exhibits	04-100-472200-0000-46025	-	2,995.00	2,994.90		0.10	100.00%
Gift Shop expenses	04-100-472200-0000-46014	8,000.00	4,914.00	12,913.38	52	0.62	100.00%
Total Museum		263,511.00	111,325.37	281,559.97		93,276.40	75.12%
Museum Contributions							
Isle of Wight County-Museum Maintenance	04-100-432301-0000-45635	11,000.00		$ -		11,000.00	0.00%
Total Museum Contributions		11,000.00		-		11,000.00	0.00%
TOTAL MUSEUM		274,511.00		281,559.97		104,276.40	102.57%

Town of Smithfield
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Preliminary
Community Development & Planning

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Administration							
Salaries	04-100-481100-0000-41100	270,065.00		128,885.71	29	141,179.29	47.72%
Salaries-OT	04-100-481100-0000-41120	1,656.00		2,144.13	29	(488.13)	129.48%
FICA	04-100-481100-0000-42100	21,738.00		9,767.13	29	11,970.87	44.93%
VSRS	04-100-481100-0000-42200	27,654.00		24,929.79		2,724.21	90.15%
Disability	04-100-481100-0000-42210	600.00		846.93		(246.93)	141.16%
Health	04-100-481100-0000-42300	35,227.00		11,935.44	29	23,291.56	33.88%
ARPA Payroll	04-100-481100-0000-46023	-	121,615.37	121,615.37		-	100.00%
GIS	04-100-481100-0000-43001	10,000.00		1,516.00		8,484.00	15.16%
Site Plan Review	04-100-481100-0000-43141	15,000.00	(4,010.00)	-		10,990.00	0.00%
Professional Services	04-100-481100-0000-43152	20,000.00	4,010.00	23,856.95		153.05	99.36%
Shared Services-IOW Inspection Services	04-100-441300-0000-43143	75,000.00		-		75,000.00	0.00%
Contractual	04-100-481100-0000-43320	6,000.00		1,632.19		4,367.81	27.20%
Communications	04-100-481100-0000-45200	6,000.00		4,385.73		1,614.27	73.10%
Insurance	04-100-481100-0000-45300	5,700.00		876.64	30	4,823.36	15.38%
Travel & Training	04-100-481100-0000-45500	7,500.00		7,249.97		250.03	96.67%
Other	04-100-481100-0000-45804	1,000.00		447.14		552.86	44.71%
Dues & Subscriptions	04-100-481100-0000-45810	2,000.00		2,931.11	31	(931.11)	146.56%
Materials & Supplies	04-100-481100-0000-46001	6,000.00		2,993.84		3,006.16	49.90%
Repairs & Maintenance	04-100-481100-0000-46007	5,000.00		482.51		4,517.49	9.65%
Gas	04-100-481100-0000-46008	10,000.00		-		10,000.00	0.00%
Uniforms	04-100-481100-0000-46011	-				-	0.00%
ARPA	04-100-481100-0000-46019	-				-	0.00%
Capital Expenditures	04-100-481100-0000-48100	-				-	0.00%
Total Community Development & Planning Administration		526,140.00	121,615.37	346,496.58		301,258.79	53.49%

Pinewood Heights Project							
Project Expenditures						-	0
Pinewood Heights-Phase II	04-100-432315-0000-42701-misc	-				-	0.00%
Pinewood Heights-Phase III	04-100-432315-0000-42701-misc	-				-	0.00%
Pinewood Heights Phase IV	04-100-432315-0000-42704, 42715	-				-	0.00%
Pinewood Heights Phase IV Capital Outlay	04-100-432315-0000-42701-48100	125,000.00		71,971.74		53,028.26	57.58%
Total Pinewood Heights-All Phases		125,000.00	-	71,971.74		53,028.26	57.58%

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Community Development & Planning

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Hampton Roads Planning District Commission	04-100-432302-0000-45621	21,206.00		12,875.00	53	8,331.00	60.71%
Tourism Bureau	04-100-432302-0000-45607	326,635.00		-		326,635.00	0.00%
Chamber of Commerce	04-100-432302-0000-45609	6,000.00		6,000.00		-	100.00%
Total Community Development Other		353,841.00		18,875.00		334,966.00	5.33%
Total Community Planning & Development		1,004,981.00	121,615.37	437,343.32		689,253.05	38.82%

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GENERAL FUND EXPENDITURES
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Public Works

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Salaries	04-100-441300-0000-41100	203,568.00		125,440.51	29	78,127.49	61.62%
Salaries - Reg OT	04-100-441300-0000-41115	-		1,175.42	29	(1,175.42)	0.00%
Salaries-OT (includes special events)	04-100-441300-0000-41120	10,453.00		6,571.25	29	3,881.75	62.86%
FICA	04-100-441300-0000-42100	16,286.00		9,668.86	29	6,617.14	59.37%
VSRS	04-100-441300-0000-42200	16,563.00		16,428.71		134.29	99.19%
Disability	04-100-441300-0000-42210	1,000.00	650.00	2,015.47		(365.47)	122.15%
Health	04-100-441300-0000-42300	31,717.00	(650.00)	15,250.08		15,816.92	49.09%
ARPA Payroll	04-100-441300-0000-46023	-	96,037.61	96,037.61	29	-	100.00%
GIS	04-100-441300-0000-43001	3,500.00		-		3,500.00	0.00%
Site Plan Review	04-100-441300-0000-43141	5,000.00		358.50		4,641.50	7.17%
Professional Services	04-100-441300-0000-43152	40,000.00	(17,535.00)	555.00		21,910.00	2.47%
Shared Services-IOW Inspection Services	04-100-441300-0000-43143	80,000.00		-		80,000.00	0.00%
Contractual	04-100-441300-0000-43300, 43320	8,000.00		7,460.03		539.97	93.25%
Trash Collection	04-100-441300-0000-43330	280,900.00		261,974.04		18,925.96	93.26%
Street Lights	04-100-441300-0000-45101	3,000.00		818.82		2,181.18	27.29%
Communications	04-100-441300-0000-45200	7,500.00		6,570.93		929.07	87.61%
Insurance	04-100-441300-0000-45300	5,700.00	16,185.00	21,883.23	30	1.77	99.99%
Travel & Training	04-100-441300-0000-45500	4,500.00		854.52		3,645.48	18.99%
Safety Meetings/Safety Expenses	04-100-441300-0000-45520	2,000.00		3,862.10		(1,862.10)	193.11%
Accreditation	04-100-441300-0000-45521	10,000.00		-		10,000.00	0.00%
Safety Grant Expenses	04-100-441300-0000-45530	-		-		-	0.00%
Other	04-100-441300-0000-45804	2,500.00		405.68		2,094.32	16.23%
Dues & Subscriptions	04-100-441300-0000-45810	2,000.00		264.90	31	1,735.10	13.25%
Materials & Supplies	04-100-441300-0000-46001	4,500.00		1,555.05		2,944.95	34.56%
Computer & Technology	04-100-441300-0000-46005	4,000.00		2,400.66		1,599.34	60.02%
Repairs & Maintenance	04-100-441300-0000-46007	7,000.00	(171.00)	5,842.93	54	986.07	85.56%
Gas	04-100-441300-0000-46008	8,000.00	1,521.00	9,520.76		0.24	100.00%
Uniforms	04-100-441300-0000-46011	4,500.00		3,109.03		1,390.97	69.09%
Litter Control Grant Expense	04-100-441300-0000-46012	2,500.00		2,276.35		223.65	91.05%
ARPA Funded Capital Projects	**04-100-441300-0000-48102**	-	-	-	55	-	0.00%
Capital Expenditures	04-100-441300-0000-48100	211,000.00	-	15,034.32		195,965.68	7.13%
Total Public Works		975,687.00	96,037.61	617,334.76		454,389.85	57.60%

Miscellaneous Public Works

Waterworks Dam -professional fees	04-100-471350-0000-43152	50,000.00		9,245.00		40,755.00	18.49%
Waterworks Dam - repairs & Maint	04-100-471350-0000-46007	-		5,764.68		(5,764.68)	
Waterworks Dam-(decomission?)		-		-		-	0.00%
Total Miscellaneous Public Works		50,000.00		15,009.68		34,990.32	30.02%

Total Public Works Expenses	1,025,687.00	96,037.61	632,344.44		489,380.17	56.37%

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GENERAL FUND EXPENDITURES
Preliminary

Public Buildings

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Salaries-Part Time	04-100-443200-0000-41110	43,404.00	(20,000.00)	16,392.31	29	27,011.69	70.04%
FICA	04-100-443200-0000-42100	3,473.00		1,269.39	29	2,203.61	36.55%
ARPA Payrolll	04-100-443200-0000-46023	-	16,105.02	16,105.02	29	-	100.00%
Professional Services	04-100-443200-0000-43152	75,000.00		-		75,000.00	0.00%
Contractual	04-100-443200-0000-43300, 43320	35,000.00		27,138.41		7,861.59	77.54%
Utilities	04-100-443200-0000-45100	65,000.00	(10,000.00)	53,704.55		11,295.45	97.64%
Communications	04-100-443200-0000-45200	2,500.00		3,072.68		(572.68)	122.91%
Insurance	04-100-443200-0000-45300	13,500.00		6,891.41	30	6,608.59	51.05%
Other	04-100-443200-0000-45804	500.00		94.15		405.85	18.83%
Materials & Supplies	04-100-443200-0000-46001,4	2,500.00		1,001.93		1,498.07	40.08%
Computer & Technology	04-100-443200-0000-46005	45,000.00	(8,035.00)	28,627.56	56	16,372.44	77.45%
Equipment Expense	04-100-443200-0000-46006	-		-		-	0.00%
Repairs & Maintenance	04-100-443200-0000-46007	75,000.00	38,035.00	108,315.75		4,719.25	95.82%
ARPA expenses	04-100-443200-0000-46019	-			57	-	0.00%
ARPA Capital	04-100-443200-0000-48102	-			57	-	0.00%
Capital Expenditures	04-100-443200-0000-48100	95,000.00		58,596.99		36,403.01	61.68%
Total Public Buildings		455,877.00	16,105.02	321,210.15		188,806.87	68.06%

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND EXPENDITURES
Preliminary

Contributions

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Parks, Recreation, and Cultural							
Isle of Wight Arts League	04-100-432301-0000-45601	9,000.00		9,000.00		-	100.00%
Farmers Market	04-100-432301-0000-45617	3,000.00		6,000.00		(3,000.00)	200.00%
Friends of the Library	04-100-473100-0000-45605	4,539.00		4,539.00		-	100.00%
Total Cultural Contributions		16,539.00		19,539.00		(3,000.00)	118.14%
Contributions-Community Development							
Genieve Shelter	04-100-432302-0000-45606	10,000.00		10,000.00		-	100.00%
TRIAD	04-100-432302-0000-45611	1,650.00				1,650.00	0.00%
Christian Outreach	04-100-432302-0000-45620	12,650.00		12,650.00		-	100.00%
Western Tidewater Free Clinic	04-100-432302-0000-45632	15,809.00		15,809.00		-	100.00%
Schoolhouse Museum		5,376.00		5,376.00		-	100.00%
Old Courthouse Contribution	04-100-472500-0000-45613	5,000.00		5,000.00		-	100.00%
Total Contributions-Community Development		50,485.00		48,835.00		1,650.00	96.73%
TOTAL CONTRIBUTIONS		67,024.00		68,374.00		(1,350.00)	102.01%

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND EXPENDITURES
Preliminary

Non-Departmental

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
OPERATING/CAPITAL RESERVE							
FEMA - Great Springs Road	04-100-445018-0000-45018			3,615.00		(3,615.00)	
Appropriation to Reserves		-				-	0.00%
Tax Relief for the Elderly/Veterans	04-100-491100-0000-45804	80,000.00				80,000.00	0.00%
TOTAL NON DEPARTMENTAL		80,000.00		3,615.00		80,000.00	

Town of Smithfield
FY2025 Adopted Operating Budget
GENERAL FUND EXPENDITURES

Debt Service

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Principal Retirement							
Police Evidence Building	04-100-495500-0000-49509	-				-	-
Public Safety Radio System	04-100-495500-0000-49518	-				-	-
Police Vehicles	04-100-495500-0000-49523	95,000.00		157,313.79		(62,313.79)	165.59%
GO Bond 2020A2	04-100-495500-0000-49521	308,691.00		308,691.00		-	100.00%
Interest and fiscal charges							
Police Evidence Building	04-100-495500-0000-49510	-				-	0.00%
Public Safety Radio System	04-100-495500-0000-49519	-				-	
Police Vehicles	04-100-495500-0000-49524	19,000.00				19,000.00	0.00%
GO Bond 2020A2	04-100-495500-0000-49522	44,590.00		44,589.81		0.19	100.00%
Total Debt Service		467,281.00		510,594.60		(43,313.60)	109.27%

Town of Smithfield
GENERAL FUND
FY2024-25 CAPITAL BUDGET

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
GENERAL GOVERNMENT EXPENSES							
TOWN MANAGER							
Website Redesign	04-100-412010-0000-48100	-	-			-	0.00%
TREASURER							
Treasurer-MUNIS software conversion	04-100-412410-0000-48100	-	-	35,265.12		(35,265.12)	0.00%
PUBLIC SAFETY							
Police Department-police vehicles	04-100-431100-0000-48100	175,000.00		31,154.92		143,845.08	17.80%
PARKS, RECREATION & CULTURAL							
Concession building at LSC, maintenance buildings at LCS, WCP (**ARPA FUNDED**)	**04-100-471100-0000-48102**	696,790.00	528,839.00	676,179.29		549,449.71	0.00%
LSC - washout repairs	04-100-471300-0000-48100	31,000.00				31,000.00	0.00%
Windsor Castle Park Bridge Repairs	**04-100-471210-0000-48102**		817,516.00	319,320.79		498,195.21	0.00%
Windsor Castle Park Bridge Repairs	04-100-471210-0000-48100	290,260.00		-		290,260.00	0.00%
Total Parks & Recreation		1,018,050.00	1,346,355.00	995,500.08		1,368,904.92	42.10%
PUBLIC WORKS							
Nike Park Recreational Trail	04-100-441300-0000-48100	136,000.00				136,000.00	0.00%
Pagain Road Stormwater Project **(ARPA FUNDED)**	**04-100-441300-0000-48102**	450,000.00				450,000.00	0.00%
Battery Park Drainage Project - Villas **(ARPA FUNDED)**	**04-100-441300-0000-48102**	400,000.00		-		400,000.00	0.00%
Vehicle Replacement (split Hwy, Wtr, Swr, PW)	04-100-441300-0000-48100	75,000.00				75,000.00	
Final Benn's Church and S Church St	04-100-441300-0000-48100			34.32		(34.32)	
Emergency Exit from Brown's	04-100-441300-0000-48100			15,000.00		(15,000.00)	
Total Public Works		1,061,000.00	-	15,034.32		1,045,965.68	1.42%
PUBLIC BUILDINGS							
Public Buildings							
Town Hall Bay Doors/Windows/Lights	04-100-443200-0000-48100	65,000.00		32,878.00		32,122.00	
Replacement Christmas Garland	04-100-443200-0000-48100	30,000.00		25,718.99		4,281.01	
Total Public Buildings		95,000.00		58,596.99		36,403.01	
Total General Fund Capital Expenses		2,349,050.00	1,346,355.00	1,135,551.43		2,559,853.57	48.34%

Town of Smithfield
GENERAL FUND
FY2024-25 CAPITAL BUDGET

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
GENERAL GOVERNMENT EXPENSES							
PUBLIC SAFETY							
Police Department-Retention Training	04-100-431100-0000-46018					-	
PARKS, RECREATION & CULTURAL							
LSC & WCP Maintenance Buildings						-	0.00%
LSC Football Field consessions and restroom						-	0.00%
Paving Jericho Road						-	
Paving Clontz Park						-	
Manor House Paving						-	
Top Dresser						-	
Trash Cans						-	
Mower						-	
LSC Improvements -Lighting	04-100-471300-0000-46019					-	
WCP Trail Repairs	04-100-471210-0000-46019					-	
WCP Bridge and Pier Repairs	04-100-471210-0000-48102					-	
Clontz Park-demolish gazebo and reconstruction pier	04-100-471311-0000-46019					-	
Smithfield Center Doors						-	
Replace deck at Smithfield Center	04-100-412100-0000-46019					-	
Total Parks & Recreation			-		-	-	0.00%
PUBLIC WORKS - Stormwater							
Water Line Contribution - Isle of Wight							
310 Winchester Pipe Repair						-	
The Machrie Pipe Replacement						-	
512 hickory Crescent Pipe Replacement						-	
Pagan Road Stormwater Project (ARPA)-started in 2022						-	
204 Barcroft Dr Pipe Replacement						-	
310 Buckingham Way DI Repair						-	
Battery Park Drainage Project-Villas (ARPA)-started in 2022						-	
Grace St Sidewalk Repairs						-	
Stormwater Project contingency						-	
Stormwater GIS Database					-	-	
Total Public Works			-	-	-	-	
Tourism							
Wayfinding Signs						-	
Town Benches						-	
Smithfield Times Gazebo						-	
Total Tourism			-		-	-	
Miscellaneous							
COVID Supplies						-	
AS400 Update						-	
Treasurer's Office Equipment						-	
			-		-	-	
Total General Fund Capital Expenses		-	-		-	-	0.00%

Town of Smithfield
FY2025 Adopted Operating Budget
HIGHWAY FUND
Preliminary

Highway

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Buget to Actual	Variance %
HIGHWAY REVENUES							
Interest Income	03-204-341200-0000-31501	200.00		56.65		143.35	28.33%
Revenue - Commwlth of VA	03-204-341200-0000-34060	1,550,000.00		1,711,134.72	1	(161,134.72)	110.40%
Carryforward from prior years	N/A	-			2	-	
Total Highway Fund Revenue		1,550,200.00	-	1,711,191.37		(160,991.37)	110.39%

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
HIGHWAY EXPENSES							
Salaries	04-204-441200-0000-41100	340,975.00	(60,000.00)	269,790.63	3	11,184.37	96.02%
FICA	04-204-441200-0000-42100	27,278.00	(3,775.00)	19,841.89	3	3,661.11	84.42%
VRS	04-204-441200-0000-42200	32,836.00	(10,000.00)	18,402.14		4,433.86	80.58%
Health	04-204-441200-0000-42300	50,370.00		37,904.04		12,465.96	75.25%
Maintenance	04-204-441200-0000-43104	750,041.00	102,775.00	562,003.15	4	290,812.85	65.90%
Grass	04-204-441200-0000-43105	100,000.00		72,627.08	5	27,372.92	72.63%
VAC Truck Repairs	04-204-441200-0000-43107	2,000.00	140.00	2,372.84		(232.84)	110.88%
Professional services	04-204-441200-0000-43152	10,000.00	2,465.00	6,475.00		5,990.00	51.95%
Stormwater Management Program (regional)	04-204-441200-0000-43999	5,000.00		3,187.00		1,813.00	63.74%
Street Lights	04-204-441200-0000-45101	125,000.00	(17,465.00)	94,851.54	6	12,683.46	88.21%
Insurance	04-204-441200-0000-45300	15,000.00	(10,000.00)	9,749.76	7	(4,749.76)	195.00%
Bank Charges	04-204-441200-0000-45813	-				-	0.00%
Fuel	04-204-441200-0000-46008	20,000.00	(5,470.00)	12,745.07		1,784.93	87.72%
Vehicle Maintenance	04-204-441200-0000-46009	12,000.00		11,469.80	8	530.20	95.58%
Uniforms	04-204-441200-0000-46011	3,700.00	1,330.00	5,017.49	9	12.51	99.75%
ARPA	04-204-441200-0000-48102					-	0.00%
Capital Outlay	04-204-441200-0000-48100	56,000.00		616.66		55,383.34	0.00%
Carryforward to next year	N/A	-				-	0.00%
Total Highway Fund Expense		1,550,200.00	-	1,127,054.09		423,145.91	72.70%

HIGHWAY NOTES JUNE 30, 2025		
Revenues:		
1	Revenue - Commwlth of VA	State Highway Funds came in September and are 22,000 higher than prior year.
		44,905 higher than prior year, including the 22,000 from State Highway Funds
		427,783 remitteed quarterly
2	Carryforward from prior years	
Expenses:		
3	Salaries/Fica	
4	Highway Maintenance	Lower by 294,841 from prior year
		200,000 Great Springs Road
		79,800 Crosswalks at Church/Luter, Church/Cedar, Church/Main and Smithfield
		Station.
5	Grass Cutting	534 less than prior year
6	Street Lights	107,961 less than prior year
		Street lights expense is allocated to Highway and Public Works
7	Insurance	
8	Vehicle Maintenance	Tracking 2,004 higher than prior year
9	Uniforms	

Town of Smithfield
HIGHWAY FUND
FY2024-25 CAPITAL BUDGET

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Highway							
Vehicle Replacement (split HWY, WTR, SWR)	**04-204-441200-0000-48100**	**25,000.00**		616.66		24,383.34	
Salt/Sand Spreader	**04-204-441200-0000-48100**	**17,500.00**				17,500.00	
Lawnmowers	**04-204-441200-0000-48100**	**13,500.00**				13,500.00	
						-	
						-	
Total Highway Capital Expenses		56,000.00	-	616.66		55,383.34	

Town of Smithfield
FY2025 Adopted Operating Budget
SEWER FUND
Preliminary

7/22/2025

SEWER FUND

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
SEWER REVENUES							
Sewer Charges	03-006-342070-0000-31101	778,000.00		763,126.16	1	14,873.84	98.09%
Availability Fees	03-006-342070-0000-31102	247,200.00		154,400.00	2	92,800.00	62.46%
Pro Rata Share Fees	03-006-342070-0000-31103	-		34,800.00	3	34,800.00	0.00%
Connection fees	03-006-342070-0000-31104	94,800.00		60,820.00	4	33,980.00	64.16%
Miscellaneous Revenue	03-006-342070-0000-31105	-		26,800.00		(26,800.00)	0.00%
Interest Revenue	03-006-342070-0000-31501	93,750.00		103,059.92		(9,309.92)	109.93%
Sewer Compliance Fee	03-006-342070-0000-31608	408,125.00		386,891.60	1	21,233.40	94.80%
ARPA Funding	03-006-342070-0000-31619	-			5	-	0.00%
Appropriated fund balance for budget	Balance Sheet	328,301.00			6	328,301.00	0.00%
Total Sewer Revenue		1,950,176.00	0.00	1,529,897.68		489,878.32	78.45%

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
SEWER EXPENSES							
Salaries	04-006-442070-0000-41100	401,493.00		301,161.77	7	100,331.23	75.01%
FICA	04-006-442070-0000-42100	32,120.00		22,377.65	7	9,742.35	69.67%
VRS	04-006-442070-0000-42200	37,877.00		26,038.46	7	11,838.54	68.74%
Health	04-006-442070-0000-42300	51,302.00		46,030.72	7	5,271.28	89.73%
VAC Truck Repairs & Maintenance	04-006-442070-0000-43107	5,000.00	2,010.00	7,000.48		9.52	99.86%
Audit	04-006-442070-0000-43120	8,750.00	790.00	10,550.00		(1,010.00)	110.59%
Legal	04-006-442070-0000-43150	10,000.00		5,147.94		4,852.06	51.48%
Professional Fees	04-006-442070-0000-43152	40,000.00	(422.00)	18,941.25		20,636.75	47.86%
Contractual	04-006-442070-0000-43300,43320	4,500.00		3,989.90		510.10	88.66%
HRPDC sewer programs	04-006-442070-0000-43997	780.00	32.00	812.00	8	-	100.00%
Data Processing	04-006-442070-0000-44100	15,000.00	2,502.00	17,501.83		0.17	100.00%
Utilities	04-006-442070-0000-45100	50,000.00		44,647.23		5,352.77	89.29%
Communications	04-006-442070-0000-45200	13,000.00		10,163.40		2,836.60	78.18%
SCADA Expenses	04-006-442070-0000-45204	15,000.00		-		15,000.00	0.00%
Insurance	04-006-442070-0000-45300	19,000.00		12,034.88	9	6,965.12	63.34%
Materials & Supplies	04-006-442070-0000-45400, 46001	64,000.00	(12,797.00)	32,184.78		19,018.22	62.86%
Travel & Training	04-006-442070-0000-45500	5,000.00		981.17		4,018.83	19.62%

Town of Smithfield
FY2025 Adopted Operating Budget
SEWER FUND
Preliminary

SEWER FUND

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Miscellaneous	04-006-442070-0000-45804	1,200.00	(79.00)	463.95		657.05	41.39%
Dues & Subscriptions	04-006-442070-0000-45810	200.00	79.00	278.50		0.50	99.82%
Bank charges	04-006-442070-0000-45813	50.00	10.00	60.00		-	100.00%
Equipment Expense	04-006-442070-0000-46006	60,000.00		-		60,000.00	0.00%
Maintenance & Repairs	04-006-442070-0000-46007	174,642.00		100,104.09		74,537.91	57.32%
Fuel	04-006-442070-0000-46008	15,000.00	(520.00)	10,762.42		3,717.58	74.33%
Vehicle Maintenance	04-006-442070-0000-46009	5,000.00	6,300.00	11,277.81	10	22.19	99.80%
Uniforms	04-006-442070-0000-46011	3,500.00	2,095.00	5,593.90	11	1.10	99.98%
Pump Replacement & Conditioning	04-006-442070-0000-46015	142,762.00		87,302.11	12	55,459.89	61.15%
ARPA	04-006-442070-0000-46019, 48102	-			13	-	0.00%
Debt Service	04-006-442070-0000-49000	200,000.00		12,511.09	14	187,488.91	6.26%
Bad Debt Expense	04-006-442070-0000-49004	-			15	-	0.00%
Depreciation Expense	04-006-442070-0000-49102	-		447,962.00		(447,962.00)	0.00%
Capital Expenditures	balance sheet	575,000.00		266,788.66		308,211.34	46.40%
Total Sewer Expenditures		1,950,176.00	-	1,502,667.99		447,508.01	77.05%

SEWER NOTES AS OF JUNE 30, 2025		
Revenues		
1	Sewer Charges/Sewer Compliance	96,157 higher than prior year due reallocation
2	Availability fees	Trending 161,260 lower than prior year
3	Pro-Rata Share Fees	51,600 less than prior year
4	Connection Fees	60,940 less than prior year
5	ARPA Funding	
6	Appropriated Fund Balance	
Expenses		-
7	Salaries and payroll taxes	
8	HRPDC Sewer Programs	Tracking to prior year
9	Insurance	5,000 less than prior year. This is split between water and sewer
10	Vehicle Maintenance	1,338 higher than prior year same time
		Dave's Service Center
11	**Uniforms**	Tracking to prior year
12	**Pump replacement/conditioning**	1,360 less than prior year same period
		26,825 James Street Pump Station
		15,082 St Andrews PS, 9,034 Bradford Mews, 26,747 Plaza Pump Station
13	**ARPA**	
14	**Debt Service**	VAC Truck paid each year 99,000 (a portion is booked to Sewer)

Town of Smithfield
FY2025 Adopted Operating Budget
WATER FUND
Preliminary

7/22/2025

WATER FUND

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
WATER REVENUES							
Water Sales	03-006-342060-0000-31101	1,620,865.00		1,598,094.91	1	22,770.09	98.60%
Debt Service Revenue	03-006-342060-0000-31109	266,000.00		246,367.44	1	19,632.56	92.62%
Availability Fees	03-006-342060-0000-31102	175,000.00		104,440.00	2	70,560.00	59.68%
Pro Rata Share Fees	03-006-342060-0000-31103	-		34,800.00	3	34,800.00	0.00%
Connection fees	03-006-342060-0000-31104	45,000.00		23,140.00	4	21,860.00	51.42%
Miscellaneous	03-006-342060-0000-31105	-		16,678.94	5	16,678.94	0.00%
Application Fees	03-006-342060-0000-31106	10,700.00		19,290.00		(8,590.00)	180.28%
Interest Revenue	03-006-342060-0000-31501	145,800.00		163,286.58		(17,486.58)	111.99%
ARPA Revenue	03-006-342060-0000-31619, 350	-	9,845.92	9,845.92	6	-	
Contributions from IOW	03-006-342060-0000-31628	-				-	0.00%
Appropriated fund balance for budge	n/a	270,341.00			7	270,341.00	0.00%
Total Water Revenues		2,533,706.00	9,845.92	2,215,943.79		430,566.01	87.12%

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
WATER EXPENSES							
Salaries	04-006-442060-0000-41100	603,262.00	(73,965.00)	511,660.03	8	17,636.97	96.67%
FICA	04-006-442060-0000-42100	48,261.00		38,474.44	8	9,786.56	79.72%
VRS	04-006-442060-0000-42200	54,738.00		38,053.92	8	16,684.08	69.52%
Health	04-006-442060-0000-42300	87,106.00		69,065.19	8	18,040.81	79.29%
ARPA Payroll	04-006-442060-0000-46023	-	9,845.92	9,845.92	8	-	100.00%
Audit	04-006-442060-0000-43120	8,750.00	1,800.00	10,550.00		-	100.00%
Legal	04-006-442060-0000-43150	10,000.00		5,410.44		4,589.56	54.10%
Professional Services	04-006-442060-0000-43152	32,000.00	(30,000.00)	138.75	9	1,861.25	6.94%
Contractual	04-006-442060-0000-43320	15,000.00	(10,229.00)	871.50		3,899.50	18.27%
Regional Water Supply Study	04-006-442060-0000-43998	1,283.00	3,049.00	4,332.00	10	-	100.00%

Town of Smithfield
FY2025 Adopted Operating Budget
WATER FUND
Preliminary

WATER FUND

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Data Processing	04-006-442060-0000-44100	15,000.00	2,602.00	17,501.83		100.17	99.43%
Utilities	04-006-442060-0000-45100	3,000.00		2,388.45		611.55	79.62%
Communications	04-006-442060-0000-45200	12,000.00		9,265.68		2,734.32	77.21%
Insurance	04-006-442060-0000-45300	40,000.00	9,880.00	49,878.48	11	1.52	100.00%
Materials & Supplies	04-006-442060-0000-45400	140,399.00	35,700.00	102,176.70		73,922.30	58.02%
Travel and Training	04-006-442060-0000-45500	5,000.00	(880.00)	1,502.24		2,617.76	36.46%
Other Expense	04-006-442060-0000-45804	15,000.00		510,685.40	12	(495,685.40)	3404.57%
Dues & Subscriptions	04-006-442060-0000-45810	2,000.00		1,498.50	13	501.50	74.93%
Bank service charges-credit card fees	04-006-442060-0000-45813	1,200.00	10,844.00	12,043.25	19	0.75	99.99%
Equipment Expense	04-006-442060-0000-46006	4,000.00	(4,000.00)	-		-	0.00%
Maintenance & Repairs	04-006-442060-0000-46007	75,207.00	(5,700.00)	68,491.36		1,015.64	98.54%
Fuel	04-006-442060-0000-46008	20,000.00	(9,675.00)	10,306.39		18.61	99.82%
Vehicle Maintenance	04-006-442060-0000-46009	4,000.00	14,055.00	18,371.17	18	(316.17)	101.75%
Uniforms	04-006-442060-0000-46011	4,000.00		9,595.75	14	(5,595.75)	239.89%
Capital Expenditures	04-006-442060-0000-47000			37,416.67	15	(37,416.67)	0.00%
RO Annual costs							
Contract Services	04-006-442061-0000-43300	15,000.00		5,451.95		9,548.05	36.35%
Power	04-006-442061-0000-45100	115,000.00	67,805.00	142,898.75		39,906.25	78.17%
HRSD	04-006-442061-0000-45102	450,000.00	13,176.00	463,175.27		0.73	100.00%
Communication	04-006-442061-0000-45200	11,000.00		10,858.43		141.57	98.71%
Supplies	04-006-442061-0000-45400	35,000.00	14,848.00	49,847.09	16	0.91	100.00%
Chemicals	04-006-442061-0000-45413	150,000.00	(39,630.00)	89,551.77	16	20,818.23	81.14%
Travel and training	04-006-442061-0000-45500	6,000.00		961.04		5,038.96	16.02%
Miscellaneous	04-006-442061-0000-45804	500.00		360.01		139.99	72.00%
Dues & Subscriptions	04-006-442061-0000-45810	2,000.00		1,690.00		310.00	84.50%
Maintenance and Repairs	04-006-442061-0000-46007	90,000.00		45,202.40		44,797.60	50.22%
Vehicle Maintenance	04-006-442061-0000-46009	3,000.00	320.00	191.63	18	3,128.37	5.77%
ARPA Capital	04-006-442061-0000-46019					-	0.00%
Debt Service	04-006-442060-0000-49000	330,000.00		51,792.94	17	278,207.06	15.69%
Bad Debt Expense	04-006-442060-0000-49004	-				-	0.00%
Depreciation Expense	04-006-442060-0000-49102			373,255.82		(373,255.82)	0.00%

Town of Smithfield
FY2025 Adopted Operating Budget
WATER FUND
Preliminary

WATER FUND

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
Bond Issuance Costs	04-006-442060-0000-49511	-				-	0.00%
Transfers to Operating Reserves	balance sheet	-				-	0.00%
Capital Expenditures	04-006-442061-0000-47000	125,000.00		246,738.00		(121,738.00)	0.00%
Total Water Expenditures		2,533,706.00	9,845.92	3,021,499.16		(477,947.24)	118.79%

WATER NOTES AS OF JUNE 30, 2025		
Revenues		
1	Water Charges/Water Debt Service	Water Sales 217,386 higher than prior year same time.
		Debt service is charged with water on bills
2	Availability fees	135,080 less than prior year same period.
3	Pro-Rata Share Fees	64,000 less than prior year
4	Connection Fees	33,640 less than prior year
5	Miscellaneous Revenues	13,170 less than prior year
6	ARPA Funding	Per OCT 2024 ARPA Obligations Resolution. After GF ARPA Payroll funds used, $9,845.92 remained of 2.3 million
7	Appropriated Fund Balance	-
Expenses		
8	Salaries and payroll taxes	
9	Professional fees	
10	Regional Water Supply Study	Tracking to prior year
11	Insurance	Prior year's payments were $9,426 per quarter. This year they are $12,469 per quarter. Split between water
		and Sewer
12	Other	Includes 500,000 IOW water/sewer agreement
13	Dues & Subscriptions	Tracking to last year
14	Uniforms	Tracking to last year
15	**ARPA**	

WATER NOTES AS OF JUNE 30, 2025		
16	**RO Supplies/Chemicals**	7,870 higher than prior year
17	**Debt Service**	VAC Truck paid each year 99,000 (a portion is booked to Sewer)
18	**Vehicle Maintenance**	Maintenance is split between Water and sewer
19	**Bank Service Fees**	Admin fees for investment at OPB

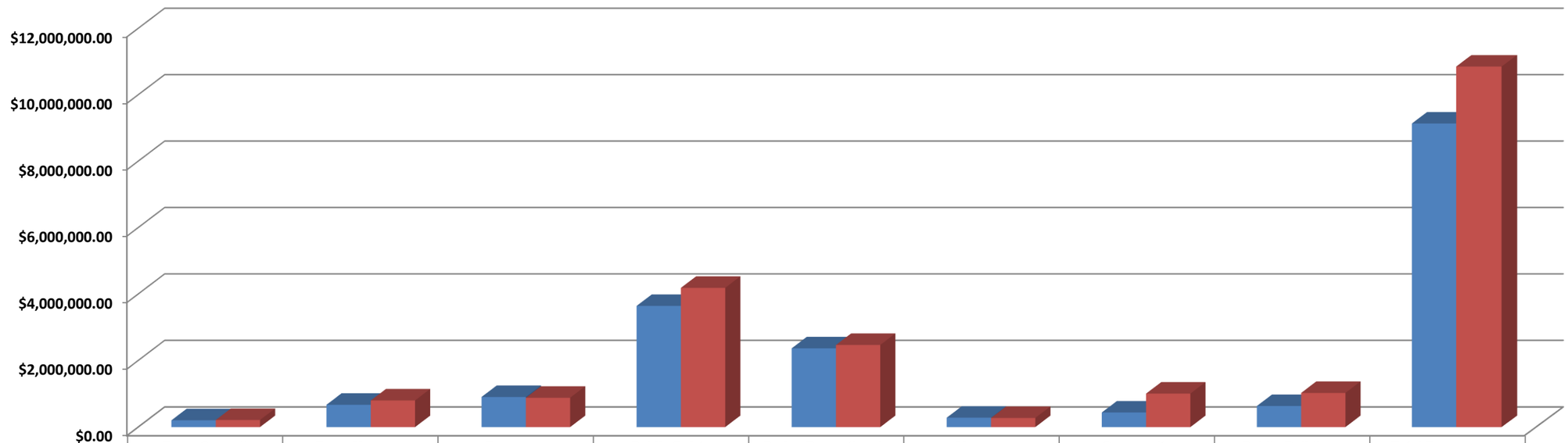
Town of Smithfield
SEWER AND WATER
FY2024-25 CAPITAL BUDGET

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
UTILITY CAPITAL EXPENSES							
SEWER							
Bypass Pump	04-006-442070-0000-47012	170,000.00		45,011.73		124,988.27	26.48%
Manhole Inspections & Rehab	04-006-442070-0000-47000	50,000.00		32,954.00		17,046.00	65.91%
Pipe Lining of gravity sewer pipes	04-006-442070-0000-47000	50,000.00		35,320.00		14,680.00	70.64%
Vehicle Replacement (split Hwy, Wtr, Swr, PW)	04-006-442070-0000-47005	25,000.00		616.67		24,383.33	2.47%
Antenna Towers	04-006-442070-0000-47012	60,000.00				60,000.00	0.00%
Plaza Pump Station Upgrades	04-006-442070-0000-47012	110,000.00		53,328.26		56,671.74	0.00%
SCADA Radio Replacement	04-006-442070-0000-47012	110,000.00		99,558.00		10,442.00	90.51%
TOTAL SEWER		575,000.00	-	266,788.66		308,211.34	46.40%
WATER							
Emergency Repairs Well #10	04-006-442061-0000-47000	-		246,738.00		(246,738.00)	
Red Point Water Services - Lewis Construction	04-006-442060-0000-47000	-		36,800.00		(36,800.00)	
Vehicle Replacement (split Hwy, Wtr, Swr, PW)	04-006-442060-0000-47005	25,000.00		616.67		24,383.33	0.00%
Water Meter Replacements	04-006-442060-0000-47012	100,000.00				100,000.00	0.00%
TOTAL WATER		125,000.00	-	284,154.67		(159,154.67)	0.00%

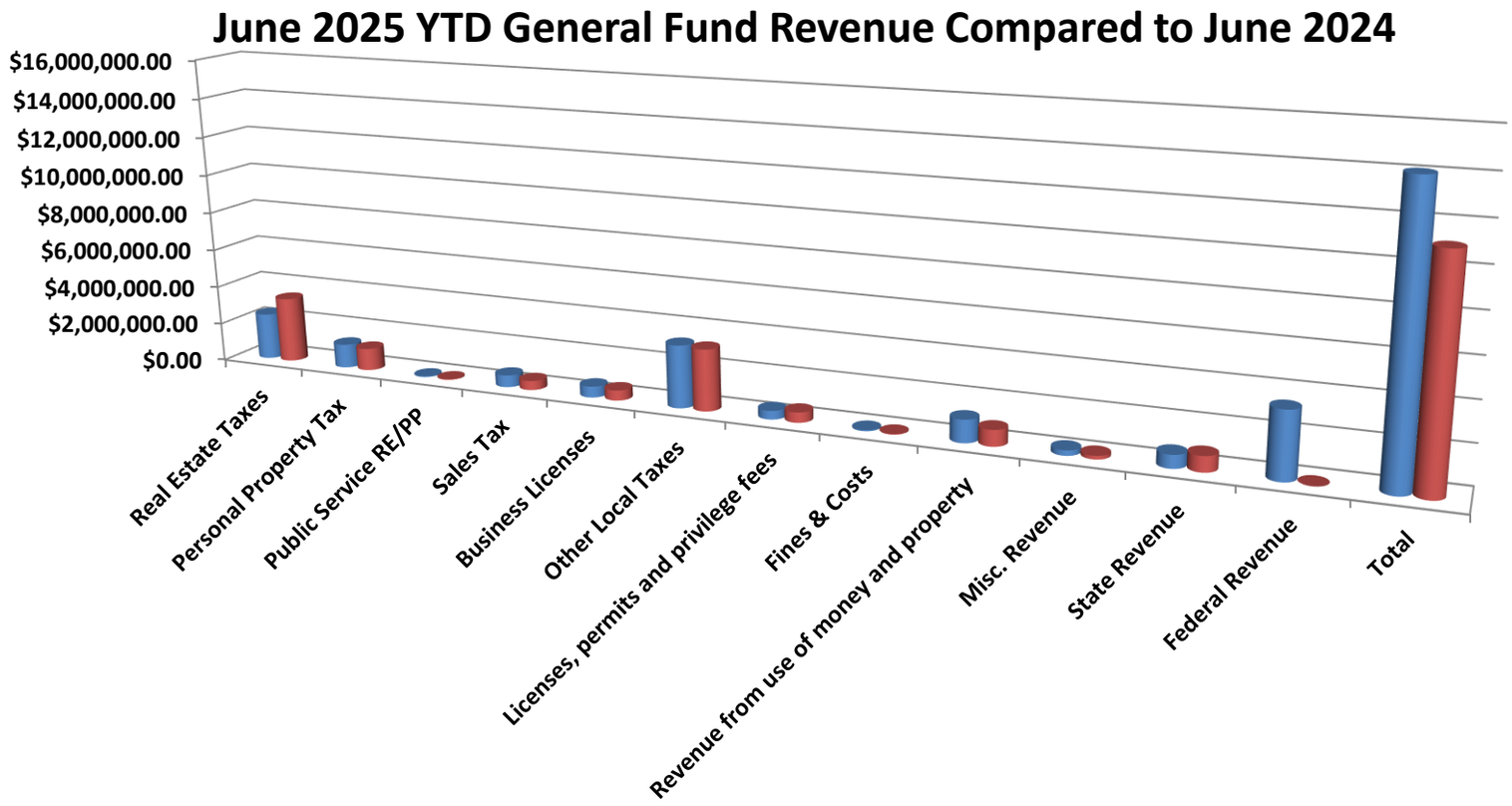
Town of Smithfield
SEWER AND WATER
FY2024-25 CAPITAL BUDGET

	MUNIS ACCOUNT NUMBER	FY 2024-25 Budget	Budget Transfers & Rollovers	Actual 6/30/2025	Notes	Budget to Actual	Variance %
UTILITY ARPA EXPENSES							
SEWER							
Bypass Pump - Moonefield	04-006-442070-0000-46019					-	
Bypass Pump - Jordan	04-006-442070-0000-46019, 48102					-	
Install Controls on Outside of Panel (ARC Flash Safety Issue)						-	
Pagan Road - relocate cable	04-006-442070-0000-48102					-	
VAC Truck Building	04-006-442070-0000-48102					-	
New Rail Systems for Pump Stations	04-006-442070-0000-46019					-	
Manhole Replacement						-	
Main St Sewer Replacement - 300 block						-	
Valve Vault Reconditioning	04-006-442070-0000-48102					-	
Flow Meter Calibration	04-006-442070-0000-46019					-	
Complete Grace St Sewer						-	
Check Valve replacement	04-006-442070-0000-46019					-	
TOTAL SEWER		-	-	-		-	
WATER							
Storage Tank - Maintenance and Repairs - Wilson Rd	04-006-442060-0000-46019, 48102					-	
Water Main Replacement - Pagan	04-006-442060-0000-46019, 48102			249,898.05		(249,898.05)	
Water Main Replacement - S. Church - Completed						-	
Water Main Replacement-Sykes Court	04-006-442060-0000-46019			149,984.00		(149,984.00)	
Water Main Replacement - Red Point	04-006-442060-0000-48102			46,000.00		(46,000.00)	
Water Main Replacement - Main Street - 300 block						-	
Water Meter Replacements - Completed						-	
Water Sample Station Replacements						-	
2nd RO Skid Funding ($500,000 ARPA)	04-006-442061-0000-46019					-	
Water line - N. Church St						-	
TOTAL WATER		-	-	445,882.05		(445,882.05)	

June 2025 YTD General Fund Operating Expenses Compared to Budget



	Town Council	Town Manager	Treasurer	Public Safety	Parks, Recreational,	Museum	Community Development	Public Buildings	Total Expenses by Department
June 2025 Actual	$203,971	$670,139	$903,401	$3,640,468	$2,364,263	$281,560	$437,343	$632,344	$9,133,490
Budget	$212,425	$799,835	$880,428	$4,184,628	$2,466,162	$274,511	$1,004,981	$1,025,687	$10,848,657



	Real Estate Taxes	Personal Property Tax	Public Service RE/PP	Sales Tax	Business Licenses	Other Local Taxes	Licenses, permits and privilege fees	Fines & Costs	Revenue from use of money and property	Misc. Revenue	State Revenue	Federal Revenue	Total
June 2025 Actual	$2,402,071	$1,234,439	$43,303	$625,700	$575,490	$3,231,392	$444,128	$55,446	$1,164,301	$263,762	$671,458	$3,385,110	$14,096,600
June 2024 Actual	$3,378,106	$1,148,353	$36,861	$480,955	$525,025	$3,173,091	$526,589	$27,910	$830,678	$176,777	$788,538	$5,427	$11,098,309

Debt 6/30/25

	Original Amount	Inception Date	Maturity	Interest Rate	Last Payment	Next Payment	Payment (can fluctuate slightly)	Outstanding 6/30/25
Series 2020A-2	4,176,000.00	10/16/20	10/01/32	1.676%	4/1/2025	10/1/2025	191,956	2,620,000.00
Series 2020A-1	1,147,000.00	08/07/20	10/01/25	1.910%	4/1/2025	10/1/2025	233,382	233,381.00
Loan 5000008745	966,480.00	11/30/23	11/30/28	6.300%	5/31/2025	7/31/2025	18,860	692,923.44
Vac Truck	460,998.00	01/25/21	08/25/25	2.960%	8/25/2023	8/25/2025	99,349	98,289.06
Line of Credit	1,000,000.00	08/31/23	08/31/24	Prime			0	-
Totals	7,750,478.00						543,547	3,644,593.50

Prime Rate History	Percentage
04-May-22	4.00%
15-Jun-22	4.75%
27-Jul-22	5.50%
21-Sep-22	6.25%
02-Nov-22	7.00%
14-Dec-22	7.50%
01-Feb-23	7.75%
22-Mar-23	8.00%
03-May-23	8.25%
26-Jul-23	8.50%
18-Sep-24	8.00%
07-Nov-24	7.75%
18-Dec-24	7.50%

Prime rate dropped .5bp on 12/18/24

Investment Benchmark Report 6/30/25

Return	6/30/25 Balance	**Earnings Rate**	**6/30/25 Return**	**YTD FY 24/25**	90 Day Tbill	To Tbill
Sweep TowneBank	0.00	0.00%	0.00	276,536.40	0.00%	0.00%
Bank Accounts TowneBank	40,796.07	1.04%	0.35	6,108.61	4.23%	-3.20%
CDs TowneBank	1,060,786.23	3.98%	0.00	22,761.78	4.23%	-0.26%
Virginia Investment Pool - GF and Utilities	20,095,655.10	4.40%	39,610.11	443,641.98	4.23%	0.17%
Bank Accounts OPB	3,041,461.60	0.10%	258.15	2,086.89	4.23%	-4.13%
Investments OPB	3,647,673.02	4.13%	34,838.31	264,445.74	4.23%	-0.10%
Total	27,886,372.02	2.73%	74,706.92	1,015,581.40		-1.10%

Utilities 6/30/25 Balances	
Old Point Bank Investment	1,580,804.62
Old Point Bank Bank Account	1,168,863.64
TowneBank Util	40,796.07
VIP	4,548,331.01
Total	**7,338,795.34**

GF and Other 6/30/25 Balances	
TowneBank Bank Account	0.00
Old Point Bank Bank Account	1,872,597.96
Towne CD	1,060,786.23
Old Point Bank Investments	2,066,868.40
VIP	15,547,324.09
Total	**20,547,576.68**

Compliance Report

6/30/2025 24,804,114.35

CLASS	LENGTH/POLICY	Amount Invested	Percent of Overall Portfolio	PERCENT OF PORTFOLIO/POLICY	Compliance %	In Compliance?	Code Section
Municipal Obligations: Stocks, bonds, notes and other evidence of Indebtedness of the Commonwealth of Virginia, or of any county, city, town, district, authority of public body of the Commonwealth of Virginia.	36 months or less	-		20%			§2.2-4500
US Government Obligations: Stocks, bonds, notes and other evidence of indebtedness of the United States, its agencies or government sponsored corporations.	36 months or less		0	100%			§ 2.2-4505
Savings accounts or time deposits (CDs) In any bank or savings and loan association within the Commonwealth of Virginia	12 months or less	1,060,786.23	4.28%	75%	71%	Yes	§ 2.2-4509
Commercial Paper	No greater than 270 days			5%			§2.2-4502
Corporate Notes	No greater than 270 days			15%			§2.2-4510
Repurchase Agreements	90 days or less			50%			§2.2-4507
Certificates representing ownership in either treasury bond principal at maturity or its coupons	36 months or less			20%			§2.2-4505
Virginia Investment Pool (VIP)	Daily			100%			§2.2-4605
Virginia Local Government Investment Pool (LGIP)	Daily	20,095,655.10	81.02%	100%	19%	Yes	§2.2-4605
Registered Money Market Mutual Funds	Daily	3,647,673.02	14.71%	100%	85%	Yes	§2.2-4508
The State Non-Arbitrage Pool (SNAP)	Depending Upon Length of Bond			100% of bond proceeds			§2.2- 4700
Total		24,804,114.35	100.00%				

Returns FY 23

Return	Average Bal	Average Rate	FY Return
Sweep	-	0.00%	-
VIP GF	533,145.50	0.20%	1,451.46
Bank Accounts	14,798,625.52	0.13%	54,829.83
Total	**15,331,771.02**	**0.10%**	**56,281.29**

Returns FY 24

Return	Average Bal	Average Rate	FY Return
Sweep	4,353,735.39	3.35%	199,782.38
VIP GF	3,663,821.12	5.52%	166,921.75
Bank Accounts	16,071,575.29	0.12%	35,796.44
Total	**24,089,131.80**	**4.44%**	**402,500.57**

Returns FY 25

Return	Average Bal	Average Rate	FY Return
Sweep	11,131,468.23	4.74%	276,536.40
VIP GF	6,569,792.01	4.81%	395,307.97
VIP Util	1,763,682.68	4.48%	48,334.01
OPB Util	5,572,193.00	4.07%	127,693.56
OPB GF	5,018,142.29	4.07%	122,969.21
OPB Luter	123,587.87	4.15%	13,782.97
Bank Accounts	5,001,247.44	0.43%	8,195.50
CD PD	38,750.21	4.44%	1,580.78
CD GF	1,893,565.39	4.22%	21,181.00
Total	**37,112,429.12**	**3.94%**	**1,015,581.40**

TOWN COUNCIL COMMITTEES REPORT

ITEM: June Cash Balances

FROM: Laura Ross, Treasurer

ATTACHMENTS:

Description	Type	Upload Date
Cash Balance Report - June 2025	Activity Report	7/24/2025
Investment Pool Update	Activity Report	7/24/2025
Investment Pool - 1-3 Year Holdings - June 2025	Activity Report	7/24/2025
VIP Stable NAV Holdings June 2025	Activity Report	7/24/2025

CASH BALANCES June 30, 2025				
ACCOUNT NAME	Account	Bank Balance	Pending and To/From	GL Balance
General Fund (TB)	**xxxx6114**	-	-	-
General Fund (OPB)	**xxxx7701**	1,740,588.20	(824,056.34)	916,531.86
CD General Fund (TB)	**xxxx8605**	1,032,125.68	-	1,032,125.68
Money Market - General Fund (OPB)	**xxxx3581**	2,066,868.40	-	2,066,868.40
Subtotal General Fund		**$ 4,839,582.28**	$ (824,056.34)	**$ 4,015,525.94**
Utilities Operating Account (OPB)	**xxxx1501**	637,493.20	(138,815.99)	498,677.21
Subtotal Utilities		**$ 637,493.20**	$ (138,815.99)	**$ 498,677.21**
Highway Fund (OPB)	**xxxx0701**	**$ 132,009.76**	$ 842,233.70	**$ 974,243.46**
Only for purpose indicated (Designated Funds)				
Water Deposit Account (TB)	**xxxx9769**	40,796.07	(8,829.93)	31,966.14
Utilities Development Escrow (OPB)	**xxxx2301**	531,370.44	-	531,370.44
Money Market - Utilities (OPB)	**xxxx3579**	1,580,804.62	-	1,580,804.62
Total Restricted or Designated		**2,152,971.13**	**(8,829.93)**	**2,144,141.20**
				-
Certificate of Deposit-Police Dept-24 month	**xxxx1623**	**39,599.84**	-	**39,599.84**
Designated Funds		**$ 2,192,570.97**	$ (8,829.93)	**$ 2,183,741.04**
Total Bank Balances, usable balances		$ 5,609,085.24	$ (120,638.63)	$ 5,488,446.61
VIP Investment Pool (General Fund)		$ 15,547,324.09		$ 15,547,324.09
VIP Investment Pool (Utilities Fund)		$ 4,548,334.01		$ 4,548,334.01
Bank Balances and VIP, usable balances		$ 25,704,743.34	$ (120,638.63)	$ 25,584,104.71

Meaning of Pending and To/From

Pending: net of deposits in transit less outstanding checks (bank did not post before month end)

To/From: one fund owes another fund
The fund that owes another would have a "Due To"
The fund that is owed from another would have a "Due From"
Examples:

1. A single check is written from the General Fund to pay a vendor (e.g., Dave's Service Center) but expenses are for General Fund, Highway, and Utilities which are separate funds. The expenses that are recorded in Highway and Utilities are Due To the General Fund and are each recorded in the General Fund as Due From Highway and Due From Utilities. Within a fund expenses are further broken down between departments in that fund but require no Due to/Due from because they are in the same fund.

2. Payroll is paid from a General Fund bank account but expenses are distributed between funds. General Fund will have Due From Highway and Utilites and those funds will have Due To General Fund amounts.

Virginia Investment Pool
A Service of VML/VACo Finance

Summary Statement

June 30, 2025

Investor ID: VA-01-0009

0000008-0000035 PDFT 797061

Town of Smithfield
PO Box 246
Smithfield, VA 23431

Virginia Investment Pool

VIP Stable NAV Liquidity Pool

Average Monthly Yield: 4.4023%

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
VA-01-0009-5001	LIQUID GENERAL	8,050,240.94	7,450,278.84	0.00	46,804.31	194,216.10	13,209,478.32	15,547,324.09
VA-01-0009-5002	Utilities Investment Account	2,534,078.05	2,000,000.00	0.00	14,255.96	48,334.01	4,007,551.17	4,548,334.01
TOTAL		**10,584,318.99**	**9,450,278.84**	**0.00**	**61,060.27**	**242,550.11**	**17,217,029.49**	**20,095,658.10**

Virginia Investment Pool
A Service of VML/VACo Finance

Summary Statement

June 30, 2025

Investor ID: VA-01-0009

Town of Smithfield
PO Box 246
Smithfield, VA 23431

VIP 1-3 Year High Quality Bond Fund

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
VA-01-0009-0001	GENERAL	350,000.00	0.00	350,280.95	547.62	547.62	140,000.00	0.00
TOTAL		**350,000.00**	**0.00**	**350,280.95**	**547.62**	**547.62**	**140,000.00**	**0.00**

Account Number: VA-01-0009-5001

LIQUID GENERAL

Account Summary

Average Monthly Yield: 4.4023%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
VIP Stable NAV Liquidity Pool	8,050,240.94	7,450,278.84	0.00	46,804.31	194,216.10	13,209,478.32	15,547,324.09

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
06/01/2025	Beginning Balance			8,050,240.94	
06/02/2025	Contribution	1,000,000.00			520383
06/03/2025	Contribution	100,000.00			520736
06/09/2025	Contribution	5,000,000.00			522120
06/13/2025	Transfer In	350,278.84			520733
06/25/2025	Contribution	1,000,000.00			526117
06/30/2025	Income Dividend Reinvestment	46,804.31			
06/30/2025	Ending Balance			15,547,324.09	

Account Number: VA-01-0009-5002

Utilities Investment Account

Account Summary

Average Monthly Yield: 4.4023%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
VIP Stable NAV Liquidity Pool	2,534,078.05	2,000,000.00	0.00	14,255.96	48,334.01	4,007,551.17	4,548,334.01

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
06/01/2025	Beginning Balance			2,534,078.05	
06/09/2025	Contribution	2,000,000.00			522121
06/30/2025	Income Dividend Reinvestment	14,255.96			
06/30/2025	Ending Balance			4,548,334.01	

Account Number: VA-01-0009-0001

GENERAL

Account Summary

	Beginning Market Value	Contributions	Withdrawals	Income Earned	Current Month Unrealized G/L	Ending Market Value
VIP 1-3 Year High Quality Bond Fund	350,000.00	0.00	350,280.95	547.62	-266.67	0.00

Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	NAV	Shares	Realized G/L
06/01/2025	Beginning Balance			350,000.00	9.804061	35,699.492	
06/13/2025	Income Dividend Reinvestment	547.62			9.796591	55.899	
06/13/2025	Administration Fee		2.11		9.796591	0.215	0.00
06/13/2025	Transfer Out		350,278.84		9.796591	35,755.176	(266.67)
06/30/2025	Ending Balance			0.00	9.832465	0.000	

Virginia Investment Pool

VIP Stable NAV Liquidity Pool

Date	Dividend Rate	Daily Yield
06/01/2025	0.000000000	4.4300%
06/02/2025	0.000122191	4.4600%
06/03/2025	0.000120548	4.4000%
06/04/2025	0.000120822	4.4100%
06/05/2025	0.000119974	4.3900%
06/06/2025	0.000360000	4.3800%
06/07/2025	0.000000000	4.3800%
06/08/2025	0.000000000	4.3800%
06/09/2025	0.000120001	4.3800%
06/10/2025	0.000120000	4.3800%
06/11/2025	0.000120274	4.3900%
06/12/2025	0.000120274	4.3900%
06/13/2025	0.000360822	4.3900%
06/14/2025	0.000000000	4.3900%
06/15/2025	0.000000000	4.3900%
06/16/2025	0.000120252	4.3900%
06/17/2025	0.000120548	4.4000%
06/18/2025	0.000241096	4.4000%
06/19/2025	0.000000000	4.4000%
06/20/2025	0.000360822	4.3900%
06/21/2025	0.000000000	4.3900%
06/22/2025	0.000000000	4.3900%
06/23/2025	0.000120548	4.4000%
06/24/2025	0.000120000	4.3800%
06/25/2025	0.000120548	4.4000%
06/26/2025	0.000121096	4.4200%
06/27/2025	0.000364932	4.4400%
06/28/2025	0.000000000	4.4400%
06/29/2025	0.000000000	4.4400%
06/30/2025	0.000121917	4.4500%

Performance results are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**

Virginia Investment Pool
A Service of VML/VACo Finance

VIP 1-3 YEAR HIGH QUALITY BOND FUND

Holdings Report by Category

06/30/25

Security Description	CUSIP	Maturity	Quantity	Price	Market Value	Original Cost	Amortized Cost	% of MV	Yield to Maturity	S&P Rating
Corporate Bond										
BANKS										
Apple Inc.	037833ES5	05/08/26	3,180,000.00	99.94981	3,178,403.80	3,180,000.00	3,180,000.00	0.96%	4.48%	AA+
Microsoft Corp.	594918BJ2	11/03/25	7,000,000.00	99.56459	6,969,521.51	6,789,090.00	6,972,281.49	2.10%	4.40%	AAA
The Procter & Gamble Co.	742718FY0	01/26/26	6,160,000.00	99.89464	6,153,509.82	6,155,872.80	6,159,022.75	1.85%	4.28%	AA-
		TOTAL : BANKS	**16,340,000.00**		**16,301,435.13**	**16,124,962.80**	**16,311,304.24**	**4.90%**		
TOTAL : Corporate Bond			**16,340,000.00**		**16,301,435.13**	**16,124,962.80**	**16,311,304.24**	**4.90%**		
Government Bond										
GOVERNMENT SPONSORED										
Federal Home Loan Bank	3130AXU63	11/17/26	10,000,000.00	100.89570	10,089,570.00	9,982,300.00	9,991,851.87	3.03%	3.95%	AA+
Federal Farm Credit Bank	3133EPNG6	06/23/26	8,100,000.00	100.33381	8,127,038.77	8,087,833.80	8,096,029.63	2.44%	4.02%	AA+
	TOTAL : GOVERNMENT SPONSORED		**18,100,000.00**		**18,216,608.77**	**18,070,133.80**	**18,087,881.50**	**5.48%**		
TOTAL : Government Bond			**18,100,000.00**		**18,216,608.77**	**18,070,133.80**	**18,087,881.50**	**5.48%**		
Money Market										
MONEY MARKET										
JP Morgan U.S. Government Fund	4812C0688		3,187,169.53	100.00000	3,187,169.53	3,187,169.53	3,187,169.53	0.96%	3.98%	AAA
		TOTAL : MONEY MARKET	**3,187,169.53**		**3,187,169.53**	**3,187,169.53**	**3,187,169.53**	**0.96%**		
TOTAL : Money Market			**3,187,169.53**		**3,187,169.53**	**3,187,169.53**	**3,187,169.53**	**0.96%**		
T-Note										
SOVEREIGN										
U.S. Treasury Notes	91282CKR1	05/15/27	7,500,000.00	101.31250	7,598,437.50	7,496,777.34	7,497,673.90	2.29%	3.77%	AA+
		TOTAL : SOVEREIGN	**7,500,000.00**		**7,598,437.50**	**7,496,777.34**	**7,497,673.90**	**2.29%**		
U.S. TREASURY NOTES										
U.S. Treasury Notes	912828U24	11/15/26	12,500,000.00	97.50391	12,187,988.25	11,851,562.50	12,171,271.16	3.67%	3.88%	AA+
U.S. Treasury Notes	912828YQ7	10/31/26	12,500,000.00	97.08594	12,135,742.25	11,583,984.38	12,064,833.89	3.65%	3.89%	AA+
U.S. Treasury Notes	912828YX2	12/31/26	9,000,000.00	96.97656	8,727,890.58	8,387,656.25	8,645,147.32	2.62%	3.84%	AA+
U.S. Treasury Notes	912828ZB9	02/28/27	13,000,000.00	95.70703	12,441,914.03	11,745,703.13	12,242,369.94	3.74%	3.80%	AA+
U.S. Treasury Notes	91282CBB6	12/31/27	8,500,000.00	92.69922	7,879,433.62	7,686,718.75	7,789,790.65	2.37%	3.71%	AA+
U.S. Treasury Notes	91282CBJ9	01/31/28	8,500,000.00	92.76172	7,884,746.12	7,759,902.34	7,838,711.48	2.37%	3.71%	AA+
U.S. Treasury Notes	91282CEF4	03/31/27	9,750,000.00	97.85938	9,541,289.06	9,305,224.61	9,450,780.93	2.87%	3.77%	AA+
U.S. Treasury Notes	91282CET4	05/31/27	8,750,000.00	97.93359	8,569,189.48	8,538,427.73	8,599,066.17	2.58%	3.75%	AA+
U.S. Treasury Notes	91282CFB2	07/31/27	8,300,000.00	98.03906	8,137,242.15	8,132,703.13	8,144,116.79	2.45%	3.74%	AA+
U.S. Treasury Notes	91282CFH9	08/31/27	11,000,000.00	98.75781	10,863,359.32	10,715,976.56	10,779,766.30	3.27%	3.73%	AA+
U.S. Treasury Notes	91282CFM8	09/30/27	5,500,000.00	100.89844	5,549,414.09	5,499,140.63	5,499,233.70	1.67%	3.70%	AA+
U.S. Treasury Notes	91282CHU8	08/15/26	2,400,000.00	100.43359	2,410,406.26	2,374,875.00	2,389,397.14	0.72%	3.97%	AA+
U.S. Treasury Notes	91282CHY0	09/15/26	16,500,000.00	100.80469	16,632,773.52	16,353,691.41	16,436,564.80	5.00%	3.93%	AA+
U.S. Treasury Notes	91282CJK8	11/15/26	11,000,000.00	100.96484	11,106,132.84	11,086,796.88	11,041,504.57	3.34%	3.89%	AA+
U.S. Treasury Notes	91282CKA8	02/15/27	13,000,000.00	100.47266	13,061,445.28	12,939,570.31	12,965,245.81	3.93%	3.82%	AA+
U.S. Treasury Notes	91282CKE0	03/15/27	10,000,000.00	100.75391	10,075,390.60	9,930,468.75	9,958,143.01	3.03%	3.79%	AA+
U.S. Treasury Notes	91282CKJ9	04/15/27	12,750,000.00	101.23828	12,907,880.83	12,749,501.95	12,749,412.85	3.88%	3.78%	AA+
U.S. Treasury Notes	91282CKV2	06/15/27	5,500,000.00	101.65234	5,590,878.92	5,525,351.56	5,516,972.39	1.68%	3.74%	AA+
U.S. Treasury Notes	91282CKZ3	07/15/27	12,000,000.00	101.23438	12,148,125.00	12,222,656.25	12,156,781.00	3.65%	3.74%	AA+
U.S. Treasury Notes	91282CLG4	08/15/27	10,000,000.00	100.03516	10,003,515.60	10,055,468.75	10,040,628.24	3.01%	3.73%	AA+
U.S. Treasury Notes	91282CLL3	09/15/27	10,500,000.00	99.29688	10,426,171.88	10,446,679.69	10,459,330.08	3.14%	3.71%	AA+
U.S. Treasury Notes	91282CLQ2	10/15/27	9,750,000.00	100.33594	9,782,753.96	9,652,119.14	9,671,148.11	2.94%	3.72%	AA+
U.S. Treasury Notes	91282CMB4	12/15/27	10,000,000.00	100.69922	10,069,921.90	9,908,203.13	9,922,350.71	3.03%	3.70%	AA+
U.S. Treasury Notes	91282CMF5	01/15/28	8,000,000.00	101.27734	8,102,187.52	8,012,812.50	8,011,194.28	2.44%	3.72%	AA+
U.S. Treasury Notes	91282CMN8	02/15/28	8,500,000.00	101.33594	8,613,554.73	8,572,714.84	8,564,897.10	2.59%	3.71%	AA+
U.S. Treasury Notes	91282CMS7	03/15/28	12,000,000.00	100.46875	12,056,250.00	12,006,093.75	12,005,269.90	3.63%	3.69%	AA+
U.S. Treasury Notes	91282CMV0	03/31/27	5,500,000.00	100.14844	5,508,164.09	5,491,621.09	5,491,926.96	1.66%	3.78%	AA+
U.S. Treasury Notes	91282CMW8	04/15/28	12,750,000.00	100.11719	12,764,941.47	12,769,423.83	12,768,117.23	3.84%	3.70%	AA+
U.S. Treasury Notes	91282CND9	05/15/28	12,000,000.00	100.13281	12,015,937.44	11,952,656.25	11,953,595.23	3.61%	3.70%	AA+
		TOTAL : U.S. TREASURY NOTES	**289,450,000.00**		**287,194,640.79**	**283,257,705.09**	**285,327,567.74**	**86.37%**		
TOTAL : T-Note			**296,950,000.00**		**294,793,078.29**	**290,754,482.43**	**292,825,241.64**	**88.66%**		
		Grand Total	**334,577,169.53**		**332,498,291.72**	**328,136,748.56**	**330,411,596.91**	**100.00%**		

Virginia Investment Pool
A Service of VML/VACo Finance

VIP 1-3 YEAR HIGH QUALITY BOND FUND

Holdings Report by Category

06/30/25

Security Description	CUSIP	Maturity	Quantity	Price	Market Value	Original Cost	Amortized Cost	% of MV	Yield to Maturity	S&P Rating

Virginia Investment Pool
A Service of VML/VACo Finance

VIP STABLE NAV LIQUIDITY POOL

Holdings Report by Category

06/30/25

Security Description	CUSIP	Maturity	Quantity	Price	Market Value	Original Cost	Amortized Cost	% of MV	Yield to Maturity	S&P Rating
Bank Deposits										
BANKS SAVINGS-DEPOSIT ACCOUNT										
First Carolina Bank - ICS	FIRSTCA		67,642,861.75	100.00000	67,642,861.75	67,642,861.75	67,642,861.75	1.87%	4.48%	A-1+
TOTAL : BANKS SAVINGS-DEPOSIT ACCOUNT			**67,642,861.75**		**67,642,861.75**	**67,642,861.75**	**67,642,861.75**	**1.87%**		
TOTAL : Bank Deposits			**67,642,861.75**		**67,642,861.75**	**67,642,861.75**	**67,642,861.75**	**1.87%**		
Certificates of Deposit										
BANKING										
BNP Paribas New York Branch	05593DEZ2	11/17/25	50,000,000.00	100.02740	50,013,700.00	50,000,000.00	50,000,000.00	1.38%	4.64%	A-1
BNP Paribas New York Branch	05593DH97	12/01/25	50,000,000.00	100.02630	50,013,150.00	50,000,000.00	50,000,000.00	1.38%	4.39%	A-1
Bank of America, N.A.	06051WQM9	07/07/25	15,000,000.00	100.00220	15,000,330.00	15,000,000.00	15,000,000.00	0.42%	4.32%	A-1
Bank of America, N.A.	06051WUP7	10/14/25	15,000,000.00	99.99928	14,999,892.00	15,000,000.00	15,000,000.00	0.42%	4.40%	A-1
Bank of America, N.A.	06053RAG8	09/04/25	20,000,000.00	99.99989	19,999,978.00	20,000,000.00	20,000,000.00	0.55%	4.59%	A-1
Bank of Montreal Chicago	06367DP41	07/25/25	24,500,000.00	99.99990	24,499,975.50	24,500,000.00	24,500,000.00	0.68%	4.58%	A-1
Bank of Montreal Chicago	06367DP58	07/28/25	30,000,000.00	99.99996	29,999,988.00	30,000,000.00	30,000,000.00	0.83%	4.58%	A-1
Bank of Montreal Chicago	06367DP82	08/07/25	25,000,000.00	99.99670	24,999,175.00	25,000,000.00	25,000,000.00	0.69%	4.58%	A-1
Bank of Montreal Chicago	06367DR31	03/02/26	25,000,000.00	99.99854	24,999,635.00	25,000,000.00	25,000,000.00	0.69%	4.66%	A-1
Barclays Bank PLC of New York	06745GDF5	10/22/25	31,000,000.00	99.99986	30,999,956.60	31,000,000.00	31,000,000.00	0.86%	4.74%	A-1
Barclays Bank PLC of New York	06745GDK4	10/24/25	30,000,000.00	100.05690	30,017,070.00	30,000,000.00	30,000,000.00	0.83%	4.74%	A-1
Barclays Bank PLC of New York	06745GDU2	11/19/25	30,000,000.00	100.00447	30,001,341.00	30,000,000.00	30,000,000.00	0.83%	4.44%	A-1
Barclays Bank PLC of New York	06745GDV0	11/19/25	30,000,000.00	100.02320	30,006,960.00	30,000,000.00	30,000,000.00	0.83%	4.63%	A-1
Canadian Imperial Bank of Commerce of	13606DGG1	12/17/25	40,000,000.00	99.99982	39,999,928.00	40,000,000.00	40,000,000.00	1.11%	4.63%	A-1
Canadian Imperial Bank of Commerce of	13606DGJ5	12/12/25	35,000,000.00	100.03347	35,011,714.50	35,000,000.00	35,000,000.00	0.97%	4.64%	A-1
Citibank N.A.	17330QJA6	11/25/25	20,000,000.00	99.95560	19,991,120.00	20,000,000.00	20,000,000.00	0.55%	4.44%	A-1
Citibank N.A.	17330QJB4	12/22/25	20,000,000.00	99.93740	19,987,480.00	20,000,000.00	20,000,000.00	0.55%	4.43%	A-1
Citibank N.A.	17330QJH1	12/12/25	10,000,000.00	100.03112	10,003,112.00	10,000,000.00	10,000,000.00	0.28%	4.71%	A-1
Commonwealth Bank of Australia New Yo	20271EN21	09/30/25	29,500,000.00	99.99997	29,499,991.15	29,500,000.00	29,500,000.00	0.82%	4.60%	A-1+
Cooperatieve Rabobank U.A. New York	21684LKK7	11/18/25	50,000,000.00	99.99983	49,999,915.00	50,000,000.00	50,000,000.00	1.38%	4.64%	A-1
Cooperatieve Rabobank U.A. New York	21684X3T1	12/10/25	25,000,000.00	100.00710	25,001,775.00	25,000,000.00	25,000,000.00	0.69%	4.38%	A-1
Credit Agricole CIB New York	22536JNZ4	11/26/25	40,000,000.00	100.02390	40,009,560.00	40,000,000.00	40,000,000.00	1.11%	4.39%	A-1
Credit Agricole CIB New York	22536JPG4	12/01/25	50,000,000.00	100.02630	50,013,150.00	50,000,000.00	50,000,000.00	1.38%	4.39%	A-1
Credit Agricole CIB New York	22536JQP3	12/08/25	30,000,000.00	100.02370	30,007,110.00	30,000,000.00	30,000,000.00	0.83%	4.38%	A-1
MUFG Bank Ltd. New York	55381BCH9	08/14/25	19,500,000.00	100.01949	19,503,800.55	19,500,000.00	19,500,000.00	0.54%	4.64%	A-1
Mitsubishi UFJ Trust & Banking Corp. Nev	60683DV89	11/17/25	25,000,000.00	99.99832	24,999,580.00	25,000,000.00	25,000,000.00	0.69%	4.66%	A-1
Mizuho Bank Ltd. New York	60710TG39	09/19/25	15,000,000.00	99.98380	14,997,570.00	15,000,000.00	15,000,000.00	0.42%	4.58%	A-1
Mizuho Bank Ltd. New York	60710TS93	12/08/25	30,000,000.00	99.97593	29,992,779.00	30,000,000.00	30,000,000.00	0.83%	4.51%	A-1
Mizuho Bank Ltd. New York	60710TV24	12/16/25	10,000,000.00	100.03360	10,003,360.00	10,000,000.00	10,000,000.00	0.28%	4.38%	A-1
Mizuho Bank Ltd. New York	60710TZE4	07/22/25	24,500,000.00	100.00883	24,502,163.35	24,499,987.69	24,499,998.56	0.68%	4.62%	A-1
National Australia Bank Ltd. New York	63253T7A0	11/14/25	50,000,000.00	99.99981	49,999,905.00	50,000,000.00	50,000,000.00	1.38%	4.64%	A-1+
Natixis New York Branch	63873TDJ4	12/09/25	30,000,000.00	100.02410	30,007,230.00	30,000,000.00	30,000,000.00	0.83%	4.38%	A-1
Nordea Bank Abp New York	65558WGK8	08/14/25	30,000,000.00	99.99982	29,999,946.00	30,000,000.00	30,000,000.00	0.83%	4.56%	A-1+
Nordea Bank Abp New York	65558WHB7	10/07/25	20,000,000.00	99.99986	19,999,972.00	20,000,000.00	20,000,000.00	0.55%	4.54%	A-1+
Nordea Bank Abp New York	65558WHD3	12/17/25	20,000,000.00	99.97640	19,995,280.00	20,000,000.00	20,000,000.00	0.55%	4.60%	A-1+
Nordea Bank Abp New York	65558WHT8	12/29/25	20,000,000.00	99.98510	19,997,020.00	20,000,000.00	20,000,000.00	0.55%	4.62%	A-1+
Skandinaviska Enskilda Banken AB New Y	83050YEH9	12/09/25	20,000,000.00	100.01090	20,002,180.00	20,000,000.00	20,000,000.00	0.55%	4.38%	A-1
Standard Chartered Bank of New York	85325VQU7	12/10/25	30,000,000.00	99.99983	29,999,949.00	30,000,000.00	30,000,000.00	0.83%	4.64%	A-1
Sumitomo Mitsui Trust Bank, Ltd. New Yo	86565GPY0	03/06/26	25,000,000.00	100.07450	25,018,625.00	25,000,000.00	25,000,000.00	0.69%	4.33%	A-1
Svenska Handelsbanken New York	86959TKY1	08/11/25	29,500,000.00	99.99983	29,499,949.85	29,500,000.00	29,500,000.00	0.82%	4.57%	A-1+
Svenska Handelsbanken New York	86959TLC8	08/19/25	30,000,000.00	99.99984	29,999,952.00	30,000,000.00	30,000,000.00	0.83%	4.56%	A-1+
Svenska Handelsbanken New York	86959TMF0	12/30/25	30,000,000.00	100.00500	30,001,500.00	30,000,000.00	30,000,000.00	0.83%	4.62%	A-1+
Svenska Handelsbanken New York	86959TMQ6	11/12/25	15,000,000.00	99.99982	14,999,973.00	15,000,000.00	15,000,000.00	0.42%	4.64%	A-1+
Svenska Handelsbanken New York	86959TPG5	12/12/25	30,000,000.00	100.01270	30,003,810.00	30,000,000.00	30,000,000.00	0.83%	4.38%	A-1+
Swedbank AB of New York	87019WK95	12/10/25	25,000,000.00	100.01150	25,002,875.00	25,000,000.00	25,000,000.00	0.69%	4.38%	A-1
The Toronto-Dominion Bank New York	89115DS31	11/24/25	60,000,000.00	99.99842	59,999,052.00	60,000,000.00	60,000,000.00	1.66%	4.62%	A-1
Westpac Banking Corp. New York	96130AA99	03/05/26	30,000,000.00	100.03490	30,010,470.00	30,000,000.00	30,000,000.00	0.83%	4.33%	A-1+
Westpac Banking Corp. New York	96130AZG6	11/13/25	30,000,000.00	99.99981	29,999,943.00	30,000,000.00	30,000,000.00	0.83%	4.64%	A-1+
TOTAL : BANKING			**1,373,500,000.00**		**1,373,612,891.50**	**1,373,499,987.69**	**1,373,499,998.56**	**38.01%**		
TOTAL : Certificates of Deposit			**1,373,500,000.00**		**1,373,612,891.50**	**1,373,499,987.69**	**1,373,499,998.56**	**38.01%**		

Virginia Investment Pool
A Service of VML/VACo Finance

VIP STABLE NAV LIQUIDITY POOL

Holdings Report by Category

06/30/25

Security Description	CUSIP	Maturity	Quantity	Price	Market Value	Original Cost	Amortized Cost	% of MV	Yield to Maturity	S&P Rating
Commercial Paper										
BANKING										
Alphabet Inc.	02079NWF4	09/15/25	10,000,000.00	99.05730	9,905,730.00	9,892,000.00	9,908,800.00	0.27%	4.51%	A-1+
BofA Securities Inc.	06054NUN9	07/22/25	25,000,000.00	99.73110	24,932,775.00	24,335,590.28	24,935,104.17	0.69%	4.47%	A-1
BofA Securities Inc.	06054NYJ4	11/18/25	40,000,000.00	98.28156	39,312,624.00	38,692,000.00	39,321,777.78	1.09%	4.53%	A-1
Barclays Bank PLC	06741FVF1	08/15/25	20,000,000.00	99.43500	19,887,000.00	19,552,666.67	19,890,000.00	0.55%	4.51%	A-1+
Barclays Bank PLC	06741FVL8	08/20/25	25,000,000.00	99.37360	24,843,400.00	24,442,625.00	24,846,875.00	0.69%	4.51%	A-1+
Barclays Bank PLC	06741FVT1	08/27/25	12,500,000.00	99.28750	12,410,937.50	12,221,052.08	12,413,114.58	0.34%	4.52%	A-1+
Barclays Bank PLC	06741FWN3	09/22/25	10,000,000.00	98.97389	9,897,389.00	9,776,201.39	9,899,593.06	0.27%	4.50%	A-1+
Barclays Bank PLC	06741FXQ5	10/24/25	10,000,000.00	98.57370	9,857,370.00	9,776,644.44	9,860,402.78	0.27%	4.55%	A-1+
Barclays Bank PLC	06741FYQ4	11/24/25	15,000,000.00	98.19160	14,728,740.00	14,659,000.00	14,732,333.33	0.41%	4.57%	A-1+
Barclays Bank PLC	06741HQA4	11/19/25	7,000,000.00	100.03500	7,002,450.00	7,000,000.00	7,000,000.00	0.19%	4.66%	A-1
Barclays Bank PLC	06741HQB2	11/12/25	7,000,000.00	100.03320	7,002,324.00	7,000,000.00	7,000,000.00	0.19%	4.66%	A-1
Barclays Bank PLC	06741HQF3	12/03/25	15,000,000.00	100.02540	15,003,810.00	15,000,000.00	15,000,000.00	0.42%	4.64%	A-1
Chevron Corp.	16677JXE1	10/14/25	15,000,000.00	98.73566	14,810,349.00	14,670,125.00	14,809,687.50	0.41%	4.41%	A-1+
Chevron Corp.	16677JXU5	10/28/25	9,000,000.00	98.57333	8,871,599.70	8,791,450.00	8,872,075.00	0.25%	4.40%	A-1+
Chevron Corp.	16677JYM2	11/21/25	12,000,000.00	98.30400	11,796,480.00	11,691,150.00	11,792,650.00	0.33%	4.37%	A-1+
Chevron Corp.	16677JZF6	12/15/25	10,000,000.00	98.03440	9,803,440.00	9,737,300.00	9,802,383.33	0.27%	4.36%	A-1+
Chevron Corp.	16677JZG4	12/16/25	10,000,000.00	98.02317	9,802,317.00	9,737,300.00	9,801,200.00	0.27%	4.36%	A-1+
Chevron Corp.	16677KA60	01/06/26	15,000,000.00	97.67920	14,651,880.00	14,623,750.00	14,661,375.00	0.41%	4.56%	A-1+
Citigroup Global Markets	1730QPBT3	03/13/26	10,000,000.00	100.00670	10,000,670.00	10,000,000.00	10,000,000.00	0.28%	4.68%	A-1
Citigroup Global Markets	1730QPCM7	01/06/26	22,000,000.00	99.99480	21,998,856.00	22,000,000.00	22,000,000.00	0.61%	4.64%	A-1
Citigroup Global Markets	17327AU21	07/02/25	12,500,000.00	99.97570	12,496,962.50	12,165,916.67	12,498,416.67	0.35%	4.44%	A-1
Citigroup Global Markets	17327AU70	07/07/25	13,500,000.00	99.91581	13,488,634.35	13,130,640.00	13,489,740.00	0.37%	4.39%	A-1
Citigroup Global Markets	17327BB95	02/09/26	10,000,000.00	97.35949	9,735,949.00	9,680,936.11	9,735,497.22	0.27%	4.42%	A-1
The Coca-Cola Co.	19121AWW7	09/30/25	15,000,000.00	98.90673	14,836,009.50	14,699,816.67	14,835,441.67	0.41%	4.39%	A-1
The Coca-Cola Co.	19121BB65	02/06/26	15,000,000.00	97.35610	14,603,415.00	14,555,875.00	14,616,833.33	0.40%	4.49%	A-1
ING (U.S.) Funding LLC	44988GFR4	07/24/25	25,000,000.00	99.99910	24,999,775.00	25,000,000.00	25,000,000.00	0.69%	4.58%	A-1
MetLife Short Term Funding LLC	59157TX99	10/09/25	5,000,000.00	98.80586	4,940,293.00	4,884,354.17	4,940,694.45	0.14%	4.37%	A-1+
MetLife Short Term Funding LLC	59157TXA6	10/10/25	25,000,000.00	98.79413	24,698,532.50	24,418,805.56	24,700,506.95	0.68%	4.37%	A-1+
MetLife Short Term Funding LLC	59157TYE7	11/14/25	10,000,000.00	98.39837	9,839,837.00	9,769,072.22	9,840,577.78	0.27%	4.34%	A-1+
National Securities Clearing Corp.	63763PW39	09/03/25	40,000,000.00	99.21157	39,684,628.00	39,087,444.44	39,694,222.22	1.10%	4.46%	A-1+
National Securities Clearing Corp.	63763QAG2	01/16/26	15,000,000.00	97.57410	14,636,115.00	14,610,362.50	14,645,945.83	0.41%	4.54%	A-1+
		TOTAL : BANKING	**485,500,000.00**		**480,480,292.05**	**475,602,078.20**	**480,545,247.65**	**13.30%**		
TECHNOLOGY HARDWARE										
Johnson & Johnson	47816FVS7	08/26/25	20,000,000.00	99.31283	19,862,566.00	19,577,361.11	19,867,777.78	0.55%	4.43%	A-1+
	TOTAL : TECHNOLOGY HARDWARE		**20,000,000.00**		**19,862,566.00**	**19,577,361.11**	**19,867,777.78**	**0.55%**		
TOTAL : Commercial Paper			**505,500,000.00**		**500,342,858.05**	**495,179,439.31**	**500,413,025.43**	**13.85%**		
#										
BANKING										
Anglesea Funding LLC	0347M2WB8	09/11/25	15,000,000.00	99.10717	14,866,075.50	14,842,333.33	14,868,000.00	0.41%	4.50%	A-1
Anglesea Funding LLC	0347M2WC6	09/12/25	15,000,000.00	99.09473	14,864,209.50	14,840,500.00	14,866,166.67	0.41%	4.51%	A-1
Bedford Row Funding Corp.	07644AWA8	09/10/25	15,000,000.00	99.12320	14,868,480.00	14,678,466.67	14,874,566.67	0.41%	4.48%	A-1+
Bedford Row Funding Corp.	07644AXP4	10/23/25	25,000,000.00	98.60243	24,650,607.50	24,449,729.17	24,657,208.34	0.68%	4.50%	A-1+
Bedford Row Funding Corp.	07645RFC5	11/14/25	15,000,000.00	100.00710	15,001,065.00	15,000,000.00	15,000,000.00	0.42%	4.62%	A-1+
Bedford Row Funding Corp.	07646KHM5	07/01/25	10,000,000.00	100.00020	10,000,020.00	10,000,000.00	10,000,000.00	0.28%	4.62%	A-1+
Bedford Row Funding Corp.	07646KHU7	11/10/25	10,000,000.00	100.02140	10,002,140.00	10,000,000.00	10,000,000.00	0.28%	4.66%	A-1+
Bedford Row Funding Corp.	07646KHV5	12/04/25	15,000,000.00	99.99950	14,999,925.00	15,000,000.00	15,000,000.00	0.42%	4.62%	A-1+
Brighthouse Financial, Inc.	10924HUH5	07/17/25	15,000,000.00	99.79080	14,968,620.00	14,667,412.50	14,970,600.00	0.41%	4.50%	A-1+
Brighthouse Financial, Inc.	10924HUN2	07/22/25	15,000,000.00	99.73337	14,960,005.50	14,665,575.00	14,961,412.50	0.41%	4.44%	A-1+
Brighthouse Financial, Inc.	10924HUR3	07/25/25	10,000,000.00	99.69230	9,969,230.00	9,773,375.00	9,970,600.00	0.28%	4.51%	A-1+
Cabot Trail Funding LLC	12710GU73	07/07/25	10,000,000.00	99.91350	9,991,350.00	9,778,777.78	9,992,666.67	0.28%	4.51%	A-1
Cabot Trail Funding LLC	12710GV49	08/04/25	10,000,000.00	99.56760	9,956,760.00	9,804,116.67	9,958,633.33	0.28%	4.53%	A-1
Cabot Trail Funding LLC	12710GZ11	12/01/25	15,000,000.00	98.09820	14,714,730.00	14,674,816.67	14,722,050.00	0.41%	4.59%	A-1
Gotham Funding Corp.	38346LWW2	09/30/25	10,000,000.00	98.87573	9,887,573.00	9,888,777.78	9,888,777.78	0.27%	4.51%	A-1
GTA Funding LLC	40060VBV5	08/14/25	10,000,000.00	99.99350	9,999,350.00	10,000,000.00	10,000,000.00	0.28%	4.60%	A-1
GTA Funding LLC	40060WU26	07/02/25	10,000,000.00	99.97586	9,997,586.00	9,784,888.89	9,998,777.78	0.28%	4.41%	A-1
GTA Funding LLC	40060WW32	09/03/25	15,000,000.00	99.20676	14,881,014.00	14,674,200.00	14,884,800.00	0.41%	4.49%	A-1

Virginia Investment Pool
A Service of VML/VACo Finance

VIP STABLE NAV LIQUIDITY POOL

Holdings Report by Category

06/30/25

Security Description	CUSIP	Maturity	Quantity	Price	Market Value	Original Cost	Amortized Cost	% of MV	Yield to Maturity	S&P Rating
Ionic Funding LLC	46224KUG1	07/16/25	14,000,000.00	99.80291	13,972,407.40	13,899,627.78	13,974,041.67	0.39%	4.50%	A-1
Ionic Funding LLC	46224KVD7	08/13/25	12,000,000.00	99.45758	11,934,909.60	11,915,260.00	11,936,073.33	0.33%	4.52%	A-1
Ionic Funding LLC	46224KVR6	08/25/25	37,000,000.00	99.29900	36,740,630.00	36,656,208.33	36,747,886.11	1.02%	4.60%	A-1
Liberty Street Funding LLC	53127TYL1	11/20/25	10,000,000.00	98.20710	9,820,710.00	9,787,083.33	9,827,233.33	0.27%	4.66%	A-1
Liberty Street Funding LLC	53127TYM9	11/21/25	10,000,000.00	98.19460	9,819,460.00	9,784,650.00	9,826,016.67	0.27%	4.66%	A-1
LMA Americas LLC	53944QU81	07/08/25	25,000,000.00	99.90070	24,975,175.00	24,438,291.67	24,978,513.89	0.69%	4.54%	A-1
LMA Americas LLC	53944QU99	07/09/25	15,000,000.00	99.88820	14,983,230.00	14,664,816.67	14,985,266.67	0.41%	4.54%	A-1
LMA Americas LLC	53944QWJ5	09/18/25	15,000,000.00	99.02296	14,853,444.00	14,668,033.33	14,857,470.83	0.41%	4.50%	A-1
Longship Funding LLC	54316TV74	08/07/25	25,000,000.00	99.53788	24,884,470.00	24,844,166.67	24,886,944.45	0.69%	4.46%	A-1+
Longship Funding LLC	54316TV82	08/08/25	25,000,000.00	99.52561	24,881,402.50	24,841,111.11	24,883,888.89	0.69%	4.46%	A-1+
Mackinac Funding Company, LLC	55458EVL1	08/20/25	10,000,000.00	99.37582	9,937,582.00	9,784,650.00	9,939,166.67	0.27%	4.50%	A-1
Ridgefield Funding Co. LLC	76582JWK6	09/19/25	15,000,000.00	99.00753	14,851,129.50	14,608,612.50	14,853,000.00	0.41%	4.52%	A-1
Ridgefield Funding Co. LLC	76582JWW0	09/30/25	20,000,000.00	98.87096	19,774,192.00	19,479,222.22	19,779,577.78	0.55%	4.53%	A-1
Ridgefield Funding Co. LLC	76582KB42	02/04/26	10,000,000.00	97.39410	9,739,410.00	9,734,877.78	9,740,822.22	0.27%	4.46%	A-1
Victory Receivables Corp.	92646KWV0	09/29/25	10,000,000.00	98.88769	9,888,769.00	9,890,000.00	9,890,000.00	0.27%	4.51%	A-1
		TOTAL : BANKING	**493,000,000.00**		**489,635,662.00**	**485,519,580.85**	**489,720,162.25**	**13.55%**		
##			**493,000,000.00**		**489,635,662.00**	**485,519,580.85**	**489,720,162.25**	**13.55%**		
Money Market										
MONEY MARKET										
Fidelity Government Portfolio -Institutiona	31607A703		172,446,499.45	100.00000	172,446,499.45	172,446,499.45	172,446,499.45	4.77%	4.23%	AAA
Goldman Sachs Financial Square Governn	38141W273		81,948,502.40	100.00000	81,948,502.40	81,948,502.40	81,948,502.40	2.27%	4.18%	AAA
JP Morgan U.S. Government Fund	4812C0688		5,215,347.68	100.00000	5,215,347.68	5,215,347.68	5,215,347.68	0.14%	3.98%	AAA
Federated Government Obligations - Pren	608919718		189,470,126.72	100.00000	189,470,126.72	189,470,126.72	189,470,126.72	5.24%	4.22%	AAA
InvesCo STIT Government & Agency Port	825252885		148,649,002.87	100.00000	148,649,002.87	148,649,002.87	148,649,002.87	4.11%	4.25%	AAA
State Street Institutional US Government	857492706		160,973,754.66	100.00000	160,973,754.66	160,973,754.66	160,973,754.66	4.45%	4.26%	AAA
Allspring Government Money Market Func	949921126		24,148,708.49	100.00000	24,148,708.49	24,148,708.49	24,148,708.49	0.67%	4.27%	AAA
		TOTAL : MONEY MARKET	**782,851,942.27**		**782,851,942.27**	**782,851,942.27**	**782,851,942.27**	**21.66%**		
TOTAL : Money Market			**782,851,942.27**		**782,851,942.27**	**782,851,942.27**	**782,851,942.27**	**21.66%**		
Repurchase Agreement										
REPURCHASE AGREEMENTS										
Credit Agricole CIB Repo 4.37% , due 07	RPEG5HG31	07/01/25	50,000,000.00	100.00000	50,000,000.00	50,000,000.00	50,000,000.00	1.38%	4.37%	A-1
RBC Capital Markets Repo 4.36% , due (	RPEO2PZ53	07/01/25	55,765,543.90	100.00000	55,765,543.90	55,765,543.90	55,765,543.90	1.54%	4.36%	A-1+
Bank of America Repo 4.37% , due 07/0	RPEQ0AVT5	07/01/25	274,530,555.26	100.00000	274,530,555.26	274,530,555.26	274,530,555.26	7.60%	4.37%	A-1
Bank of Montreal Repo 4.34% , due 07/(	RPEV0AUS7	07/01/25	19,346,147.80	100.00000	19,346,147.80	19,346,147.80	19,346,147.80	0.54%	4.34%	A-1
		TOTAL : REPURCHASE AGREEMENTS	**399,642,246.96**		**399,642,246.96**	**399,642,246.96**	**399,642,246.96**	**11.06%**		
TOTAL : Repurchase Agreement			**399,642,246.96**		**399,642,246.96**	**399,642,246.96**	**399,642,246.96**	**11.06%**		
		Grand Total	**3,622,137,050.98**		**3,613,728,462.53**	**3,604,336,058.83**	**3,613,770,237.22**	**100.00%**		

TOWN COUNCIL COMMITTEES REPORT

ITEM: Performance Evaluation Process for Council Appointments

FROM: Ashley Rogers, Director of Human Resources

ATTACHMENTS:

Description	Type	Upload Date
Performnce Evaluation Process for Council Appointments	Cover Memo	7/24/2025

Memo

To: Honorable Mayor & Town Council

From: Ashley Rogers, Human Resources Director

cc: Michael Stallings, Town Manager

Date: July 28, 2025

Re: Performance Evaluations

I have been asked to facilitate/manage an annual performance evaluation process for the following Town Council appointed positions within the Town:

- Town Manager
- Treasurer
- Town Clerk
- Town Attorney

Since these evaluations have not been completed in recent years, the Mayor has requested that an initial performance evaluation be conducted now followed by an annual process that will be conducted in the Spring.

The process will be as follows:

July 28, 2025 (July Committee Meeting)

- The performance evaluation process will be introduced
- Council members will receive forms via email by July 29, 2025
- Council members will complete each form individually
- Council members will submit their completed forms to me by August 20, 2025 (via email or in person).
- I will average the results and bring the beginning of a rough draft of the final evaluation to the August Committee Meeting.

August 25, 2025 (August Committee Meeting)

- Council members will meet in closed session to collectively discuss the evaluations as a group.

- I will take feedback from this meeting and submit a draft evaluation for each individual back to Town Council by September 5, 2025.
- Town Council members will have an opportunity to provide feedback or corrections to me by September 12, 2025.
- Any additional corrections or edits will be completed and sent to all Town Council members by September 19, 2025.

September 22, 2025

- Performance evaluations delivered.

Going forward there would be an annual process that would begin in March and conclude in May.

Please feel free to contact me with questions.

TOWN COUNCIL COMMITTEES REPORT

SUBJECT:

$ 79,800.00

ATTACHMENTS:

Description	Type	Upload Date
Blair Brothers - Crosswalk at Church and Cedar	Invoice	7/22/2025
Blair Brothers - Crosswalk at Church and Luter	Invoice	7/22/2025
Blair Brothers - Crosswalks at Church and Main	Invoice	7/22/2025
Blair Brothers - Crosswalk at Smithfield Station	Invoice	7/22/2025

The Blair Bros., Inc.

P.O. Box 5413
Suffolk, VA 23435
(757) 538-1696 Fax: (757) 538-0714
www.blairbros.com

Invoice

Terms	P.O. No.	Date	Invoice #
NET 30 DAYS	HWY-25-26	6/26/2025	20177

Bill To:

Town of Smithfield
P O Box 246
Smithfield VA 23431

Project:

Crosswalks
Church at Cedar

Description	Amount
Provide equipment, labor, and materials to accomplish the following: Street Print re-coat: recoat crosswalks at N. Church Street and Cedar St. - Setup and maintain traffic control at intersection. - Clean crosswalks and prep for re-coat. - Recoat 2 crosswalks using Street Bond150 with Brick Red colorant. - Then install sealer to help with wear. - Outline crosswalks with 6" painted whit line.	
Total Contract Price:	20,200.00

THANK YOU FOR YOUR BUSINESS

Invoice Total: $20,200.00

All charges during the month are due and payable by the 10th of the following month or as per stated terms. A SERVICE CHARGE OF 2% PER MONTH will be added to account from invoice date on past due accounts. This is an annual percentage rate of 24%. The customer agrees to pay service charges and the cost of collection, including attorney's fees.

If prices and terms on invoice are not as agreed, or if any claim or damage or deficiency is to be made, please notify us at once, as no claim made at maturity will be allowed.

We Accept
VISA MasterCard
Convenience fee added

The Blair Bros., Inc.

P.O. Box 5413
Suffolk, VA 23435
(757) 538-1696 Fax: (757) 538-0714
www.blairbros.com

Invoice

Terms	P.O. No.	Date	Invoice #
NET 30 DAYS	HWY-25-26	6/26/2025	20178

Bill To:

Town of Smithfield
P O Box 246
Smithfield VA 23431

Project:

Crosswalks
Church and Luter

Description	Amount
Provide equipment, labor, and materials to accomplish the following: Street Print re-coat: recoat crosswalks at N. Church Street and Luter Dr. - Setup and maintain traffic control at intersection. - Clean crosswalks and prep for re-coat. - Recoat both crosswalks using Street Bond150 with Brick Red colorant. - Then install sealer to help with wear. - Outline crosswalks with 6" painted whit line.	
Total Contract Price:	19,200.00

THANK YOU FOR YOUR BUSINESS

Invoice Total: $19,200.00

All charges during the month are due and payable by the 10th of the following month or as per stated terms. A SERVICE CHARGE OF 2% PER MONTH will be added to account from invoice date on past due accounts. This is an annual percentage rate of 24%. The customer agrees to pay service charges and the cost of collection, including attorney's fees.

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We Accept
VISA MasterCard
Convenience fee added

The Blair Bros., Inc.

P.O. Box 5413
Suffolk, VA 23435
(757) 538-1696 Fax: (757) 538-0714
www.blairbros.com

Invoice

Terms	P.O. No.	Date	Invoice #
NET 30 DAYS	HWY-25-26	6/26/2025	20179

Bill To:

Town of Smithfield
P O Box 246
Smithfield VA 23431

Project:

Crosswalks
Church and Main

Description	Amount
Provide equipment, labor, and materials to accomplish the following: Street Print re-coat: recoat crosswalks at N. Church Street and Main St. - Setup and maintain traffic control at intersection. - Clean crosswalks and prep for re-coat. - Recoat 3 crosswalks using Street Bond150 with Brick Red colorant. - Then install sealer to help with wear. - Outline crosswalks with 6" painted whit line.	
Total Contract Price:	29,800.00

THANK YOU FOR YOUR BUSINESS

Invoice Total: $29,800.00

All charges during the month are due and payable by the 10th of the following month or as per stated terms. A SERVICE CHARGE OF 2% PER MONTH will be added to account from invoice date on past due accounts. This is an annual percentage rate of 24%. The customer agrees to pay service charges and the cost of collection, including attorney's fees.

If prices and terms on invoice are not as agreed, or if any claim or damage or deficiency is to be made, please notify us at once, as no claim made at maturity will be allowed.

We Accept
VISA MasterCard
Convenience fee added

The Blair Bros., Inc.

P.O. Box 5413
Suffolk, VA 23435
(757) 538-1696 Fax: (757) 538-0714
www.blairbros.com

Invoice

Terms	P.O. No.	Date	Invoice #
NET 30 DAYS	HWY-25-26	6/26/2025	20180

Bill To:

Town of Smithfield
P O Box 246
Smithfield VA 23431

Project:

Crosswalks
Smithfield Station

Description	Amount
Provide equipment, labor, and materials to accomplish the following: Street Print re-coat: recoat crosswalks on N. Church Street at Smithfield Station. - Setup and maintain traffic control at intersection. - Clean crosswalks and prep for re-coat. - Recoat 1 crosswalk using Street Bond150 with Brick Red colorant. - Then install sealer to help with wear. - Outline crosswalks with 6" painted whit line. Total Contract Price:	10,600.00

THANK YOU FOR YOUR BUSINESS

Invoice Total: $10,600.00

All charges during the month are due and payable by the 10th of the following month or as per stated terms. A SERVICE CHARGE OF 2% PER MONTH will be added to account from invoice date on past due accounts. This is an annual percentage rate of 24%. The customer agrees to pay service charges and the cost of collection, including attorney's fees.

If prices and terms on invoice are not as agreed, or if any claim or damage or deficiency is to be made, please notify us at once, as no claim made at maturity will be allowed.

We Accept
VISA MasterCard
Convenience fee added

TOWN COUNCIL COMMITTEES REPORT

ATTACHMENTS:

Description	Type	Upload Date
Blair Brothers - Sykes Court	Invoice	7/24/2025

The Blair Bros., Inc.

P.O. Box 5413
Suffolk, VA 23435
(757) 538-1696 Fax: (757) 538-0714
www.blairbros.com

Invoice

Terms	P.O. No.	Date	Invoice #
NET 30 DAYS	ARPA-25-01	7/23/2025	20230

Bill To:

Town of Smithfield
P O Box 246
Smithfield VA 23431

Project:

Sykes Ct.

Description	Amount
Provide equipment, labor, and materials to accomplish the following work on Sykes Ct.: Concrete Replacement: 1. Saw cut along edge of existing concrete gutter pan then demo existing concrete curb, driveway aprons and sidewalk. (Spoils to become property of the Blair Brothers Inc.) 2. Prep area to receive new concrete. To include standard 4" sidewalk, concrete aprons being prepped to receive 7" and standard curb and gutter CG-6 (handwork) detail. (Survey by others) 3. Furnish and install 345 LF of CG-6 (hand work), 134 SY of 4" std. sidewalk and four (4) concrete aprons at 7". 4. Topsoil and seed as needed. Mill/ Pave: 1. Mill approx. 981 SY at a depth of 2" on Sykes Ct. to include 20' of South Mason Street. 2. Clean and haul millings off site. Millings shall become property of The Blair Bros. Inc. 3. Tack surface prior to overlay to ensure proper bond with new asphalt. 4. Overlay same area with 2" of SM12.5A asphalt and compact accordingly. 5. Provide traffic control as needed. Total Contract Price: $116,450.00	
Progress Billing: Concrete Replacement	84,450.00

THANK YOU FOR YOUR BUSINESS

Invoice Total: $84,450.00

All charges during the month are due and payable by the 10th of the following month or as per stated terms. A SERVICE CHARGE OF 2% PER MONTH will be added to account from invoice date on past due accounts. This is an annual percentage rate of 24%. The customer agrees to pay service charges and the cost of collection, including attorney's fees.

If prices and terms on invoice are not as agreed, or if any claim or damage or deficiency is to be made, please notify us at once, as no claim made at maturity will be allowed.

We Accept
VISA MasterCard
Convenience fee added

TOWN COUNCIL COMMITTEES REPORT

SUBJECT:

$ 51,651.00

ATTACHMENTS:

Description	Type	Upload Date
Xylem - Cypress Creek Pump Station	Invoice	7/22/2025

xylem
Let's Solve Water

godwin FLYGT

Sold by:

Invoice

Branch 009
1190 Harmony Road
Norfolk, VA 23502
Tel: 757-490-1300
Fax: 757-459-4856

RECEIVED
JUN 30 2025
BY:

Remit to:
26717 Network Place
Chicago, IL 60673-1267
Phone: 1.855.278.2248 (Opt 1)

NOTE: Valued customers, please note the NEW remit address change included on this invoice.

SOLD TO
Town of Smithfield
PO Box 246
Smithfield, VA 23431-0246

SHIP TO
Town of Smithfield
293 CARY STREET
Smithfield, VA 23430-1114

Cust. No.	Invoice Date	Invoice No.
00013106	06-24-2025	401428465

Customer PO	Ordered By	Contract Date	Date Shipped	Sale Contract #	Sales Representative	Order Taken By	Payment Terms
SW-25-03	Mr. Jessie Snead	09-05-2024	06-23-2025	209033089	Sam Bagnall	Sam Bagnall	Net 30

ITEM	DESCRIPTION	QTY ORDERED	QTY SHIPPED	QTY B/O'd	SELL PRICE	EXTENDED SELL
PMCD040DCN258	Dri-Prime CD100S Critically Silenced • Sound Attenuated Enclosure • 4" 150# Flange Suction and Discharge • Yanmar 3TNV88BDSASP Diesel Engine w/PG2 • Field Smart Technology, Skid mounted • Emergency Standby or Export ONLY • **Engine/Motor Options** • Battery Charger - 12 Volt Trickle • Block Heater - 110 Volt • Double Gang (2) GFCI Duplex Receptacles • Electrical - 1750 Watt AC/DC Inverter • **Base Options** • (2) 12/24V LED Work Lights w/Switch • mounted on each rear corner of critical enclosure • UL Double Wall Tank • Open Market Item • (1)12/24V Light Mounted Over PG w/Switch • Mounted over PrimeGuard; mounted top center • Paint • Sherwin Williams SW6151 Quiver Tan	1 1 1 1 1 1 1 1 1	1 1 1 1 1 1 1 1 1	0 0 0 0 0 0 0 0 0	Cypress Creek PS	

VENDOR # _____

ACCOUNT # 04-006-442070-0000-46015

DEPT HEAD _____

TOWN MANAGER _____

ALL PAST DUE INVOICES ARE SUBJECT TO
1 1/2% PER MONTH SERVICE CHARGE

Important Information: Due to fraud attempts any communication for changes of bank account details have to be confirmed by a call-back with your respective Xylem contact person.

xylem
Let's Solve Water

godwin FLYGT

Invoice

Sold by:
Branch 009
1190 Harmony Road
Norfolk, VA 23502
Tel: 757-490-1300
Fax: 757-459-4856

Remit to: Xylem Dewatering Solutions, Inc.
26717 Network Place
Chicago, IL 60673-1267
Phone: 1.855.278.2248 (Opt 1)

NOTE: Valued customers, please note the NEW remit address change included on this invoice.

SOLD TO
Town of Smithfield
PO Box 246
Smithfield, VA 23431-0246

SHIP TO
Town of Smithfield
293 CARY STREET
Smithfield, VA 23430-1114

Cust. No.	Invoice Date	Invoice No.
00013106	06-24-2025	401428465

Customer PO	Ordered By	Contract Date	Date Shipped	Sale Contract #	Sales Representative	Order Taken By	Payment Terms
SW-25-03	Mr. Jessie Snead	09-05-2024	06-23-2025	209033089	Sam Bagnall	Sam Bagnall	Net 30

ITEM	DESCRIPTION	QTY ORDERED	QTY SHIPPED	QTY B/O'd	SELL PRICE	EXTENDED SELL
	Pumpend S/N: 25099593-2 Engine S/N: 238715 Base S/N: F51680780 FST IMEI: 300234031634370 E-Code: 279954					
CAPGMA005	PrimeGuard Float Set • w/ 65' Mechanical Floats	1	1	0		
DZONE02ROLLBACK	Delivery Zone 2 - Rollback	1	1	0		

ALL PAST DUE INVOICES ARE SUBJECT TO 1 1/2% PER MONTH SERVICE CHARGE

Merchandise	Labor	Shipping	Misc. Charges	Taxes
$ 50,901.00	$ 0.00	$ 750.00	$ 0.00	$ 0.00

Important Information: Due to fraud attempts any communication for changes of bank account details have to be confirmed by a call-back with your respective Xylem contact person.

Total Invoice **$ 51,651.00**

Town of Smithfield

310 Institute St., PO Box 246
Smithfield, VA 23430
Phone: (757) 365-4200
Fax: (757) 357-4253
Website: www.smithfieldva.gov

PURCHASE ORDER

DATE	9/11/2024
PO #	SW-25-03

VENDOR

Xylem Dewatering Solutions, Inc.dba Godwin Pumps
Sam Bagnell
1190 Harmony Rd.
Norfolk, Va. 23502
Phone: (757) 490-1300
Fax: (757) 459-4856

SHIP TO

Town of Smithfield
Public Works Jessie Snead
293 Cary St.
Smithfield, Va.
757-634-2869

REQUESTED BY	PAYMENT TERMS	SHIP VIA	FISCAL YEAR	SHIPPING TERMS
Jessie	NET 30		24	Included

ITEM #	DESCRIPTION	QTY	UNIT PRICE	TOTAL
	CD100S-DBS,Critical Silence sound attenuated	1		$50,901.00
	4"x 4" Yanmar 3TNV88BDSASP Emergency			-
	Standby Diesel Skid Pumpset			-
	Battery Charger-12 volt trickle			-
	Block heater-110 volt			-
	Double Gang (2) GFCI duplex receptacles			-
	1750 watt AC/DC inverter			-
	2 - 12/24v LED Lights			-
	UL Double Wall feul tank			-
	1 - 12/24 Light mounted center over PG			-
	with switch.			-
	Primeguard Float Set - 65' mechanical float			-
				-
	Sale Quote 109045153			-
				-
				-

SUBTOTAL	
TAX	-
SHIPPING	$750.00
OTHER	-
TOTAL	**$51,651.00**

Comments or Special Instructions

Cypress PS

Jessie D. Snead
Department Head

Laura C Ross
Town Treasurer

Michael Stallings
Town Manager

TOWN COUNCIL COMMITTEES REPORT

SUBJECT:

$ 99,349.81

ATTACHMENTS:

Description	Type	Upload Date
Santander Bank - Final Pymt for Vac Truck	Invoice	7/22/2025

Santander

RECEIVED
JUL 18 2025

Santander Bank, N.A.
P.O. Box 847386
Boston, MA 02284-7386
631-531-0600
cevfcs@santander.us

INVOICE

Town of Smithfield
Fran Hyde
PO Box 246
SMITHFIELD VA 23431

Invoice Number:	16915914
Invoice Date:	07/11/2025
Payment Due Date:	**08/25/2025**
Total Amount Due:	**$99,349.81**

CONTRACT	INVOICE DESCRIPTION	DUE DATE	AMOUNT
002-0026075-000	Vac-Con Vacuum Truck 1FVHG3FE6MHMH9826 Payment	08/25/2025	99,349.81
		PAGE 1 OF 1	
Please note that any change in your payment amount may be due to a change in the sales tax for your city, county and/or state		TOTAL LATE CHARGES:	$0.00
		TOTAL AMOUNT DUE:	$99,349.81

To ensure proper credit, you must return this portion along with your check payable to:

Santander Bank, N.A.
P.O. Box 847386
Boston, MA 02284-7386

Write Address Change Below:

Town of Smithfield
Fran Hyde
PO Box 246
SMITHFIELD VA 23431

Invoice Number:	16915914
Invoice Date:	07/11/2025
Payment Due Date:	**08/25/2025**
Total Amount Due:	**$99,349.81**

42 0020026075000 9916915914 0009934981 0

G163 7160828 293075 0711 0 000042 0000002 002/002

TOWN COUNCIL COMMITTEES REPORT

SUBJECT:

$ 25,089.50

ATTACHMENTS:

Description	Type	Upload Date
Tactical Electronics	Invoice	7/23/2025

TACTICAL ELECTRONICS

Tactical Electronics
2200 N Hemlock Ave
Broken Arrow, OK 74012

Invoice

Date	No.
07/09/25	QUOTE 2025-4574

Bill To
SMITHFIELD VA POLICE DEPT
913 SOUTH CHURCH ST
SMITHFIELD, VA 23430

Prime Cont. No.	Contract Type	Funded Amount	Funded Fee	Fund. Rem.	Project No.	Due Date
QUOTE 2025-4574	FFP			0.00	2025-4574	TBD

Description	Quantity	Billing
CORE TACTICAL KIT - 17' 4-CAM UDC	1	24,995.00
SHIPPING	1	94.50
Invoice Subtotal		**25,089.50**
Sales Tax		0.00
Invoice Total		**25,089.50**

TOWN COUNCIL COMMITTEES REPORT

ITEM: Scope and Cost Proposal for Growth Scenario Fiscal Impact Analysis by TischlerBise for Smithfield

FROM: Michael Stallings, Town Manager

ATTACHMENTS:

Description	Type	Upload Date
Smithfield Proposal - TischlerBise	Proposal	7/23/2025

TischlerBise
FISCAL | ECONOMIC | PLANNING



SCOPE AND COST PROPOSAL FOR GROWTH SCENARIO FISCAL IMPACT ANALYSIS

Prepared for

Town of Smithfield, Virginia

June 30, 2025

Table of **Contents**

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Section 1: **Cover Letter**

Michael Stallings, ICMA-CM, Town Manager
Town of Smithfield, Virginia

June 30, 2025

Re: Scope and Cost Proposal for Growth Scenario Fiscal Impact Analysis

Dear Michael:

TischlerBise is pleased to submit the following proposal for consultant services to prepare an analysis of the fiscal impacts of future growth scenarios in the Town of Smithfield following on similar work conducted for Isle of Wight County. We bring several distinct advantages to this important project:

1. **We have successfully prepared similar analyses for numerous communities over the past several years including within the region.** The TischlerBise project team has conducted analyses similar in complexity, scale, and locality around the country. The majority of these assignments include the evaluation of multiple scenarios reflecting differences in absorption and phasing, market demand, and economic drivers as well as understanding and quantifying the differences between costs to serve "greenfield" development compared to infill development.
2. **TischlerBise's key personnel on this assignment are nationally recognized experts in fiscal, economic, market, and retail analyses.** Carson Bise, AICP, who will serve as Principal in Charge for this assignment, has completed numerous market studies, fiscal analyses, and implementation strategies and is widely considered to be a leading national practitioner in the field. Julie Herlands, AICP, Vice President with TischlerBise, brings over 20 years of economic development, fiscal analysis, and planning experience to this assignment.
3. **Realistic and Feasible Work Plan.** TischlerBise has developed a proven methodology for analysis. The firm advocates a multi-disciplinary investigation of market, economic, and fiscal conditions, and believes such an approach is necessary to establish a comprehensive framework for guiding community vision and economic growth and ensuring recommendations are based in reality.
4. **Responsiveness**. As a small firm, we have the flexibility and responsiveness to meet all deadlines of your project.

TischlerBise looks forward to the possibility of working on this assignment and is committed to provide the Town of Smithfield-quality analysis of growth issues.

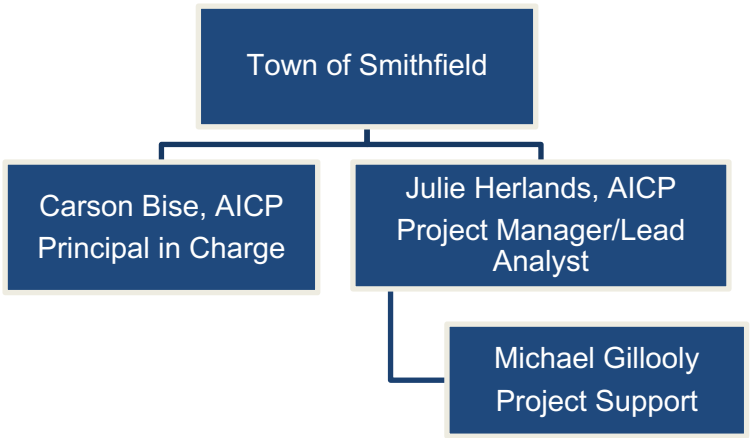
Sincerely,



L. Carson Bise II, AICP, President
TischlerBise
E-mail: carson@tischlerbise.com

Section 2: **Team Organization**

Our Project Team has successfully prepared similar analyses for many communities over the past several years similar to this assignment. The majority of these assignments included understanding local and regional context and evaluating multiple scenarios reflecting differences in absorption and phasing, density and physical development patterns, built environment impacts on commerce, tenant mix, and catalytic improvements required to "jump start" the market. The organizational chart shows our project team for this assignment:



Carson Bise, AICP, President of TischlerBise, will serve as Principal in Charge for this assignment and will coordinate our project team's interaction with the County to ensure that all work is completed properly, on time, and within budget. Mr. Bise will provide quality control/quality assurance for this project**.** Carson Bise has over 30 years of fiscal, economic and planning experience and **has conducted fiscal and infrastructure finance evaluations in 37 states.** Mr. Bise has developed and implemented more fiscal/economic impact models than any consultant in the country. Mr. Bise has also written and lectured extensively on fiscal/economic impact analysis and infrastructure financing. **His most recent publications are *Fiscal Impact Analysis: Methodologies for Planners*, published by the American Planning Association, a chapter on fiscal impact analysis in the book *Planning and Urban Design Standards*, also published by the American Planning Association, and the ICMA IQ Report, *Fiscal Impact Analysis: How Today's Decisions Affect Tomorrow's Budgets*.** Mr. Bise was also the principal author of the fiscal impact analysis component for the Atlanta Regional Commission's Smart Growth Toolkit and is featured in the recently released AICP CD-ROM Training Package entitled The Economics of Density.

Julie Herlands, AICP, Vice President of TischlerBise, will be the Project Manager on this assignment. Ms. Herlands has over twenty years of relevant experience and has prepared fiscal, economic, and market analyses, as well as implementation strategies for local governments in over fifteen states. She has been the project manager on dozens of similar assignments across the country including a similar analysis and development of the Capital Impact Model for Isle of Wight County. Ms. Herlands worked in the public sector in Fairfax County, Virginia, for the Office of Community Revitalization and for the private sector for the International Economic Development Council (IEDC), Advisory Services and Research Department. She is a frequent presenter at national and regional conferences.

Section 3: Scope of Work

Project Understanding

The Town of Smithfield seeks assistance in determining the operating and capital impacts of Future Land Use Scenarios to help understand the impacts of growth. Understanding a community's economic and market conditions is a critical component of land use planning and a strong foundation for successful land use policy. The Town seeks to understand how future growth will impact the Town's fiscal conditions and ability to provide services and infrastructure in the future.

It is anticipated that the analysis will evaluate three growth scenarios to test the fiscal impacts of different growth rates. The analysis will assist the Town to understand the operating and capital impacts from each of the three scenarios to include the impacts on Town services and infrastructure. The analysis will allow for comparison among the scenarios to identify the scenario/s with the optimal fiscal impact.

The work effort will also include ongoing communication with staff and stakeholders as needed to fully execute the scope of work.

Project Approach

The following scope of work provides detailed steps to ensure that the Town's project is completed successfully. We have designed this work plan to be responsive to the project's specific needs and circumstances.

Fiscal Impact Methodology. The fiscal impact analysis conducted by TischlerBise will be tailored to the Town's fiscal situation and will utilize a case study-marginal approach for this project. The model developed for this assignment will reflect the fact that the Town is unique in terms of demographics, budgetary structure, levels of service, and growth pressures. This approach represents the true cash flow to the public sector and will provide an analysis of this development project that is grounded in fiscal reality.

There are several approaches to conducting a fiscal impact analysis ranging from true marginal costing to the comparable community approach to average cost. All approaches have some merit and provide some degree of defensibility. The average cost approach is the most popular and frequently used method for evaluating fiscal impacts. Since this approach focuses on the average cost per capita (or in some cases per capita and job), it does not consider the available capacities of existing capital facilities and is difficult to reflect the cost differentials associated with the factors discussed above. In addition, it masks spatial relationships and the timing of additional facilities required to serve new growth. A major advantage of the case study-marginal approach is greater sensitivity in forecasting short-term impacts of growth and policy decisions.

Utilizing a Fire Department as a hypothetical example, the average cost approach would divide the expenditure for fire by population and possibly employment to arrive at a figure, say $21 per person. This cost would occur regardless of any spatial distribution. From a capital facility perspective, the case study-marginal approach would reflect whether the location and amount of growth results in the need for additional fire stations or the construction of additional bays at existing stations in order to meet levels of

service relative to response times and coverage areas. If it is determined that current resources are sufficient to serve a geographic area, fire costs would reflect this existing capacity.

We will work with the Town to describe and vet the methodology to ensure that costs in the different scenarios are being captured since this is a project level approach where some costs may be pro-rated to reflect a portion of a full facility impact.

Work Plan

The following is our suggested Scope of Work for this assignment (following on our previous efforts for Isle of Wight County) and other jurisdictions as well as our current understanding of the analysis needs. We have designed this work plan to be responsive to the Town's needs and specific circumstances.

TASK 1: PROJECT INITIATION / DATA ACQUISITION

During this task, we will conduct a meeting with Town staff to establish lines of communication, review and discuss project goals and expectations related to the project, review the project schedule (and revise if necessary), confirm approach and schedule for outreach, and request data and documentation related to the project.

Meetings

Virtual meeting for project initiation and schedule refinement.

Deliverable

Data Request Memorandum.

TASK 2: DEVELOP GROWTH SCENARIOS AND LAND USE PROFILES

Develop Land Use and/or Policy Assumptions for Scenarios. This task will develop land use/growth scenarios to evaluate, which may include but not be limited to trends and higher growth. These scenarios can reflect location of development, physical development patterns, density, change in use, as well as different regulatory, levels of service, and policy decisions.

When developing potential land use scenarios for a fiscal impact analysis it is important to define the underlying policy/program changes required to implement a particular scenario. In many cases these policy/program changes are regulatory in nature and may be ultimately "political" in nature (e.g., higher density or a change in uses). Others, however, have fiscal implications. For example, it may be necessary for a jurisdiction to "prime the pump" from a market perspective to incentivize certain types of development.

Development of Land Use Profiles. To ensure the optimum inputs to the fiscal impact model developed for this assignment, TischlerBise will develop specific assumptions for each land use type. For residential land uses, these factors may include persons per household, lot size, assessed value, street frontage, vehicle trip and trip adjustment factors, and average trip length. For nonresidential land uses, these may include employment densities, vehicle trip generation rates and adjustment factors, trip lengths, street frontage, etc. These factors will serve to refine the cost and revenue factors by scenario and geographic location.

Meetings: One (1) on-site visit to conduct meetings with Town staff (covering Task 3 needs as well). Follow-up conference calls/virtual meetings as necessary.

Deliverables: Presentation materials as needed; memorandum on Land Use Scenarios and Land Use Profiles.

TASK 3: DEVELOP COST, REVENUE, & LEVEL-OF-SERVICE FACTORS

Departmental Interviews. In this task, we will conduct onsite interviews with Town personnel to understand Town services and infrastructure. The purpose of these onsite interviews is to provide us with an understanding of the specific impacts by department from the proposed alternative scenarios. Based on these interviews, existing knowledge, and the information in Town budgetary documents, we will determine the fixed, variable, and semi-variable operating and capital costs for all relevant Town services and facilities. The demand sources for the various services and facilities will vary by activity and department. We will supplement this task with our extensive national experience conducting fiscal impact analyses. This experience allows us to facilitate meaningful conversations with service providers and identify cost drivers for specific services that can vary due to the unique characteristics of a jurisdiction and the development project.

Development of Cost Factors. Information obtained during the interviews and from the budget and financial documents will be used to establish the different cost components for the various service providers—including both facility and non-facility related operating expenses, as well as methodologies for forecasting future capital facility needs and associated operating expenses. While we will work with staff to understand operations, levels of service, infrastructure availability, and future plans, TischlerBise will derive the relevant cost factors to be used in the modeling effort.

Meetings

One (1) on-site visit with specific Town departments; timed to coincide with Task 2.

Deliverable

See Task 4.

TASK 4: PREPARE COST, REVENUE, & LEVEL-OF-SERVICE FACTOR DOCUMENTATION

Information obtained during the previous task will be prepared in a Cost, Revenue, and Level-of-Service Factor deliverable. The documentation will show the different cost components for the various service providers, including both facility- and non-facility-related operating expenses, methodologies for forecasting future capital facility needs, and associated operating expenses. The documentation will also cover revenue sources and associated projection methodologies.

Meetings

Conference calls/virtual meetings; virtual meeting with Town staff to vet assumptions as needed.

Deliverable

Documentation Outlining Cost, Revenue, and Level-of-Service Factors.

TASK 5: DEVELOP FISCAL IMPACT MODEL

Based on the methodologies and factors developed as part of the previous tasks, we will develop the fiscal impact model for this assignment and analyze the fiscal impacts of each development scenario. The model will project all public revenues (one-time and recurring) attributed to the proposed development, all public operating and capital impacts, and net fiscal results for each growth scenario.

Meetings

Conference calls/virtual meetings as required.

Deliverable

See Task 6.

TASK 6: PREPARE FISCAL IMPACT REPORT AND CONDUCT PRESENTATIONS

TischlerBise will prepare a draft Fiscal Impact Report that describes in a succinct fashion the findings from our analysis of the alternative scenarios. As noted, it is anticipated that up to three scenarios will be evaluated and will result in findings to include the fiscal impacts and comparisons of alternative scenarios. It is anticipated that the report will have the following sections:

- Executive Summary
- Growth Scenario Alternatives and Demographic/Socioeconomic Factors
- Fiscal Impact Results: Comparison by Scenario and Related Recommendations for Land Use Mix
- Major Revenue Findings
- Major Capital Cost Findings
- Major Operating Expense Findings
- Appendix: Methodology Assumptions

The report will be a stand-alone document, intended to be clearly understood by all interested parties. The report will address each scenario and present the major findings and the reasons for the results. This will include issues regarding differences among the scenarios, staging, and other issues. After Client review, the final report will be issued.

Meetings

Presentation of findings to staff (may be virtual). One (1) onsite presentation at mutually agreed-upon time.

Deliverable

Draft and Final Fiscal Impact Analysis Report; presentation materials.

Section 4: Project Schedule

PROJECT SCHEDULE FOR TOWN OF SMITHFIELD GROWTH SCENARIO FISCAL IMPACT ANALYSIS			
Tasks	**Anticipated Dates**	**Meetings***	**Meetings/Deliverables**
Task 1: Project Initiation / Data Acquisition	August 2025	1 (Virtual)	Data Request
Task 2: Develop Growth Scenarios and Land Use Profiles	August-September 2025	1	Memorandum on Scenarios and Assumptions
Task 3: Develop Level of Service, Cost & Revenue Factors	September-October 2025	0	Meeting in conjuction with Task 2; see Task 4 for deliverable
Task 4: Prepare Level-of-Service, Cost & Revenue Factor Documentation	September-October 2025	1 (Virtual)	LOS, Cost & Revenue Factor Documentation
Task 5: Develop Fiscal Impact Model	October-November 2025	0	See Task 6
Task 6: Prepare Fiscal Report and Conduct Presentations	November-December 2025	1	Draft and Final Fiscal Impact Reports, Presentation Materials

**In several cases it is assumed multiple Task meetings are held over one (1) trip.*

Section 5: Project Cost

The table below provides our proposed cost to complete the Town's assignment. This cost is inclusive of all tasks, meetings, deliverables, and travel costs associated with the project. Additional meetings/trips can be added on a per diem basis.

PROJECT BUDGET FOR TOWN OF SMITHFIELD GROWTH SCENARIO FISCAL IMPACT ANALYSIS					
Project Team Member:	**Bise**	**Herlands**	**Gillooly**	**Total**	
Hourly Rate*	**$230**	**$210**	**$180**	**Hours**	**Cost**
Task 1: Project Initiation / Data Acquisition	0	14	6	20	$4,020
Task 2: Develop Growth Scenarios and Land Use Profiles	2	24	16	42	$8,380
Task 3: Develop Level of Service, Cost & Revenue Factors	0	24	16	40	$7,920
Task 4: Prepare Level-of-Service, Cost & Revenue Factor Documentation	2	16	14	32	$6,340
Task 5: Develop Fiscal Impact Model	2	36	28	66	$13,060
Task 6: Prepare Fiscal Report and Conduct Presentations^	0	24	16	40	$7,920
Total Cost:	**6**	**138**	**96**	**240**	**$47,640**

** Hourly rates are inclusive of all costs.*

^ Assumes one (1) meeting; additional per meeting/trip cost is $2,800

As of 6/30/2025

Section 6: **Relevant Experience**

Below are examples of work performed for local governments that involved similar analyses as being requested by the Town of Smithfield. We have listed only projects with which our Project Team members were associated.

Isle of Wight County, Virginia – *Growth Scenario Fiscal Impact Analysis; Capital Impact Model; Fiscal Impact Model and Study; Market Assessment; Cash Proffer Study*

TischlerBise has conducted several studies and developed models for Isle of Wight County, Virginia, over the past decade. Our most recent assignments have been a fiscal impact analysis of future growth scenarios, a Capital Impacts Model for use by the County to understand the cost of capital impacts to the County from growth, and a market analysis and fiscal impact analysis for the County's Comprehensive Plan update. Additionally, the County refers private developers to TischlerBise for project fiscal impact analyses to ensure consistency with the County's methodologies for determining operating and capital impacts from development. The methodologies developed by TischlerBise have improved the County's cash proffer policy by providing a better linkage between the demand for infrastructure from different types of land uses and the resulting costs.

James City County – *Strategic Plan Technical Support; Fiscal Impact Analysis for the Comprehensive Plan; and Fiscal Impact Model*

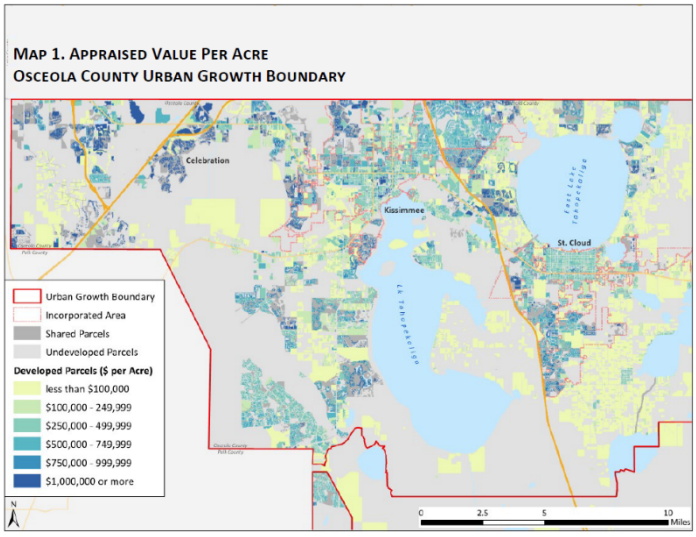
TischlerBise has been working with James City County on fiscal sustainability issues since the development of the County's Strategic Plan in 2016. We provided technical and analytic support for the Strategic Plan regarding fiscal implications of implementation actions. TischlerBise was then part of the Comprehensive Plan team where we evaluated the fiscal impact of future growth and developed two models for the County to analyze the fiscal impact of development projects as well as to track ongoing fiscal impacts of growth. TischlerBise continues to work with the County to update and refine the fiscal models to support County staff to support the Strategic Plan goals of Exceptional Public Services and Fiscally Efficient Government.

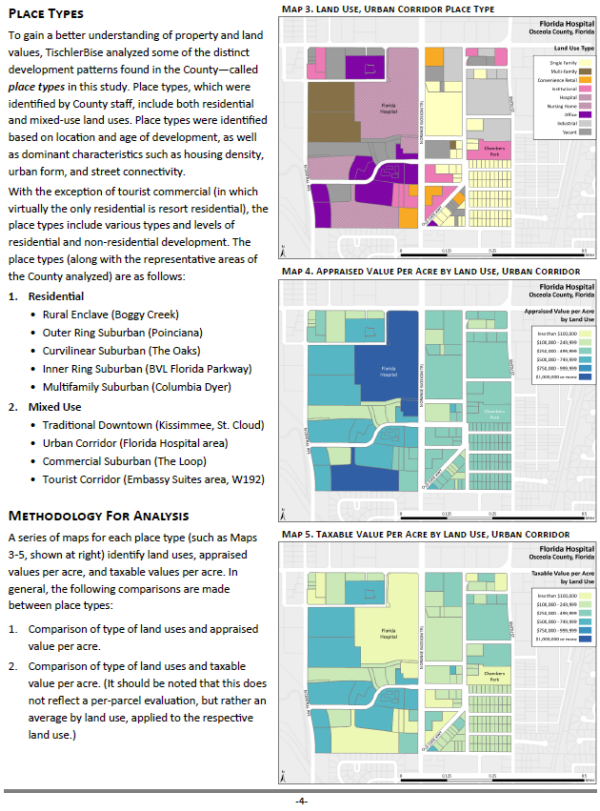
City of Portsmouth – *Fiscal and Economic Assessments for the Comprehensive Plan*

TischlerBise was part of a larger team retained to create a new type of Comprehensive Plan for the City of Portsmouth, Virginia. Portsmouth is an older port town in the Hampton Roads area of Virginia with limited land for development as well as challenging redevelopment conditions. The Plan aimed to create a more sustainable and resilient future—including economic prosperity, flood mitigation, and resiliency. TischlerBise supported the effort through a series foundational documents assessing the City's fiscal, economic, and retail conditions. In addition, TischlerBise was retained on supplemental analyses for a subarea plan as well as a fiscal and economic analysis for a transformational City redevelopment opportunity. The City's Comprehensive Plan, *Build One Portsmouth*, was awarded the **2019 Resilient Virginia Community of the Year** by APA Virginia.

Osceola County, Florida – *Strategy for a Sustainable Future: Fiscal Sustainability in Osceola County*

TischlerBise worked with Osceola County to explore Fiscal Sustainability in the County. TischlerBise conducted a two-part analysis. Phase I was an evaluation of "place types" in the County with a detailed examination of property values and revenue potential per acre. This initial analysis included revenues only and culminated in the *Strategy for a Sustainable Future: Fiscal Sustainability*, presented to the





Place Types

To gain a better understanding of property and land values, TischlerBise analyzed some of the distinct development patterns found in the County—called *place types* in this study. Place types, which were identified by County staff, include both residential and mixed-use land uses. Place types were identified based on location and age of development, as well as dominant characteristics such as housing density, urban form, and street connectivity.

With the exception of tourist commercial (in which virtually the only residential is resort residential), the place types include various types and levels of residential and non-residential development. The place types (along with the representative areas of the County analyzed) are as follows:

1. **Residential**
   - Rural Enclave (Boggy Creek)
   - Outer Ring Suburban (Poinciana)
   - Curvilinear Suburban (The Oaks)
   - Inner Ring Suburban (BVL Florida Parkway)
   - Multifamily Suburban (Columbia Dyer)
2. **Mixed Use**
   - Traditional Downtown (Kissimmee, St. Cloud)
   - Urban Corridor (Florida Hospital area)
   - Commercial Suburban (The Loop)
   - Tourist Corridor (Embassy Suites area, W192)

Methodology For Analysis

A series of maps for each place type (such as Maps 3-5, shown at right) identify land uses, appraised values per acre, and taxable values per acre. In general, the following comparisons are made between place types:

1. Comparison of type of land uses and appraised value per acre.
2. Comparison of type of land uses and taxable value per acre. (It should be noted that this does not reflect a per-parcel evaluation, but rather an average by land use, applied to the respective land use.)

Map 3. Land Use, Urban Corridor Place Type

Map 4. Appraised Value Per Acre by Land Use, Urban Corridor

Map 5. Taxable Value Per Acre by Land Use, Urban Corridor

-4-

County Commission and local municipalities. The analysis identified the current effects of land consumption and development patterns in the County with key findings of higher relative value of higher density and mixed use place types.

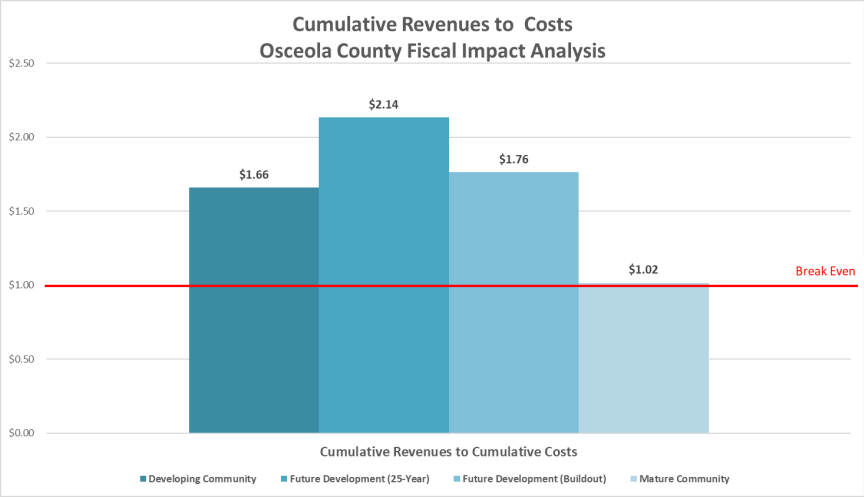
Phase II of the study was a more complete investigation into fiscal impacts of development patterns and growth in the County that included both revenues and costs. It included the estimated operating and capital costs to serve existing development as well future growth in three geographic areas of the County. The study areas reflected three stages of development:

1. **Developing Community:** An area of the County that is rapidly growing in a traditional suburban land use pattern.

2. **Future Development**: An area of the County slated for future development with additional connectivity and planned for a mix of uses. The Future Development Area includes two timeframes—development at the end of Year 25 and projected total at Buildout (given the anticipated long-term nature of future growth in this area).

3. **Mature Community:** An area of the County that is almost built out with a traditional suburban land use pattern.

TischlerBise found that the Future Development Area performs the best fiscally per acre given the value created and the efficiencies realized in infrastructure due to connectivity and multimodal options. The Mature Community generates essentially fiscally neutral results—at the County's current level of service for all infrastructure and services. The Developing Community also generates sufficient revenues to cover operating and capital costs with a lower cumulative revenue to cost ratio than the Future Development Area due to development patterns and land use mix.



Section 7: **Firm Description**

TischlerBise, Inc., was founded in 1977 as Tischler, Montasser & Associates. The firm became Tischler & Associates, Inc., in 1980 and TischlerBise, Inc., in 2005. The firm is a Subchapter (S) corporation, is incorporated in Washington, D.C., and maintains offices in Bethesda, Maryland, and Boise, Idaho. The firm's legal address is:



Principal Office

L. Carson Bise, AICP, President

4701 Sangamore Rd, Suite 240

Bethesda, MD 20816

301.320.6900 x12 (w)

carson@tischlerbise.com

Our firm has been providing consulting services to public agencies in the United States for over 40 years. In this time, **we have prepared over 1,000 fiscal/economic impact evaluations and over 1,000 impact fee/infrastructure financing studies – more than any other firm.** Through our detailed approach, proven methodology, and comprehensive product, we have established TischlerBise as the leading expert on fiscal and economic analysis, revenue enhancement and cost of growth strategies.

As our Proposal demonstrates, no other firm can match the depth of our experience in the area of local government fiscal/economic impact analysis and fiscal/economic sustainability. Our Principal in Charge, Carson Bise, AICP, is widely considered the leading national fiscal impact practitioner in North America. And our Project Manager, Julie Herlands, AICP, is a leading national practitioner and as managed dozens of complex fiscal evaluations throughout the United States and Canada.

The core services provided by TischlerBise all involve:

- Determining existing and projected residential and nonresidential growth for 10-, 20-, and 30–year periods.
- An examination of local government budgets and financial reports to determine fixed and variable costs and revenues as well as the true costs of service.
- Evaluations of departmental operating structures and determination of existing levels of service as well as the most appropriate method of projecting future costs (including staff) and revenues.
- Developing meaningful and realistic capital improvement plans.
- Evaluation of implementation strategies that lead to fiscal sustainability.

An **important factor to consider related to this work effort is our previous experience in the Commonwealth of Virginia,** which makes us quite familiar with the local government economic conditions Virginia jurisdictions. A listing of our previous economic consulting assignments in Virginia is provided below.

Commonwealth of Virginia Experience			
Alexandria	Falls Church	James City County	Prince William County
Arlington County	Frederick County	Leesburg	Pulaski
Augusta County	Fredericksburg	Loudoun County	Spotsylvania County
Charles County	Goochland County	Portsmouth	Stafford County
Chesapeake	Henrico County	Powhatan	Suffolk
Fairfax	Isle of Wight County	Prince George County	Sussex County

The following table illustrates TischlerBise's vast national experience over the last fifteen years:

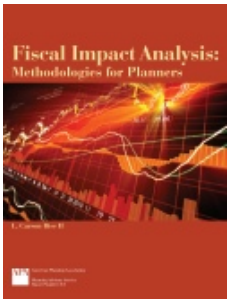
State	Client	State	Client	State	Client
AK	Anchorage	IL	Champaign	NH	Salem
AK	Matanuska-Susitna Borough	KS	Lawrence	NJ	Edison
AR	Little Rock	KS	Lenexa	NJ	Englewood
AZ	Casa Grande	KS	Olathe	NJ	Old Bridge
AZ	Coolidge	KY	Georgetown	NJ	West Windsor
AZ	Payson	KY	Lexington	NM	Albuquerque
AZ	Peoria	MA	Barnstable	NM	Bernalillo County
AZ	Pima County	MA	Cape Cod Commission	NV	Las Vegas
AZ	Queen Creek	MA	Mashpee Commons	NV	Lincoln County
AZ	Sahuarita	MA	Somerville	NV	North Las Vegas
AZ	Scottsdale	MD	Anne Arundel County	NV	Nye County/Pahrump
AZ	Surprise	MD	Brunswick	NV	Reno
AZ	Winslow	MD	Calvert County	NV	Washoe County
CA	Carlsbad	MD	Caroline County	NY	Hampstead
CA	Clovis	MD	Carroll County	OH	Dublin
CA	Imperial County	MD	Cecil County	OH	Marysville
CA	Napa County	MD	Charles County	OH	Pickerington
CA	Oceanside	MD	Dorchester County	OH	Delaware
CA	Pasadena	MD	Easton	OK	Oklahoma City
CA	San Diego	MD	Frederick	PA	Adams County
CO	Aurora	MD	Frederick County	PA	Delaware Valley Reg. Plan.Com.
CO	Castle Pines	MD	Hagerstown	PA	Lancaster
CO	Castle Rock	MD	Hampstead	PA	Mt. Lebanon
CO	Centennial	MD	Harford County	SC	Beaufort County
CO	Lone Tree	MD	Howard County	SC	Horry County

CO	Louisville	MD	Montgomery County	SC	Orangeburg
CO	Mesa County	MD	Ocean City	SC	Rock Hill
CO	Steamboat Springs	MD	Prince George's County	TN	Germantown
CO	Westminster	MD	Queen Anne's County	TN	Knox County
CT	Groton	MD	Rockville	TN	Nashville-Davidson County
CT	Windsor	MD	St. Mary's County	TX	Bexar County
DE	New Castle County	MD	Salisbury	TX	Coppell
FL	Aventura	MD	Snow Hill	TX	Corpus Christi
FL	Deerfield Beach	MD	Sykesville	TX	Denton
FL	Hernando County	MD	Talbot	TX	San Antonio
FL	Hillsborough County	MD	Washington County	TX	Tyler
FL	Key Biscayne	MD	Westminster	UT	Bluffdale
FL	Kissimmee	MD	Wicomico County	UT	Draper
FL	Miami-Dade County	MD	Worcester County	VA	Amherst County
FL	North Port	MN	Coon Rapids	VA	Augusta County
FL	Ormond Beach	MN	Cottage Grove	VA	Charles County
FL	Parkland	MN	Minnesota Department of Revenue	VA	Chesapeake
FL	Pelican Bay	MN	Minneapolis	VA	Fairfax
FL	Plant City	MN	Plymouth	VA	Falls Church
FL	Sarasota County	MN	Roseville	VA	Frederick County
FL	Sebastian	MN	Shakopee	VA	Henrico County
FL	South Miami	MN	St. Paul	VA	Isle of Wight County
FL	Sunny Isles Beach	MO	Lee's Summit	VA	Leesburg
FL	Sunrise	NC	Fort Bragg -BRAC-RTF	VA	Loudoun County
FL	Venice	NC	Cary	VA	Norfolk
FL	West Miami	NC	Chatham County	VA	Powhatan
GA	Atlanta	NC	Cornelius	VA	Prince William County
GA	Columbus	NC	Currituck County	VA	Pulaski
GA	Garden City	NC	Davie County	VA	Shenandoah University
GA	Suwanee	NC	Guilford County	VA	Spotsylvania County
IA	Ankeny	NC	Holly Springs	VA	Stafford County
ID	Hailey	NC	UNC-Chapel Hill	VA	Suffolk
ID	Post Falls	NC	Wake County	WA	King County
ID	Southeast Idaho Council of Governments	NC	Wilmington-New Hanover County	WI	Sun Prairie
ID	Twin Falls	NC	Wilson	WV	McDowell & Wyoming County
IL	Bloomington	NE	Lincoln		

Section 8: **Resumes**

Complete staff resumes are provided below.

L. Carson Bise, II, AICP, President



Carson Bise has over 30 years of fiscal, economic and planning experience and **has conducted fiscal and infrastructure finance evaluations in 37 states.** Mr. Bise has developed and implemented more fiscal impact models than any consultant in the country. The applications which Mr. Bise has developed have been used for evaluating multiple land use scenarios, specific development projects, annexations, urban service provision, tax-increment financing, and concurrency/adequate public facilities monitoring. Mr. Bise has also written and lectured extensively on fiscal impact analysis and infrastructure financing. **His publications include *Fiscal Impact Analysis: Methodologies for Planners*, published by the American Planning Association, a chapter on fiscal impact analysis in the book *Planning and Urban Design Standards*, also published by the American Planning Association, and the ICMA IQ Report, *Fiscal Impact Analysis: How Today's Decisions Affect Tomorrow's Budgets*.** Mr. Bise was also the principal author of the fiscal impact analysis component for the Atlanta Regional Commission's Smart Growth Toolkit and is featured in the recently released AICP CD-ROM Training Package entitled The Economics of Density. Mr. Bise is currently on the Board of Directors of the Growth and Infrastructure Finance Consortium and **recently Chaired the American Planning Association's Paying for Growth Task Force.** He is also an Affiliate of the National Center for Smart Growth Research & Education.



EDUCATION

M.B.A., Economics, Shenandoah University
B.S., Geography/Urban Planning, East Tennessee State University
B.S., Political Science/Urban Studies, East Tennessee State University

SELECTED FISCAL IMPACT ANALYSIS EXPERIENCE

- Anchorage, Alaska – *Fiscal Impact Analysis of General Plan Alternatives*
- Matsu Borough, Alaska – *Fiscal Impact Analysis*
- Town of Sahuarita, Arizona – *Fiscal Impact Model*
- Clovis, California – *Fiscal Impact Analysis of Annexation Alternatives*
- Napa County, California – *Fiscal Equity Study*
- Pasadena, California – *Cost of Land Uses Fiscal and Economic Analysis*
- Mesa County, Colorado – *Fiscal Impact Analysis of Growth Scenarios*
- City of Westminster, Colorado – *Fiscal Impact Model*
- City of Kissimmee, Florida – *Fiscal Impact Analysis of Annexation Areas*
- Hernando County, Florida – *Fiscal Impact Analysis*
- Hillsborough County, Florida – *Fiscal Impact Analysis of Current Land Use Trend*
- Miami-Dade County, Florida – *Fiscal and Economic Analysis of Rural and Agricultural Areas*

- Sarasota County, Florida – *Fiscal and Economic Analysis of Development Prototypes*
- City of Lawrence, Kansas – *Fiscal Impact Analysis of Growth Scenarios; Cost of Land Uses Study*
- Carroll County, Maryland – *Fiscal Impact Analysis of Growth Scenarios*
- Howard County, Maryland – *Fiscal Impact Analysis of General Plan*
- Prince George's County, Maryland – *Fiscal Impact Analysis of Growth Scenarios*
- Coon Rapids, Minnesota – *Fiscal Impact Analysis of Growth Scenarios (Metro Council Study)*
- Cottage Grove, Minnesota – *Fiscal Impact Analysis of Growth Scenarios (Metro Council Study*
- Minneapolis, Minnesota – *Fiscal Impact Analysis of Growth Scenarios (Metro Council Study*
- St. Paul, Minnesota – *Fiscal Impact Analysis of Growth Scenarios (Metro Council Study*
- City of Lee's Summit, Missouri – *Long-Term Financial Model*
- Town of Salem, New Hampshire – *Fiscal Impact Model*
- West Windsor, New Jersey– *Fiscal Impact Analysis of T.O.D. Project and TIF Analysis*
- Edison, New Jersey – *Fiscal Impact Analysis of T.O.D. Project and TIF Analysis*
- City of Wilson, North Carolina – *Cost of Land Use Analysis and Revenue Strategies*
- City of Wilmington, North Carolina – *Fiscal Impact Analysis of Urban Services Provision*
- Guilford County, North Carolina – *Fiscal Impact Analysis of Growth Scenarios*
- New Hanover County, North Carolina – *Fiscal Impact Analysis of Urban Services Provision*
- City of Dublin, Ohio – *Fiscal Impact Analysis of Land Use Scenarios*
- City of Oklahoma City, Oklahoma– *Fiscal Impact Analysis of Growth Scenarios; Fiscal Impact Model*
- Beaufort County, South Carolina – *Fiscal Impact Analysis of North Beaufort Plan*
- Shelby County, Tennessee – *Fiscal Equity Study*
- City of Germantown, Tennessee – *Fiscal Impact Analysis of Annexation Alternatives*
- Draper City, Utah – *Fiscal Analysis of SunCrest Development*
- City of Chesapeake, Virginia – *Fiscal Impact Model*
- Frederick County, Virginia – *Development Impact Model*

PUBLICATIONS

- "Next Generation Impact Fees," American Planning Association Planners Advisory Memo
- *Fiscal Impact Analysis: Methodologies for Planners*, American Planning Association.
- *Planning and Urban Design Standards,* American Planning Association, Contributing Author on Fiscal Impact Analysis.
- "Fiscal Impact Analysis: How Today's Decisions Affect Tomorrow's Budgets," ICMA Press.
- "The Cost/Contribution of Residential Development," Mid-Atlantic Builder.
- "Are Subsidies Worth It?" Economic Development News & Views.
- "Smart Growth and Fiscal Realities," ICMA Getting Smart! Newsletter.
- "The Economics of Density," AICP Training Series, 2005, Training CD-ROM (APA).

Julie Herlands, AICP, Vice President

Julie Herlands is Vice President of TischlerBise and has over 20 years of planning, fiscal, and economic development experience. Her economic and fiscal impact experience includes a wide range of assignments in over fifteen states. She is a frequent presenter at national and regional conferences including serving as co-organizer and co-presenter at a half-day AICP Training Workshop entitled Fiscal

Impact Assessment at the APA National Planning Conference. Prior to joining TischlerBise, Ms. Herlands worked in the public sector in Fairfax County, Virginia, for the Office of Community Revitalization and for the private sector for the International Economic Development Council (IEDC), Advisory Services and Research Department.

EDUCATION

Masters of Community Planning, University of Maryland
B.A., Political Science, University of Buffalo

SELECTED FISCAL IMPACT ANALYSIS EXPERIENCE

- Town of Queen Creek, Arizona – *Fiscal Impact Analysis of Growth Scenarios; Fiscal Impact Analysis of Development Project*
- City of Aurora, Colorado – *Feasibility Study of City-County Formation*
- City of Overland Park, Kansas – Fiscal Impact Analysis for Comprehensive Plan
- Shreveport Metropolitan Planning Commission of Caddo Parish, Louisiana – *Fiscal and Economic Impact Analysis of Growth Scenarios*
- Anne Arundel County, Maryland – *Fiscal Impact Analysis of Growth Scenarios*
- State of Minnesota – *Fiscal Disparities Program Study*
- City of Germantown, Tennessee – Fiscal Impact Analysis of Growth; Fiscal Sustainability Recommendations
- City of Georgetown, Texas – Fiscal Impact Model
- City of Alexandria, Virginia – *Fiscal Impact Model*
- City of Fairfax, Virginia – *Fiscal Impact Model*
- City of Falls Church, Virginia – *Fiscal Impact Model*
- Fauquier County, Virginia – *Capital Impact Model and Study*
- Frederick County, Virginia – *Capital Impact Model and Study*
- Goochland County, Virginia – *Capital Impact Model and Study*
- Henrico County, Virginia – *Impact Fee Study; Cash Proffer Study; Fiscal Impact Model*
- Isle of Wight County, Virginia – *Fiscal Impact Analysis for Comprehensive Plan; Capital Impact Model*
- Loudoun County, Virginia – *Fiscal Impact Analysis for Comprehensive Plan*
- Portsmouth, Virginia – *Fiscal and Economic Analyses for Comprehensive Plan and Supporting Efforts*
- Prince George County, Virginia – *Cash Proffer Study*
- Prince William County, Virginia – *Impact Fee Study*
- Stafford County, Virginia – *Impact Fee Study*

PUBLICATIONS

- "Should Impact Fees Be Reduced in a Recession?" Economic Development Now, 2009, IEDC.
- "Agreements, Fees, and CIP," The Best of Contemporary Community Planning, 2005, Training CD-ROM, APA and Lincoln Institute of Land Policy.
- "The Connection between Growth Management and Local Economic Development," Economic Development News & Views (Economic Development Division of the APA).

TischlerBise

FISCAL | ECONOMIC | PLANNING

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carson@tischlerbise.com

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Special Use Permit - 107 Saint Pauls Avenue

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - 107 Saint Pauls Avenue	Public Hearing	7/22/2025
Staff Report - 107 Saint Pauls Avenue	Public Hearing	7/22/2025
Attachements - 107 Saint Pauls Avenue	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
SPECIAL USE PERMIT

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of Nancy O'Berry, applicant/ owner and William O'Berry owner, for a special use permit under the provisions of Article 3.F.C.18 of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter, in order to approve a home occupation.

The property which is the subject of this special use permit application is 107 Saint Paul's Ave (Tax Map Parcel no. 21G-01-025D), which is located on the north side of Saint Paul's Avenue, containing 0.14 +/- acres, and is zoned Multi-Family Residential (MFR).

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the Zoning Ordinance of the Town of Smithfield and application for this special use permit are available for inspection at the Department of Community Development & Planning, 310 Institute Street, Smithfield, Virginia 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT: SPECIAL USE PERMIT (SUP)
PUBLIC HEARING

TUESDAY, AUGUST 5th, 2025, 6:30 PM

Applicant	Nancy O'Berry 107 Saint Pauls Avenue Smithfield, VA 23430
Owner	Ibid.
Property	107 Saint Pauls Avenue TPIN 21G-01-025D
Zoning	Multifamily Residential District (MF-R)
Adjacent Zoning	Multifamily Residential District (MF-R)
Project Description	The applicant is seeking a special use permit in accordance with Article 3.F.C.18 to utilize a portion of the home as a home occupation, for use as a book author. The applicant stated that there will be no customers and no employees coming to the residence.
Zoning Recommendation	Positives: This application allows the applicant to continue her profession of authorship. Negatives: This is not a by-right use and does require a SUP. This application was favorably recommended at the June Planning Commission meeting.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

Preliminary Plat

Proposed Use/ Exception: I would like to use the room over my garage to write stories at my desk. I write when my husband goes to sleep. I wake up in the middle of the night with an idea. I get up and write it down. No employees. No patrons. People walk by my house with their dogs. They don't come in to buy books. Not a brick and mortar store. No one will be using my bathrooms. I don't know what else to tell you. I am sitting at home writing at my desk creating stories.



TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Special Use Permit - 139 Sykes Court

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notivce of Public Hearing	Public Hearing	7/22/2025
Staff Report - 139 Sykes Court	Public Hearing	7/22/2025
Attachments - 139 Sykes Court	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
SPECIAL USE PERMIT

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of Anna Boyer, owner and applicant, for a special use permit under the provisions of Article 2.Z. Section 1 of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter, in order to approve a short-term rental as a principal use.

The property which is the subject of this special use permit application is 139 Sykes Court (Tax Map Parcel no. 21A-01-371), which is located on the south side of Sykes Court, containing 0.53 +/- acres, and is zoned Downtown Neighborhood Residential (DNR) Environmental Conservation (EC) & Historic Preservation Overlay (HPO).

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the Zoning Ordinance of the Town of Smithfield and application for this special use permit are available for inspection at the Department of Community Development & Planning, 310 Institute Street, Smithfield, Virginia 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT: SPECIAL USE PERMIT (SUP)
PUBLIC HEARING

TUESDAY, AUGUST 5th, 2025, 6:30 PM

Applicant	Anna Boyer 139 Sykes Court Smithfield, VA 23430
Owner	Anna Marie Boyer 11183 Burwells Bay Road Smithfield, VA 23430
Property	139 Sykes Court TPIN 21A-01-371
Zoning	Downtown Neighborhood Residential (DNR), Environmental Conservation District (E-C), & Historic Preservation Overlay (HPO)
Adjacent Zoning	Downtown Neighborhood Residential (DNR), Environmental Conservation District (E-C), Community Conservation District (C-C) & HPO
Project Description	The applicant is seeking approval to rent 139 Sykes Court, which is an existing single-family residential dwelling, as a short-term rental property. According to the Smithfield Zoning Ordinance (SZO) Article 2.Z.1, short-term rentals as principal uses are permissible by Special Use Permit (SUP) only. No changes to the property are proposed in order to accommodate the short-term rental.
Zoning Recommendation	Positives: This application provides additional accommodations in the Heart of the Historic District. Negatives: This is not a by-right use and does require a SUP. Approval should be conditioned on the applicant following the conditions outlined in Article 2.Z.1.a through Article 2.Z.1.i., except for Article 2.Z.1.b.. These conditions do require a signed and notarized short-term rental affidavit ensuring compliance. This application was favorably recommended by the Planning Commission at the June meeting.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.




4-star hotel
world's oldest ham
258
Grace St
Institute St
N Mason St
Main St
Town of Smithfield
Smithfield Ice Cream Parlor
Smithfield Gourmet Bakery
S Mason St
Cedar St
James St
Taste of Smithfield Restaurant
Southern
Hill St
Smithfield Family Dentistry
Trinity United Methodist Church
Fleur De Fou
Florist
Home Sweet Home Care Inc
Cockes Ln
Astrid St
Smithfield North
Sykes Ct
Gary St
Drummonds Ln
Smithfield Christian Counseling
RIDDICK & POPE, P.C

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Special Use Permit - Eastwood Sales Trailer

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - Eastwood	Public Hearing	7/22/2025
Staff Report - Eastwood Sales Trailer	Public Hearing	7/22/2025
Attachments - Eastwood Sales Trailer	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
SPECIAL USE PERMIT

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia, will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of Eastwood Homes, applicant and owner, for a special use permit under the provisions of Article 3.C.C.23 of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter, for a temporary real estate marketing office for new subdivisions.

The property which is the subject of this special use permit application is 1102 Wharf Hill Drive (Tax Map Parcel no. 22T-01-085), which contains 0.258 +/- acres, and is zoned Suburban Residential Cluster (SR-C).

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the Zoning Ordinance of the Town of Smithfield and application for this special use permit are available for inspection at the Department of Community Development & Planning, 310 Institute Street, Smithfield, Virginia 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT: SPECIAL USE PERMIT (SUP)
PUBLIC HEARING

TUESDAY, AUGUST 5th, 2025, 6:30 PM

Applicant	Eastwood Homes 10800 Midlothian Turnpike Suite 141 Richmond, VA 23235
Owner	Eastwood Homes of Richmond LLC 2857 Westport Road Charlotte, NC 28208
Property	1102 Wharf Hill Drive TPIN 22T-01-085
Zoning	Conditional Suburban Residential District (C-SR)
Adjacent Zoning	Conditional Suburban Residential District (C-SR)
Project Description	The applicant is seeking a special use permit in accordance with Article 3.C.C.24 for temporary real estate marketing office for new subdivisions. The proposed 28' by 8' temporary white vinyl trailer will be used to meet with potential customers while the model is under construction and is expected to be on site for no longer than 4-6 months.
Zoning Recommendation	Positives: This application allows the applicant a temporary marketing office. Negatives: This is not a by-right use and does require a SUP. Planning Commission favorably recommended this application at the June meeting.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.




NOW SELLING
Mallory Pointe







GENERAL NOTES:

1. BUILDER: EASTWOOD HOMES, 10800 MIDLOTHIAN TURNPIKE, SUITE 141, RICHMOND, VA 23235. OFFICE NUMBER 1-804-486-7189.
2. LOT ADDRESS: 1102 WHARF HILL DRIVE, SMITHFIELD VA. 23430. TPIN: #22T-01-085.
3. THIS PLOT PLAN WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT. THE PROPERTY SHOWN HEREON IS SUBJECT TO EASEMENTS, SERVITUDES, COVENANTS AND RESTRICTIONS OF RECORD.
4. THIS PLOT PLAN WAS PREPARED FROM A RECORDED PLAT BY TIMMONS GROUP ENTITLE "MALLORY POINTE PHASE A1" DATED JUNE 19, 2024 AND RECORDED IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT OF THE COUNTY OF ISLE OF WIGHT AS INSTRUMENT NUMBER 240004793.
5. THE TOPOGRAPHY AND EXISTING FEATURES SHOWN HEREON WERE TAKEN FROM APPROVED SET OF CONSTRUCTION PLANS DATED NOVEMBER 8, 2023 FOR MALLORY POINTE PHASE A1 PREPARED BY TIMMONS GROUP.
6. THE PROPERTY SHOWN HEREON LIES WITHIN ZONES X, AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN; AND AE, (BASE FLOOD ELEVATION: 8), SPECIAL FLOOD HAZARD AREAS SUBJECT TO INUNDATION BY 1% ANNUAL CHANCE FLOOD, AS SHOWN ON THE FLOOD INSURANCE RATE MAP FOR THE TOWN OF SMITHFIELD, FEMA FLOOD HAZARD RATE MAP, COMMUNITY PANEL NO. 51093C-0151E. DATED REVISED DECEMBER 2, 2015.
7. PROPERTY IS ZONED: SR - SUBURBAN RESIDENTIAL (CLUSTER DEVELOPMENT)

MINIMUM BUILDING SETBACKS

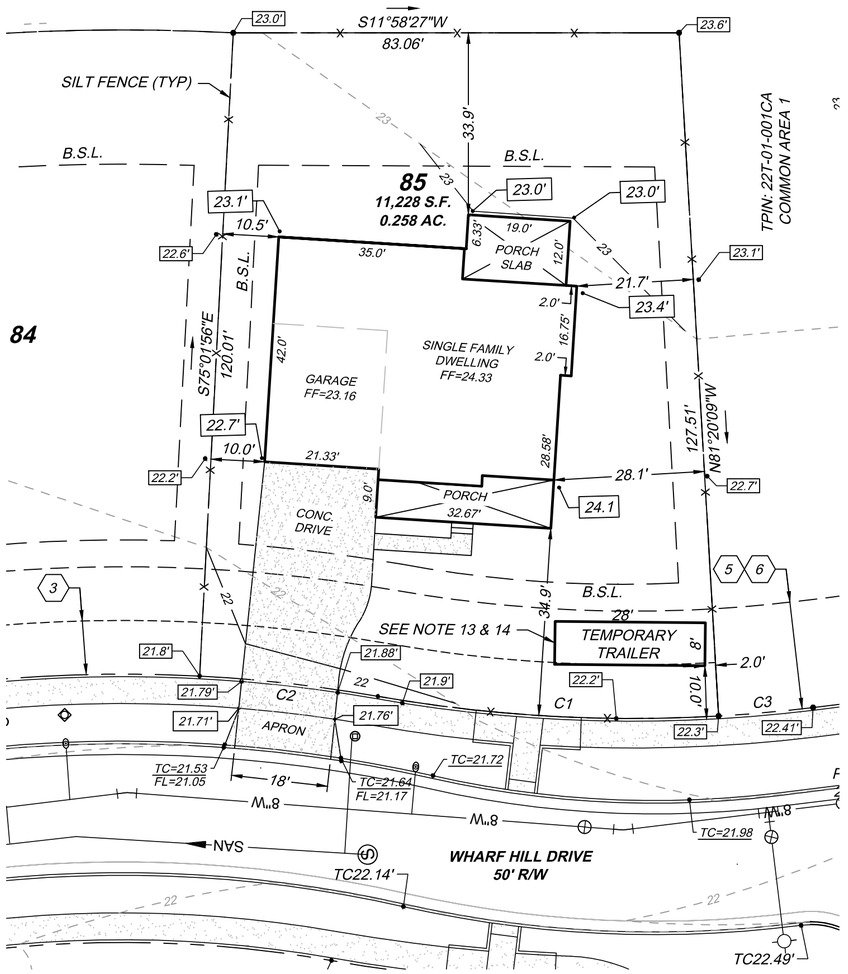
FRONT	25 FT.
SIDE	6 FT.
REAR	25 FT

8. THE BUILDER/CONTRACTOR SHALL VERIFY GRADES AND SITE PRIOR TO CONSTRUCTION.
9. THE BUILDER/CONTRACTOR SHALL PROVIDE FOR POSITIVE DRAINAGE WITHOUT IMPACTING ADJACENT PROPERTIES.
10. THE BUILDER/CONTRACTOR SHALL EXECUTE AND AGREEMENT IN LIEU OF EROSION AND SEDIMENT CONTROL PLAN IN CONJUNCTION WITH APPROVAL OF THIS PLAN.
11. THE BUILDER/CONTRACTOR SHALL EXECUTE AND AGREEMENT IN LIEU OF STORM MANAGEMENT PLAN IN CONJUNCTION WITH APPROVAL OF THIS PLAN.
12. NO TREES AND SHRUBS SHALL BE PLANTED IN TOWN EASEMENTS. SHRUBS SHALL BE A MINIMUM OF 5 FEET, AND TREES A MINIMUM OF 10 FEET, FROM CENTER OF WATER AND SANITARY SEWER PIPE..
13. TEMPORARY TRAILER TO BE REMOVER UPON COMPLETION OF MODEL UNIT.
14. NO PROPOSED SEWER OR WATER CONNECTION TO TEMPORARY TRAILER.

EASEMENT LEGEND:

1. VARIABLE WIDTH PUBLIC DRAINAGE EASEMENT INSTR. #240004793.
2. 20' PUBLIC WATER EASEMENT INSTR. #240004793.
3. 10' PUBLIC UTILITY EASEMENT INSTR. #240004793.
4. VARIABLE WIDTH PRIVATE DRAINAGE AND IMPOUNDMENT EASEMENT INSTR. #240004793.
5. VARIABLE WIDTH VIRGINIA ELECTRIC AND POWER COMPANY INSTR. #240002850.
6. 20' COLUMBIA GAS OF VIRGINIA EASEMENT INSTR. #240003081.

NAD 83



AREA TABLE		
LOT AREA S.F.	IMPERVIOUS COVER S.F	IMPERVIOUS COVER %
11,228	3,637	32%

SYMBOL LEGEND

- IRON ROD
- SANITARY SEWER MANHOLE
- SANITARY SEWER CLEANOUT
- STORM SEWER MANHOLE
- STORM SEWER MANHOLE GRATE INLET
- STORM SEWER GRATE INLET
- FIRE HYDRANT
- WATER METER
- WATER VALVE
- RIPRAP
- CONCRETE
- 22.5' SPOT GRADES

LINE LEGEND

- BUILDING LINE
- CENTERLINE SWALE-DITCH
- 100' CONTOURS
- EDGE OF PAVEMENT
- PROPERTY LINE
- SAN SANITARY SEWER LINE
- SILT FENCE
- STORM SEWER PIPELINE
- W WATER LINE

CURVE TABLE						
CURVE	RADIUS	LENGTH	TANGENT	DELTA	CHORD BEARING	CHORD
C1	275.60'	63.71'	32.00'	13°14'43"	N15°17'51"E	63.57'
C2	275.15'	33.46'	16.75'	6°58'00"	N18°25'51"E	33.44'
C3	275.60'	17.70'	8.85'	3°40'46"	S6°50'06"W	17.70'

SCALE 1"=20'
0 20' 40'

COMMONWEALTH OF VIRGINIA
ROBERT D. MANN
Lic. No. 002509
4/8/2025
LAND SURVEYOR

THIS DRAWING PREPARED AT THE
HAMPTON ROADS PENINSULA OFFICE
800 Tech Center Parkway, Suite 103 | Newport News, VA 23606
TEL 757.782.3041 www.timmons.com

YOUR VISION ACHIEVED THROUGH OURS.

DATE	REVISION DESCRIPTION
1	1st Revision

DATE 2/27/2025
DRAWN BY M. LITTLE
DESIGNED BY N/A
CHECKED BY R. MANN
SCALE 1" = 20'

TIMMONS GROUP

PLOT PLAN LOT 85 PHASE A1 MALLORY POINTE
TOWN OF SMITHFIELD, ISLE OF WIGHT COUNTY, VA.
PREPARED FOR: EASTWOOD HOMES

JOB NO. 51755
SHEET NO. 1

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Y:\90951755-Mallory Ph A1 Eastwood Homes\DWG\Phase A1 Plot Plans.dwg | Plotted on 5/7/2025 1:26 PM | by Michael Little

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Special Use Permit - Mallory Pointe - Sales Trailer

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - Mallory Pointe	Public Hearing	7/22/2025
Staff Report - Mallory Point Sales Trailer	Public Hearing	7/22/2025
Attachements - Mallory Pointe Sales Trailer	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
SPECIAL USE PERMIT

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia, will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of Stanley Martin Homes LLC and Eastwood Homes of Richmond LLC, applicants and owners, for a special use permit under the provisions of Article 3.C.C.23 of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter, for two (2) temporary real estate marketing offices for new subdivisions.

The properties which are the subject of this special use permit application are 1102, 1106, and 1110 Wharf Hill Drive (Tax Map Parcel no. 22T-01-085, 22T-01-084, 22T-01-083, respectively), which contains 0.65 +/- acres, and is zoned Suburban Residential Cluster (SR-C).

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the Zoning Ordinance of the Town of Smithfield and application for this special use permit are available for inspection at the Department of Community Development & Planning, 310 Institute Street, Smithfield, Virginia 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT: SPECIAL USE PERMIT (SUP)
PUBLIC HEARING

TUESDAY, AUGUST 5th, 2025, 6:30 PM

Applicants	Stanley Martin Homes LLC 4701 Cox Road Suite 104 Glen Allen, VA 23060 Eastwood Homes of Richmond LLC 2857 Westport Road Charlotte, NC 28208
Owner	Ibid.
Property	1102 Wharf Hill Drive TPIN 22T-01-085 1106 Wharf Hill Drive TPIN 22T-01-084 1110 Wharf Hill Drive TPIN 22T-01-083
Zoning	Conditional Suburban Residential District (C-SR)
Adjacent Zoning	Conditional Suburban Residential District (C-SR)
Project Description	The applicant is seeking a special use permit in accordance with Article 3.C.C.23 for 2 temporary real estate marketing offices for a new subdivision. These two model homes will share a temporary parking lot. The garages will function as offices and will be converted back to garages when no longer needed. The offices will be open daily from 10am to 7pm, and by appointment.
Zoning Recommendation	Positives: This application provides the applicants with a temporary marketing office for the sale of homes. Negatives: This is not a by-right use and does require a SUP. This application was favorably recommended at the June Planning Commission meeting.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov

Special Use Permit Application
Temporary real estate marketing offices for new subdivision
Mallory Pointe
Applicants Stanley Martin Homes and Eastwood Homes

Location:
1102 Wharf Hill (22T-01-085)
1106 Wharf Hill (22T-01-084)
1110 Wharf Hill (22T-01-83)

A – Preliminary Site Plan – see attached prepared by Timmons Group dated 4/14/2025

B – Description of Proposed Use – Two single-family homes containing the real estate marketing offices for each builder are proposed on Lots 83 and 85. A shared temporary parking lot will be constructed between the sales offices. The garages of the model homes will be finished as temporary offices and will be converted to garages when the builder no longer occupies the building. The buildings will be occupied by the sales and construction personnel and open to the public from 10:00 AM to 7:00 PM daily, with additional hours by appointment only.

C – Statement of Compatibility

1. The proposed temporary real estate marketing offices are for an approved residential subdivision. The subdivision and proposed marketing offices are in conformance with the Comprehensive Plan for the Area.
2. The property is zoned Suburban Residential
3. Property immediately adjacent to the proposed use are common open space areas within the approved subdivision and single-family lots. Properties within a 500' radius of the site include additional single-family homes and vacant agriculturally zoned land.
4. This is the first phase of a larger master planned community and approval of this use is consistent with the orderly development of the properties.
5. A shared parking area is provided with 8 spaces per sales office. Each office will have a designated handicap space with an accessible path to the sales office. Approved sidewalks will provide interconnectivity between the offices. The parking area will be constructed with a 2" Asphalt surface over and compacted stone base, with no curb and gutter. Traffic rated casings will be installed to protect the water and sewer connections. It will be installed during model construction and removed upon completion of sellout of Phases A1-3. That is expected to be 24-30 months.
6. Public water and sewer are available to serve the properties.









GENERAL NOTES:

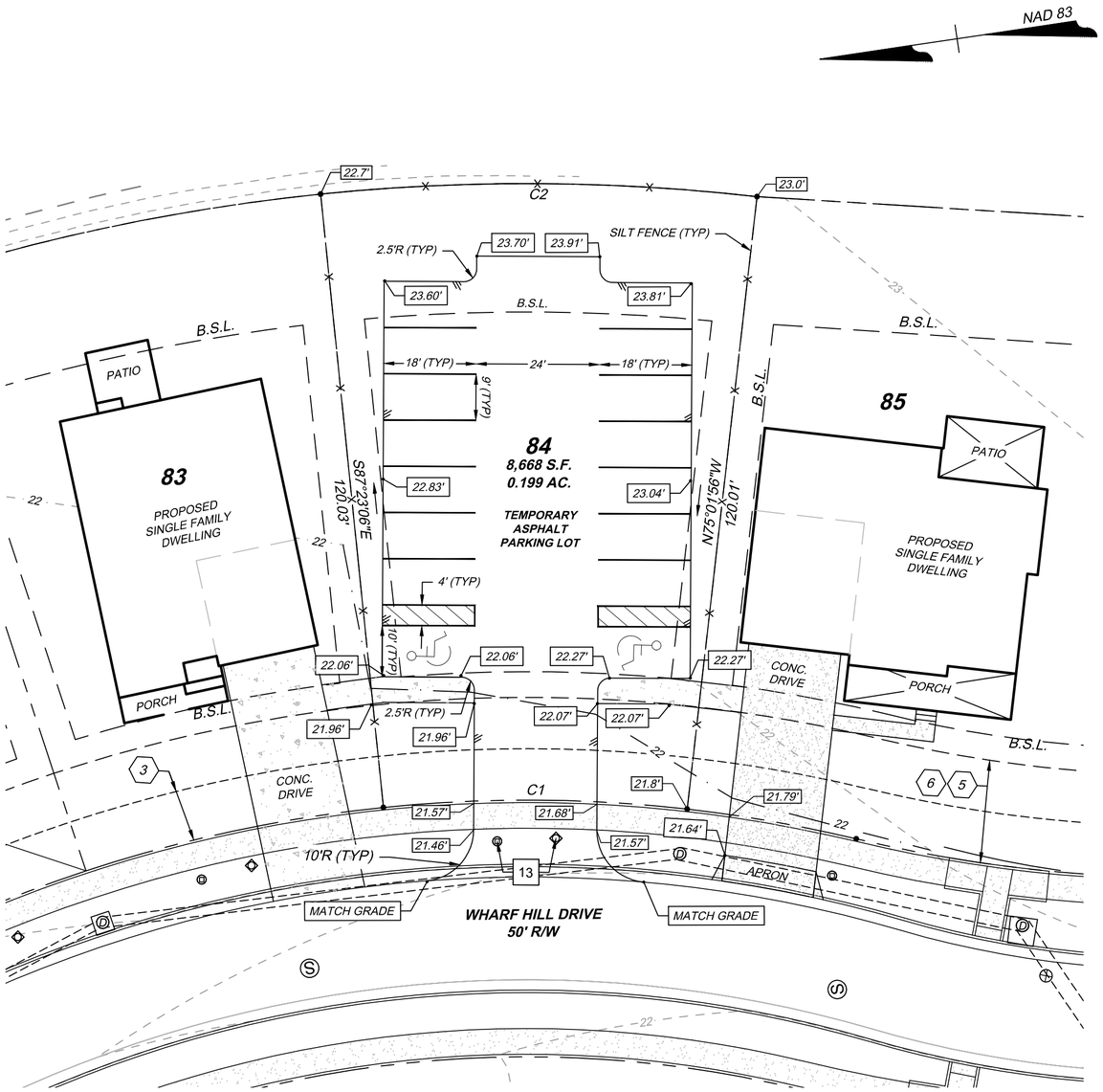
1. BUILDER: EASTWOOD HOMES, 10800 MIDLOTHIAN TURNPIKE, SUITE 141, RICHMOND, VA 23235. OFFICE NUMBER 1-804-486-7189.
2. LOT ADDRESS: 1106 WHARF HILL DRIVE, SMITHFIELD VA. 23430. TPIN: #22T-01-084
3. THIS PLOT PLAN WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT. THE PROPERTY SHOWN HEREON IS SUBJECT TO EASEMENTS, SERVITUDES, COVENANTS AND RESTRICTIONS OF RECORD.
4. THIS PLOT PLAN WAS PREPARED FROM A RECORDED PLAT BY TIMMONS GROUP ENTITLE "MALLORY POINTE PHASE A1" DATED JUNE 19, 2024 AND RECORDED IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT OF THE COUNTY OF ISLE OF WIGHT AS INSTRUMENT NUMBER 2400004793.
5. THE TOPOGRAPHY AND EXISTING FEATURES SHOWN HEREON WERE TAKEN FROM APPROVED SET OF CONSTRUCTION PLANS DATED NOVEMBER 8, 2023 FOR MALLORY POINTE PHASE A1 PREPARED BY TIMMONS GROUP.
6. THE PROPERTY SHOWN HEREON LIES WITHIN ZONES X, AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN. AS SHOWN ON THE FLOOD INSURANCE RATE MAP FOR THE TOWN OF SMITHFIELD, FEMA FLOOD HAZARD RATE MAP, COMMUNITY PANEL NO. 51093C-0151E. DATED REVISED DECEMBER 2, 2015.
7. PROPERTY IS ZONED: SR - SUBURBAN RESIDENTIAL (CLUSTER DEVELOPMENT)

MINIMUM BUILDING SETBACKS	
FRONT	25 FT.
SIDE	6 FT.
REAR	25 FT

8. THE BUILDER/CONTRACTOR SHALL VERIFY GRADES AND SITE PRIOR TO CONSTRUCTION.
9. THE BUILDER/CONTRACTOR SHALL PROVIDE FOR POSITIVE DRAINAGE WITHOUT IMPACTING ADJACENT PROPERTIES.
10. THE BUILDER/CONTRACTOR SHALL EXECUTE AND AGREEMENT IN LIEU OF EROSION AND SEDIMENT CONTROL PLAN IN CONJUNCTION WITH APPROVAL OF THIS PLAN.
11. THE BUILDER/CONTRACTOR SHALL EXECUTE AND AGREEMENT IN LIEU OF STORM MANAGEMENT PLAN IN CONJUNCTION WITH APPROVAL OF THIS PLAN.
12. NO TREES AND SHRUBS SHALL BE PLANTED IN TOWN EASEMENTS. SHRUBS SHALL BE A MINIMUM OF 5 FEET, AND TREES A MINIMUM OF 10 FEET, FROM CENTER OF WATER AND SANITARY SEWER PIPE.
13. REMOVE UTILITY BOX, CUT AND CAP LINE 6" BELOW GRADE. PLACE #57 STONE 6" DEEP AND 18" IN WIDTH ON ALL SIDES.

EASEMENT LEGEND:

1. VARIABLE WIDTH PUBLIC DRAINAGE EASEMENT INSTR. #240004793.
2. 20' PUBLIC WATER EASEMENT INSTR. #240004793.
3. 10' PUBLIC UTILITY EASEMENT INSTR. #240004793.
4. VARIABLE WIDTH PRIVATE DRAINAGE AND IMPOUNDMENT EASEMENT INSTR. #240004793.
5. VARIABLE WIDTH VIRGINIA ELECTRIC AND POWER COMPANY INSTR. #240002850.
6. 20' COLUMBIA GAS OF VIRGINIA EASEMENT INSTR. #240003081.



SYMBOL LEGEND

- IRON ROD
- SANITARY SEWER MANHOLE
- SANITARY SEWER CLEANOUT
- STORM SEWER MANHOLE
- STORM SEWER MANHOLE GRATE INLET
- STORM SEWER GRATE INLET
- FIRE HYDRANT
- WATER METER
- WATER VALVE
- RIPRAP
- CONCRETE
- 22.5' SPOT GRADES

LINE LEGEND

- BUILDING LINE
- CENTERLINE SWALE-DITCH
- 100' CONTOURS
- EDGE OF PAVEMENT
- PROPERTY LINE
- SAN SANITARY SEWER LINE
- X SILT FENCE
- STORM SEWER PIPELINE
- W WATER LINE

CURVE TABLE						
CURVE	RADIUS	LENGTH	TANGENT	DELTA	CHORD BEARING	CHORD
C1	275.15'	59.28'	29.76'	12°20'42"	S8°46'30"W	59.17'
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SCALE 1"=20'
0 20' 40'

COMMONWEALTH OF VIRGINIA
ROBERT D. MANN
Lic. No. 002509
4/9/2025
LAND SURVEYOR

THIS DRAWING PREPARED AT THE
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800 Tech Center Parkway, Suite 103 | Newport News, VA 23606
TEL 757.782.3041 www.timmons.com

YOUR VISION ACHIEVED THROUGH OURS.

DATE	REVISION DESCRIPTION
1	1st Revision

DATE 4/14/2025
DRAWN BY M. LITTLE
DESIGNED BY N/A
CHECKED BY R. MANN
SCALE 1" = 20'

TIMMONS GROUP

LOT 84 PHASE A1 MALLORY POINTE
TOWN OF SMITHFIELD, ISLE OF WIGHT COUNTY, VA.
PLAN SHOWING TEMPORARY ASPHALT PARKING LOT

JOB NO. 51755
SHEET NO. 1

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Y:\60\51755-Mallory Ph A1 Eastwood Homes\DWG\Phase A1 Plot Plans Stanley Martin.dwg | Plotted on 4/15/2025 12:42 PM | by Michael Little

GENERAL NOTES:

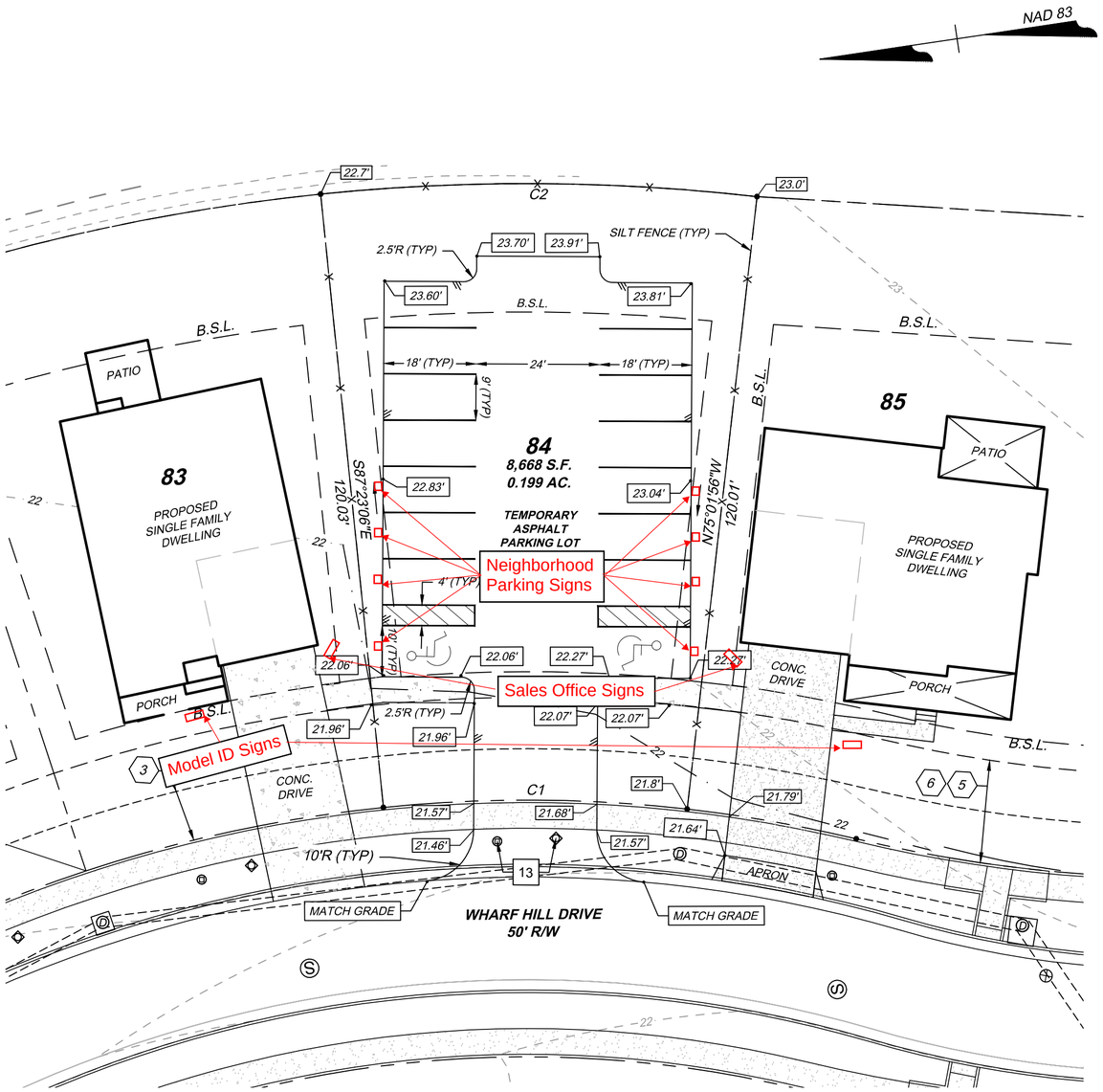
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SCALE 1"=20'
0 20' 40'

COMMONWEALTH OF VIRGINIA
ROBERT D. MANN
Lic. No. 002509
4/9/2025
LAND SURVEYOR

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YOUR VISION ACHIEVED THROUGH OURS.

TIMMONS GROUP

DATE	REVISION DESCRIPTION
1	1st Revision

DATE 4/14/2025
DRAWN BY M. LITTLE
DESIGNED BY N/A
CHECKED BY R. MANN
SCALE 1" = 20'

LOT 84 PHASE A1 MALLORY POINTE

TOWN OF SMITHFIELD, ISLE OF WIGHT COUNTY, VA.

PLAN SHOWING TEMPORARY ASPHALT PARKING LOT

JOB NO. 51755
SHEET NO. 1

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Y:\90951\1755-Mallory Ph A1 Eastwood Homes\DWG\Phase A1 Plot Plans Stanley Martin.dwg | Plotted on 4/15/2025 12:42 PM | by Michael Little

D7 Sales Office Awning





SIZES: Sales to coordinate measurements with their preferred sign vendor

LOGO: Horizontal or Stacked - White

COLORS:

Sunbrella - #83/ "Navy"

MATERIALS:

#83/NAVY Sunbrella Fabric with White Text

REQUIRED COMPONENTS:

- Stanley Martin logo

ADDITIONAL DETAILS:

Design layout will depend on the structural/ architectural space where the awning is to be installed. We defer to the vendor installing to recommend the best for each individual model.

E1 Neighborhood Parking

Required



SIZE: 12”x 16”
ORIENTATION: Vertical

LOGO: Stacked - Inverted Blue

COLORS:

PMS: 547 C
CMYK: 52/3/0/76

MATERIALS:

(1) ½” MDO panel
(1) 4x4 wood post painted black with flat caps
Posts to be set in concrete 18” below grade

REQUIRED COMPONENTS:

- Stanley Martin logo
- EHO logo

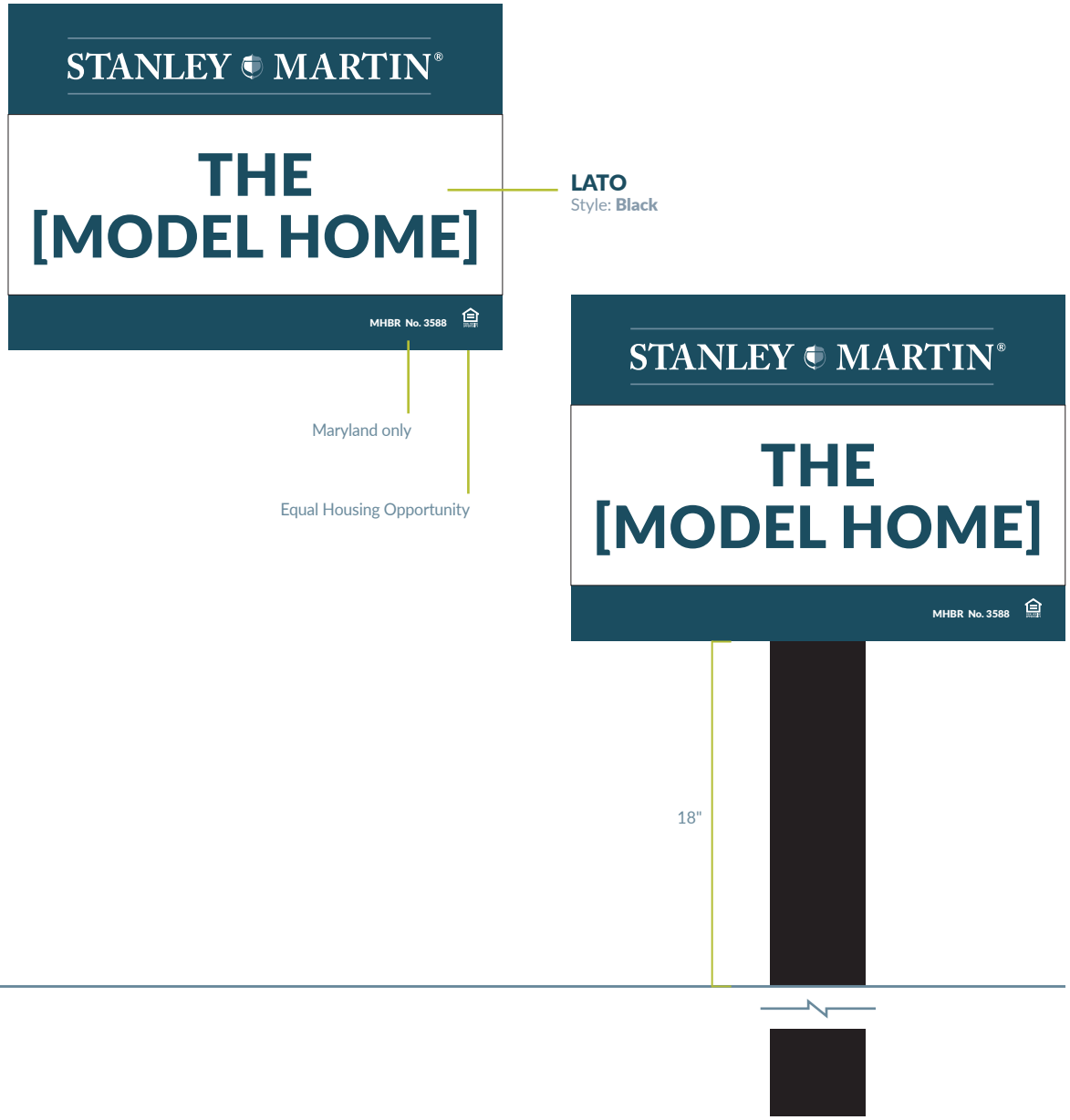
COPY OPTIONS:

- MODEL PARKING
- PRIVATE PARKING
- FUTURE RESIDENT PARKING

INSTALLATION DETAILS:

- Post depth and footing condition to be determined by vendor to be sufficient enough to safely secure completed sign into ground.

E4 Secondary Model(s) ID



SIZE: 18”x 12”
ORIENTATION: Horizontal

LOGO: Horizontal - Inverted Blue

COLORS:

PMS: 547 C
CMYK: 52/3/0/76

MATERIALS:

¼” Sintra
(1) 4x4 wood post painted black

REQUIRED COMPONENTS:

- Stanley Martin logo
- EHO logo
- Model home name
- "THE" needs to included before all model names

INSTALLATION DETAILS:

- Sales or construction team to install on front door of model home with double sided tape or staked in the ground.
- Post depth and footing condition to be determined by vendor to be sufficient enough to safely secure completed sign into ground.

D1 Model Home/Sales Office Hours

Required

D1a
Primary/Preferred

D1b
Cul-de-sac use only

D1c
Prior to model opening



SIZE: 24”x 36”
ORIENTATION: Vertical

LOGO: Stacked - Inverted Blue

COLORS:
PMS: 547 C
CMYK: 52/3/0/76

MATERIALS:
(1) ½” MDO panel
Option of using (1) or (2) 4x4 wood posts painted black with flat caps
(2) 1”x 2”x 48” cross arms and cross arm holder

REQUIRED COMPONENTS:
- Stanley Martin logo
- Hours
- EHO logo
- Tracking phone number - *provided by Marketing*
- "THE" needs to included before all model names
- Future Model Home or Sales Center
- Stanley Martin URL

INSTALLATION DETAILS:
- This sign is to be installed perpendicular to the road so it can be seen by those driving by.
- The only exception is when the model home is at the end of a cul-de-sac, it should be installed in front of the home (in the flower bed or near the sidewalk).
- Post depth and footing condition to be determined by vendor to be sufficient enough to safely secure completed sign into ground.

ADDITIONAL DETAILS:
Hours:
- Day: Hour a.m.–Hour p.m.
- Closed Day *use only if applicable for neighborhood*

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Special Use Permit - 13404 Benns Church Boulevard

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - 13404 Benns Church Boulevard	Public Hearing	7/22/2025
Staff REport - 13404 Benns Church Boulevard	Public Hearing	7/22/2025
Attachments - 13404 Benns Church Boulevard	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
SPECIAL USE PERMIT

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of Amin Alzandani, applicant and MIP LLC owner, for a special use permit under the provisions of Article 3.I.C.33 of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter, in order to approve a recreational substance establishment.

The property which is the subject of this special use permit application is 13404 Benns Church Blvd. (Tax Map Parcel no. 32-10-002), which is located on the west side of Benns Church Blvd., containing 5.09 +/- acres, and is zoned Highway Retail Commercial (HRC) and Entrance Corridor Overlay (ECO).

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the Zoning Ordinance of the Town of Smithfield and application for this special use permit are available for inspection at the Department of Community Development & Planning, 310 Institute Street, Smithfield, Virginia 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

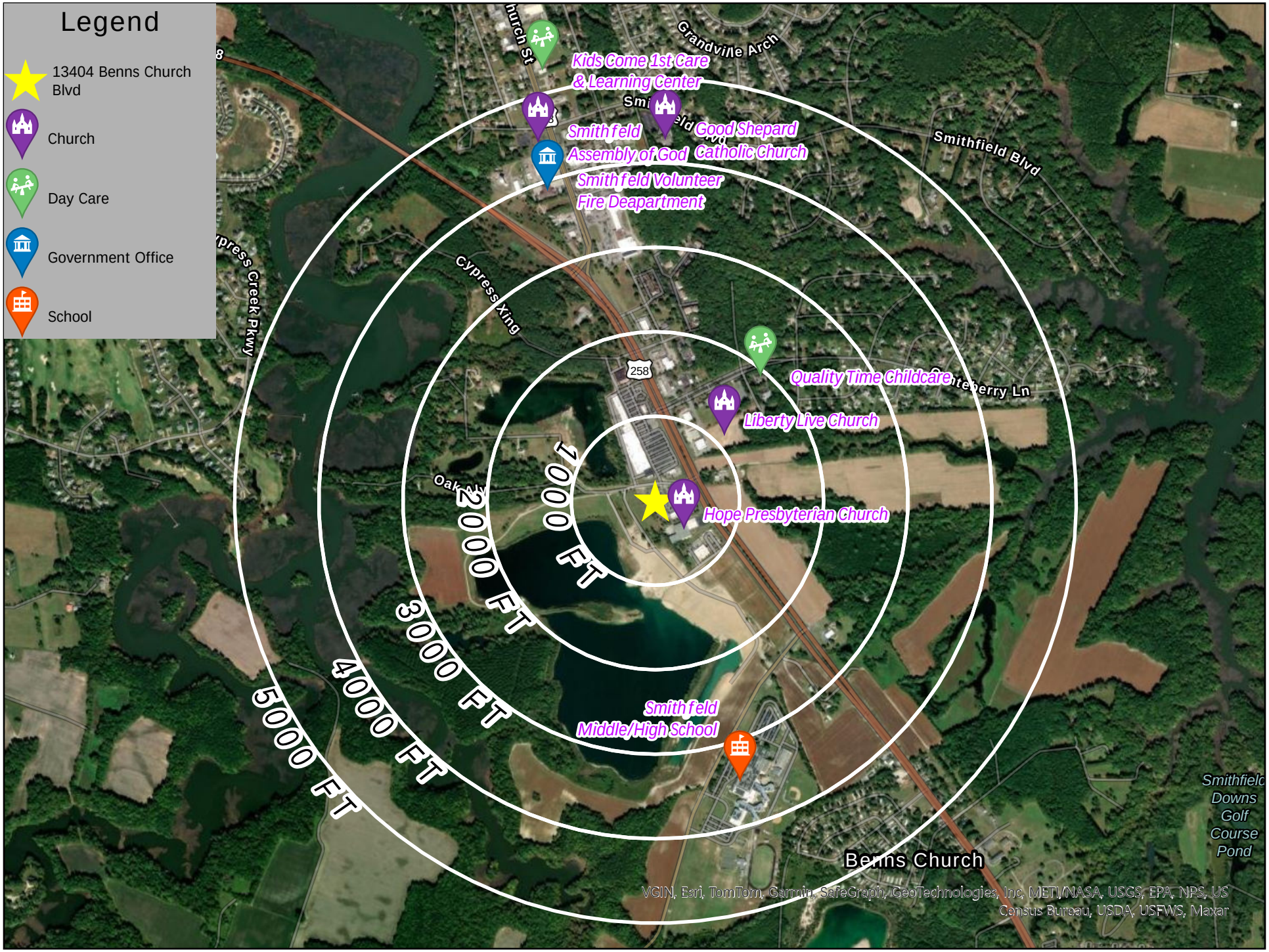
TOWN COUNCIL STAFF REPORT: SPECIAL USE PERMIT (SUP)
PUBLIC HEARING

TUESDAY, AUGUST 5th, 2025, 6:30 PM

Applicant	Amin Alzandani 13404 Benns Church Blvd Smithfield, VA 23430
Owner	MIP LLC 4433 Corporation Lane Suite 250 Virginia Beach, VA 23462
Property	13404 Benns Church Blvd TPIN 32-10-002
Zoning	Highway Retail Commercial District (HR-C) & Entrance Corridor Overlay (ECO)
Adjacent Zoning	Planned Shopping Center District (PS-C), Community Conservation District (C-C), Environmental Conservation District (E-C), ECO & HR-C
Project Description	The applicant is seeking a special use permit in accordance with Article 3.I.C.33 in order to operate a Recreational Substance Establishment. The applicant would primarily be selling cigars, cigarettes, cigarillos, e-liquid, and e-cigarettes.
Zoning Recommendation	Positives: This would bring a business into an otherwise vacant location. Negatives: This is not a by-right use and does require an SUP. Due to previous illegal activity this owner/ business was shut down. Staff suggest the removal of all window signs/ tinting and should only be allowed to operate Monday through Sunday from 8am until 8pm. This application was unfavorably recommended at the June Planning Commission meeting.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.


TOBACCO & VAPE
CIGARS & CBD & KRATOM
OPEN
SMOKE SHOP
13404


Legend
13404 Benns Church Blvd
Church
Day Care
Government Office
School
Kids Come 1st Care & Learning Center
Smithfield Assembly of God
Smithfield Good Shepard Catholic Church
Smithfield Volunteer Fire Deapartment
Quality Time Childcare
Liberty Live Church
Hope Presbyterian Church
Smithfield Middle/High School
1000 FT
2000 FT
3000 FT
4000 FT
5000 FT
Grandville Arch
Smithfield Blvd
Cypress Xing
Cypress Creek Pkwy
Oak
Benns Church
Smithfield Downs Golf Course Pond
VGIN, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, Maxar

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Conditional Rezoning & Special Use Permit - The Promontory

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - Rezoning - the Promonotory	Public Hearing	7/22/2025
Notice of Public Hearing - Special Use Permit - The Promontory	Public Hearing	7/22/2025
Staff Report - The Promontory	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING

TOWN COUNCIL OF THE TOWN OF SMITHFIELD

AMENDMENT & REVISION OF OFFICIAL ZONING MAP (CONDITIONAL REZONING)

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council at the Smithfield Center, 220 N Church St, Smithfield, VA 23430, on Tuesday, August 5th, 2025 at 6:30 PM to consider the application of Kent Henry, applicant on behalf of L & L Land Development LLC & Mollie G Turner Family LTD Partners C/O Carmine Robbins Co, owners, for an official zoning map amendment (conditional rezoning) application.

The property which is the subject of this conditional rezoning application is located at TPINs 32-01-005 & 32-01-006 and is requesting to rezone the "Community Conservation" zoned portions of this property to "Planned Mixed Use Development." The intent of this application is to accommodate the applicant's desired uses listed in Smithfield Zoning Ordinance Sections 3.J2.B.1 & 3.J2.B.16. These uses are necessary to facilitate the construction of commercial structures and 238 dwelling units, in the form of single-family attached and detached homes, and open space.

Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the current official zoning map and the applicant's conditional rezoning application, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

Any person desiring to be heard in favor of, in opposition to, or to express his or her views with respect to the aforesaid revisions and amendments may appear and be heard.

TOWN OF SMITHFIELD, VIRGINIA

Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

NOTICE OF PUBLIC HEARING

TOWN COUNCIL OF THE TOWN OF SMITHFIELD

SPECIAL USE PERMITS

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council at the Smithfield Center, 220 N Church St, Smithfield, VA 23430, on Tuesday, August 5th, 2025 at 6:30 PM to consider the application of Kent Henry, applicant on behalf of L & L Land Development LLC & Mollie G Turner Family LTD Partners C/O Carmine Robbins Co, owners, for Special Use Permit (SUP) applications under the provisions of Article 3.J2.C.7 and C.20, of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and as amended thereafter, to allow drive-thru facilities and a waiver of yard requirements for reduced setbacks.

The property which is the subject of this SUP application is located at TPINs 32-01-005 & 32-01-006.

Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the SUP application, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

TOWN OF SMITHFIELD, VIRGINIA

Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT
CONDITIONAL REZONING, 2 SPECIAL USE PERMITS, & PC WAIVER

TUESDAY, AUGUST 5th, 2025, 6:30 PM

Applicant	Greenwood Homes C/O Kent Henry 3122 Marshall St Ste 100 Richmond, VA 23230
Owner	L & L Land Development LLC PO Box 231 Smithfield, VA 23431
Property	TPIN 32-01-005 & 32-01-006 (partial) 135.3 ac W side Benns Church Blvd Corner of Benns Church & Turner Dr
Zoning	Community Conservation (CC) & Entrance Corridor Overlay (ECO)
Adjacent Zoning	Highway Retail Commercial (HRC), CC, & ECO
Proposed Zoning	Planned Mixed Use Development (PMUD) & ECO
Future Land Use (FLU)	Residential Mixed Use & Corridor Mixed Use
Adjacent FLU	Conservation, Residential Mixed Use & Corridor Mixed Use

Project Description The applicant is seeking a conditional rezoning to Planned Mix Use Development (PMUD) to facilitate the construction of 5 Commercial lots, future commercial area, 120 single family detached units, 118 single family-attached units (78 villa units, 40 townhouse units) a maximum of 238 units in total, and 27.51 acres of open space. The project will be phased, starting with the commercial sites. The road beside Tractor Supply will be extended, with a network of public roads, connecting to Cypress Run Drive and Turner Drive.

In order to facilitate this project, the applicants have applied for the following:

Conditional Official Zoning Map Amendment (Rezoning):
The uses the applicant is proposing (attached and detached units, fast food restaurant, car wash, restaurant, drive in bank) are permissible in the Planned Mixed Use Development District (PMUD). These uses are also in line with the Future Land Use Map, as the current designations are Residential Mixed Use and Corridor Mixed Use, which provide for

primary residential uses and primary mixed commercial / multifamily residential uses.

1st Special Use Permit- Article 3.J2.C.7: Drive-thru facilities.
The applicant is requesting flexibility to utilize drive-thru facilities on all 5 commercial parcels, with the current plan of a drive-in bank and fast-food restaurant with a drive-thru window.

2nd Special Use Permit- C.20: Waiver of yard requirements for reduced setbacks:

Townhouse:	Villa:	SFD:	Required:
Front 18’	Front 18’	Front: 20’	Front 35’
Side 10’	Side 10’	Side: 10’	Side 15’
Rear 20’	Rear 20’	Rear: 20’	Rear 35’

Planning Commission Waiver:
Waiver of the 50’ buffer requirement, reduced to 30’ buffer with landscaped screening, in accordance with Article 3J.2.I.11. This allows the Planning Commission to reduce the minimum setback on a case-by-case basis. The 30’ buffer would only be applicable to 13 villa units and 4 SFDs towards the front of the property.

The amenities will include the item depicted on L11- L15: signage, multi-purpose lawns, grill area, waterfront deck, fishing outpost, native plantings, seating nook, tot lot, seating with open views to the lake, bike racks, pedestrian paths, picnic tables, fire feature with seating, woods, bench, connection to trail, picnic pergola with table & benches, Adirondack chairs, and sand beach.

The applicants will have a property owners association that will be responsible for the maintenance and upkeep of the following: (i) all open space, common areas, and other amenities noted in Conceptual Plan; (ii) all stormwater management infrastructure, including “wet” stormwater management infrastructure, specifically best management practices; and (iii) landscaped buffer areas, as shown in the Conceptual Plan.

They are proffering the following road improvements:

1. Southbound right-turn lane (100-foot storage plus 200-foot taper) into right in/right out proposed Project entrance off of US 258/Rt. 10 (Benns Church Boulevard) designated as Public Road A on the Conceptual Plan and currently serving as an entrance to the existing Tractor Supply;
2. Southbound right-turn lane (100-foot storage plus 200-foot taper) into right in/right out proposed Project entrance off of US 258/Rt.

10 (Benns Church Boulevard) designated as Public Road J on the Conceptual Plan (in between Turner Dr & Tractor Supply); and

3. A conditional payment of $1,000,000.00 toward the construction of the roundabout at Turner Drive.

Additionally, they are proffering a conditional cash proffer to Isle of Wight County Schools if they are over enrollment capacity at SMS at the time of CO issuance. Finally, no more than 60 zoning permits will be issued in a 12 consecutive month period for the residential units.

This application was favorably recommended to Town Council at the July Planning Commission.

Enclosures 1. VDOT Approval

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Conditional Rezoning & Special Use Permits - Sheetz

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - Condtional Rezoning - Sheetz	Public Hearing	7/22/2025
Notice of Public Hearing - Special Use Permits - Sheetz	Public Hearing	7/22/2025
Staff Report - Sheetz	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING

TOWN COUNCIL OF THE TOWN OF SMITHFIELD

AMENDMENT & REVISION OF OFFICIAL ZONING MAP (CONDITIONAL REZONING)

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council at the Smithfield Center, 220 N Church St, Smithfield, VA 23430, on Tuesday, August 5th, 2025 at 6:30 PM to consider the application of J. Michael Nidiffer, applicant on behalf of SFD Properties LLC C/O Stephen Adams, owner, for an official zoning map amendment (conditional rezoning) application.

The property which is the subject of this conditional rezoning application is located at TPIN 32-01-096A2 and is requesting to rezone the "Community Conservation" zoned portion of this property to "Highway Retail Commercial." The intent of this application is to accommodate the applicant's desired use listed in Smithfield Zoning Ordinance Section 3.I.B.11, to facilitate the construction of a convenience store.

Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the current official zoning map and the applicant's conditional rezoning application, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

Any person desiring to be heard in favor of, in opposition to, or to express his or her views with respect to the aforesaid revisions and amendments may appear and be heard.

TOWN OF SMITHFIELD, VIRGINIA

Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

NOTICE OF PUBLIC HEARING

TOWN COUNCIL OF THE TOWN OF SMITHFIELD

SPECIAL USE PERMITS

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council at the Smithfield Center, 220 N Church St, Smithfield, VA 23430, on Tuesday, August 5th, 2025 at 6:30 PM to consider the application of J. Michael Nidiffer, applicant on behalf of SFD Properties LLC C/O Stephen Adams, owner, for Special Use Permit (SUP) applications under the provisions of Article 3.I.C.24, C.15 and C.30, of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and as amended thereafter, to allow drive-thru facilities, service stations and a waiver of parking and loading requirements to exceed the maximum number of spaces.

The property which is the subject of this SUP application is located at TPIN 32-01-096A2, which is zoned Community Conservation (CC) & Entrance Corridor Overlay (ECO).

Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the SUP application, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

TOWN OF SMITHFIELD, VIRGINIA

Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT
CONDITIONAL REZONING & 3 SPECIAL USE PERMITS
PUBLIC HEARING
TUESDAY, AUGUST 5th, 2025, 6:30 PM

Applicant Interstate Realty
C/O J. Michael Nidiffer
2151 Volunteer Pkwy
Bristol, TN 37620

Owner SFD Properties LLC
C/O Stephen Adams
20 S. King St.
Hampton, VA 23669

Property TPIN 32-01-096A2
7.35 ac E side Benns Church Blvd
Corner of Benns Church & Town Limits

Zoning Community Conservation (CC) & Entrance Corridor Overlay (ECO)

Adjacent Zoning CC & ECO

Proposed Zoning Highway Retail Commercial (HRC) & ECO

Future Land Use (FLU) Corridor Mixed Use

Adjacent FLU Residential Mixed Use & Corridor Mixed Use

Project Description The applicant is seeking a conditional rezoning to Highway Retail Commercial (HRC) to facilitate the construction of a convenience store with fueling station islands, with 2 additional retail users.

These uses are also in line with the Future Land Use Map, as the current designation is Corridor Mixed Use, which provides for primary commercial uses.

The 6,139 square foot convenience store will feature a 4,170 square foot fueling station canopy, with 6 double sided self-serve fueling stations. In addition to traditional convenience store offerings, there will be a made-to-order food menu, Coffee bar, and smoothies. There will be indoor and outdoor seating. The store will operate 24 hours a day, 7 days per week. The site has existing access servicing Sherwin Williams and will also include a right-in/ right-out entrance shared amongst the subdivided parcels. There will be a pedestrian path along Route 10 for connectivity.

1st Special Use Permit- Article 3.J2.C.7: Drive-thru facility.
The applicant is requesting to utilize a drive-thru facility at the convenience store for made to order food or other items from the store.

2nd Special Use Permit- C.20: Waiver of parking and loading:
The applicant would like to exceed the maximum number of parking spaces allowed by 7 spaces, providing up to 44 spaces instead of the maximum of 37 spaces.

3rd Special Use Permit – C. 15: Service Station:
The applicant would like to utilize one parcel as a 5,500 square foot oil express facility.

This application package was favorably recommended to Town Council at the July Planning Commission meeting provided the applicants determine a way to review/ limit the third parcel and they address VDOTs comments prior to the Council meeting.

Enclosures

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Special Use Permits & Proffer Amendment - The Grange @ 10Main

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - Proffer Amendment and Special Use Permits	Public Hearing	7/22/2025
Staff Report - The Grange @ 10Main	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING

TOWN COUNCIL OF THE TOWN OF SMITHFIELD

SPECIAL USE PERMITS & PROFFER AMENDMENT

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council at the Smithfield Center, 220 N Church St, Smithfield, VA 23430, on Tuesday, August 5th, 2025 at 6:30 PM to consider the applications of Melissa Venable, applicant on behalf of LSMP LLC, owner, for two Special Use Permit (SUP) applications under the provisions of Article 3.J2.C.20 for a waiver of yard requirements, and Article 3.J2.C.24 for a waiver of maximum building height, and Article 5.I.5 for a proffer amendment application, of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and as amended thereafter.

The property which is the subject of this SUP application is located at 502 Grace St & 518 Main St (TPINs 21A-04-000H2, 21A-04-000H4, 21A-04-000G1, 21A-04-000F, 21A-04-000E, 21A-04-030, 21A-04-000I12A, 21A-04-000I17, 21A-04-012, 21A-04-049, 21A-04-037, 21A-04-050, 21A-04-038, 21A-04-051, 21A-04-039, 21A-04-052, 21A-04-040, 21A-04-053, 21A-04-054, & 21A-04-000I15).

Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the current official zoning map and the applicant's SUP and Proffer amendment applications, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

TOWN OF SMITHFIELD, VIRGINIA

Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

PUBLIC HEARING
TOWN COUNCIL STAFF REPORT: 2 SPECIAL USE PERMITS & PROFFER AMENDMENT
TUESDAY, AUGUST 5th, 2025

Applicant	LSMP, LLC 19259 Farm Road Smithfield, VA 23430
Owners	Ibid.
Proposed Project	33 Single-Family Dwellings (60'), 35 Cottages Dwellings (40'), 10 Estates (80'), 37 Townhomes (not to exceed 119 units total) Smithfield Market with 30 stalls, Restaurant/ Retail (4,500 sf) Office / Retail (6,000 sf) Hotel (81,000 sf), 104 rooms
Property	502 Grace Street TPINs 21A-04-000H2, 21A-04-000H4, 21A-04-000G1, 21A-04-000F, 21A-04-000E, 21A-04-030, 21A-04-000I12A, 21A-04-000I17, 21A-04-012, 21A-04-049, 21A-04-037, 21A-04-050, 21A-04-038, 21A-04-051, 21A-04-039, 21A-04-052, 21A-04-040, 21A-04-053, 21A-04-054, & 21A-04-000I15 +/- 57 ac east of Route 10, north of Main Street
Site Access	1 Entrance Grace Street, 1 Entrance across from YMCA, 1 Entrance Grange Street, 1 Entrance (right in only) Main Street, 1 Entrance (right in only) Route 10
Zoning	Planned Mixed Use Development (PMUD), CBO, ECO, & HPO
Adjacent Zoning	CC, D, DNR, ECO, HPO, Neighborhood Residential (NR), Light Industrial (I1)
Project Description	The applicant is proposing to construct not more than 119 total units (a reduction of at least 148 units). There will be 33 Single-Family Dwellings (60' wide lots), 35 Cottages Dwellings (40' wide lots), 10 Estates (80' wide lots), and 37 Townhomes. The applicant would like the flexibility to replace cottage units with townhomes during final site plan provided the total number of lots does not exceed 119 units.

This project also includes the Smithfield Market, which will host a restaurant/ retail space, and 30 stalls, a three-story hotel (not to exceed 42'), and 6,000 square feet building featuring office / retail space. Overall, there will be 270 parking spaces provided.

The proposed development can be accessed via five entrances, one on the future extension across from the YMCA, one on the extension of Grace Street, two off Main Street (The Grange, right-in only Main), and a right in only off Route 10.

1st Special Use Permit (Waiver of yard Requirements): The applicants are requesting an SUP for a waiver of yard requirements through SZO Article 3.J2.C.20. This is for relief from the required yard setbacks. Article 3.J2.F.2.B requires the following yard setbacks for residential:

Front Yard: 35 ft
Side Yard: 15 ft
Rear Yard: 35 ft
Accessory Structure: 5 ft

The applicants are proposing the following residential yard setbacks:

Front Yard: 10 ft
Side Yard: 5 ft
Rear Yard: 10 ft
Accessory Structure: 2.5 ft

Therefore, the applicants are seeking a reduction of at most twenty-five feet (25') for the residential front yard setback; a reduction of ten feet (10') for the residential side yard setback; a reduction of twenty-five feet (25') for the residential rear yard setback; and a reduction of 2.5 feet for the accessory structure.

2nd Special Use Permit (Waiver of maximum building height): The applicants are seeking a second SUP for a waiver of building height in accordance with SZO Article 3.J2.C.24., for the townhomes, not to exceed forty feet (40').

The SUP applications were favorably recommended at the June Planning Commission meeting.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Text Amendment - Group Homes

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - Group Home	Public Hearing	7/22/2025
Staff Report - Text Amendment - Group Home	Public Hearing	7/22/2025
Attachments - Text Amendment - Group Home	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
AMENDMENT & REVISION OF ZONING ORDINANCE

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of the Town of Smithfield, applicant for a text amendment to the provisions of the following: Articles 3.A, 3.B, 3.C, 3.D, 3.E, 3.G 3.H, & 3.J2 to add group homes as a permitted use; Articles 3.D, 3.E & 13 to clarify the requirements and definition of duplex; Article 3.C.F.2.B.2 to increase the side yard setback for cluster lots; Article 2.U to clarify home occupation uses; Article 3.F to remove regulations for attached, townhouse, and duplex units, of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter,

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the text amendment application, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT: ARTICLES 3.A, 3.B, 3.C, 3.D, 3.E, 3.G 3.H, & 3.J2
TEXT AMENDMENT
PUBLIC HEARING

TUESDAY, August 5th, 2025, 6:30 PM

This is a proposed text amendment to Articles 3.A, 3.B, 3.C, 3.D, 3.E, 3.G 3.H, & 3.J2 of the Zoning Ordinance to incorporate group homes as a by-right use (no longer SUP) in each residential zoning district:

Community Conservation

Neighborhood Residential

Suburban Residential

Downtown Neighborhood Residential

Attached Residential

Residential Office

Downtown

PMUD (excluding multifamily dwellings)

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

Article 3.A:

C-C, Community Conservation District

Article 3.A:

C-C, Community Conservation

(Agriculture, Forestry and Conservation District)

A. Purpose and Intent:

The C-C Community Conservation District is created to provide a vehicle by which agricultural, forestry, open space and other lands of rural character within the Town may be maintained in their current use on an interim basis until such point in time when development consistent with the adopted Future Land Use Plan may be pursued through a zoning amendment. It is the intent of this district to preserve existing natural features and vegetation, promote interim agricultural and forestry activities and production and encourage the conservation and maintenance of sensitive environmental areas.

The C-C District represents the base district to be applied to the land formerly zoned RAC in Isle of Wight County which was incorporated into the Town subject to the Town of Smithfield/Isle of Wight County annexation agreement. The C-C, Community Conservation District shall be applied to the tracts currently located within the Town which were subject to the annexation as well as other qualifying land which may be comprehensively rezoned by the Town Council to the C-C District pursuant to the Comprehensive Plan.

New residential subdivisions shall not be permitted in the C-C District, except by special permit for subdivisions with not more than five lots. All proposed subdivisions for residential purposes must be individually rezoned to a residential zoning district compatible with the Comprehensive Plan and pursuant to the provisions of the Zoning Ordinance. As minimum improvements, the C-C District shall require public water and sewer for all uses. No lots shall be permitted with private domestic well and septic utilities except by special permit for temporary service.

B. Permitted Uses:

1. General farming, agriculture, dairying and forestry.
2. Conservation areas.
3. Single family detached dwellings (with public water and sewer facilities).
4. Accessory uses to residential structures, limited to detached carport and garages, tool sheds, children's playhouses and play structures and doghouses.
5. Yard sale and/or garage sale.
6. Public parks and playgrounds.

7. Public schools and colleges.
8. Private swimming pools and tennis courts.
9. Noncommercial outdoor recreational activities, including hiking, hunting, boating, horseback riding, swimming, skeet and trap shooting, shooting preserves and fishing subject to other provisions of the Town Code relating to these activities.
10. Private horse stables.
11. Home occupations.
12. Irrigation wells, wells for ground source HVAC systems, and wells for agricultural purposes.
13. Group Homes

(Ord. of 2020-09-01; Ord. of 2025-08-05)

C. Uses Permitted by Special Use Permit:

1. Single family detached dwellings (with temporary, private water and sewer systems).
2. Residential subdivisions (not to exceed five residential lots).
3. Churches and places of worship.
4. Boating, country, and/or hunt clubs.
5. Public uses.
6. Libraries, museums, historic sites and shrines.
7. Plant nurseries, with no sale of products permitted on premises.
8. Child day care centers.
9. Adult day care centers.
10. Nursery schools.
11. Private schools and colleges.
12. Commercial swimming pools and tennis courts.
13. Bed and breakfast lodgings.
14. Public facilities, utilities and emergency services.
15. Temporary sawmills.
16. Dog kennels.
17. Guest houses.
18. Veterinary clinics and hospitals.
19. Cupolas, spires and steeples for public and semi-public uses.
20. Accessory apartments within a residential dwelling.
21. ~~Group homes and~~ nursing homes.
22. Commercial horse stables.
23. Antique shops.
24. Private boat docks serving a single residential dwelling.
25. Golf courses and golf driving ranges.

26. Public recreation and leisure establishments.
27. Drive-in movie and other open air theaters.
28. On-site commercial operations for agricultural and forestry product sales and services.
29. Borrow pits and resource extraction.
30. Sanitary and industrial landfills.
31. Transfer stations and recycling stations.
32. Livestock sales facilities.
33. Open air markets and stands for farm, horticulture, craft, and produce sales.
34. Cemeteries.
35. Temporary real estate marketing office for new subdivisions.
36. Waiver of Parking and Loading Requirements
37. Child Day Care as a Home Occupation (6-11 Children)
38. Event facilities (principal and accessory uses).
39. Civic, fraternal, and/or social organization halls.
40. Shipping Container (accessory use).

(Ord. of 10-3-2000, Ord. of 9-2-2008, Ord. of 11-4-2014, Ord. of 2019-09-03; Ord. of 2023-03-07; Ord. of 2025-08-05)

D. Maximum Density:

1. Conventional Subdivisions: One (1.0) unit per net developable acre (by special permit only, for not more than five (5) residential lots.)

2. Cluster Subdivisions: Not permitted.

E. Lot Size Requirements:

1. Minimum district size: per Official Zoning Map, otherwise 10 acres.

2. Minimum lot area: 40,000 square feet

3. Minimum lot width:

   A. Interior lot: 150 feet

   B. Corner lot: 200 feet

4. Minimum lot depth: 200 feet

F. Bulk Regulations:

1. Height

   A. Residential building height: 35 feet

   B. Public or semi-public building: 45 feet, provided that required front, rear and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

   C. Cupolas, spires and steeples: 90 feet, by special permit.

   D. Accessory buildings: 16 feet, provided that accessory building heights may be increased to twenty-four feet in accordance with Article 2, Section P of the Zoning Ordinance.

2. Minimum yard requirements:

   A. Front yard: 60 feet

   B. Side yard: 25 feet

   C. Rear yard: 60 feet
   15 feet (accessory structure and uses)

   D. In addition to the above regulations, the yard requirements for uses and structures other than residential dwellings and residential accessory uses shall be further regulated by floor area ratio and lot coverage ratios. A maximum floor area ratio equal to 0.25 shall apply to such uses and structures, with a maximum percentage of lot coverage equal to 20%. The location of all such uses shall be subject to site plan approval. **(**Ord. of 5-4-2004)

G. Landscaping, Open Space and Recreation Areas:

1. All buffer areas, landscaping and open space in the C-C District shall be further regulated by Article 9.

2. In cases where common open space is to be provided within land zoned "C-C", such open space shall be preserved for its intended purpose as shown on the approved Plan of Development and shall be established by metes and bounds on the Final Subdivision Record Plat. Common open space and other common properties shall be owned, administered, and maintained by a not-for-profit, property owners association, provided, however, that a portion or all of such properties may be dedicated to the Town subject to and at the sole discretion of the Town for acceptance at time of plat recordation. The property owner's association by-laws, articles of incorporation and restrictive covenants shall be submitted with any application for subdivision plat approval. Prior to final approval of a subdivision plat which includes properties to be owned by a property owners' association, the Town Attorney shall review and approve the bylaws, articles of incorporation and restrictive covenants.

3. For common properties to be retained by the property owners' association, the developer/owner must establish the owners association as a bona fide legal entity prior to the recordation of the final plat. Membership in the association shall be mandatory for all subsequent owners. The property owners' association shall own all common open space and recreational facilities and shall provide for their maintenance, administration and operation.

H. Residential Subdivisions: Net Developable Area Calculation

1. Notwithstanding governing lot size and yard regulations, the maximum number of lots for any subdivision and the density for any other land use shall be calculated based on existing land conditions. The yield of a subdivision shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The subdivision plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in the Appendix of the Zoning Ordinance.)*

Physical Land Unit	Percent Credited Toward Net Acreage
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travelways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for existing or planned public rights of way**,** private streets, travelways and combined travelways and parking bays. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No C-C District residential lot shall be designed in which an area more than 25% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or greater, (b) wetlands, (c) 100-year floodplains and (d) water features.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Refer to Floodplain Overlay Zoning District, where applicable.

2. Refer to Chesapeake Bay Preservation Area Overlay District.

3. Refer to Landscaping and Screening, Article 9, for additional open space, screening and buffer yard provisions.

4. Refer to Parking and Loading Requirements, Article 8, for parking regulations.

5. Recreational vehicle parking shall not be permitted within front yard and the area of the side yard setbacks.

6. No private domestic well and septic systems shall be permitted. Irrigation wells, wells for ground source HVAC systems, and wells for agricultural purposes are permitted by right.

7. Refer to the Town's Design and Construction Manual for additional residential design standards and subdivision development criteria.

8. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

9. Refer to Sign Regulations, Article 10, for signage provisions.

10. Private stables for the keeping of horses, ponies or other livestock for personal enjoyment and not as a business are allowed by right, provided that the lot shall be three (3) acres or greater. Any building used for the keeping of such animals shall be located in the rear yard of the lot and shall conform to the side and rear minimum lot requirements established for non-accessory structures and uses in the C-C District. No more than one such animal shall be kept per each acre of land on the lot.
(Ord. of 9-5-2000; Ord. of 9-01-2020)

Article 3.B:

N-R, Neighborhood Residential District

Article 3.B

N-R, Neighborhood Residential

(Neighborhood Single Family Residential District)

A. Purpose and Intent:

The N-R, Neighborhood Residential District is created to encourage the continuation and revitalization of existing single family detached housing at subdivision densities which are compatible with the Comprehensive Plan's goals for residential developments. The application of the N-R District is intended to recognize previously developed subdivisions, and it is intended to be employed for the rezoning of new low-density residential development.

The N-R District shall be applied to existing and new areas within the Town which are recognized by the Comprehensive Plan for continued, low-density residential neighborhoods. The intent of the district shall be to preserve existing subdivisions, to conserve natural features and vegetation, to encourage infill and redevelopment housing of a compatible scale and architectural character to that of the existing community, and to promote new low-density residential development. No more than one single family dwelling shall be permitted per subdivision lot.

In locations where infill development opportunities are of adequate size, minimum subdivision improvements shall include public water and sewer service, public streets, storm drainage, stormwater management and sidewalks.
(Ord. of 8-03-2004)

B. Permitted Uses:

1. Single family detached dwellings, with public water and sewer service.
2. Accessory buildings and uses, limited to detached carports and garages, toolsheds, children's playhouses and play structures, doghouses, swimming pools and accessory off-street parking and loading spaces.
3. Home occupations.
4. Public parks and playgrounds.
5. Yard sale and/or garage sales (temporary).
6. Private swimming pools and tennis courts.
7. Irrigation wells and wells for ground source HVAC systems.
8. Group Homes

(Ord. of 2020-09-01; Ord. of 2025-08-05)

C. Uses Permitted by Special Use Permit:

1. Cemeteries.
2. Churches and places of worship.
3. Single family detached dwellings, with temporary private water and sewer service.
4. Community buildings, limited to use by residents of the subdivision.
5. Public uses.
6. Libraries.
7. Museums, historic sites and shrines.
8. Plant nurseries, with no sale of products permitted on premises.
9. Child day centers.
10. Adult day care centers.
11. Nursery schools.
12. Private schools and colleges.
13. Public schools and colleges.
14. Commercial swimming pools and tennis courts.
15. Bed and breakfast lodgings.
16. Public utilities.
17. Civic, fraternal, and/or social organization halls.
18. Golf course and golf driving ranges.
19. Cupolas, spires and steeples for public and semi-public uses.
20. Agriculture, forestry and horticultural uses (non-commercial).
21. Storage lots for recreational vehicles.
22. Guest houses.
23. Servants' and caretakers' quarters.
24. Accessory apartments.
25. Waiver of height limitation for accessory buildings.
26. Temporary real estate marketing offices for new subdivisions.
27. Waiver of Parking and Loading Requirements
28. Child Day Care as a Home Occupation (6-11 Children)
29. Event facilities (principal and accessory uses).
30. Boating, country, and/or hunt clubs.

(Ord. of 9-5-2000, Ord. or 9-2-2008, Ord. of 11-4-2014, Ord. of 2019-09-03)

D. Maximum Density:

1. Two (2.0) units per net developable acre.

E. Lot Size Requirements:

1. Minimum district size: Not regulated.

2. Minimum lot area:

   A. Conventional lot: 15,000 square feet, with public water and sewer.

3. Minimum lot width:

   A. Conventional lot:

      (1) Interior lot: 100 feet
      (2) Corner lot: 125 feet

4. Minimum lot depth:

   A. Conventional lot: 125 feet

F. Bulk Regulations:

1. Height

   A. Residential building height: 35 feet

   B. Public or semi-public building: 45 feet, provided that required front, rear and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

   C. Cupolas, spires and steeples: 90 feet, by special permit.

   D. Accessory buildings: 16 feet,

provided that accessory building heights may be increased to twenty-four feet in accordance with Article 2, Section P of the Zoning Ordinance.

(Ord. of 5-4-2004)

2. Minimum yard requirements:

A. Conventional lot:

(1)	Front yard:	35 feet
(2)	Side yard:	15 feet
(3)	Rear yard:	35 feet
		5 feet (accessory uses)

B. In addition to the above regulations, the yard requirements for uses and structures other than residential dwellings and residential accessory uses shall be further regulated by floor area ratio and lot coverage ratios. A maximum floor area ratio equal to 0.25 shall apply to such non-residential uses and structures, with a maximum percentage of lot coverage equal to 20%. The location of all such uses shall be subject to site plan approval.

G. Landscaping, Open Space and Recreation Areas:

1. Open space and recreation area regulations for the N-R District, if and when required, shall be governed by those specified in the S-R District.

H. Conventional Subdivisions: Net Developable Area Calculation

1. Notwithstanding governing lot size and yard regulations, the maximum use intensity for any conventional subdivision or lot shall be calculated based on existing land conditions. The yield of a subdivision shall be based on its net developable area, with adjustment factors for physical land units as specified in the table in the following section.

2. The subdivision plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions.

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travelways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for existing or planned public rights of way**,** private streets, travelways and combined travelways and parking bays. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No N-R District residential lot shall be designed in which an area more than 25% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or more, (b) wetlands, (c) 100-year floodplains, and (d) water features.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Refer to the Floodplain Zoning Overlay District, where applicable.

2. Refer to the Chesapeake Bay Preservation Area Overlay District.

3. Refer to Landscaping and Screening, Article 9, for screening and buffer yard provisions.

4. Refer to Parking and Loading Requirements, Article 8, for parking regulations and specific requirements for common parking lots for recreation vehicle and boat storage.

5. Recreational vehicle parking shall not be permitted within front yard and the area of the side yard setbacks.

6. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.

7. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

8. Refer to Town's Design and Construction Manual for residential design standards and criteria.

9. All uses within the N-R District shall require a General Development Plan and/or site plan for zoning and/or special permit approval.

10. Refer to Sign Regulations, Article 10, for signage provisions.
(Ord. of 10-3-2000; Ord. of 2020-09-01)

Article 3.C:

S-R, Suburban Residential District

Article 3.C:

S-R, Suburban Residential

(Single Family Residential District)

A. Purpose and Intent:

The S-R, Suburban Residential District is created to provide for single family detached residences at subdivision densities which are compatible with the Comprehensive Plan's goals for low to medium density residential developments in Smithfield. The average density of three units per acre establishes the S-R District as the Town's low-to-medium density district for detached residences. The S-R district shall require public water and sewer service, public streets and sidewalks as minimum subdivision improvements. Recognizing prevailing storm drainage deficiencies in and around the Town, new subdivisions shall be constructed with curb and gutter or other storm drainage conveyance system equivalent in performance and function and shall include comprehensive Best Management Practices and stormwater management facilities.

Cluster residential development shall be encouraged in the S-R District (by special permit) in order to promulgate the Town's objectives for environmental preservation, architectural harmony and consistency, adequacy of open space and recreation areas, and enhanced quality neighborhood improvements in new residential subdivisions. Provisions are included herein to permit cluster subdivisions with densities up to fifty percent higher than conventional subdivisions.

The S-R District may be applied to both undeveloped tracts and existing stable neighborhoods in appropriate locations recognized by the Comprehensive Plan. The intent of the district shall be to preserve existing natural features and vegetation, promote excellence in site planning and landscape design, facilitate the efficient layout and orientation of public utilities and community infrastructure, and encourage housing with compatible scale and character of architecture. No more than one single family dwelling shall be permitted per subdivision lot. No lots shall be permitted with private domestic wells or septic systems.

The S-R District represents the residential district to be applied to the land formerly zoned NC-CR-2 and NC-CR-3 in Isle of Wight County which was incorporated into the Town via the Town of Smithfield/Isle of Wight County annexation agreement. In addition to those NC-CR-2 and NC-CR-3 zoned parcels which were subject to the annexation, this district may be applied to other qualifying land which may be comprehensively rezoned by the Town Council to the S-R District upon adoption of the 1998 Comprehensive Plan.

B. Permitted Uses:

1. Single family detached dwellings.
2. Accessory buildings and uses, limited to detached carport and garages, tool sheds, children's playhouses and play structures, doghouses, and accessory off-street parking and loading spaces.
3. Home occupations.
4. Public parks and playgrounds.
5. Yard sale and/or garage sale (temporary).
6. Private swimming pools and tennis courts.
7. Irrigation wells and wells for ground source HVAC systems.
8. Group Homes.

(Ord. of 2020-09-01; Ord. of 2025-08-05)

C. Uses Permitted by Special Use Permit:

1. Cemeteries.
2. Churches and places of worship.
3. Cluster residential subdivisions.
4. Community buildings, limited to use by residents of the subdivision.
5. Accessory apartments.
6. Libraries.
7. Museums, historic sites and shrines.
8. Plant nurseries, with no sale of products permitted on premises.
9. Child day centers.
10. Adult day care centers.
11. Nursery schools.
12. Private schools and colleges.
13. Public schools and colleges.
14. Commercial swimming pools and tennis courts (except as may be approved on a general development plan.)
15. Bed and breakfast lodgings and guest houses.
16. Public uses and utilities.
17. Civic, fraternal, and/or social organization halls.
18. Golf course and golf driving ranges.
19. Cupolas, spires and steeples for public and semi-public uses.
20. Agriculture, forestry and horticultural uses (non-commercial).
21. Storage lots for recreational vehicles.
22. Guest houses
24. Temporary real estate marketing offices for new subdivisions.

24. Waiver of contiguous open space parcel requirement.
25. Waiver of district size for cluster subdivisions.
26. Waiver of parking and Loading Requirements
27. Child Day Care as a Home Occupation (6-11 Children)
28. Event facilities (principal and accessory uses).
29. Boating, country, and/or hunt clubs.

(Ord. of 9-2-2008, Ord. of 11-4-2014, Ord. of 2019-09-03)

D. Maximum Density:

1. Conventional Subdivisions: Three (3.0) units per net developable acre.

2. Cluster Subdivisions: Four and One-half (4.5) units per net developable acre.

E. Lot Size Requirements:

1. Minimum district size for cluster subdivisions: Five (5) acres

2. Minimum lot area:

   A. Conventional lot: 12,000 square feet

   B. Cluster lot: 8000 square feet

3. Minimum lot width:

   A. Conventional lot:

      (1) Interior lot: 80 feet
      (2) Corner lot: 120 feet

   B. Cluster lot:

      (1) Interior lot: 60 feet
      (2) Corner lot: 90 feet

4. Minimum lot depth:

   A. Conventional lot: 125 feet

B. Cluster lot: 90 feet

F. Bulk Regulations:

1. Height

A. Residential building height: 35 feet

B. Public or semi-public building: 45 feet, provided that required front, rear, and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

C. Cupolas, spires and steeples: 90 feet, by special permit.

D. Accessory buildings: 16 feet, provided that accessory building heights may be increased to twenty-four (24) feet in accordance with Article 2, Section P of the Zoning Ordinance.
(Ord. of 5-4-2004)

2. Minimum yard requirements:

A. Conventional lot:

(1)	Front yard:	35 feet
(2)	Side yard:	15 feet
(3)	Rear yard:	35 feet
		5 feet (accessory uses)

B. Cluster lot:

(1)	Front yard:	25 feet
(2)	Side yard:	6 feet
(3)	Rear yard:	25 feet
		5 feet (accessory uses)

C. In addition to the above regulations, the yard requirements for uses and structures other than residential dwellings and residential accessory uses shall be further regulated by floor area ratio and lot coverage ratios. A maximum floor

area ratio equal to 0.25 shall apply to such non-residential uses and structures, with a maximum percentage of lot coverage equal to 20%. The location of all such uses shall be subject to site plan approval.

G. Landscaping, Open Space and Recreation Areas:

1. In subdivisions approved for cluster development, twenty percent (20%) of the gross site area shall be common open space dedicated to common usage and ownership. Twenty-five percent (25%) of the required open space area shall be developed as active recreational and active community open space, as defined.

2. In conventional subdivisions with 75 or more lots, ten percent (10%) of the gross site area shall be common open space dedicated to common usage and ownership. Fifty percent (50%) of the required common open space area shall be developed as active recreational and active community open space, as defined.

3. For cluster and conventional subdivisions, no more than 40% of the required common open space shall consist of land classified as 100 year floodplain, stream valleys, wetlands, water features, slopes greater than 30%, and/or drainage easements.

4. Required open space shall be contiguous and shall occupy a single parcel within the subdivision unless otherwise approved by the Planning Commission.

5. In no instance shall open space credit be given for lands which are included in or reserved for public rights of way or private travelways, loading areas, required sidewalks or parking areas.

6. Open space shall be accessible to all residential lots within the subdivision via dedicated pedestrian access easements. Where bike and pedestrian trails intended for public use have been designated by the Town's adopted Comprehensive Plan or the Capital Improvements Plan, access easements shall be provided, where appropriate, within the subdivision to link these trails to common open space areas.

7. All open space shall be further regulated by landscaping requirements.

8. All common open space, recreational areas and other common properties shall be preserved for their intended purpose as shown on the approved Plan of Development and shall be established by metes and bounds on the Final Subdivision Record Plat.

9. Common open space, recreational areas and other common properties shall be owned, administered and maintained by a not-for-profit, property owners' association, provided, however, that a portion or all of such properties may be dedicated to the Town subject to and at the sole discretion of the Town for acceptance at time of plat recordation. Property owners' association by-laws, articles of incorporation and restrictive covenants shall be submitted with any application for subdivision plat approval. Prior to final approval of a subdivision plat including properties to be owned by a property owners' association, the Town Attorney shall review and approve the bylaws, articles of incorporation and restrictive covenants.

10. For open space, recreational areas and other common properties to be retained by the property owners' association of a subdivision, the initial developer/owner of the subdivision must establish the owners' association as a legal entity prior to the recordation of the final plat. Membership in the association shall be mandatory for all lot owners within the subdivision. The owners' association shall own all common open space and recreational facilities and shall provide for their perpetual administration, maintenance and operation.

11. The open space and recreation area requirements for residential developments which incorporate a public or private golf course shall be subject to both Special Permit and General Development Plan approval, provided that any golf course under construction prior to the date of this ordinance is not subject to Special Permit regulations.

    Notwithstanding the above provisions, open space credit shall be given to the area which circumscribes the golf course irrespective of the actual ownership of the real property which constitutes the golf course.

    In addition to the golf course, community recreational amenities (such as swimming pools, tennis courts, pedestrian trails, etc.) shall be provided and made available to the residents of the subdivision pursuant to the approved General Development Plan.

H. Conventional and Cluster Subdivisions: Net Developable Area Calculation

1. Notwithstanding governing lot size and yard regulations, the maximum number of lots for any conventional or cluster subdivision shall be calculated based on existing land conditions. The yield of a subdivision shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The subdivision plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in Appendix 1 of the Zoning Ordinance.)*

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travleways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No S-R District residential lot shall be designed in such a way that an area of more than 25% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or greater, (b) wetlands, (c) 100-year floodplains, and (d) water features.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Refer to the Floodplain Zoning Overlay District, where applicable.

2. Refer to the Chesapeake Bay Preservation Area Overlay District.

3. Refer to Landscaping and Screening, Article 9, for screening and buffer yard provisions.

4. Refer to Parking and Loading Requirements, Article 8, for parking regulations and specific requirements for common parking lots for recreation vehicle and boat storage.

5. Recreational vehicle parking shall not be permitted within front yard and the area of the side yard setbacks.

6. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.

7. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

8. All uses within the S-R District shall require a General Development Plan and/or site plan for zoning and/or special permit approval.

9. Refer to General Regulations, Article 2, for additional lot and yard requirements.

10. Refer to Sign Regulations, Article 10, for signage provisions.
(Ord. of 10-3-2000; Ord. of 2020-09-01)

Article 3.D:

DN-R, Downtown Neighborhood Residential District

Article 3.D:

DN-R Residential

(Downtown Neighborhood Residential District)

A. Purpose and Intent:

The DN-R, Downtown Neighborhood Residential District provides for single family detached residences at slightly higher densities than the S-R, Suburban Residential District. All development within the DN-R District shall be consistent with the Comprehensive Plan's goals for harmonious new development as well as the revitalization of existing stable residential neighborhoods in and around downtown Smithfield. The principal objective of this district is to recognize, maintain and reinforce the existing “sense of neighborhood” in and around the downtown historic areas and to promote residential development of compatible scale, historic character and architectural massing.

While the application of the DN-R District is primarily intended to overlay the existing, substantially developed, residential areas close to the downtown, it also can be applied to new rezonings of undeveloped tracts and infill lots situated within close proximity to the downtown residential areas and waterfront areas. It is the intent of this district to preserve existing historic and natural features, to protect existing landscapes and vegetation, to promote excellence in landscape design and to encourage housing with appropriate scale and architecture.

The average density of five units per acre establishes the DN-R District as one which accepts a higher density and relatively small lot size for single family detached residences. All new and redevelopment activities shall be served by public water and sewer, public streets with curb and gutter, sidewalks, drainage and stormwater management.

B. Permitted Uses:

1. Single family detached dwellings.
2. Accessory buildings and uses, limited to detached carport and garages, tool sheds, children's playhouses and play structures, off-street parking, and doghouses.
3. Home occupations.
4. Public parks and playgrounds.
5. Yard sale and/or garage sale (per ordinance definition).
6. Private swimming pools
7. Boat docks, boat storage and waterfront access facilities, as an accessory use to a private single family dwelling.
8. Irrigation wells and wells for ground source HVAC systems.

9. Group Homes.

(Ord. of 2020-09-01; Ord. of 2025-08-05)

C. Uses Permitted by Special Use Permit:

1. Cemeteries.
2. Churches and places of worship.
3. Duplex residential dwellings ~~(1 dwelling per subdivided lot).~~
4. Community buildings, limited to use by residents of the subdivision.
5. Public uses.
6. Libraries.
7. Museums, historic sites and shrines.
8. Plant nurseries, with no sale of products permitted on premises.
9. Child day care centers.
10. Adult day care centers.
11. Nursery schools.
12. Private schools and colleges.
13. Public schools and colleges.
14. Commercial swimming pools and tennis courts.
15. Bed and breakfast lodgings.
16. Public utilities.
17. Civic, fraternal, and/or social organization halls.
18. Tennis courts, public and private.
19. Gymnasiums, public and private.
20. Boat docks, boat storage and waterfront access facilities, as an accessory use to uses other than private single family residential dwellings.
21. Cupolas, spires and steeples for public and semi-public uses.
22. Agriculture, forestry and horticultural uses (non-commercial).
23. Outdoor storage lots for recreational vehicles.
24. Zero lot line residential units (only permitted for new construction.)
25. Accessory apartments.
26. Temporary real estate marketing offices for new subdivisions.
27. Waiver of Parking and Loading Requirements.
28. Child Day Care as a Home Occupation (6-11 Children)
29. Event facilities (principal and accessory uses).
30. Boating, country, and/or hunt clubs.

(Ord. of 9-5-2000, Ord. of 9-2-2008, Ord. of 11-4-2014, Ord. of 2019-09-03; Ord. of 2025-08-05)

D. Maximum Density:

1. Five (5.0) dwelling units per net developable acre.

E. Lot Size Requirements:

1. Minimum district size: Not regulated

2. Minimum lot area:

A. Conventional single family lot: 6000 square feet

B. Duplex lot (1 attached unit/lot):

(1) Interior lot: 4000 square feet
(2) Corner lot: 5000 square feet

C. Duplex lot (1 duplex per lot):

(1) Interior lot: 6000 square feet
(2) Corner lot: 7000 square feet

3. Minimum lot width:

A. Conventional single family lot:

(1) Interior lot: 50 feet
(2) Corner lot: 75 feet

B. Duplex ~~attached residential~~ lot (1 attached unit per lot):

(1) Interior lot: 40 feet
(2) Corner lot: 60 feet

C. Duplex lot (1 duplex per lot):

(1) Interior lot: 60 feet
(2) Corner lot: 70 feet

(Ord. of 2025-xx-xx)

F. Bulk Regulations:

1. Height

   A. Residential building height: 35 feet
   (principal and accessory uses)

   B. Public or semi-public building: 45 feet,
   provided that required front, rear, and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

   C. Cupolas, spires and steeples: 50 feet

2. Minimum yard requirements:

   A. Conventional single family lot:

      (1) Front yard: 25 feet,
      Except where forty percent (40%) or more of the frontage on one side of the street within the same block is improved with buildings, no building on that side of the street within the same block shall be required to have a front yard greater than the average front yard of the existing buildings. However, when there are buildings on the adjacent lots on both sides, the front yard shall not be required to be greater than the average of the front yards of the buildings on the adjacent lots. The side line of a building on a corner lot shall not be a factor in these calculations.

      (2) Side yard (interior lot): 10 feet,
      Except that the minimum side yard for any lot of record prior to the date of the adoption of this ordinance shall be 5 feet.

      Side yard (corner lot): 20 feet,
      Except that the minimum side yard for any corner lot of record prior to the date of the adoption of this ordinance shall be 10 feet.

      (3) Rear yard: 25 feet (residences)

5 feet (accessory uses),

B. Duplex attached residential lot ~~(1 attached unit per subdivision lot~~):

(1) Front yard: 25 feet,
Except where forty percent (40%) or more of the frontage on one side of the street within the same block is improved with buildings, no building on that side of the street within the same block shall be required to have a front yard greater than the average front yard of the existing buildings. However, when there are buildings on the adjacent lots on both sides, the front yard shall not be required to be greater than the average of the front yards of the buildings on the adjacent lots. The side line of a building on a corner lot shall not be a factor in these calculations.

(2) Side yard (interior lot): 10 feet
Side yard (corner lot): 15 feet
Except that the minimum side yard for accessory uses for any lot of record prior to the date of the adoption of this ordinance shall be 5 feet.

(3) Rear yard: 25 feet (residences)
5 feet (accessory uses),

D. A maximum floor area ratio equal to 0.25 shall apply to uses other than residential.

G. Open Space:

1. In conventional subdivisions with 50 or more lots, 10% of the gross site area shall be open space dedicated to common usage and ownership, 50% of such area shall be developed as recreational and active community open space, as defined.

2. No more than 40% of the dedicated open space shall consist of land classified as 100 year floodplain, stream valleys, wetlands, slopes greater than 30% and/or drainage easements.

3. All dedicated open space is regulated by landscaping requirements.

4. In no instance shall open space credit be given for lands which are included in or reserved for public rights of way, private travelways, loading areas, required sidewalks or parking areas.

H. Net Developable Area Calculation for DN-R District:

1. Notwithstanding governing lot size and yard regulations, the maximum number of units for attached residential development or subdivision shall be calculated based on existing land conditions. The yield of a subdivision shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The final plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in the appendix of the Zoning Ordinance.)*

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travleways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No DN-R District residential lot shall be configured such that more than 10% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or more, (b) wetlands, (c) 100-year floodplains, and (d) water features.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Refer to the Floodplain Zoning Overlay District, where applicable.

2. Refer to the Chesapeake Bay Preservation Area Overlay District.

3. Refer to Landscaping and Screening, Article 9, for screening and buffer yard provisions.

4. Refer to Parking and Loading Requirements, Article 8, for parking regulations and specific requirements for common parking lots for recreation vehicle and boat storage.

5. Recreational vehicle parking shall not be permitted within front yard and the area of the side yard setbacks.

6. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.

7. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

8. Refer to the Smithfield Design and Construction Standards Manual for additional residential design standards and criteria, where applicable.

9. Refer to the Smithfield Historic District Design Guidelines and the HP-O District for additional residential design standards and criteria for properties located within the historic preservation areas.

10. All uses within the DN-R District shall require a General Development Plan and/or site plan for zoning and/or special permit approval.

11. Refer to General Regulations, Article 2, for additional lot and yard requirements.

12. Refer to Sign Regulations, Article 10, for signage provisions.
(Ord. of 10-3-2000; Ord. of 2020-09-01)

Article 3.E:

A-R, Attached Residential District

Article 3.E:

A-R, Attached Residential

(Townhouse and Attached Residential District)

A. Purpose and Intent:

The A-R, Attached Residential District is created to provide for attached residential dwellings such as conventional townhouses, row houses, multiplex dwellings, duplexes and other similar forms of attached residential units. Single family detached residential dwellings may be permitted under the special use provisions of the district. Garden apartments, "over and under" attached residences, housing for the elderly, and other forms of multi-family housing are not permitted in this district. The A-R District is intended for use in locations compatible with the Comprehensive Plan's goals for medium density, attached residential development in Smithfield. The average density of six (6) to eight (8) units per net developable acre establishes this district as one recognizing townhouse-styled units as the dominant land use.

The A-R District shall be applied to undeveloped tracts lying within Smithfield, as well as to infill parcels at selected locations with the intent of preserving existing natural features and vegetation, promoting excellence in site planning and landscape design, creating self-sustaining neighborhoods and recreational areas and encouraging attached housing with compatible scale, materials and character of architecture. Development in the A-R, Attached Residential District shall be sensitive to land physiography, provision of adequate public infrastructure and development of quality transportation improvements in achieving optimal siting of dwellings, recreation areas, community facilities and open space.

B. Permitted Uses:

1. Attached residential (townhouse) dwellings.
2. Duplex residential dwellings ~~(one dwelling per subdivided lot).~~
3. Private community facilities, recreation areas and other common area improvements normally associated with attached residential developments (other than those requiring special use permits) shall be permitted subject to general development plan and final site plan approval.
4. Accessory uses, to include tool sheds, detached garages and carports, children's playhouses, doghouses and accessory off-street parking and loading spaces.
5. Irrigation wells and wells for ground source HVAC systems.
6. Group Homes.

(Ord. of 2020-09-01; Ord. of 2025-08-05)

C. Uses Permitted by Special Use Permit:

1. Single family detached residences, subject to S-R District regulations, provided that such residences do not comprise more than 25% of the total planned residential units depicted on the general development plan.
2. Parking lots for recreational vehicles and boats, except as part of a planned development.
3. Commercial swimming pools and tennis courts.
4. Churches and places of worship.
5. Public uses and facilities.
6. Recycling centers, for use by the A-R District residents only.
7. Child day centers.
8. Adult day care centers.
9. Nursery schools.
10. Private schools.
11. Public schools.
12. Cemeteries.
13. Home occupations.
14. ~~Group homes~~. Repealed 2025-08-05
15. Institutional housing and general care for indigents and orphans.
16. Boating, country, and/or hunt clubs.
17. Public utilities.
18. Temporary real estate marketing offices for new subdivisions.
19. Multi-family housing for the elderly and assisted living residences requiring medical and/or food support structures, subject to MF-R regulations.
20. Waiver of Parking and Loading Requirements.

(Ord. of 9-2-2008, Ord. of 2019-09-03; Ord. of 2025-08-05)

D. Maximum Density:

1. Eight (8.0) dwelling units per net developable acre.

E. Lot Size Requirements:

1. Minimum district size: Five (5) acres

2. Minimum lot area for attached (townhouse) dwellings:

A.	Interior lot:	1600 square feet
B.	Corner lot:	2400 square feet

C. Condominium: See Additional Regulations for A-R District

3. Minimum lot area for duplex dwellings:

~~A. Interior lot: 4000 square feet~~

~~B. Corner lot: 5000 square feet~~

A. Duplex lot (1 attached unit/lot):

(1) Interior lot: 4000 square feet
(2) Corner lot: 5000 square feet

B. Duplex lot (1 duplex per lot):

(1) Interior lot: 6000 square feet
(2) Corner lot: 7000 square feet

C. Condominium: See Additional Regulations for A-R District

4. Minimum lot width for attached (townhouse) dwellings:

A. Interior lot: 18 feet

B. Corner lot: 35 feet, subject to additional side yard regulations.

C. Condominiums: See Additional Regulations for A-R District

5. Minimum lot width for duplex dwellings:

~~A. Interior lot: 35 feet, subject to additional side yard regulations.~~

~~B. Corner lot: 50 feet, subject to additional side yard regulations.~~

A. Duplex lot (1 attached unit per lot):

(1) Interior lot: 40 feet
(2) Corner lot: 60 feet

B. Duplex lot (1 duplex per lot):

(1) Interior lot: 60 feet
(2) Corner lot: 70 feet

C. Condominiums: See Additional Regulations for A-R District

(Ord. of 2025-xx-xx)

6. Other: Where a lot is to be subdivided into individual lots for the sale of single family attached dwelling units:

A. Lot lines shall conform with party wall centerlines, and

B. Each lot shall be required to include a rear privacy yard with a minimum area of 200 square feet. The design of the privacy yard shall be detailed on the final site plan and shall include provisions for screening, fencing, paving, exterior lighting and/or special landscaping treatment.

F. Bulk Regulations:

1. Height

A. Residential building height: 35 feet
by Commission waiver: 45 feet, but not to exceed 3 stories.

B. Public or semi-public building: 45 feet,
provided that required front, rear and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

C. Cupolas, spires and steeples: 90 feet,
by special use permit approved by the Planning Commission.

D. Accessory structures: 16 feet
provided that accessory building heights may be increased to twenty-four feet in accordance with Article 2, Section P of the Zoning Ordinance.

2. Minimum yard requirements for attached, duplex and two-family dwellings:

A. Front yard: 25 feet,
for any yard fronting a public right of way.

12 feet,
for any yard fronting a private travelway and/or parking bay, provided that the minimum yard depth be measured from the face of building to either (1) the back of vehicular pavement curbing or (2) the back of sidewalk if located between building and vehicular pavement curbing, whichever dimension is closer to the building front.

20 feet,
for any yard fronting a private travelway and/or parking bay serving a residential dwelling with a garage.

B. Side yard: 25 feet,
for any side yard fronting a public right of way.

16 feet,
for any side yard abutting a private travelway and/or parking bay.
12 feet,
for any side yard abutting an adjacent lot line.

C. Rear yard: 25 feet

3. In addition to the above regulations, the yard requirements for uses and structures other than residential dwellings and residential accessory uses shall be further regulated by floor area ratio and lot coverage ratios. A maximum floor area ratio equal to 0.30 shall apply to such non-residential uses and structures, with a maximum percentage of building coverage on the lot equal to 20%. The location of all such uses shall be subject to site plan approval.
(Ord. of 5-4-2004)

G. Open Space and Recreation Areas:

1. Twenty-five percent (25%) of the gross site area shall be common open space dedicated to common usage and ownership.

2. Fifty percent (50%) of the required common open space area shall be developed as active recreational areas and facilities.

3. Active recreational areas may include playgrounds with recreational structures, tot lots, tennis courts, swimming pools, wading pools, spas and saunas, clubhouse facilities, community meeting rooms and other similar facilities intended for the exclusive use and participation of residents within the development. The applicant shall establish that the type and quality of the planned improvements for the active recreation space shall satisfy the needs of the residents of the project. The location, mix, type, quality and phasing of active recreation facilities and open spaces shall be delineated on the General Development Plan and are subject to Planning Commission approval. A bond may be required for such improvements and facilities subject to the discretion of the Planning Commission.

4. No more than 40% of the required common open space shall consist of land classified as 100 year floodplain, stream valleys, wetlands, water features, stormwater management facilities, slopes greater than 30% and/or drainage easements.
5. Required common open space shall be contiguous and shall occupy a single parcel within the A-R development unless otherwise approved by the Planning Commission.

6. In no instance shall open space credit be given for lands which are included in or reserved for public rights of way or private travelways, loading areas, required sidewalks or parking areas.

7. Open space and active recreational areas shall be accessible to all attached residential lots within the development via dedicated pedestrian access easements. Walkways and other forms of pedestrian access shall form an interconnected system within the A-R District, serving as access to open space, recreational areas and other pedestrian destinations. Pedestrian systems shall be delineated on the General Development Plan.

8. Where community bike and pedestrian trails intended for public use have been designated by the Town's adopted Comprehensive Plan or the Capital Improvements Plan, the applicant shall connect interior pedestrian trails and sidewalks within the project, where appropriate, to these community trails.

9. All open space shall be further regulated by landscaping requirements.

10. All common open space, recreational areas and other common properties shall be preserved for their intended purpose as shown on the approved Plan of Development and shall be established by metes and bounds on the Final Subdivision Record Plat.

11. Common open space, recreational areas and other common properties shall be owned, administered and maintained by a not-for-profit, property owners' association, provided, however, that a portion or all of such properties may be dedicated to the Town subject to and at the sole discretion of the Town for acceptance at time of plat recordation. Property owners' association by-laws, articles of incorporation, restrictive covenants and a schedule of maintenance shall be submitted with any application for subdivision plat or site plan approval.

12. For open space, recreational areas and other common properties to be retained by the property owners' association of a subdivision, the initial developer/owner of the subdivision must establish the owners' association as a legal entity prior to the recordation of the final plat. Membership in the association shall be mandatory for all lot owners within the subdivision. The owners' association shall own all common open space and recreational facilities and shall provide for their perpetual administration, maintenance and operation.
(Ord. of 2021-07-06)

H. Net Developable Area Calculation for Attached Residential

1. Notwithstanding governing lot size and yard regulations, the maximum number of units for attached residential development or subdivision shall be calculated based on existing land conditions. The yield of a subdivision shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The final plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in the Appendix of the Zoning Ordinance.)*

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travleways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No A-R District residential lot shall be configured such that more than 25% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or more, (b) wetlands, (c) 100-year floodplains and (d) water features. Stormwater management and BMP facilities shall not be constructed within the boundaries of a residential lot.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Waiver of Minimum District Size: The Planning Commission may approve a special permit waiving the five acre minimum district size requirement for the A-R, Attached Residential District provided that the owner shall successfully demonstrate that consolidation with contiguous parcels or lots necessary to meet minimum district size represents an undue economic hardship or physical impossibility. Further, the owner shall establish that such proposed A-R development will have no deleterious effect on contiguous properties while satisfying the purpose and intent of the district.

2. Refer to Parking and Loading Requirements, Article 8, for parking regulations.

   A. Parking spaces for each dwelling unit shall be assigned and located within close proximity to the individual dwelling unit served.

   B. Separate parking spaces shall be allocated and reserved within an A-R development for recreational vehicle parking on the basis of one (1) recreational vehicle parking space per four (4) dwelling units. No recreational vehicle parking space shall front on a public street.

   C. ADA (American Disabilities Act) parking requirements and dimensions shall be incorporated as a required improvement into all plats and site plans.

   D. Recreational vehicle parking shall not be permitted on residential lots within the A-R District. Refer to Parking and Loading Requirements for parking regulations and specific requirements for common parking lots for recreation vehicle and boat storage.

3. Private Travelways, Combined Travelways with Parking Bays and General Access:

   A. All dwellings shall have access to a private travelway providing for two-way traffic on twelve (12) foot travel lanes with a combined minimum width of 24 feet (curb

to curb), within a minimum 30 foot private vehicular access easement to be recorded with the subdivision plat.

B. Travelways combined with single-loaded perpendicular parking bays shall be a minimum width of 42 feet (curb to curb), 18 feet of which shall be allocated to and striped for parking. Travelways combined with double loaded perpendicular parking bays shall maintain a minimum width of 60 feet (curb to curb), with 18 feet allocated to the depth of each parking bay space.

C. Private travelways and combined travelways with parking bays shall be constructed to geometric and pavement design standards as specified by the Town's Design and Construction Standards manual, as revised.

D. All travelways and parking bays shall be constructed with VDOT CG-6 or approved equivalent curb and gutter.

E. No attached dwelling unit may be accessed directly from a public street unless approved by special permit.

4. Refuse and Solid Waste Buffering and Screening

A. All refuse facilities shall be completely enclosed and screened.

5. Additional Setback and Lot Requirements

A. Where adjacent properties are zoned to a district other than the A-R District, all Attached Residential buildings shall be set back at least 25 feet from the common district property line(s) or as otherwise provided by screening and buffer requirements.

B. Front lot lines shall be common with private vehicular access easement lines, provided that where a perpendicular parking stall, recreational feature and/or a sidewalk intended for common usage are located outside of the private vehicular access easement, a minimum landscaped front yard of 12 feet shall be provided.

6. Separation and Grouping of Units

A. Building structures for single-family attached dwelling units shall be separated from one another by a minimum of 24 feet.

B. No more than eight (8) and no fewer than three (3) single-family attached units (townhouses) shall be included in any one physically contiguous grouping.

C. Townhouse grouping shall be designed to minimize "flat," row-house architectural facades. Architectural projections, off-sets, window bays, porches, mixed materials and colors and other design elements shall be provided to achieve this result.

D. Architectural treatment of attached dwellings shall vary so that no more than two abutting units are substantially the same and so that no more than four units in any group are substantially the same.

7. Required Improvements and Maintenance of Improvements

A. For any development in the A-R District, all common area improvements (including open space, recreational facilities, private travelways, walkways, parking areas and other community facilities) shall be maintained by and at the sole responsibility of the developer-owner of the A-R District development until such time as the developer-owner conveys such common area to a non-profit property owners' association entity consisting of the individual owners of the dwelling units in the development.

B. On-site lighting, signing and mailboxes (as approved by the U.S. Postal Service) shall be provided by the owner-developer of the A-R, Attached Residential District development. These improvements shall be of compatible scale, materials and colors, the designs for which shall be provided with the final site plan.

8. Property Owners' Association and Covenants

A. Prior to final approval of a subdivision plat or site plan which includes common properties or common property improvements to be owned by a property owners' association, the Town Attorney shall review and approve the applicant's property owners' association bylaws, articles of incorporation, restrictive covenants and a schedule of common property maintenance.

B. Deed restrictions and covenants shall be included with the conveyance of common property and common property improvements to include, among other things, that assessments, charges and costs of maintenance of such common

areas shall constitute a pro-rata share lien upon the individual dwelling lots, such lien inferior only to taxes and recorded trusts.

C. Restrictive covenants shall specify the detailed means by which the non-profit entity shall govern and manage itself and maintain building exteriors, landscaping, lighting, recreation areas, walkways, pedestrian trails, parking areas, snow removal travelways and other common elements of the development.

9. Additional Land Development and Site Plan Requirements

A. All uses within the A-R District shall require a General Development Plan for zoning and/or special permit approval. The General Development Plan shall serve as the master land use plan for the specific development proposal.

B. The development of any and all sections within the A-R District shall require site plan approval in conformance with the General Development Plan.

C. A Traffic Impact Assessment may be required for any A-R District application by the Planning and Zoning Administrator. The study shall be prepared in accord with the guidelines and standards provided by the Town.

D. Refer to Landscaping Regulations for additional screening buffer yard and open space landscaping provisions.

E. Refer to the Town's Design and Construction Standards Manual for additional residential design standards and criteria.

10. Condominiums

A. Any proposed condominium development established under the Condominium Laws of Virginia shall be subject to the following provisions:

(1) All AR district provisions shall be met, as if lot lines existed, unless approved by special use permit.

(2) Repealed 2024-02-06

(3) A site plan shall be required and shall govern the location of all site structures and improvements on final plans.

11. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.

12. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

13. Refer to the Floodplain Zoning Overlay District, where applicable.

14. Refer to the Chesapeake Bay Preservation Area Overlay District.

15. Refer to the Smithfield Historic District Design Guidelines and the HP-O district for additional design standards and criteria, where applicable.

16. Refer to Sign Regulations, Article 10 for signage provisions.

(Ord. of 2022-02-06)

Article 3.G:

R-O, Residential Office District

Article 3.G:

R-O, Residential Office

(Transitional Residential/Office District)

A. Purpose and Intent:

The R-O, Residential Office District is established to provide for the location of office, studio, and conditional retail uses in low intensity development patterns. The district is intended to provide opportunities for commercial offices, studio, and limited retail within areas of the Town which are in transition from stable residential neighborhoods to more intensive, non-residential uses. The district is established for the purposes of selectively providing for well-planned non-residential land uses to be located between older residential neighborhoods and existing higher intensity non-residential areas, such as corridor commercial, shopping center commercial, downtown commercial and industrial areas.

The R-O District is to be applied where offices or financial institutions are the principal uses on a lot. This would include locations in both newly developing areas and redeveloping older areas of the Town which are subject to the pressures of adaptive reuse of existing structures but where lot sizes are questionable for non-residential uses with on-site parking. As specifically related to new development patterns in the Town, the district is to be used to implement planned professional and health care-related office parks and integrated development complexes.

Minimum site improvements shall include adequate on-site parking, public water and sewer service, public streets, storm drainage, stormwater management facilities and sidewalks.
(Ord. of 2-7-2017)

B. Permitted Uses:

1. Medical and dental offices, inclusive of outpatient facilities.
2. Banks and financial institutions without drive-thru facilities, excluding payday lending and check-cashing establishments.
3. General and professional offices.
4. (Repealed 2019)
5. Child day care and adult day care facilities.
6. Single family residential dwellings, provided that (a) said residential dwellings shall conform in all respects to the S-R District and (b) there shall be no more than one single-family dwelling per lot.
7. Studios for an artist, designer, writer, photographer, sculptor or musician.

8. Accessory uses, to include tool sheds, detached garages and carports, children's playhouses, doghouses and accessory off-street parking and loading spaces.
9. Irrigation wells and wells for ground source HVAC systems.
10. Group Homes.

(Ord. of 2019-09-03; Ord. of 2020-09-01; Ord. of 205-08-05)

C. Uses Permitted by Special Use Permit:

1. Retail sales provided that there shall be no exterior or store-front displays (exclusive of Recreational Substance Establishments).
2. Drive-in banks.
3. Residential apartments, as an ancillary use within a commercial structure and limited to one dwelling unit per structure.
4. Bed and breakfast lodgings.
5. Medical care facilities, inclusive of inpatient facilities.
6. Funeral homes.
7. Parking lots (private or public, off-street as a principal use).
8. Public schools, colleges and universities.
9. Private schools, colleges and universities.
10. Any use incorporating a drive-thru facility.
11. Permitted and special permit uses on private water and sewer systems.
12. Foster homes and family care residences~~, and group homes serving mentally retarded and developmentally disabled persons~~.
13. Accessory apartments.
14. Personal service establishments.
15. Home occupations.
16. Repealed (2023-12-05)
17. Waiver of maximum building height.
18. Waiver of lot size requirements.
19. Temporary real estate marketing offices for new subdivisions.
20. Waiver of Parking and Loading Requirements

(Ord. of 2000-09-05; 2008-09-02; 2011-04-05; Ord. of 2017-02-07; Ord. of 2023-12-05; Ord. of 2025-08-05)

D. Maximum Density:

1. Non-residential uses and accessory residential uses shall be regulated by floor area ratio. A maximum floor area ratio equal to 0.25 shall apply to non-residential uses and structures.

2. Residential dwellings: Subject to S-R District regulations.

E. Lot Size Requirements:

1. Minimum district size: Not regulated.

2. Minimum lot area:

   A. Conventional lot: 15,000 square feet

3. Minimum lot width:

   A. Conventional lot, with public water and sewer:

      (1) Interior lot: 100 feet
      (2) Corner lot: 125 feet

4. Minimum lot depth:

   A. Conventional lot, with public water and sewer: 125 feet

F. Bulk Regulations:

1. Height:

   A. Building height: 35 feet

   B. Public or semi-public building: 45 feet, provided that required front, rear and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

   C. Cupolas, spires and steeples: 90 feet, by special permit.

   D. Accessory buildings: 16 feet, provided that accessory building heights may be increased to twenty-four (24) feet in accordance with Article 2, Section P of the Zoning Ordinance.

2. Minimum yard requirements:

   A. Conventional lot, with public water and sewer:

      (1) Front yard: 35 feet,

      (2) Side yard: 15 feet
      except where the lot adjoins an existing residential district,
      and then the side yard must then be at least 20 feet

      (3) Rear yard: 35 feet
      5 feet (accessory uses)

   B. Maximum lot coverage for non-residential uses:
      The maximum percentage of lot coverage for a non-residential use shall not exceed twenty (20) percent. The location of all such uses shall be subject to site plan approval.
      (Ord. of 5-4-2004)

G. Landscaping, Open Space and Recreation Areas:

1. Twenty percent (20%) of the gross lot area shall be landscaped open space.

2. Open space and recreation area regulations for residential uses in the R-O District, if and when required, shall be governed by those specified in the S-R District.

H. Net Developable Area Calculation:

1. Notwithstanding governing lot size and yard regulations, the maximum use intensity for any subdivision lot or non-residential lot shall be calculated based on existing land conditions. The development yield (in terms of allowable lots or floor area) shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The subdivision plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in the appendix of the Zoning Ordinance.)*

Physical Land Unit	Percent Credited Toward Net Acreage
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travelways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No R-O District lot shall be designed or employed for use in which an area more than 25% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or more, (b) wetlands, (c) 100-year floodplains, and (d) water features.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Refer to the Floodplain Zoning Overlay District, where applicable.

2. Refer to the Chesapeake Bay Preservation Area Overlay District.

3. All business services and storage shall be conducted within the principal structure which is to be completely enclosed.

4. Refer to Landscaping and Screening, Article 9, for screening and buffer yard provisions.

5. Refer to Parking and Loading Requirements, Article 8, for parking regulations:

   a. Parking for non-residential uses shall be governed by the parking and loading requirements for that use.

   b. Parking for a non-residential use shall not be permitted within the front yards of any lot.

   c. No parking shall be permitted within a yard setback line.

   d. Recreational vehicle parking shall not be permitted within front yard and the area of the side yard setbacks.

6. Refer to Sign Regulations, Article 10, for signage provisions.

7. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

8. Refer to the Town's Design and Construction Standards Manual for additional regulations.

9. All uses within the R-O District shall require a General Development Plan and/or site plan for zoning and/or special permit approval.

10. All refuse shall be contained in completely enclosed facilities. Refuse containers and refuse storage shall be located in a paved area and screened from public view by means of fences, wall or landscaping.

11. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.
    (Ord. of 10-3-2000; Ord. of 2020-09-01)

Article 3.H:

D, Downtown District

Article 3.H:

D, Downtown

(Downtown Mixed Use District)

A. Purpose and Intent:

The D, Downtown District is established to promote harmonious development, redevelopment and rehabilitation of uses in and around the historic downtown residential and commercial areas of Smithfield. The regulations of the D, Downtown District are intended to promulgate the goals of the Comprehensive Plan for thoughtful revitalization and historic preservation while emphasizing residential stability and encouraging a balanced mix of uses in the downtown business area.

Urban design priorities within the D District are to be placed on: (1) encouraging continued use and revitalization of single family residences within the district, (2) providing opportunities for selected businesses consistent with downtown market objectives, (3) enhancing pedestrian circulation patterns, (4) minimizing vehicular/pedestrian access conflicts among downtown land uses, (5) respecting the geometry of the downtown streetscape, (6) maintaining strong continuity with the architectural precedents of the Town's historic area, and (7) providing flexibility in the application of harmonious geometric standards for site development.

No off-street parking is required for downtown business uses within the D District which do not exceed 10,000 square feet in lot coverage or a floor area ratio (FAR) of 2.0. Centralized and coordinated public parking within the downtown area is encouraged to serve local business and tourism uses, while off-street parking is recommended on individual residential properties and large commercial properties. Higher density residential development and mixed-used development is permitted by special permit to encourage the location of residences convenient to places of shopping and work. Signage and outdoor storage are restricted to promote an attractive and stable urban environment.

B. Permitted Uses:

Permitted uses shall be those in the following categories which do not exceed 10,000 square feet in lot coverage or a floor area ratio (FAR) of 2.0.

1. Single family residential dwellings, as a principal use, subject to the residential district regulations governing the proposed residential dwelling type and other additional regulations subject to this district.

2. Retail sales establishments (exclusive of automobile dealerships and sales establishments, lumber and millwork retail sales and storage yards, other uses which require outdoor storage of retail goods, and Recreational Substance Establishments).
3. Offices, general and professional.
4. Personal service establishments.
5. Banks and financial institutions, excluding payday lending and check-cashing establishments.
6. Eating establishments (exclusive of fast food restaurants).
7. Business service and office supply establishments.
8. Repair service establishments, provided that any given repair service does not employ more than three (3) persons on the premises during a single shift and that all repair services are performed indoors. No outdoor use, storage or display is permitted.
9. Parking lots (private or public, as a principal use).
10. Home occupations (in detached residential dwellings).
11. Residential dwellings, as an ancillary use in mixed use commercial structures, subject to other additional regulations pertaining to this district.
12. Taxicab Service.
13. Event facilities (accessory uses).
14. Irrigation wells and wells for ground source HVAC systems.
15. Group Homes

(Ord. of 10-7-2003, 4-5-2011, Ord. of 2019-09-03; Ord. of 2020-09-01; Ord. of 2023-12-05; Ord. of 2025-08-05)

C. Uses Permitted by Special Use Permit:

The conversion of any residential structure for a non-residential use as the principal use of the building shall be subject to special use permit approval, even if the converted use in question is one of the permitted uses listed above.

1. Any individual use otherwise permitted hereinabove by-right in the D District, but which exceed 10,000 square feet in lot coverage or a floor area ratio (FAR) of 2.0 (and thus, must provide off-street parking), or any of the following uses:
2. Multifamily and attached residential dwellings, as a principal use.
3. Bed and breakfast lodgings.
4. Private post office and delivery services.
5. Funeral homes.
6. Public uses and utilities.
7. Any by-right use for which business, storage or display is conducted outside of an enclosed building.

8. Any use incorporating drive-thru facilities.
9. Hotels and motels.
10. Convenience or quick-service food stores (with or without automotive services).
11. Theaters.
12. Parking garages and structures.
13. Public and private schools.
14. Laundromats.
15. Commercial recreation establishments (limited to indoor uses).
16. Civic, fraternal, and/or social organization halls.
17. Repair service establishments, for any given repair service which employs more than three (3) persons on the premises in a single shift and that all repair services are performed indoors.
18. Waterfront retail business activities associated with the uses in this article, including boat docks and piers, yacht clubs, marinas and boat service facilities, storage and shipment of waterborne commerce, fish and shellfish receiving, seafood packing and shipping and recreational activities. Waterfront retail business uses shall require on-site parking in accord with Article 8, Parking and Loading Regulations.
20. Child day care facilities.
21. Farmers' markets and temporary stands for sale of produce and seasonal merchandise.
22. Visitor centers and public restroom facilities.
23. Churches and places of worship.
24. Repealed (2023-12-05)
25. Waiver of landscape and open space requirements.
26. Waiver for increase in building height over 35 feet.
27. Waiver of floor area ratio regulation.
28. Waiver of yard requirements.
29. Waiver of density for elderly housing.
30. Waiver of Maximum density for residential uses.
31. Waiver of Parking and Loading Requirements
32. Event facilities (principal uses).
33. Boating, country, and/or hunt clubs.
34. Recreational Substance Establishments.

(Ord. of 9-2-2008, 4-5-2011, Ord. of 2019-09-03; Ord. of 2023-12-05)

D. Lot Size Requirements:

1. Minimum district size: The district shall conform with the official Zoning Map.

2. Minimum lot area: Not regulated

3. Minimum lot width: Not regulated

E. Bulk Regulations:

1. Maximum building height:

   a. Residential and business uses: 35 feet

   b. Public and semi-public buildings: 45 feet

   c. Church spires: 90 feet

2. Minimum yard requirements

   a. Front yard: Not regulated; provided

   Front yard dimensions shall conform to within twenty percent (20%) of the setback of the average of the existing adjacent structures on the same side of the street as the primary structure.

   b. Side yard: 5 feet; except

      (1) Side yard shall be at least 10 feet or as otherwise required by buffer yard criteria where adjacent to any residential district, and

      (2) Side yard shall be at least 10 feet where adjacent to a public right-of-way, an alley and which is recorded as an ingress/egress easement.

   c. Rear yard: Not regulated; except rear yard shall be at least 10 feet where adjacent to any residential district.

3. Maximum floor area ratio: 2.0

4. Maximum residential density:

   a. 12 dwelling units per net developable acre for mixed use structures.

b. 12 dwelling units per net developable acre for multifamily dwellings and housing for the elderly.

c. 8 dwellings units per net developable acre for single family attached dwellings.

d. 4 dwelling units per net developable acre for single family detached dwellings. (Ord. of 5-4-2004)

F. Open Space:

1. Not regulated for existing structures and uses.

2. Ten percent (10%) of the gross lot area shall be landscaped open space.

G. Net Developable Area Calculation:

1. Notwithstanding governing lot size and yard regulations, the maximum use intensity for any lot shall be calculated based on existing land conditions. The development yield (in terms of allowable lots or floor area) shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The subdivision plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required with all subdivision and site plans. *(Refer to illustrative example of net developable area calculation in the appendix of the Zoning Ordinance.)*

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travelways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than or greater than 20% percent of the calculated net acreage.

4. No D District lot shall be designed or employed for use in which an area more than twenty-five percent (25%) of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or more, (b) wetlands, (c) 100-year floodplains, and (d) water features.
(Ord. of 8-1-2001)

H. Additional Regulations

1. The conversion of any residential structure or any portion thereof for a non-residential use of the building is subject to special use permit approval.

2. Uses other than single family residential uses shall be subject to site plan approval.

3. All refuse shall be contained in completely enclosed facilities. Refuse containers and refuse storage shall be located in a paved area and screened from public view by means of fences, wall, or landscaping.

4. For any use adjacent to uses which in the opinion of the Planning and Zoning Administrator may be adversely affected by the creation of an additional curb cut, such use will require a special use permit.

5. Off-street parking:

    a. Not withstanding the provisions of Article 8, Parking and Loading Requirements, there are no minimum off-street parking space requirements for downtown retail and non-residential uses in the D District when the lot does not exceed 10,000 square feet, a building(s) does not exceed a floor area ratio (FAR) of 2.0, or if the floor area does not exceed 10,000 square feet.

b. Off-street parking space requirements in accord with Article 8 shall be provided for downtown retail and non-residential uses in the D District when the lot exceeds 10,000 square feet, a building(s) exceeds a floor area ratio (FAR) of 2.0, or if the floor area exceeds 10,000 square feet.

c. When on-site parking is to be provided on a lot in the D District, such off-street parking shall comply with the Parking and Loading requirements per Article 8.

d. On-site parking in accord with Article 8 shall be required for waterfront retail and waterfront business uses (as granted by special permit) in the D District.

6. Establishments offering outdoor dining shall be subject to the provisions regulating such uses in the Town Ordinance.

7. Refer to the Floodplain Zoning Overlay District, where applicable.

8. Refer to the Chesapeake Bay Preservation Area Overlay District.

9. Refer to Landscaping and Screening, Article 9, for screening and buffer yard provisions.

10. Refer to the Smithfield Historic District Design Guidelines and the HP-O District for additional design standards and criteria, where applicable. For properties located within the HP-O District, no site plan shall be approved by the Planning Commission prior to the issuance of a Certificate of Appropriateness.

11. Refer to the Signage regulations in Article 10, where applicable.

12. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

13. Subject to special use permit approval, the outdoor area devoted to storage, loading and display of goods shall be limited to a maximum of 15% of the total lot area and as

otherwise designated on an approved site plan. Outdoor storage, loading and display areas in excess of 15% may be approved under special circumstances when the applicant can demonstrate need and provide expanded and enhanced screening, buffers and landscaping.

14. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.

(Ord. of 7-5-2005; Ord. of 2020-09-01)

Article 3.J2:

PMUD, Planned Mixed-Use Development District

Article 3.J2:

PMUD, Planned Mixed-Use Development District
(Planned Mixed-Use District)

A. Purpose and Intent:

The Planned Mixed-Use Development (PMUD) District is established to provide locations within the Town for the development of a mixture of compatible residential, commercial and light industrial uses in a unified fashion to create vibrant communities and neighborhoods. Flexibility and innovative design is encouraged in the planning and implementation stages of such PMUD's. Because of the flexibility, such developments are encouraged to proffer a maximum degree of detail as to the location, type, size and compatibility of the various activities and uses. A commercial component is required for all PMUD Developments.

With the vision of creating highly attractive and well landscaped mixed use settings, at key gateway locations within the Town, this district is intended to promote development with an emphasis on coordinated infrastructure and architecture. Development of lots within the district shall be architecturally and environmentally compatible with adjoining existing land uses and buildings, including residential neighborhoods, and which afford protection to surrounding properties.

Public streets, signage, lighting, pedestrian improvements, site parking and access, landscaping, screened service areas, refuse collection, and other urban design features shall be coordinated by and between the individual uses within the PMUD District, and shall be controlled by design guidelines and standards to be developed with any application under this district. No use will be permitted which might be harmful to the adjoining land uses and the ambience of the adjacent neighborhoods and businesses.

(Ord. of 2022-07-05)

B. Permitted Uses:

1. Single family attached and detached dwellings.
2. Duplex residential dwellings.
3. A mix of residential dwelling types as set forth above.
4. Community buildings, swimming pools, and tennis and basketball courts.
5. Golf course and golf driving range.
6. Quasi-public park, playground, athletic field, and related facility.
7. Child Care Centers and Nursery schools.

8. Adult Care Centers and Assisted living facilities.
9. Libraries, museums, historic sites and shrines.
10. Pharmacies.
11. Bed and breakfast lodging and guest houses.
12. Entertainment centers, excluding adult entertainment centers.
13. Retail Sales.
14. Brewery, Distillery, and Winery establishments with tasting rooms.
15. Event facilities (primary & accessory use).
16. By-right uses permitted in the HRC and I1 Districts, except when a Special Use Permit is required by Section C of this Article.
17. Group Homes (excluding multi-family dwellings).

(Ord. of 2022-07-05; Ord. of 2025-08-05)

C. Uses Permitted by Special Use Permit:

1. Multi-family residential dwellings.
2. Irrigation wells and wells for ground source HVAC systems.
3. Churches and places of worship.
4. Private school and colleges.
5. Private training facilities and vocational schools.
6. Public schools and colleges.
7. Any use incorporating drive-thru facilities.
8. Civic, fraternal and/or social organization halls.
9. Outdoor and Commercial Kennels.
10. Boating, country, and/or hunt clubs.
11. Commercial swimming pools and tennis and basketball courts
12. Accessory apartments within a residential dwelling
13. Cupolas, spires and steeples for public and semi-public uses.
14. Storage lots for recreational vehicles.
15. Agriculture, forestry and horticultural uses (non-commercial).
16. Payday lending establishments, check-cashing establishments, pawn shops, and dealers.
17. Automobile and Light vehicle dealerships and retail sales establishments (with service and repair facilities as an ancillary use, with completely enclosed service facilities and screened outdoor storage of repair vehicles).
18. Waiver of Parking and Loading Requirements.
19. Waiver of floor area ratio regulation.
20. Waiver of yard requirements.
21. Waiver of landscape, open space, contiguous open space, and recreational space requirements.

22. Waiver of district size.
23. Waiver of maximum density.
24. Waiver of maximum building height.
25. Recreational Substance Establishments.

(Ord. of 2022-07-05; Ord. of 2023-12-05)

D. Maximum Density:

Business / Commercial: Regulated by floor area ratio, not to exceed 2.0
Residential: 12 dwelling units per net developable acre for mixed use structures & multifamily dwellings.
8 dwelling units per net developable acre for single family attached dwellings.
5 dwelling units per net developable acre for single family detached dwellings.

(Ord. of 2022-07-05)

E. Lot Size Requirements:

1.	Minimum district size:	10 acres
2.	Minimum lot area:	Not regulated
3.	Minimum lot width:	Not regulated

(Ord. of 2022-07-05)

F. Bulk Regulations:

1.	Maximum building height:		35 feet,
2.	Minimum yard requirements:		
	A.	Residential:	
		1. Front yard:	35 feet
		2. Side yard:	15 feet
		3. Rear yard:	35 feet
	B.	Business / Commercial:	
		1. Front yard:	40 feet
		2. Side yard:	20 feet
		3. Rear yard:	20 feet

(Ord. of 2022-07-05)

G. Open Space:

1. An open space plan and landscape design program shall be submitted with applications for any land use governed by this district.
2. Walkability and connectivity is highly encouraged throughout the plan.

3. Fifteen (15) percent of the gross acreage of the PMUD District shall be landscaped open space, provided that no more than fifty (50) percent of the dedicated open space shall consist of land classified as 100 year floodplain, stream valleys, wetlands, slopes greater than thirty (30) percent and/or drainage easements.

(Ord. of 2022-07-05)

H. Net Developable Area Calculation for PMUD District:

1. Notwithstanding governing lot size, yard regulations, and the density, PMUD uses on any lot shall be calculated based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The final plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions.

   (Refer to illustrative example of net developable area calculation in the appendix of the Zoning Ordinance.)

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travelways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be

demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No PMUD District lot shall be configured such that more than 10% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or more, (b) wetlands, (c) 100-year floodplains and (d) water features.

(Ord. of 2022-07-05)

I. Additional Regulations:

1. All uses in the PMUD District shall be subject to site plan approval.

2. An environmental impact statement shall be required by the Planning Commission or Town Council for any permitted or special permit use.

3. Refer to Sign Regulations, Article 10 for signage provisions.

4. Refer to Landscaping and Screening, Article 9, for screening and buffer yard provisions.

5. Refer to the Floodplain Zoning Overlay District, where applicable.

6. Refer to the Chesapeake Bay Preservation Area Overlay District, where applicable.

7. Refer to Article 8, Parking and Loading Requirements, where applicable.

8. All refuse shall be contained in completely enclosed facilities, screened from public view by means of fences, wall, or landscaping.

9. Public streets must meet current VDOT standards.

10. Subject to special use permit approval, the outdoor areas of an PMUD use devoted to storage, loading, and display of goods shall be limited to a maximum 10% of the lot area and as otherwise designated on an approved site plan. Such outdoor areas shall not be counted in the calculation of required open space. The location and use of outdoor storage, loading and display areas shall be limited to the designated area(s) on the approved site plan.

11. Where a lot is contiguous to property located in a residential district, all buildings shall have a minimum setback of 50 feet from common property lines. A landscaped buffer

yard shall be provided, with landscape materials and placement subject to final plan approval. Fencing may be required in such cases with fence material and heights subject to final plan approval. The minimum setbacks from common property lines may be reduced on a case by case basis by a waiver of the Planning Commission during the site plan and / or subdivision approval process.

12. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

13. Condominiums: Any proposed condominium development established under the Condominium Laws of Virginia shall be subject to the following provisions:

    (1) All setbacks, density and other PMUD District provisions shall be met.
    (2) Minimum lot and yard requirements shall be met as if lot lines existed.

14. Required Improvements and Maintenance of Improvements

    A. For any development in the PMUD District, all common area improvements (including signage, lighting, parks and open space, recreational facilities, private travelways, walkways, landscaping, parking areas and other urban design elements and facilities) shall be maintained by the developer/owner of the PMUD District development until such time as the developer/owner conveys said common area to a non-profit property owners association.

    B. On-site lighting, signage and mailboxes (as approved by U.S. Postal Service) shall be provided by the owner/developer of the PMUD District development. These improvements shall be of compatible scale, materials and colors with the proposed development and adjacent uses. The designs for these improvements shall be provided with the general development plan and final site plans.

15. Property Owners' Association and Covenants

A. Prior to final approval of a subdivision plat or site plan within the PMUD District which includes common properties or common property improvements to be owned by a property owners association, the Town Attorney shall review and approve the applicant's property owners' association bylaws, articles of incorporation, restrictive covenants and a schedule of common property maintenance.

B. Deed restrictions and covenants shall be included with the conveyance of common property and common property improvements to include, among other things, that assessments, charges and costs of maintenance of such common areas shall constitute a pro-rata share lien upon the individual dwelling lots, such lien being inferior only to taxes and recorded trusts.

C. Restrictive covenants shall specify the detailed means by which the non-profit entity shall govern and manage itself and maintain building exteriors, landscaping, lighting, recreation areas, walkways, pedestrian trails, parking areas, snow removal travelways and other common elements of the development.

16. Additional PMUD District Land Development and Site Plan Requirements

A. A Pre-Application Conference is required. An application for a PMUD District shall not be deemed "complete" unless and until the Pre-Application Conference has been conducted.

B. All uses within the PMUD District shall require a General Development Plan for zoning and/or special permit approval. The General Development Plan shall serve as the master land use plan for the specific development proposal. The General Development Plan shall include standards and criteria for streetscape infrastructure, landscaping, signage, private facilities and site elements, and other urban design features to ensure compatibility of lot development activities.

C. The development of any and all sections or phases within the PMUD District shall require site plan approval in conformance with the General Development Plan.

D. A Traffic Impact Assessment may be required for any PMUD District application by the Planning and Zoning Administrator. See Appendix, Article 14.B.

E. Refer to the Town's Design and Construction Standards Manual for additional design standards and criteria.

(Ord. of 2022-07-05)

Article 13:

DEFINITIONS

Article 13:
Definitions

A. Interpretations:

For the purpose of this Ordinance, certain words and terms are to be interpreted as follows:

1. Words used in the present tense can include the future; words used in the masculine gender can include the feminine and neuter; words in the singular number can include the plural; and words in the plural can include the singular, unless the obvious construction of the wording indicates otherwise.

2. The word “shall” is mandatory. The word “may” is permissive.

3. Unless otherwise specified, all distances shall be measured horizontally and at right angles to the line in relation to which the distance is specified.

4. The word “building” includes the word structure, and the word “structure” includes the word building; the word “lot” includes the word plot; the word “used” shall be deemed also to include designed, intended, or arranged to be used; the term “erected” shall be deemed also to include constructed, reconstructed, altered, placed, relocated or removed.

5. The terms “land use” and “use of land” shall be deemed also to include building use and use of building.

6. The word “adjacent” means nearby and not necessarily contiguous; the word “contiguous” means touching and sharing a common point or line.

B. Definitions:

As used in this article, the following terms or words shall have meanings given below unless the context requires otherwise.

Accessory: As applied to use or structure, means customarily subordinate or incidental to the primary use or structure, and on the premises of such primary use or structure. The phrase “on the premises of” mean on the same lot or on the contiguous lot in the same ownership.

Accessory apartment dwelling unit: A residential apartment which is incidental and subordinate to a single family detached residence for the purpose of accommodating not more than two (2) occupants and as further defined in the Ordinance.

Accessory structures or uses: Any structure located on a lot or parcel not identified as a principal structure as defined herein. Accessory structures include, but are not limited to, detached garages, gazebos, free-standing decks, storage buildings or tool sheds, guest houses, and similar forms of development that are incidental and subordinate to the principal structure. Accessory uses include, but are not limited to, in-ground pools, patios, terraces, tennis courts, synthetic turf, and other impermeable landings that do not permit infiltration to groundwater. Any modification or expansion to an accessory use must be reviewed and approved using a formal exception process unless proposed within a locally designated Intensely Developed Area.

Acre: A measure of land equating to 43,560 square feet.

Acreage: A parcel of land, regardless of area, described by metes and bounds and not a lot of any recorded subdivision plat.

Administrator: The Planning and Zoning Administrator of the Town of Smithfield as designated by resolution of the Town Council.

Addition: Any construction which increases the area of cubic content of a building or structure. The construction of walls which serve to enclose completely any portion of an existing structure, such as a porch, shall be deemed an addition within the meaning of the chapter.

Adult day care center: A building or structure where care, protection and supervision are provided on a regular schedule for disabled adult persons and senior citizens for less than 24 hours per day.

Agricultural lands: Those lands used for the planting and harvesting of crops or plant growth of any kind in the open, pasture, horticulture, dairy farming, floriculture, or the raising of poultry and/or livestock.

Alley: A public or private way less than 30’ in width intended for vehicular traffic and designed to give access to the side and rear of properties whose principal frontage is on a street.

Alteration: Any material change in the architectural features of a structure and its surrounding site including, but not limited to, additions and removals, change in use, substantial landscaping and any subdivision. Modifications classified as ordinary repair are excluded from this definition.

Amusement arcade: Establishments in which a principal use is the operation of video, mechanical, electronic and/or coin operated games and/or devices for the amusement of the general public.

Amusement machines: Any video, mechanical, electronic and/or coin operated game and/or device for the amusement of patrons. This definition shall not be constructed to include coin operated music players, coin operated mechanical children's rides or coin operated television.

Animal shelter: As differentiated from a **Kennel** as defined herein, any place designated to provide for the temporary accommodation of five (5) or more common, unowned household pets until appropriate disposition of such pets can be effectuated.

Apartment: See **Dwelling, Multiple family**.

Architect: A professional who is registered with the State Department of Professional and Occupational Registration as an architect.

Attached residential buildings: A row of two (2) or more dwelling units, separated from one another by continuous vertical wall(s) without opening from basement floor to roof, with each unit located on a separate lot of record. Townhouses are included in this category.

Automobile and/or trailer sales area: An open space, other than a street or required automobile parking space, used for display or sale of new or used automobiles or trailers and where no repair work is done.

Automobile salvage yard: Any lot or place which is exposed to the weather and upon which more than five (5) motor vehicles of any kind incapable of being licensed or operated on the highways are placed, located or found.

Average Daily Traffic (ADT): Total volume of traffic during a given period of time (in whole days greater than one day and less than one year) divided by the number of days in that time period.

Bank: See **Financial institution**.

Base Flood: See **Flood**.

Basement: That portion of a building partly underground, having at least one-half of its height above the average adjoining grade. A basement shall be termed a cellar when more than one-

half of its height is below the average adjoining grade. A basement or cellar shall be counted as a story only if the vertical distance from the average adjoining grade to the ceiling is over five (5) feet.

Bed and breakfast lodging: A single family dwelling, occupied by its owner or operator, containing sleeping and breakfast accommodations as an accessory use to the principal use as a private residence. Such lodging shall have no more than five (5) room accommodations for transient persons and wherein a charge is normally paid for such accommodations.

Berm: A landscaped earthen mound intended to screen, buffer, mitigate noise and generally enhance views of parking areas, storage areas or required yards particularly from public streets or adjacent land uses.

Best Management Practices or BMPs: A practice, or a combination of practices, that is determined by a state or designated area-wide planning agency to be most effective, practical means of preventing or reducing the amount of pollution generated by nonpoint sources to a level compatible with water quality goals.

Block: That land abutting on one side of a street extending to the rear lot lines, or for parcels of land extending through to another street, to a line midway between the two (2) streets and lying between the two (2) nearest intersecting and intercepting streets or between the nearest intersecting or intercepting street and the boundary of any railroad right-of-way, park, school ground or non-subdivided acreage or center line of any drainage channel twenty (20) feet or more in width.

Board: The Board of Zoning Appeals of the Town of Smithfield.

Boardinghouse: A single detached dwelling where the property owner, after obtaining a boardinghouse permit and license from the Town, must reside on the premises, and where for compensation and by prearrangement for definite periods, lodging and/or meals shall be provided for not more than four (4) persons not of the same family. Operation of a boarding or rooming house shall not be deemed a home occupation. There shall be no more than one (1) boarding or rooming house on each recorded lot.

Boating, country, and/or hunt clubs: A non-profit association or corporation organized and operated to provide private facilities for boating, horseback riding, golfing, swimming, tennis, and/or other recreational activities associated therein to its private, self-perpetuating membership on a contiguous parcel of land. Any facility which conducts commercial activities including (but not limited to) the construction, manufacture, repair, and/or sale of goods, equipment, supplies,

vehicles, and/or vessels, or which operates a commercial restaurant, refreshment, and/or events facility shall not be deemed a boating, country, and/or hunt club. However, restaurant, refreshment, and small event facilities limited to members and their guests and conducted as an incident to other boating, country, and/or hunt club activities shall be allowed. Nothing in this definition shall be construed to permit archery, fishing, hunting, shooting preserves, shooting ranges, skeet shooting, and/or trap shooting, unless otherwise permitted in the underlying zoning district.

Buffer or screening: Any device or natural growth, or a combination thereof, which shall serve as a barrier to vision, light, or noise between adjoining properties, wherever required by this ordinance and further defined herein.

Buffer Area: An area of natural or established vegetation managed to protect other components of a Resource Protection Area (RPA) and state waters from significant degradation due to land disturbances.

Buildable area: The portion of a lot remaining after required yards have been provided.

Building: Any structure used or intended for supporting or sheltering any use of occupancy.

Building footprint: The area on the ground surface covered by the building.

Building front: That one (1) face or wall of a building which is architecturally designed as the front of the building, which normally contains the main entrance(s) for use by the general public. Also known as a “facade.”

Building height: See **Height, building**.

Building, rear: That portion of a building which is, by either service area, secondary entry and egress or the facade directly opposite the front facade of the structure; the reverse frontage of the building.

Bulk regulations: Regulations controlling the size of structures and the relationship of structures and uses to each other and to open areas and lot lines. Bulk regulations include provisions controlling (a) maximum building height, (b) maximum floor area ratio and (c) minimum yard requirement.

Car wash: A commercial establishment whose structure, or portion thereof, contains facilities for washing motor vehicles, using production-line, automated or semi-automated methods for

washing, whether or not employing a chain conveyor, blower, steam-cleaning or similar mechanical device, and whose primary use is for the purpose of washing motor vehicles for a stipulated fee.

Carport: Any space outside a building and contiguous thereto, wholly or partly covered by a roof, and used for the shelter of parked motor vehicles. A carport is to have no enclosure, other than the side of the building to which the carport is contiguous, that is more than eighteen (18) inches in height, exclusive of screens.

Cemetery: Property used for the interring of the dead, in which columbariums and mausoleums may be utilized.

Center line: A line lying midway between the side lines of a street or alley right-of-way as measured in the horizontal plane.

Chesapeake Bay Preservation Areas (CBPA): Any land designated as such on the Chesapeake Bay Preservation Area Map adopted by the Town Council, subject to confirmation by the Town of Smithfield Zoning Administrator on a site-specific basis. A Chesapeake Bay Preservation Area shall consist of a Resource Protection Area and a Resource Management Area.

Child care center: A regularly operating service arrangement for two (2) or more children under the age of thirteen (13) where, during the absence of a parent or guardian, a person or organization has agreed to assume responsibility for the supervision, protection and well-being of a child for less than a twenty-four (24) hour period, in a facility that is not the residence of the provider or of any of the children in care.

Churches and places of worship: A building whose primary use is for the assembly of persons for religious worship and instruction. The religious facility may include offices, classrooms, parlors and meeting rooms for religious purposes.

Civic, fraternal, and/or social organization halls: Meeting places for non-profit associations or corporations organized and operated to provide services to their communities, promote the interests of its members, and to engage in charitable activities. They are operated by private, self-perpetuating membership. Restaurant, refreshment, and small event facilities limited to members and their guests and conducted incidentally to other civic, fraternal, and/or social activities shall be allowed. However, the operation of a commercial restaurant, refreshment, and/or events facility shall not be deemed as incidental to civic, fraternal, and/or social organization halls. No part of the net earnings of any civic, fraternal, and/or social organization may benefit any private individual.

Clinic: An establishment where patients who are not lodged overnight are admitted for examination and treatment by physicians practicing medicine, dentistry or psychiatric treatment.

Cluster subdivision: An alternate means of subdividing a lot premised on the concept of reducing lot size, yard and bulk requirements in return for the provision of common open space and recreational improvements within the development. Cluster subdivisions are often permitted at higher net densities in comparison to conventional developments, but also leave more open space by reducing lot sizes.

Commercial use: An occupation, employment, enterprise or activity that is carried on for profit or not for profit by the owner, lessee or licensee.

Commission: The Planning Commission of the Town of Smithfield.

Community center: A building used for recreational, social, educational and cultural activities.

Comprehensive plan: The official document or elements thereof, adopted by the Town Council and intended to guide the physical development of the Town or a portion thereof. Such plan, including maps, plats, charts, policy statement and/or descriptive material shall be that adopted in accordance with Section 15.1-450 of the Code of Virginia.

Condominium: Real property and any incidentals thereto or interests therein which have been or are to be lawfully established as such under the Virginia Condominium Act.

Construction footprint: The area of all impervious cover created by development or redevelopment of land, including, but not limited to, buildings, roads, driveways, parking areas and sidewalks, and any other land disturbed for the construction of such improvements.

Contractor's offices and shops: Establishments for the installation and servicing of such items as air conditioners, electrical equipment, flooring, heating, painting, plumbing, roofing, tiling and ventilating.

Convenience store: A small commercial shopping facility designated as a component of a neighborhood, excluding Recreational Substance Establishments and Retail Sales Establishments.

Cul-de-sac: A local street, one end of which is closed and consists of a circular turn-around.

Curb grade: The elevation of the established curb in front of the building measured at the midpoint of such frontage. Where no curb exists, the Town engineer shall establish such curb grade for the existing or proposed street in accordance with the existing street grading plans of the Town.

Curb line: The face of a curb along private streets, travelways, service drives and/or parking bays / lots.

Dealer:

"Precious Metals Dealer:" Any person, firm, partnership, or corporation engaged in the business of (i) purchasing secondhand precious metals or gems; (ii) removing in any manner precious metals or gems from manufactured articles not then owned by the person, firm, partnership, or corporation; or (iii) buying, acquiring, or selling precious metals or gems removed from manufactured articles. "Dealer" includes all employers and principals on whose behalf a purchase is made, and any employee or agent who makes any purchase for or on behalf of his employer or principal. “Precious metals" means any item except coins composed in whole or in part of gold, silver, platinum, or platinum alloys.

Demolition: The complete or substantial removal of any structure or external element of any structure.

Density: The number of dwelling units per acre.

Developer: The legal or beneficial owner or owners of all the land proposed to be included in a given development, or the authorized agent thereof. In addition, the holder of an option or contract to purchase, a lessee having a remaining term of not less than thirty (30) years, or other persons having an enforceable proprietary interest in such land shall be deemed to be a developer for the purpose of this Ordinance.

Development: The construction, substantial alteration, or installation of any improvement (including residential, commercial, industrial, institutional, recreation, transportation, or utility facilities or structures) upon a parcel of land, or any land disturbance associated therewith.

Development plan, generalized: A required submission at the time of filing for an amendment to the Zoning Map for all districts, prepared and approved in accordance with the provisions of this Ordinance, and which generally characterizes the proposed development of the subject lot.

Diameter at breast height or DBH: The diameter of a tree measured at a point four and one-half (4-1/2) feet above the existing grade, or the natural surface or contour of a site.

District: Any section of the Town of Smithfield in which the regulations governing the use of the buildings and premises, the heights of building, the size of yards and the intensity of the use are uniform.

Donation Box: Any container, storage unit or unoccupied structure, other than an accessory building or structure, that is located outside of a building, intended or used for the holding of charitable or for-profit donation items by the general public, including but not limited to clothing, shoes, household items, toys, books, and newspapers, with the collection of donated items made at a later date or time. This term shall not include solid waste facilities, recycling bins, or similar receptacles.

Dripline: An imaginary perpendicular line extending downward from the outermost tips of the branches of a tree to the ground.

Drive-in bank: Any financial institution which offers its services to persons within a motor vehicle.

Driveway: That space or area of a lot that is specifically designated and reserved for the movement of motor vehicles within the lot from one site to another or from the lot to a public street.

~~**Duplex:** A two-family attached residential use in which the dwelling units are located on individual platted lots, and which share a common wall (including without limitation the wall of an attached garage or porch) and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.~~

Dustless surface: A surface adequately covered in accordance with good practice with a minimum of either two (2) applications of bituminous surface treatment, concrete, bituminous concrete or equivalent paving material approved by the Director of Public Works, and to be maintained in good condition at all times.

Dwelling: A building or portion thereof, designed or used exclusively for residential occupancy. The term “dwelling” shall not be construed to mean a boat, trailer, mobile home, motor home, manufactured home, motel, rooming house, hospital or other accommodation used for transient occupancy.

Dwelling, Duplex: A two-family attached residential use in which the dwelling units are located on either one individual platted lot~~s~~ or two individual lots, and either of which share a common

wall (including without limitation the wall of an attached garage or porch) and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.

Dwelling, manufactured or mobile home: A single family residential unit subject to federal regulation with all of the following characteristics: (a) designed for long-term human occupancy and containing sleeping accommodations, a flush toilet, a tub or shower, bath and kitchen facilities with plumbing and electrical connections provided for attachment to outside systems; (b) designed to be transported in one or more sections after factory fabrication on detachable wheels or on a flat bed or other trailer; (c) must have eight (8) body feet or more in width and forty (40) body feet or more in length in the traveling mode or cover three hundred and twenty (320) or more square feet when erected on site, (d) ready for occupancy upon the arrival at the intended site except for minor and incidental unpacking and assembly operations, placement on an impermanent concrete foundation, connection to utilities, and the like; (e) designed to be moved from one site to another and to be used without a permanent foundation. A manufactured home may include one (1) or more units, separately towable, which when joined together shall have the characteristics as described above. Mobile homes are further subdivided in this Ordinance into single-wide and double-wide categories, and separate bulk regulations are provided for each. For the purpose of this Ordinance, a manufactured and mobile home shall not be deemed a **Single family detached dwelling**.

Dwelling, industrialized modular unit: A factory-fabricated transportable building designed to be used by itself or to be incorporated with similar units at a building site into a modular structure that will be a finished building in a fixed location attached to a permanent foundation. A modular unit must bear and be fully supported by the permanent foundation system. The foundation system must be sufficient for weight and potential structure loads as designated by the Uniform Virginia Building Code. For the purpose of this Ordinance, a modular unit shall be deemed a **Single family dwelling** and shall not be deemed a **Manufactured or Mobile home**.

Dwelling, multiple family: A dwelling unit within a residential building containing three (3) or more separate dwelling units located on a single lot or parcel of ground. A multiple family dwelling, commonly known as an apartment building, generally has a common outside entrance(s) for all the dwelling units, and the units are generally designed to occupy a single floor one above another. For the purpose of this Ordinance, a multiple family dwelling shall not be construed to mean a **Single family attached dwelling** as defined herein.

Dwelling, single family: A residential building containing only one (1) **Dwelling Unit** and not occupied by more than one (1) family.

Dwelling, single family attached: A group of two (2) or more single family dwelling units which are generally joined to one another by a common party wall, a common floor/ceiling and/or connecting permanent structures such as breezeways, carports, garages or screening fences or walls, whether or not such a group is located on a single parcel of ground or on adjoining individual lots. Each unit on a lot shall have its own outside entrance(s); architectural facades or treatment of materials shall be varied from one unit to another; and no more than two (2) abutting units in a row shall have the same rear and front setbacks, with a minimum setback offset being two and one half (2 1/2) feet unless otherwise approved by the Planning and Zoning Administrator. For the purpose of this Ordinance, dwellings such as a semidetached, garden court dwelling, patio house, zero lot line dwelling, town house, duplex and two-family dwelling shall be deemed a single family attached dwelling.

Dwelling, single family detached: A single family dwelling unit which is entirely surrounded by open space or yards on the same lot. Such dwelling unit may include rental space for occupancy by not more than two (2) persons unrelated to the resident family, provided that such rental space does not include separate kitchen facilities or a separate entrance for the exclusive use of the renters.

Dwelling, townhouse: An attached residence located on an individually platted lot, in which each dwelling unit shares a common wall (including without limitation the wall of an attached garage or porch) with at least one (1) other dwelling unit, and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.

Dwelling unit: One (1) or more rooms in a residential building or residential portion of a building which are arranged, designed, used or intended for use as a complete, independent living facility for one (1) family, and which include permanent provisions for living, sleeping, eating, cooking and sanitation.

Easement: A right created by an express or implied agreement of one (1) owner of land to make lawful and beneficial use of the land of another for a special purpose not inconsistent with any other uses already being made of the land.

Eating establishment: Establishment in which the principal use is the sale of food and beverages for dining on the premises. A fast food restaurant, a snack bar or refreshment stand at a public or non-profit recreational facility, operated solely by the agency or group operating the recreational facility, and for the convenience of patrons of the facility, shall not be deemed eating establishments.

Elderly housing: A structure containing multi-family dwelling units where the occupancy of the dwellings are restricted to persons 60 years of age or older, or couples where either the husband or wife is 60 years of age or older and which meets the Fair Housing Amendments Act of 1988 for elderly housing. Such a structure may consist of individual dwelling units, community dining areas, common recreation areas, special support services and limited medical or nursing care.

Engineer: A professional who is registered with the State Department of Professional and Occupational Registration as a professional engineer.

Event facility: A place of public assembly used primarily as an event facility is a place for hosting functions including, but not limited to, parties, lessons/classes/courses, weddings, receptions, banquets, anniversaries, meetings, and/or conferences. The event facility may be a building, tent, uncovered outdoor gathering space, or a combination thereof. For the purposes of this Section, an event facility is one that charges a fee or requires compensation to use the space or charges an entry or other fee for the uses related to the facility. Facilities exclusively used by membership groups such as clubs, or civic, fraternal, and/or social organizations, are excluded from this definition.

Family: One (1) person or two (2) or more persons related by blood, adoption, marriage or guardianship living together as a single housekeeping unit with no more than two (2) boarders; or a group of not more than three (3) unrelated persons living together as a single housekeeping unit.

Family day home: A child day program offered in the residence of the provider or the home of any of the children in care for one (1) through twelve (12) children under the age of thirteen (13), exclusive of the provider's own children and any children who reside in the home, when at least one (1) child receives care for compensation.

Fast food restaurant: Any establishment which provides as a principal use wrapped and/or packaged food and drink which is ready for consumption, on the premises or off-premises. For the purpose of this Ordinance, a fast food restaurant shall not be deemed an **Eating establishment** or **Quick service food store**.

Financial institution: Any building where the primary occupation is concerned with such State regulated businesses as banking, savings and loans, loan companies and investment / securities companies; however, for the purpose of this Ordinance, any financial institution having a drive-in window(s) shall be deemed a **Drive-in bank** as defined herein.

Flood (100-Year) or Base flood: The flood having a one percent chance of being equaled or exceeded in any given year.

Floodplain: All lands that would be inundated by flood water because of a storm event of a 100-year return interval.

Floor area, gross: The sum of the total horizontal areas of all floors of all buildings on a lot, measured from the interior faces of exterior walls. The term “gross floor area” shall include basements; elevator shafts and stairwells at each story; floor space used for mechanical equipment with structural headroom of six (6) feet, six (6) inches or more; penthouses, attic space, whether or not a floor has actually been laid, providing structural headroom of six (6) feet, six (6) inches or more; interior balconies; and mezzanines.

Floor area, net: The total floor area designed for tenant occupancy of all floors of all buildings on a lot, measured from the center line of joint partitions to the interior faces of exterior walls, which excludes areas designed for permanent uses such as toilets, utility closets, corridors for pedestrian or vehicle through traffic, enclosed parking areas, meters, rooftop mechanical structures, mechanical and equipment rooms, fire exits, stairwells, elevators and escalators. For the purposes of this Ordinance, the term “net floor area” shall not include outdoor display areas for the sale, rental and display of recreational vehicles, boats and boating equipment, trailers, horticultural items, farm or garden equipment and other similar products.

Floor area ratio: The ratio determined by dividing the gross floor area of all buildings on a lot by the area of that lot.

Frontage: A lot shall be deemed to have frontage on a street if one (1) property line of a lot abuts an accessible public street right-of-way.

Funeral home: A building used for the preparation of the deceased for funeral and the ceremonies connected therewith before burial or cremation.

Garage, private: An accessory building designed and used only for storage purposes which is owned and/or by the occupants of the building to which it is accessory.

Garage, public: A building, or portion thereof, other than a private garage, designed or used primarily for equipping, servicing, repairing, renting or selling motor driven vehicles and accessories.

Garage, commercial parking or storage: A building, or portion thereof, designated or used exclusively for the parking or storage of vehicles for a fee, but within which no licensed and operable passenger vehicles are serviced, repaired, equipped or sold.

Geometric design: The dimensions and arrangements of the visible features of a roadway. These include pavement widths, horizontal and vertical alignment, slopes, channelization, interchanges, and other features the design of which significantly affects traffic operation, safety and capacity.

Golf course: Land, whether publicly or privately owned, on which the game of golf is played, including accessory uses such as golf driving ranges and buildings customary thereto.

Golf driving range: A practice range for hitting golf balls from a common tee-off area, and for purposes of this Ordinance, not operated in conjunction with a golf course or country club.

Grade: A horizontal reference plane representing the average of finished ground level adjoining a building at all exterior walls; also referred to as **Grade plane**.

Gross site area: The total area measured in acres within the boundaries of a zoning lot. See also **Net developable area** which is a subset of Gross Site Area.

Ground source HVAC well: For the purpose of this ordinance, a ground source HVAC well is a well utilized for a ground source HVAC system that does not discharge water at the surface.

Group home: A residential facility ~~which is used to provide assisted community living for persons with physical, mental, emotional, familial or social difficulties and in which a maximum of eight (8) such persons receiving community living assistance reside. For the purpose of this Ordinance, a group home shall not be deemed a family, and~~ in which no more than eight (8) individuals with mental illness, intellectual disability, or developmental disabilities reside, with one or more resident or nonresident staff persons, is residential occupancy by a single family, provided the Department of Behavioral Health and Developmental Services is the licensing authority. A facility which provides assisted community living for more than eight (8) persons shall be deemed an institutional use for the care of the indigent, orphans and the like.

Guest House: Dwelling or lodging units for a temporary or non-paying guest or guests in an accessory building. No such quarters shall be occupied by the same guest or guests for a period of time of more than three (3) months in any twelve (12) month period, and no such quarters shall be rented, leased, otherwise made available for compensation of any kind.

Hardship, inordinate: To establish a case of "inordinate hardship," the applicant shall submit evidence that the strict conformance to any of the provisions of the zoning ordinance would burden the applicant, whereby the applicant cannot make reasonable economic use of the property because of such regulations. Such evidence may include proof of consideration of plans for construction, attempts to sell, rent or lease the property, and information regarding annual income and expenses. Any hardship created by action of the applicant shall not be considered in reviewing any application.

Height, building: The vertical distance to the highest point of the roof for flat roofs; to the deck line of mansard roofs; and to the average height between eaves and the ridge for gable, hip and gambrel roofs measured from the curb level if the building is not more than ten (10) feet distance from the front lot line, or from the **Grade** in all other cases.

Highly erodible soils: Soils (excluding vegetation) with an erodibility index (EI) from sheet and rill erosion equal to or greater than eight. The erodibility index for soil is defined as the product of the formula RKLS/T, where K is the soil susceptibility to water erosion in the surface layer; R is the rainfall and runoff; LS is the combined effects of slope length and steepness; and T is the soil loss tolerance.

Highly permeable soils: Soils with a given potential to transmit water through the soil profile. Highly permeable soils are identified as any soil having permeability equal to or greater than six inches of water improvement per hour in any part of the soil profile to a depth of 72 inches (permeability groups "rapid" and "very rapid") as found in the "National Soil Survey Handbook" of November 1996 in the "Field Office Technical Guide" of the U.S. Department of Agriculture National Resources Conservation Service.

Historic area or district: An area or existing site containing buildings or places in which historic events occurred or having special public value because of notable architectural or other features relating to the cultural or artistic heritage of the community of such significance as to warrant conservation and preservation.

Historic preservation: The protection, rehabilitation and restoration of districts, sites, buildings, structures and artifacts significant in American history, architecture, archaeology or culture.

Homeowners association: A community association internally organized in a specific development in which individual owners share common interests in open space or facilities.

Homestay: The provision of a dwelling unit, or any portion thereof, for rent to transient persons for fewer than thirty (30) consecutive days as an accessory use, while the operator remains present on the premises, or in the case where the property is the operator's principal residence.

Hospital: Any institution receiving in-patients and rendering medical, surgical or obstetrical care, to include general hospitals and specialized institutions in which care is oriented to cardiac, eye, ear, nose, throat, psychiatric, pediatric, orthopedic, skin and cancer and obstetric cases.

Hotel, motel: A building or portion thereof or a group of buildings which provide sleeping accommodations in six (6) or more separate units or rooms for transients on a daily, weekly, or similar short-term basis, whether such establishment is designated as a hotel, inn, automobile court, motel, motor lodge, tourist cabin, tourist court, tourist home or otherwise. A hotel or motel shall be deemed to include any establishment which provides residential living accommodations for transients on a short-term basis, such as an apartment hotel.

Housing: See **"Dwelling."**

Impervious cover: A surface composed of any material that significantly impedes or prevents natural infiltration of water into the soil. Impervious surfaces include, but are not limited to: roofs, buildings, streets, parking areas, and any concrete, asphalt, or compacted gravel surface.

Industrial, heavy: Land use classification consisting of, but not limited to, large manufacturing operations, heavy equipment facilities, construction and maintenance yards, fuel businesses and other basic intensive industrial activities.

Industrial, light: Land use classification consisting of, but not limited to, light manufacturing, fabricating, processing, wholesale distributing and warehousing uses appropriately located for access by highways.

Industrial park: A planned coordinated development of a tract of land with two (2) or more separate industrial buildings. Such development is planned, designed, constructed and managed on an integrated and coordinated basis with special attention given to on-site vehicular circulation, parking, utility needs, building design and orientation and open space.

Institutional home: A facility providing assisted community living for more than eight (8) persons deemed as indigent, orphaned or the like.

Institutional use: A nonprofit corporation or a nonprofit establishment whose purpose is of a civic, educational, charitable, religious or philanthropic nature.

Intensely Developed Areas or IDAs: Those areas of existing development and infill sites where development is concentrated and little of the natural environment remained as of September 1990 and which is so designated on the map of Chesapeake Bay Preservation Areas adopted by the Town Council pursuant to Section 104 (D) of this Ordinance.

ITE: Institute of Traffic Engineers.

Junk: Dilapidated and inoperative automobiles, trucks, tractors, and other such vehicles and parts thereof, dilapidated wagons and other kinds of vehicles and parts thereof, discarded appliances, scrap building material, scrap contractor's equipment, tanks, casks, cans, barrels, boxes, drums, piping, bottles, glass, wood scraps, old iron, machinery, rags, paper, excelsior, hair, mattresses, beds or bedding or any other kind of scrap or waste material which is stored, kept, handled or displayed.

Junk vehicle: Any motor vehicle, trailer or semi-trailer which is either inoperable or unfit for licensing and which by virtue of its condition may not be economically feasibly restored. In addition, any vehicle may be presumed to be a junk vehicle when State inspection stickers are not displayed or have been expired for more than ninety (90) days.

Jurisdiction: The area within the corporate boundaries of the Town of Smithfield.

Kennel: Any place or establishment in which dogs and other small domestic animals normally kept as pets are kept, bred, trained, boarded or handled for a fee, or any place where more than five (5) dogs are kept.

Landfill: A land depository, excavation, or area operated in a controlled manner by a person for the dumping of debris or inert material other than clean dirt; or a disposal site operated by means of compacting and covering solid waste at least once a day with an approved material. This term is intended to include both debris landfills and sanitary landfills.

Landscape architect: Any professional who is registered with the State Department of Professional and Occupational Registration as a Landscape Architect.

Landscaping: The improvement of a lot with grass, shrubs, trees, other vegetation and/or ornamental objects. Landscaping may include pedestrian walks, flower beds, ornamental objects such as fountains, statues and other similar natural and artificial objects designed and arranged to produce an esthetically pleasing effect.

Land Disturbance: . Any man-made change to the land surface that may result in soil erosion from water or wind and the movement of sediments into state waters or onto lands in the Commonwealth, including, but not limited to, clearing, grading, excavating, transporting, and filling of land. The term shall not include minor activities such as home gardening, individual home landscaping and home maintenance.

Land surveyor: Any professional who is registered with the State Department of Professional and Occupational Registration as a Land Surveyor.

Level of service: A qualitative measure that represents the collective factors of speed, travel time, traffic interruptions, freedom to maneuver, safety, driving comfort and convenience, and operating costs provided by a highway facility under a particular volume conditions.

Loading space: A space, within a building or on the premises, providing for the standing, loading or unloading of vehicles.

Lot: A parcel of land that is designated at the time of application for a rezoning, a special permit, a special exception, a building permit, or a residential/non-residential use permit, as a tract all of which is to be used, developed or built upon as a unit under single ownership. A parcel of land shall be deemed to be a lot in accordance with this definition, regardless of whether or not the boundaries thereof coincide with the boundaries of lots or parcels as shown on any map of record.

Lot area: The total horizontal area measured in the horizontal plane included within the lot lines of a lot.

Lot, corner: A lot at the junction of and abutting on two (2) or more intersecting streets when the interior angle of intersection does not exceed 135 degrees. On a corner lot, all yards lying between the principal building and the intersecting streets shall be deemed front yards.

Lot depth: The average horizontal distance between the front and rear lot lines.

Lot, interior: Any lot, including a through lot, other than a corner lot.

Lot line: Any boundary of a lot as defined herein. Where applicable, a lot line shall coincide with a **Street line** or **Right-of-way line**. Where a lot line is curved, all dimensions related to said lot line shall be based on the chord of the arc.

Lot line, front: A line which is contiguous to the street boundary of a lot; or, in the case where a lot does not abut a street other than by its driveway, or is a through lot, that lot line which runs generally parallel to and /or in front of the principal entrance of the main building on the lot.

Lot line, rear: That lot line that is most distance from, and is most nearly parallel with, the front lot line. If a rear lot line is less than ten (10) feet in length, or if the lot comes to a point at the rear, the rear lot line shall be deemed to be a ten (10) foot line parallel to the front lot line, lying wholly within the lot for the purpose of establishing the required minimum rear yard.

Lot line, side: A lot line which is neither a front lot line nor a rear lot line as defined herein.

Lot, nonconforming: An otherwise legally platted lot that does not conform to the minimum area or width requirements of this chapter for the district in which it is located either at the effective date of this chapter or as a result of subsequent amendments to this chapter.

Lot, pipestem: A lot approved which does not abut a public street other than by its driveway which affords access to the lot.

Lot of record: A lot, shown upon a plan or play, referred to in a deed, and described by metes and bounds, which has been recorded in the Office of the Clerk of the Circuit Court of Isle of Wight County.

Lot, reverse frontage: A residential through or corner lot, intentionally designed so that the front lot line faces a local street rather than facing a parallel major thoroughfare.

Lot size requirements: Restrictions on the dimensions of a lot, to include a specified zoning district size, lot area and lot width, all established to limit the minimum size and dimension of a lot in a given zoning district.

Lot, through: An interior lot, but not a corner lot, abutting on two (2) or more public streets.

Lot width: The distance between side lot lines, measured in one of the following manners, whichever is applicable:

1. In the case of a rectangular-shaped lot, the width shall be measured along the front lot line; or
2. In the case of an irregular-shaped lot or a curvilinear front lot line, the width shall be measured between the lot's narrowest dimensions at that location on the lot where the center of the building is proposed/located.

3. In the case of a pipestem lot, the width shall be measured between the lot's narrowest dimensions at that location on the lot where the center of the building is proposed/located.

Manufactured home: See **Dwelling, manufactured home.**

Manufacturing: The processing, fabrication, assembly, distribution or produces such as, but not limited to: scientific and precision instruments, photographic equipment, communication equipment, computation equipment, household appliance, toys, sporting and athletic goods, glass products made of purchase glass, electric lighting and wiring equipment, industrial controls, radio and TV receiving sets, optical goods, and electrical machinery.

Marina, commercial: A marina designed and operated for profit, or operated by any club or organized group where hull and engine repairs, boat and accessory sales, packaged food sales, eating establishments, personal services, fueling facilities, storage and overnight guest facilities or any combination of these are provided.

Marina, private: A marina designed and intended to be used for mooring of boats by residents of the general neighborhood with no commercial facilities other than those necessary for minor servicing or repair.

Marquee: A permanent roof like structure projecting over an entrance.

Mobile home or trailer: See **Dwelling, mobile home**.

Mobile home park: Any area of twenty (20) acres or more, however designated, that is occupied or designed for occupancy by one (1) or more manufactured homes. The term "mobile home park" shall not include sales lots on which unoccupied mobile homes, whether new or used, are parked for the purposes of inspection and sale.

Mini-warehouse: A building consisting of individual, small, self-contained units that are leased for the storage of household goods, business goods or contractors' supplies.

Motel: See **Hotel**.

Net developable area: The land deemed most suitable for development within a given area or parcel. It is calculated by subtracting the critical environmental areas within the area or parcel that should be protected from development and the estimated right-of-way requirements from the total gross area. The result is the net developable area, which provides a realistic measure of

land holding capacity for an area or parcel in the Town. (Refer to illustrative example of the net developable area calculation in Appendix 1 of the Zoning Ordinance.)

Nonconforming building or use: A building or use, lawfully existing on the effective date of this Ordinance or prior ordinances, which does not conform with the regulations of the zoning districts in which it is located, except as may be qualified by this Ordinance.

Nonpoint source pollution: Pollution consisting of constituents such as sediment, nutrients, and organic and toxic substances from diffuse sources, such as runoff from agriculture and urban land development and use.

Nontidal wetlands: Those wetlands other than tidal wetlands that are inundated or saturated by surface or ground water at a frequency and duration sufficient to supprot, and that under normal circumstances do support a prevalence of vegetation typically adapted for life in saturated soil conditions, as defined by the U.S. Environmental Protection Agency pursuant to Section 404 of the federal Clean Water Act, in 33 C.F.R. 328.3b, dated November 13, 1986.

Noxious weeds: As defined in Va. Code §3.2-800, any living plant, or part thereof, declared by the Board of Agriculture and Consumer Services through regulations to be detrimental to crops, surface waters, including lakes, or other desirable plants, livestock, land, or other property, or to be injurious to public health, the environment, or the economy, except when in-state production of such living plant, or part thereof, is commercially viable or such living plant is commercially propagated in Virginia. Including, but not limited to plants such as Johnson grass, kudzu, and multiflora rose.

Nursery school: A private school program, as recognized and accredited by the State Board of Education, operated for the purpose of providing training, guidance, education and/or care for children below the age of compulsory school attendance, separated from their parents or guardians during any part of the day other than from 6 pm to 6 am.

Nursing home: A home for the aged, or infirm, senile, chronically ill or convalescent in which persons not of the immediate family are received, kept or provided with food, shelter, treatment and care for compensation, not including hospitals, clinics or similar institutions.

Off-site: Any area outside the boundary of a lot.

Office: Any room, studio, clinic, suite or building wherein the primary use is the conduct of a business such as accounting, correspondence, research, editing, administration or analysis; or the conduct of a business by salesmen, sales representatives or manufacturer’s representatives;

or the conduct of a business by professionals such as engineers, architects, land surveyors, artists, musicians, lawyers, accountants, real estate brokers, insurance agents, dentists or physicians, urban planners and landscape architects. For the purpose of this Ordinance, an office shall not involve manufacturing, fabrication, production, processing, assembling, cleaning, testing, repair or storage of materials, goods and products; or the sale and/or delivery of any materials, goods or products which are physically located on the premises. An office shall not be deemed to include a veterinary clinic.

On-site: That area which is within the boundary of a lot.

Open space: That area intended to provide light and air, and is designed for either scenic or recreational purposes. Open space shall, in general, be available for entry and use by the residents or occupants of the development, but may include a limited proportion of space so located and treated as to enhance the amenity of the development by providing landscaping features, screening for the benefit of the occupants or those in neighboring areas, or a general appearance of openness. Open space shall not include driveways, parking lots, or other vehicular surfaces, any area occupied by a building, or areas so located or so small as to have no substantial value for the purpose stated in this definition.

Open space, common: All open space that is designed and designated for use and enjoyment by all residents or occupants of the development or by the residents or occupants of a designated portion of the development. Common open space shall represent those areas not to be dedicated as public lands and rights of way, but which are to remain in the ownership of a homeowners association or of a condominium in accordance with the provisions set forth in this Ordinance. Pedestrian paths and sidewalks may be included in the calculation of required common open space. Vehicular travelways, parking lots and individual private yards within the area of platted residential lots may not be included in the calculation of required common open space.

Open space, dedicated: All open space which is to be dedicated or conveyed to the Town or an appropriate public agency, board, or body for public use as open space.

Open space, landscaped: That open space within the boundaries of a given lot that is designed to enhance privacy and the amenity of the development by providing landscaping features, screening for the benefit of the occupants or those in neighboring areas, or a general appearance of openness. Landscaped open space may include, but need not be limited to lawns, decorative planting, flower beds, sidewalks/walkways, ornamental objects such as fountains, statues and other similar natural or artificial objects, wooded areas and water courses, any or all of which are

designed and arranged to produce an esthetically pleasing effect within the development. Landscaped open space may be either **Common** or **Dedicated open space** as defined herein.

Owner: Any person who has legal title to the land in question, or the lessee of the land in question having a remaining term of not less than thirty (30) years.

Parking bay: A combined travelway and parking area developed as a private improvement designed to provide necessary and sufficient vehicular access and off-street parking service to a private development. Spaces with parking bays are normally oriented perpendicular to the line of travel in the travelway. A parking bay may be either single-loaded (parking only on one side of the travelway) or double loaded (parking on both sides of the travelway). Refer to the Town's Design and Construction Standards Manual for geometric requirements and transportation design criteria for parking bays and travelways.

Parking lot: An area containing one (1) or more spaces for the purpose of temporary, daily or overnight off-street parking. A parking lot shall include automobile and truck display lots, lots for the display of other types of vehicles, lots for the storage of vehicles and commercial parking lots.

Parking, off-street: Any space specifically allotted to the parking of motor vehicles as an accessory use. For the purpose of this Ordinance, such space shall not be located in a dedicated right-of-way, a travel lane, a service drive, nor any easement for public ingress or egress.

Parking space: The area required for parking one (1) automobile which shall be a minimum of nine (9) feet wide and eighteen (18) feet long, not including passageways.

Parking unit, private: A self-contained and privately maintained area accessed by a public street but allowing no through traffic routes and providing such off-street parking as may be required under this chapter for the building served. Said parking unit may be entered by a private drive from the public street; provided, that such drive offers adequate ingress and egress for emergency vehicles and otherwise complies with acceptable Town standards.

Pawnbroker: Any natural person who lends or advances money or other things for profit on the pledge and possession of tangible personal property, or other valuable things, other than securities or written or printed evidences of indebtedness or title, or who deals in the purchasing of personal property or other valuable things on condition of selling the same back to the seller at a stipulated price.

Performance standards: A set of criteria or limits relating to nuisance elements which a particular use or process may not exceed.

Permanent Foundation: A structural foundation system consisting of a continuous poured-in-place concrete footing with fully mortared masonry units designed and constructed in accordance with the Uniform Virginia Building Code.

Person: An individual, fiduciary, corporation, firm, partnership, association, organization, or any other entity or combination thereof.

Personal service establishment: Any building wherein the primary occupation is the repair, care of, maintenance or customizing of personal properties that are worn or carried about the person or are a physical component of the person. For the purpose of this Ordinance, personal service establishments shall include but need not be limited to barber shops, beauty parlors, pet grooming establishments, laundering, cleaning and other garment servicing establishments, tailors, dressmaking shops, shoe cleaning or repair shops, and other similar places of business.

Pipestem (flag) lot: A lot which does not abut a public street other than by its driveway which affords access to the lot.

Plan of development: For the purposes of this Ordinance, plan of development means any process for site plan review in local zoning and land development regulations designed to ensure compliance with Va. Code § 62.1-44.15:74 and with this Ordinance, prior to issuance of a building permit.

Plat: A drawing, map or plan for a parcel of land or subdivision, or rearrangement, revision of re-subdivision of land.

Portable Storage Container: A portable storage container is a portable, weather-resistant receptacle designed and used for the storage or shipment of household goods, wares, building materials or merchandise. Portable storage containers are an alternative to traditional mini-storage and moving options and are delivered via truck or trailer directly to the customer, and are temporary in nature.

Premises: A lot, together with all buildings or structures occupying it.

Principal building: A building in which the primary use of the lot on which the building is located is conducted.

Principal use: The main use of land or structures as distinguished from a secondary or accessory use.

Private club: An association organized and operated on a non-profit basis for persons who are bona fide members paying dues, from which the association owns or leases premises, the use of which premises is restricted to such members and their guests, and which manages the affairs of such association by and through a board of directors, executive committee, or similar body chosen by the members. Food, meals and beverages may be served on such premises, provided adequate dining space and kitchen facilities are available.

Pro-rata share: The payment of a subdivider or developer of land for his share of the cost of providing reasonable and necessary drainage or utility facilities located outside the property limits of the land owned or controlled by the subdivider or developer of land and necessitated or require, at least in part, by the construction or improvement of his subdivision or development.

Public building: A building, or part thereof, owned or leased by a governmental agency and used for governmental functions by an agency or political subdivision of the US, the Commonwealth, County or Town. Also referred to as "**Public facility**."

Public facility: See **Public building.**

Public floor area: The gross building area, as figured on a per-story basis, which clearly serves the general public, such as vestibules and lobbies, corridors, waiting rooms and toilets, servicing areas, and required stairs, ramps and elevators. Employee-oriented areas, such as kitchens and freezer rooms, storage, maintenance and service areas, shall not apply. Unfinished areas shall be included and figures on the basis of potential use.

Public Road: A publicly owned road designed and constructed in accordance with water quality protection criteria at least as stringent as requirements applicable to the Virginia Department of Transportation, including regulations promulgated pursuant to (i) the Erosion and Sediment Control Law (§ 10.1-560 et seq. of the Code of Virginia) and (ii) the Virginia Stormwater Management Act (§ 10.1-603.1 et seq. of the Code of Virginia). This definition includes those roads where the Virginia Department of Transportation exercises direct supervision over the design or construction activities, or both, and cases where secondary roads are constructed and maintained, or both, by the Town of Smithfield in accordance with the standards of the Town of Smithfield.

Public use: Any area, building or structure held, used or controlled exclusively for public purposes by any department or branch of the Town of Smithfield, Isle of Wight County, State government, Federal government, without reference to the ownership of the building or structure or of the realty upon which it is situated.

Public utility: A business or service having an appropriate franchise from the State, which is engaged in regularly supplying the public with some commodity or service which is of public consequence and need, such as, gas, water, transportation or communication.

Public utility, heavy: A business or service which is engaged in regularly supplying the public with a service which is of public consequence and whose operations have the potential to negatively impact the environment in terms of noise, odor, and personal harm (i.e. sewage treatment and electricity generation plants).

Public utility, light: A use or structure which is engaged in conducting the supply of utility services to the public which is of public consequence and whose operations have little or no potential to negatively impact the environment in terms of noise, odor and personal harm (ie. electric transformer, natural gas, telecommunications facilities, water and sewer transmission, collection, distribution and metering devices; and water and sewerage pumping stations).

Quick-service food store: Any food store selling convenience items in a retail establishment of less than 5,000 square feet of net floor area.

Recreational Substance:

A. Any product made of tobacco, including cigarettes, cigars, smokeless tobacco, and pip tobacco.
B. Any noncombustible product containing nicotine or vaping fluid that employs a heating element, power source, or other electronic, chemical, or mechanical means, regardless of shape or size, that can be used to produce vapor from a solution or other form.
C. Any product containing Hemp, Kratom, Cannabidiol (CBD), or other similar substance, including any raw materials from these products.
D. Any pipe, hookah, waterpipe, vaporizer, glassware, other type of device, wrappings, or accessories associated with the consumption and / or inhalation of the abovementioned substances and materials.

Recreational Substance Establishment: Unless modified or otherwise conditioned by the Town Council at the time of approval, Recreational Substance uses shall be subject to the following limitations and requirements:

A. Special use permit authorizing this use shall fully consider the proximity of the proposed shop to schools, religious institutions, libraries, other institutional uses, residential uses, and shall limit hours of operation accordingly.
B. Hours of operation shall be limited to 8am to 8pm, Monday through Sunday.

C. Any establishment, facility, or location whose business operation involves the retail sale of Recreational Substances and includes Recreational Substances as 25% or more of its total inventory or 15% or more of its total display areas.
D. During all hours of operation, all glass portions of windows and doors along the front façade of the shop shall be maintained as transparent and shall not be heavily tinted or obscured.
E. No smoking or vaping shall be permitted on the premises at any time unless the establishment complies with the Virginia Indoor Clean Air Act (Virginia Code Section 15.2-2820).

Recycling center: A facility which used material is separated and processed prior to shipment to other facilities that will use those materials to manufacture new products.

Redevelopment: The process of developing land that is or has been previously developed.

Refuse: Waste materials including ashes, garbage, rubbish, junk, industrial waste, dead animals, and other solid waste materials, including salvable waste.

Rehabilitation: The upgrading of a building previously in a dilapidated or substandard condition, for human habitation or use.

Renovation: The upgrading of a building.

Repair service establishment: Any building containing no more than 5,000 square feet of net floor area wherein the primary occupation is the repair and general service of common home appliances such as musical instruments, sewing machines, televisions and radios, washing machines, vacuum cleaners, power tools, electric razors, refrigerators and lawn mowers; or any building wherein the primary occupation is interior decorating, to include reupholstering and the making of draperies, slipcovers and other similar articles, but not to include furniture or cabinet-making establishments.

Resource Management Area (RMA): That component of a Chesapeake Bay Preservation Area not classified as a Resource Protection Area. Resource Management Areas include land types which, if improperly used or developed, have the potential for causing significant water quality degradation or for diminishing the functional value of a Resource Protection Area. Resource Management Areas shall be provided contiguous to the entire inland boundary of the Resource Protection Area.

Resource Protection Area (RPA): The component of a Chesapeake Bay Preservation Area comprised of lands adjacent to water bodies with perennial flow which have a intrinsic water quality value due to the ecological and biological processes they perform or are sensitive to impact which may result in significant degradation to the quality of state waters.

Restaurant: See **Eating establishments**.

Restoration: The replication or reconstruction of a building's original architectural features.

Retail sales establishment: Any building wherein the primary occupation is the sale of merchandise in small quantities, in broken lots or parcels, not in bulk, for use or consumption by the immediate purchaser. For the purpose of this Ordinance, however, retail sales establishments shall not be interpreted to include **Automobile-oriented uses**, **Quick-service food stores,** and **Recreational Substance Establishments**.

Review board: The Smithfield Board of Historic and Architectural Review.

Right-of-way lines: Lines which separate private property from dedicated public property containing or proposed to contain publicly owned street surfaces, curb and gutter, sidewalks and planted strips. Where a public street is designated on the major thoroughfare plan, all requirements of this chapter which relate to rights-of-way shall be measured from the indicated proposed right-of-way lines.

Rooming house: see **Boardinghouse**.

Salvage yard: Any space or area or portion of lots used for the storage, sale, keeping or abandonment of junk or waste materials, including used building material, for the dismantling, demolition, sale or abandonment of automobiles and other vehicles, machinery or parts thereof.

Semi-permeable or Permeable Materials: Grid and modular pavements, consisting of bricks or blocks designed to allow water percolation, and other semi-permeable or permeable surfacing materials, such as permeable asphalt or gravel, shall be used for any required parking areas, and low traffic areas and driveways, unless otherwise approved by the Zoning Administrator.

Service stations: Buildings and premises wherein the primary use is the supply and dispensation at retail of gasoline, oil, grease, batteries, tires and motor vehicle accessories, and where in addition, the services for minor engine repair, tire servicing, exhaust systems, washing, brake repairs, and other minor repair activities may be rendered and sales made, but only as accessory and incidental to the primary occupation.

Setback: In this Ordinance, the term setback is not used, as such term represents a distance that is established in like manner as that for a **Yard** in the minimum yard requirements.

Shipping Container: An industrial, standardized reusable metal vessel that was originally, specifically, or formerly designed for or used in the packing, shipping, movement, or transportation of freight, articles, goods, or commodities by commercial trucks, tractor trailers, trains, and/or ships. A shipping container modified in a manner that would preclude future use by a commercial transportation entity shall be considered a shipping container for purpose of this definition. This definition includes, but is not limited to, the following terms, “shipping container,” “freight container,” “Conex Box," “Container Express,” “Transporters,” “ISO Container,” “Bicon,” "Sea Cans," and “Tractor Trailers” for this Ordinance.

Shopping center: Any group of two (2) or more commercial uses which (a) are designed as a single commercial group, whether or not located on the same lot, (b) are under common ownership or management, (c) are connected by party walls, partitions, canopies or other structural members to form one continuous structure, or if located in separate buildings, are interconnected by walkways and accessways designed to facilitate customer interchange between the uses, (d) share a common parking area, and (e) otherwise present the appearance of one (1) continuous commercial area.

Short-term rental: The provision of a dwelling unit, or any portion thereof, for rent to transient persons for fewer than thirty (30) consecutive days as a principal use, known as a short-term rental, or as an accessory use, known as a homestay.

Shrink-swell soil: Expansive and contracting soil composed largely of clay and as further defined by geotechnical evaluation of soils subject to land development activity in the Town. The soil will expand generally in an upward direction when water from any source is interspersed into a shrink/swell soil. When a shrink/swell soil dries, cracks and voids are sometimes created between the soil and constructed footings, which can subsequently lead to foundation settlement.

Sign: A name, display or illustration which is affixed to, or represented, directly or indirectly, upon a building, structure, parcel or lot which directs attention to an object, place, activity, institution, organization, or business located on the premises. The term “sign” shall not be deemed to include official court or governmental notices nor the flag, emblem or insignia of a nation, political unit, school or religion, or directional aids for traffic flow and other public safety purposes.

Silvicultural Activity: Any forest management activity, including but not limited to the harvesting of timber, the construction of roads and trails for forest management purposes, and the preparation of property for reforestation that are conducted in accordance with the silvicultural best management practices developed and enforced by the State Forester pursuant to § 10.1-1105 of the Code of Virginia and are located on property defined as real estate devoted to forest use under § 58.1-3230 of the Code of Virginia.

Site plan: A required submission, prepared and approved in accordance with the provisions of Article 11 of this Ordinance, which is a detailed engineering drawing of the proposed improvements required in the development of a given lot or lots.

Special exception: A yard exception or height exception specifically listed in the Zoning Ordinance which may be permitted in a specified district or in all districts in accord with terms of the Ordinance by the Board of Zoning Appeals under certain conditions, such conditions to be determined in each case by the terms of this Ordinance and by the Board of Zoning Appeals.

Special use: A use that, owing to some special characteristics attendant to its size, siting, intensity, operation or installation, is permitted in a district after site specific review and subject to special conditions approved by the Town Council.

Spot zoning: The zoning of land for the convenience of the owner and without reference to the land use plan or pattern of development.

Storage yard: The use of any space, whether inside or outside a building, for the storage or keeping of construction equipment, machinery, vehicles or parts thereof, boats and / or farm machinery, and inventory which, due to its physical character, is not normally stored within a structure.

Story: That part of a building between the level of one (1) finished floor and the level of the next higher finished floor or, if there is no higher finished floor, then part of the building between the level of the highest finished floor and the top of the roof beams.

Street: A strip of land intended primarily for vehicular traffic and providing the principal means of access to property, including but not limited to road, lane, drive, avenue, highway, boulevard or any other thoroughfare.

Street, arterial: A street which carries the major portion of the trips entering and leaving an urban area, as well as the majority of through movements desiring to bypass the Downtown Area. Because of the nature of travel served by an arterial street, almost all fully and partially controlled

access streets are a part of this functional class, including freeways, major thoroughfares, inter states and expressways.

Street, collector: A street which provides for principal internal movements at moderate operating speeds within residential developments, neighborhoods, and commercial or industrial districts. It also provides the primary means of circulation between adjacent neighborhoods and can serve as a local bus route. A collector street functions to distribute trips from arterioles to local and other collector streets. Conversely, it collects traffic from local streets and channels it into the arterial system. The collector street provides for the dual purpose of land access and local traffic movement.

Street line: The dividing line between a street and a lot; same as a right-of-way line of a public street, or the curb line of a parking bay, travel lane or private street.

Street, local: A street which primarily provides direct access to residential, commercial, industrial or other abutting property. The local street system includes all facilities not classified as a principal arterial, minor arterial or collector street. A local street offers the lowest level of mobility and may not serve a bus route. Overall operating speeds are low in order to permit frequent stops or turning movements is deliberately discouraged.

Street, principal highway: Any highway so classified by the Virginia Department of Highways and Transportation, which serves as a multi-lane arterial devoted purely to traffic movement.

Street, private: A local or collector street, not a component of the State primary or secondary system, which is guaranteed to be maintained by a private corporation and is subject to the provisions of this Ordinance.

Street, public: A platted street, dedicated for the use of the general public, graded and paved in order that every person has the right to pass and to use it at all times, for all purposes of travel, transportation or parking to which it is adapted and devoted.

Street, service drive: A public street paralleling and contiguous to a major thoroughfare, designed primarily to promote safety by providing free access to adjoining property and limited access to major thoroughfares. All points of ingress and egress are subject to approval by the appropriate local authorities and the Virginia Department of Highways and Transportation.

Street tree: Any tree which grows in the street right-of-way or on private property abutting the street right-of-way.

Structure: That which is built or constructed, the use of which requires permanent location on the ground or attachment to something having a permanent location on the ground.

Subdivider: Any person who subdivides land pursuant to the Subdivision Ordinance of the Town of Smithfield.

Subdivision: The division of any parcel of land into two (2) or more lots or parcels. The term shall include all changes in lot lines, the creation of new lots involving any division of an existing lot or lots and, if a new street is involved in such division, any division of a parcel of land. When appropriate to the context, the term shall also include the process of subdividing and the territory subdivided.

Subdivision, cluster: An alternate means of subdividing a lot premised on the concept of reducing lot size, yard and bulk requirements in return for the provision of common open space and recreational improvements within the development. Cluster subdivisions are often permitted at higher net densities in comparison to conventional developments, but leave more open space by reducing lot sizes.

Subdivision, conventional: The subdivision of a lot in accordance with the lot size requirements and bulk regulations specified in the district regulations.

Substantial alteration: Expansion or modification of a building or development that would result in a disturbance of land exceeding an area of 2,500 square feet in the Resource Management Area only.

Theater: A building or structure designed for the enactment of dramatic and other artistic performances and / or showing of motion pictures. For the purpose of this Ordinance, a dinner theater shall be deemed an **Eating establishment**. A drive-in theater shall be deemed a separate use.

Tidal shore or shore: Land contiguous to a tidal body of water between the mean low water level and the mean high water level.

Tidal wetlands: Vegetated and nonvegetated wetlands. Vegetated wetlands are defined as lands lying between and contiguous to mean low water and an elevation above mean low water equal to the factor one and one-half times the mean tide range at the site of the proposed project in the county, city, or town in question, and upon which is growing any of the following species: saltmarsh cordgrass, saltmeadow hay, saltgrass, black needlerush, saltwort, sea lavender, marsh elder, groundsel bush, wax myrtle, sea oxeye, arrow arum, pickerelweed, big cordgrass, rice

cutgrass, wildrice, bulrush, spikerush, sea rocket, southern wildrice, cattail, three-square, buttonbush, bald cypress, black gum, tupelo, dock, yellow pond lily, marsh fleabane, royal fern, marsh hibiscus, beggar's tick, smartweed, arrowhead, sweet flag, water hemp, reed grass, or switch grass. Nonvegetated wetlands are defined as unvegetated lands lying contiguous to mean low water and between mean low water and mean high water.

Townhouse: An attached residence located on an individually platted lot, in which each dwelling unit shares a common wall (including without limitation the wall of an attached garage or porch) with at least one (1) other dwelling unit, and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.

TIA: Traffic Impact Assessment. A traffic impact assessment is a formal evaluation of traffic required of developers by the Town which is used to provide an efficient means for the incorporation of transportation systems analysis for future development projects, including redevelopment activities.

TSM: Transportation Safety Measures. Transportation safety measures are specific transportation applications designed to reduce the potential number of vehicular accidents at a particular intersection or section of road, street or highway.

Trash: see **Refuse**.

Travelway: A private street which is intended to serve the vehicular access requirements of and provides internal access to a private development. A travelway may incorporate perpendicular or parallel parking. Refer to the Town's Design and Construction Standards Manual for geometric requirements and transportation design criteria for travelways.

Tree canopy or tree cover: Shall include all areas of coverage by plant material exceeding five (5) feet in height.

Unrelated person(s): More than one (1) person(s) occupying a dwelling and living as a single housekeeping unit, all of whom are not related by birth, adoption, marriage, guardianship or as distinguished from a family as defined.

Use: An activity on the land other than development including agriculture, horticulture, and silviculture.

Variance: A reasonable deviation from provisions of the zoning ordinance regulating the size or area of a lot or parcel of land, or the size, area, bulk, or location of a building or structure when

the strict application of this chapter would result in inordinate hardship to the property owner. Such need for a variance is site specific and would not be shared generally by other properties, provided such variance is not contrary to the intended spirit and purpose of the zoning ordinance and the Comprehensive Plan, and such variance would result in substantial justice being done to the property owner. The term "variance" shall not include a change in use that would be accomplished by a rezoning or a conditional zoning.

Vehicle service establishment: Buildings and premises wherein mechanical and body work, repair of transmissions and differentials, straightening of body parts, painting, welding or other similar work is performed on vehicles within a completely enclosed structure. Vehicle service establishments shall not be deemed to include **Heavy equipment sale, rental** and **Service establishments**.

Vehicle sale, rental and ancillary service establishment: Any use of land whereon the primary occupation is the sale, rental and ancillary service of any vehicle in operating condition such as an automobile, motorcycle, truck, trailer, ambulance, taxicab, recreational vehicle, mobile home or boat. For the purpose of this Ordinance, vehicle sale, rental and ancillary service establishments shall not be deemed to include **Heavy equipment sale, rental** and **service establishments**.

V/C: Volume to Road Capacity Ratio, where volume represents the number of vehicles passing over a given section of a lane or roadway in a given time, which can be one (1) hour or more and road capacity represents the maximum number of vehicles that can reasonably be expected to pass over a given section of a lane or roadway in one direction, or both directions if so indicated, during a given time (usually one (1) hour) under prevailing roadway and traffic conditions.

Warehouse: A building used primarily for the holding or storage of goods and merchandise.

Water Bodies with Perennial Flow: A body of water that flows in a natural or man-made channel year-round during a year of normal precipitation. This includes, but is not limited to streams, estuaries, and tidal embayments and may include drainage ditches or channels constructed in wetlands or from former natural drainageways, which convey perennial flow. Lakes and ponds, through which a perennial stream flows, are a part of the perennial stream. Generally, the water table is located above the streambed for most of the year and groundwater is the primary source for stream flow.

Water-dependent facility: A development of land that cannot exist outside the resource protection area and must be located on the shoreline by reason of the intrinsic nature of its operation. These facilities my include, but are not limited to:

(a) Ports;
(b) The intake and outfall structures of power plants, water treatment plants, sewage treatment plants and storm sewers;
(c) Marinas and other boat docking structures;
(d) Beaches and other public water-oriented recreation areas;
(e) Fisheries or other marine resources facilities; and

Wetlands: An area as identified on the national Inventory of Wetlands and/or regulated by the Army Corps of Engineers.

Wholesale trade establishment: Any building wherein the primary occupation is the sale of merchandise in gross for resale, and any such building wherein the primary occupation is the sale of merchandise to institutional, commercial and industrial consumers. For the purpose of this Ordinance, a warehouse shall not be deemed a wholesale trade establishment.

Yard: Any open space on the same lot with a building or building group lying between the building or building group and the nearest lot line, unobstructed from the ground upward and unoccupied except by specific uses and structures allowed in such open space by the provisions of this Ordinance. On any lot which is occupied by an attached dwelling, no minimum required yard shall be occupied by any part of a vehicular travel way or parking space that is owned and maintained by a homeowners' association, condominium, or by the public.

Yard, Minimum: The minimum yard requirements set forth in this Ordinance represent that minimum distance which the principal building(s) shall be set back from the respective lot lines. On a lot where a service drive is to be dedicated to the Town, such dedication shall not affect the applicable minimum yard requirements.

Yard, front: A yard extending across the full width of a lot, measured perpendicular to the front lot line and extending to the principal building. On a corner lot, all yards lying between the principal building and the intersecting streets shall be deemed front yards.

Yard, privacy: A small area contiguous to a building and enclosed on at least two (2) sides with either a wall or fence of six (6) feet minimum height.

Yard, rear: A yard extending across the full width of the lot and lying between the rear lot line of the lot and the principal building group.

Yard, side: A yard between the side lot line of the lot and the principal building, and extending from the front yard to the rear yard, or, in the absence of either of such yards, to the front or rear lot lines.

Zoning district: See “District.”

Zoning Administrator: See “Administrator.” Also referred to as “Planning and Zoning Administrator.”
(Ord. of 2000-8-1; Ord. 2000-10-3; Ord. of 2004-4-6; Ord. of 2005-12-6; Ord. of 2019-9-3; Ord. of 2020-09-01; Ord. of 2023-03-07; Ord. of 2023-12-05; Ord. of 2025-04-01; Ord. of 2025-xx-xx)

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Text Amendment - Side Yard Setbacks for Cluster Lots

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - Article 3C - Side Yard Setbacks	Public Hearing	7/22/2025
Staff Report - Side Yard Setbacks	Public Hearing	7/22/2025
Attachments - Side Yard Setbacks	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
AMENDMENT & REVISION OF ZONING ORDINANCE

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of the Town of Smithfield, applicant for a text amendment to the provisions of the following: Articles 3.A, 3.B, 3.C, 3.D, 3.E, 3.G 3.H, & 3.J2 to add group homes as a permitted use; Articles 3.D, 3.E & 13 to clarify the requirements and definition of duplex; Article 3.C.F.2.B.2 to increase the side yard setback for cluster lots; Article 2.U to clarify home occupation uses; Article 3.F to remove regulations for attached, townhouse, and duplex units, of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter,

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the text amendment application, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT: ARTICLE 3.C.F.2.B.2. TEXT AMENDMENT
PUBLIC HEARING

TUESDAY, AUGUST 5th, 2025, 6:30 PM

This is a proposed Text Amendment to Article **3.C.F.2.B.2**. of the Zoning Ordinance per Dr. Pope's request.

2. Minimum yard requirements:

A. Conventional lot:

(1)	Front yard:	35 feet
(2)	Side yard:	15 feet
(3)	Rear yard:	35 feet
		5 feet (accessory uses)

B. Cluster lot:

(1)	Front yard:	25 feet
(2)	Side yard:	10 feet ~~6 feet~~
(3)	Rear yard:	25 feet
		5 feet (accessory uses)

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

Article 3.C:

S-R, Suburban Residential District

Article 3.C:

S-R, Suburban Residential

(Single Family Residential District)

A. Purpose and Intent:

The S-R, Suburban Residential District is created to provide for single family detached residences at subdivision densities which are compatible with the Comprehensive Plan's goals for low to medium density residential developments in Smithfield. The average density of three units per acre establishes the S-R District as the Town's low-to-medium density district for detached residences. The S-R district shall require public water and sewer service, public streets and sidewalks as minimum subdivision improvements. Recognizing prevailing storm drainage deficiencies in and around the Town, new subdivisions shall be constructed with curb and gutter or other storm drainage conveyance system equivalent in performance and function and shall include comprehensive Best Management Practices and stormwater management facilities.

Cluster residential development shall be encouraged in the S-R District (by special permit) in order to promulgate the Town's objectives for environmental preservation, architectural harmony and consistency, adequacy of open space and recreation areas, and enhanced quality neighborhood improvements in new residential subdivisions. Provisions are included herein to permit cluster subdivisions with densities up to fifty percent higher than conventional subdivisions.

The S-R District may be applied to both undeveloped tracts and existing stable neighborhoods in appropriate locations recognized by the Comprehensive Plan. The intent of the district shall be to preserve existing natural features and vegetation, promote excellence in site planning and landscape design, facilitate the efficient layout and orientation of public utilities and community infrastructure, and encourage housing with compatible scale and character of architecture. No more than one single family dwelling shall be permitted per subdivision lot. No lots shall be permitted with private domestic wells or septic systems.

The S-R District represents the residential district to be applied to the land formerly zoned NC-CR-2 and NC-CR-3 in Isle of Wight County which was incorporated into the Town via the Town of Smithfield/Isle of Wight County annexation agreement. In addition to those NC-CR-2 and NC-CR-3 zoned parcels which were subject to the annexation, this district may be applied to other qualifying land which may be comprehensively rezoned by the Town Council to the S-R District upon adoption of the 1998 Comprehensive Plan.

B. Permitted Uses:

1. Single family detached dwellings.
2. Accessory buildings and uses, limited to detached carport and garages, tool sheds, children's playhouses and play structures, doghouses, and accessory off-street parking and loading spaces.
3. Home occupations.
4. Public parks and playgrounds.
5. Yard sale and/or garage sale (temporary).
6. Private swimming pools and tennis courts.
7. Irrigation wells and wells for ground source HVAC systems.

(Ord. of 2020-09-01)

C. Uses Permitted by Special Use Permit:

1. Cemeteries.
2. Churches and places of worship.
3. Cluster residential subdivisions.
4. Community buildings, limited to use by residents of the subdivision.
5. Accessory apartments.
6. Libraries.
7. Museums, historic sites and shrines.
8. Plant nurseries, with no sale of products permitted on premises.
9. Child day centers.
10. Adult day care centers.
11. Nursery schools.
12. Private schools and colleges.
13. Public schools and colleges.
14. Commercial swimming pools and tennis courts (except as may be approved on a general development plan.)
15. Bed and breakfast lodgings and guest houses.
16. Public uses and utilities.
17. Civic, fraternal, and/or social organization halls.
18. Golf course and golf driving ranges.
19. Cupolas, spires and steeples for public and semi-public uses.
20. Agriculture, forestry and horticultural uses (non-commercial).
21. Storage lots for recreational vehicles.
22. Guest houses
24. Temporary real estate marketing offices for new subdivisions.
24. Waiver of contiguous open space parcel requirement.

25. Waiver of district size for cluster subdivisions.
26. Waiver of parking and Loading Requirements
27. Child Day Care as a Home Occupation (6-11 Children)
28. Event facilities (principal and accessory uses).
29. Boating, country, and/or hunt clubs.

(Ord. of 9-2-2008, Ord. of 11-4-2014, Ord. of 2019-09-03)

D. Maximum Density:

1. Conventional Subdivisions: Three (3.0) units per net developable acre.

2. Cluster Subdivisions: Four and One-half (4.5) units per net developable acre.

E. Lot Size Requirements:

1. Minimum district size for cluster subdivisions: Five (5) acres

2. Minimum lot area:

   A. Conventional lot: 12,000 square feet

   B. Cluster lot: 8000 square feet

3. Minimum lot width:

   A. Conventional lot:

      (1) Interior lot: 80 feet
      (2) Corner lot: 120 feet

   B. Cluster lot:

      (1) Interior lot: 60 feet
      (2) Corner lot: 90 feet

4. Minimum lot depth:

   A. Conventional lot: 125 feet

B. Cluster lot: 90 feet

F. Bulk Regulations:

1. Height

A. Residential building height: 35 feet

B. Public or semi-public building: 45 feet, provided that required front, rear, and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

C. Cupolas, spires and steeples: 90 feet, by special permit.

D. Accessory buildings: 16 feet, provided that accessory building heights may be increased to twenty-four (24) feet in accordance with Article 2, Section P of the Zoning Ordinance.
(Ord. of 5-4-2004)

2. Minimum yard requirements:

A. Conventional lot:

(1) Front yard: 35 feet
(2) Side yard: 15 feet
(3) Rear yard: 35 feet
5 feet (accessory uses)

B. Cluster lot:

(1) Front yard: 25 feet
(2) Side yard: 10 feet ~~6 feet~~
(3) Rear yard: 25 feet
5 feet (accessory uses)

C. In addition to the above regulations, the yard requirements for uses and structures other than residential dwellings and residential accessory uses shall be further regulated by floor area ratio and lot coverage ratios. A maximum floor area ratio equal to 0.25 shall apply to such non-residential uses and structures,

with a maximum percentage of lot coverage equal to 20%. The location of all such uses shall be subject to site plan approval.

G. Landscaping, Open Space and Recreation Areas:

1. In subdivisions approved for cluster development, twenty percent (20%) of the gross site area shall be common open space dedicated to common usage and ownership. Twenty-five percent (25%) of the required open space area shall be developed as active recreational and active community open space, as defined.

2. In conventional subdivisions with 75 or more lots, ten percent (10%) of the gross site area shall be common open space dedicated to common usage and ownership. Fifty percent (50%) of the required common open space area shall be developed as active recreational and active community open space, as defined.

3. For cluster and conventional subdivisions, no more than 40% of the required common open space shall consist of land classified as 100 year floodplain, stream valleys, wetlands, water features, slopes greater than 30%, and/or drainage easements.

4. Required open space shall be contiguous and shall occupy a single parcel within the subdivision unless otherwise approved by the Planning Commission.

5. In no instance shall open space credit be given for lands which are included in or reserved for public rights of way or private travelways, loading areas, required sidewalks or parking areas.

6. Open space shall be accessible to all residential lots within the subdivision via dedicated pedestrian access easements. Where bike and pedestrian trails intended for public use have been designated by the Town's adopted Comprehensive Plan or the Capital Improvements Plan, access easements shall be provided, where appropriate, within the subdivision to link these trails to common open space areas.

7. All open space shall be further regulated by landscaping requirements.

8. All common open space, recreational areas and other common properties shall be preserved for their intended purpose as shown on the approved Plan of Development and shall be established by metes and bounds on the Final Subdivision Record Plat.

9. Common open space, recreational areas and other common properties shall be owned, administered and maintained by a not-for-profit, property owners' association, provided,

however, that a portion or all of such properties may be dedicated to the Town subject to and at the sole discretion of the Town for acceptance at time of plat recordation. Property owners' association by-laws, articles of incorporation and restrictive covenants shall be submitted with any application for subdivision plat approval. Prior to final approval of a subdivision plat including properties to be owned by a property owners' association, the Town Attorney shall review and approve the bylaws, articles of incorporation and restrictive covenants.

10. For open space, recreational areas and other common properties to be retained by the property owners' association of a subdivision, the initial developer/owner of the subdivision must establish the owners' association as a legal entity prior to the recordation of the final plat. Membership in the association shall be mandatory for all lot owners within the subdivision. The owners' association shall own all common open space and recreational facilities and shall provide for their perpetual administration, maintenance and operation.

11. The open space and recreation area requirements for residential developments which incorporate a public or private golf course shall be subject to both Special Permit and General Development Plan approval, provided that any golf course under construction prior to the date of this ordinance is not subject to Special Permit regulations.

    Notwithstanding the above provisions, open space credit shall be given to the area which circumscribes the golf course irrespective of the actual ownership of the real property which constitutes the golf course.

    In addition to the golf course, community recreational amenities (such as swimming pools, tennis courts, pedestrian trails, etc.) shall be provided and made available to the residents of the subdivision pursuant to the approved General Development Plan.

H. Conventional and Cluster Subdivisions: Net Developable Area Calculation

1. Notwithstanding governing lot size and yard regulations, the maximum number of lots for any conventional or cluster subdivision shall be calculated based on existing land conditions. The yield of a subdivision shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The subdivision plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net

developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in Appendix 1 of the Zoning Ordinance.)*

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travleways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No S-R District residential lot shall be designed in such a way that an area of more than 25% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or greater, (b) wetlands, (c) 100-year floodplains, and (d) water features.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Refer to the Floodplain Zoning Overlay District, where applicable.

2. Refer to the Chesapeake Bay Preservation Area Overlay District.

3. Refer to Landscaping and Screening, Article 9, for screening and buffer yard provisions.

4. Refer to Parking and Loading Requirements, Article 8, for parking regulations and specific requirements for common parking lots for recreation vehicle and boat storage.

5. Recreational vehicle parking shall not be permitted within front yard and the area of the side yard setbacks.

6. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.

7. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

8. All uses within the S-R District shall require a General Development Plan and/or site plan for zoning and/or special permit approval.

9. Refer to General Regulations, Article 2, for additional lot and yard requirements.

10. Refer to Sign Regulations, Article 10, for signage provisions.
(Ord. of 10-3-2000; Ord. of 2020-09-01)

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Text Amendment - Multi Family Residential

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - Text Amendment - Multi Family Residential	Public Hearing	7/22/2025
Staff Report - Multi Family Residential	Public Hearing	7/22/2025
Attachments - Article 3F - Multi Family Residential	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
AMENDMENT & REVISION OF ZONING ORDINANCE

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of the Town of Smithfield, applicant for a text amendment to the provisions of the following: Articles 3.A, 3.B, 3.C, 3.D, 3.E, 3.G 3.H, & 3.J2 to add group homes as a permitted use; Articles 3.D, 3.E & 13 to clarify the requirements and definition of duplex; Article 3.C.F.2.B.2 to increase the side yard setback for cluster lots; Article 2.U to clarify home occupation uses; Article 3.F to remove regulations for attached, townhouse, and duplex units, of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter,

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the text amendment application, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT: ARTICLE 3.F. TEXT AMENDMENT
PUBLIC HEARING

TUESDAY, AUGUST 5th, 2025, 6:30 PM

This is a proposed Text Amendment to Article **3.F.** of the Zoning Ordinance to remove regulations that address attached, townhouse, and duplex units, as they are subject to AR regulations.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

Article 3.F:

MF-R, Multifamily Residential District

Article 3.F:

MF-R Residential

(Multifamily Residential District)

A. Purpose and Intent:

The MF-R, Multifamily Residential District is intended to provide for multifamily residences at locations compatible with the Comprehensive Plan's goals for housing for the elderly and other limited high density residential development and redevelopment in Smithfield. No more than three (3) unrelated occupants may reside in any one multifamily or attached dwelling in the MF-R District. The average density of twelve (12) units per acre establishes this district as one recognizing garden-styled and mid-rise apartment and/or condominium units as the dominant land use. Buildings shall not exceed three stories in height.

While no new garden apartment projects are recommended by the Comprehensive Plan, the MF-R District is intended to promote housing for the elderly and well planned higher density residential developments. Retirement residential projects, independent living communities and nursing homes and housing for persons requiring assisted living care are encouraged under this district.

Elderly housing proposals may be granted higher densities (up to 20 or more units per acre) subject to superior design proposals as well as the results of the supporting transportation/parking studies which quantify a reduction in parking demand and overall traffic impacts attributable to elderly and assisted living projects. The development of townhouses are permitted in the MF-R District and shall be subject to the requirements of the A-R, Attached Residential District.

This designation may be applied to existing multi-family development within stable areas of the Town. Also, it is intended for application to certain undeveloped tracts and infill locations as recognized by the Comprehensive Plan, where housing for the elderly would be appropriate. In all instances, it is the intent of this district to promote development which is sensitive to existing natural features and vegetation, promotes excellence in site planning and landscape design and incorporates appropriate scale, materials and character of architecture. Development in the MF- R District must be sensitive to land forms, environmental characteristics, adequate public infrastructure and quality transportation improvements.

B. Permitted Uses:

1. Multiple family residential dwellings (with no more than three (3) unrelated occupants per dwelling unit).
2. Single family attached dwellings, subject to A-R District regulations.
3. Duplex residential dwellings, subject to A-R District regulations.
4. A mix of residential dwelling types as set forth above.
5. Private community facilities, recreation areas, parking lots for recreational vehicles and other common area improvements normally associated with multi family residential developments (other than those requiring special use permits).
6. Accessory uses, to include tool sheds, detached garages and carports, children's playhouses and doghouses.
7. Irrigation wells and wells for ground source HVAC systems.

(Ord. of 2020-09-01)

C. Uses Permitted by Special Use Permit:

1. Cemeteries.
2. Community buildings, limited to residential use.
3. Churches and places of worship.
4. Public uses and facilities.
5. Libraries.
6. Child day care centers.
7. Adult day care centers.
8. Nursery schools, for use by MF-R District residents only.
9. Private schools and related uses.
10. Public schools and related uses.
11. Commercial swimming pools and tennis courts, except as may be approved in a planned unit development.
12. Housing for the elderly and assisted living residences requiring medical and/or food support structures.
13. Institutional housing and general care for indigents and orphans.
14. Hospitals and medical offices.
15. Public utilities.
16. Nursing homes (licensed) with medical offices.
17. Recycling centers, for use by the MF-R District residents only.
18. Home occupations.
19. Waiver of district size.
20. Waiver of maximum density.
21. Waiver of maximum building height.
22. Temporary real estate marketing offices for new subdivisions.

23. Waiver of Parking and Loading Requirements.
(Ord. of 9-5-2000, Ord. of 9-2-2008)

D. Maximum Density:

1. Multifamily dwellings (conventional):

Twelve (12.0) dwelling units per net developable acre.

2. Multifamily dwellings (subject to conditional zoning agreements and proffered for elderly and assisted living orientations only):

Twenty (20.0) dwelling units per net developable acre (by special permit via waiver of maximum density).

~~3. Attached dwellings:~~

~~Eight (8.0) dwelling units per net developable acre.~~
(Ord. of 2025-xx-xx)

E. Lot Size Requirements:

1. Minimum district size: Five (5) acres

2. Minimum lot area for multifamily dwellings: Not regulated,
provided that dwellings must be appropriately sited to respect physiographic, air, solar, landscape, screening and environmental characteristics of lot and their relationship to adjoining properties, as well as other criteria provided in the Additional Regulations of this district.

~~3. Minimum lot area for attached dwellings:~~

~~A. Interior lot: 1600 square feet~~

~~B. Corner lot: 2400 square feet~~

~~C. Condominium: See Additional Regulations~~

4. Non-residential uses:
In addition to the above regulations, the yard requirements for uses and structures other than residential dwellings and residential accessory uses shall be further regulated by

floor area ratio and lot coverage ratios. A maximum floor area ratio equal to 0.30 shall apply to such non-residential uses and structures, with a maximum percentage of building coverage on the lot equal to 20%. The location of all such uses shall be subject to site plan approval.

(Ord. of 2025-xx-xx)

F. Bulk Regulations:

1. Maximum Height

   A. Residential building height: 40 feet

   B. Public or semi-public building: 45 feet, provided that required front, rear and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

   C. Cupolas, spires and steeples: 90 feet, by special permit.

2. Minimum yard requirements for multifamily dwellings:

   A. Front yard: 30 feet, for any yard fronting a public right of way.

   15 feet, for any yard fronting a private travelway and/or parking bay, provided that the minimum yard depth be measured from the building to either (1) the back of vehicular pavement curbing or (2) the back of sidewalk if located between building and vehicular pavement curbing, whichever is closer.

   B. Side yard: 15 feet, provided that where a side yard fronts a public right of way, the side yard shall be 30 feet.

   C. Rear yard: 30 feet

~~3. Minimum lot width for attached (townhouse) dwellings:~~

~~A. Interior lot: 18 feet~~

B. Corner lot: 35 feet

C. Condominiums: See Additional Regulations for MF-R District

4. Minimum lot width for duplex dwellings:

A. Interior lot: 35 feet
subject to additional side yard regulations.

B. Corner lot: 50 feet

C. Condominiums: See Additional Regulations for MF-R District

5. Other: Where a lot is to be subdivided into individual lots for the sale of single family attached dwelling units:

A. Lot lines shall conform with party wall centerlines, and

B. Each lot shall be required to include a privacy yard with a minimum area of 200 square feet. The design of the privacy yard shall be detailed on the final site plan and shall include provisions for screening, fencing, paving, exterior lighting and/or special landscaping treatment.

6. Minimum yard requirements for attached and duplex dwellings:

A. Front yard: 25 feet,
for any yard fronting a public right of way.

12 feet,
for any yard fronting a private travelway and/or parking bay, provided that the minimum yard depth be measured from the face of building to either (1) the back of vehicular pavement curbing or (2) the back of sidewalk if located between building and vehicular pavement curbing, whichever dimension is closer to the building front.

20 feet,
for any yard fronting a private travelway and/or parking bay serving a residential dwelling with a garage.

~~B. Side yard: 25 feet,~~
~~for any side yard fronting a public right of way.~~

~~16 feet,~~
~~for any side yard abutting a private travelway and/or parking bay.~~

~~12 feet,~~
~~for any side yard abutting an adjacent lot line.~~

~~C. Rear yard: 25 feet~~
(Ord. of 2025-xx-xx)

G. Open Space and Recreation Areas:

1. Thirty percent (30%) of the gross site area shall be common open space dedicated to common usage and ownership.

2. Fifty percent (50%) of the required common open space area shall be developed as active recreational areas and facilities.

3. Active recreational areas may include playgrounds with recreational structures, tot lots, tennis courts, swimming pools, wading pools, spas and saunas, clubhouse facilities, community meeting rooms and other similar facilities intended for the exclusive use and participation of residents within the MF-R development. The applicant shall establish that the type and quality of the planned improvements for the active recreation space shall satisfy the needs of the residents of the project. The location, mix, type, quality and phasing of active recreation facilities and open spaces shall be delineated on the General Development Plan and is subject to Planning Commission approval. A bond may be required for such improvements and facilities subject to the discretion of the Planning Commission.

4. No more than 40% of the required common open space shall consist of land classified as 100 year floodplain, stream valleys, wetlands, water features, stormwater management facilities, slopes greater than 30% and/or drainage easements.

5. Required open space shall be contiguous and shall occupy a single parcel within the MF-R development unless otherwise approved by the Planning Commission.

6. In no instance shall open space credit be given for lands which are included in or reserved for public rights of way or private travelways, loading areas, required sidewalks or parking areas.

7. Common open space and active recreational areas shall be accessible to all attached residential lots within the development via dedicated pedestrian access easements. Walkways and other forms of pedestrian access shall form an interconnected system within the MF-R District, serving as access to open space, recreational areas and other pedestrian destinations. Pedestrian systems shall be delineated on the required General Development Plan.

8. Where community bike and pedestrian trails intended for public use have been designated by the Town's adopted Comprehensive Plan or the Capital Improvements Plan, the applicant shall connect interior pedestrian trails and sidewalks within the project to these community trails.

9. All open space shall be further regulated by landscaping and buffer yard requirements.

10. All common open space, recreational areas and other common properties shall be preserved for their intended purpose as shown on the approved Plan of Development and shall be established by metes and bounds on the Final Subdivision Record Plat.

11. Common open space, recreational areas and other common properties shall be owned, administered and maintained by a not-for-profit, property owners' association, provided that a portion or all of such properties may be dedicated to the Town at the sole discretion of the Town Council for acceptance at the time of plat recordation. Property owners' association by-laws, articles of incorporation, restrictive covenants and a schedule of maintenance shall be submitted with any application for a subdivision plat or site plan approval.

12. For common open space, recreational areas and other common properties to be retained by the property owners' association, the initial developer/owner of the project must establish the owners' association as a legal entity prior to the recordation of the final plat. Membership in the association shall be mandatory for all property owners within the development. The owners' association shall own all common open space and recreational facilities and shall provide for their perpetual administration, maintenance and operation.

H. Net Developable Area Calculation for the MF-R District:

1. Notwithstanding governing lot size and yard regulations, the maximum number of units for multifamily and attached residential development or subdivision shall be calculated based on existing land conditions. The yield of a multifamily development project shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The final plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined below. A calculation of the net developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in Appendix 1 of the Zoning Ordinance.)*

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes of less than 10%:	*100%*
Slopes greater than 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes of 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travleways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No MF-R District residential lot shall be configured such that more than 10% of the prescribed minimum lot area for a subdivided attached residential or duplex residential lot is comprised of one or more of the following physical land units: (a) slopes of 30% or more, (b) wetlands, (c) 100-year floodplains or (d) water features. Stormwater management and BMP facilities shall not be constructed within the boundaries of a residential lot.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Waiver of Minimum District Size: The Planning Commission may approve a special permit waiving the five acre minimum district size requirement for the MF-R District provided that the owner shall successfully demonstrate that the consolidation of contiguous parcels or lots necessary to meet the minimum district size represents an undue economic hardship or physical impossibility. Further, the owner shall establish that such proposed MF-R development will have no deleterious effect on contiguous properties while satisfying the purpose and intent of the district.

2. Refer to Parking and Loading Requirements for parking regulations.

   A. Parking spaces for each dwelling unit shall be assigned and located within reasonable walking distance to the individual dwelling unit served.

   B. Separate parking spaces shall be allocated and reserved for recreational vehicle parking on the basis of one (1) recreational vehicle parking space per six (6) dwelling units. No recreational vehicle parking space shall front on a public street.

   C. ADA (American Disabilities Act) parking requirements and dimensions shall be incorporated as a required improvement into all plats and site plans.

   D. Recreational vehicle parking shall not be permitted on residential lots within the MF-R District. Refer to Parking and Loading Requirements for commercial parking lots and specific requirements for recreation vehicle and boat storage.

3. Private Travelways, Combined Travelways with Parking Bays and General Access:

   A. All dwellings shall have access to a private travelway providing for two-way traffic on twelve (12) foot travel lanes with a minimum width of 24 feet (curb to curb), within a minimum 30-foot private vehicular access easement which shall be recorded with the subdivision plat.

   B. Travelways combined with single loaded perpendicular parking bays (90 degree parking stalls) shall be a minimum width of 42 feet (curb to curb), 18 feet of which shall be allocated to and striped for parking. Travelways combined with double loaded perpendicular parking bays shall be a minimum width of 60 feet (curb to curb), with 18 feet allocated to the depth of each parking bay space.

C. Private travelways and combined travelways with parking bays shall be constructed to geometric and pavement design standards as specified by the Town's *Design and Construction Standards Manual*, as revised.

D. All travelways and parking bays shall be constructed with VDOT CG-6 or approved equivalent curb and gutter.

E. No attached dwelling unit may be accessed directly from a public street unless approved by special permit.

4. Refuse and Solid Waste Buffering and Screening

A. All refuse facilities shall be completely enclosed and screened according to the provisions established in the Landscaping and Screening Regulations.

5. Additional Setback and Lot Requirements

A. Where adjacent properties are zoned to a district other than the MF-R District, all buildings shall be set back at least 30 feet from the common district property line(s) or as otherwise provided by screening and buffer requirements.

B. Front lot lines shall be common with private vehicular access easement lines, provided that where a perpendicular parking stall, recreational feature and/or a sidewalk intended for common usage are located outside of the private vehicular access easement, a minimum landscaped front yard of 12 feet shall be provided.

6. Separation and Grouping of Units

A. Building structures for multifamily residential units shall be separated from one another by a minimum of 30 feet ~~and single-family attached dwelling units shall be separated from one another by a minimum of 24 feet.~~

B. No more than twenty-four (24) multifamily units shall be included in any one building structure, provided that greater than 24 units per building may be permitted for housing for the elderly by special permit.

~~C. No more than eight (8) single-family attached units (townhouses) shall be included in any one physically contiguous grouping.~~

D. Multifamily ~~and townhouse~~ groupings shall be designed to minimize "flat," row-house architectural facades. Architectural projections, off-sets, window bays, porches, mixed materials and colors and other design elements shall be employed to achieve this result.

~~E. Architectural treatment of attached dwellings shall vary so that no more than two abutting units are substantially the same and so that no more than four units in any group are substantially the same.~~

(Ord. of 2025-xx-xx)

7. Required Improvements and Maintenance of Improvements

A. For any development in the MF-R District, all common area improvements (including open space, recreational facilities, private travelways, walkways, parking areas and other community facilities) shall be maintained by the developer/owner of the MF-R District development until such time as the developer/owner conveys said common area to a non-profit property owners association.

B. On-site lighting, signage and mailboxes (as approved by U.S. Postal Service) shall be provided by the owner/developer of the MF-R District development. These improvements shall be of compatible scale, materials and colors with the proposed development and adjacent uses. The designs for these improvements shall be provided with the final site plan.

8. Property Owners' Association and Covenants

A. Prior to final approval of a subdivision plat or site plan which includes common properties or common property improvements to be owned by a property owners association, the Town Attorney shall review and approve the applicant's property owners' association bylaws, articles of incorporation, restrictive covenants and a schedule of common property maintenance.

B. Deed restrictions and covenants shall be included with the conveyance of common property and common property improvements to include, among other things, that assessments, charges and costs of maintenance of such common areas shall constitute a pro-rata share lien upon the individual dwelling lots, such lien being inferior only to taxes and recorded trusts.

C. Restrictive covenants shall specify the detailed means by which the non-profit entity shall govern and manage itself and maintain building exteriors, landscaping, lighting, recreation areas, walkways, pedestrian trails, parking areas, snow removal travelways and other common elements of the development.

9. Additional Land Development and Site Plan Requirements

A. All uses within the MF-R District shall require a General Development Plan for zoning and/or special permit approval. The General Development Plan shall serve as the master land use plan for the specific development proposal.

B. The development of any and all sections within the MF-R District shall require site plan approval in conformance with the General Development Plan.

C. A Traffic Impact Assessment may be required for any MF-R District application by the Planning and Zoning Administrator. See Appendix, Article 14.B.

D. Refer to Article 9, Landscape and Screening Regulations for additional screening buffer yard and open space landscaping provisions.

E. Refer to the Town's Design and Construction Standards Manual for additional residential design standards and criteria.

10. Condominiums

A. Any proposed condominium development established under the Condominium Laws of Virginia shall be subject to the following provisions:
   (1) All setbacks, density and other MF-R District provisions shall be met.
   (2) Minimum lot and yard requirements shall be met as if lot lines existed.

11. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.

12. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for*

foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."

13. Refer to the Floodplain Zoning Overlay District, where applicable.

14. Refer to the Chesapeake Bay Preservation Area Overlay District.

15. Refer to Article 10, Signage Regulations for signage provisions.

(Ord. of 2020-09-01; Ord. of 2025-xx-xx)

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Text Amendment - Requirements and Definition of Duplex

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - Text Amendment - Duplex	Public Hearing	7/22/2025
Staff Report - Duplex	Public Hearing	7/22/2025
Attachments - Article 3D, 3E and 13 -Duplex	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
AMENDMENT & REVISION OF ZONING ORDINANCE

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of the Town of Smithfield, applicant for a text amendment to the provisions of the following: Articles 3.A, 3.B, 3.C, 3.D, 3.E, 3.G 3.H, & 3.J2 to add group homes as a permitted use; Articles 3.D, 3.E & 13 to clarify the requirements and definition of duplex; Article 3.C.F.2.B.2 to increase the side yard setback for cluster lots; Article 2.U to clarify home occupation uses; Article 3.F to remove regulations for attached, townhouse, and duplex units, of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter,

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the text amendment application, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT: ARTICLE 3.D, 3.E, & 13 TEXT AMENDMENT
PUBLIC HEARING

TUESDAY, AUGUST 5th, 2025, 6:30 PM

This is a proposed text amendment to Articles 3.D, 3.E, and 13 of the Zoning Ordinance to clarify that duplex units are permitted on one parcel (one duplex, two units, per single parcel of land and/or one duplex per 2 subdivided lots).

This also doubled the minimum lot area and the minimum lot width if the duplex is on one single parcel of land.

> **Dwelling, Duplex:** A two-family attached residential use in which the dwelling units are located on either one individual platted lot~~s~~ or two individual lots, and either of which share a common wall (including without limitation the wall of an attached garage or porch) and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.

This application did appear at the May & June Planning Commission and was favorably recommended in July.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

Article 3.D:

DN-R, Downtown Neighborhood Residential District

Article 3.D:

DN-R Residential

(Downtown Neighborhood Residential District)

A. Purpose and Intent:

The DN-R, Downtown Neighborhood Residential District provides for single family detached residences at slightly higher densities than the S-R, Suburban Residential District. All development within the DN-R District shall be consistent with the Comprehensive Plan's goals for harmonious new development as well as the revitalization of existing stable residential neighborhoods in and around downtown Smithfield. The principal objective of this district is to recognize, maintain and reinforce the existing “sense of neighborhood” in and around the downtown historic areas and to promote residential development of compatible scale, historic character and architectural massing.

While the application of the DN-R District is primarily intended to overlay the existing, substantially developed, residential areas close to the downtown, it also can be applied to new rezonings of undeveloped tracts and infill lots situated within close proximity to the downtown residential areas and waterfront areas. It is the intent of this district to preserve existing historic and natural features, to protect existing landscapes and vegetation, to promote excellence in landscape design and to encourage housing with appropriate scale and architecture.

The average density of five units per acre establishes the DN-R District as one which accepts a higher density and relatively small lot size for single family detached residences. All new and redevelopment activities shall be served by public water and sewer, public streets with curb and gutter, sidewalks, drainage and stormwater management.

B. Permitted Uses:

1. Single family detached dwellings.
2. Accessory buildings and uses, limited to detached carport and garages, tool sheds, children's playhouses and play structures, off-street parking, and doghouses.
3. Home occupations.
4. Public parks and playgrounds.
5. Yard sale and/or garage sale (per ordinance definition).
6. Private swimming pools
7. Boat docks, boat storage and waterfront access facilities, as an accessory use to a private single family dwelling.
8. Irrigation wells and wells for ground source HVAC systems.

(Ord. of 2020-09-01)

C. Uses Permitted by Special Use Permit:

1. Cemeteries.
2. Churches and places of worship.
3. Duplex residential dwellings ~~(1 dwelling per subdivided lot).~~
4. Community buildings, limited to use by residents of the subdivision.
5. Public uses.
6. Libraries.
7. Museums, historic sites and shrines.
8. Plant nurseries, with no sale of products permitted on premises.
9. Child day care centers.
10. Adult day care centers.
11. Nursery schools.
12. Private schools and colleges.
13. Public schools and colleges.
14. Commercial swimming pools and tennis courts.
15. Bed and breakfast lodgings.
16. Public utilities.
17. Civic, fraternal, and/or social organization halls.
18. Tennis courts, public and private.
19. Gymnasiums, public and private.
20. Boat docks, boat storage and waterfront access facilities, as an accessory use to uses other than private single family residential dwellings.
21. Cupolas, spires and steeples for public and semi-public uses.
22. Agriculture, forestry and horticultural uses (non-commercial).
23. Outdoor storage lots for recreational vehicles.
24. Zero lot line residential units (only permitted for new construction.)
25. Accessory apartments.
26. Temporary real estate marketing offices for new subdivisions.
27. Waiver of Parking and Loading Requirements.
28. Child Day Care as a Home Occupation (6-11 Children)
29. Event facilities (principal and accessory uses).
30. Boating, country, and/or hunt clubs.

(Ord. of 9-5-2000, Ord. of 9-2-2008, Ord. of 11-4-2014, Ord. of 2019-09-03; Ord. of 2025-xx-xx)

D. Maximum Density:

1. Five (5.0) dwelling units per net developable acre.

E. Lot Size Requirements:

1.	Minimum district size:		Not regulated
2.	Minimum lot area:		
	A.	Conventional single family lot:	6000 square feet
	B.	Duplex lot (1 attached unit/lot):	
		(1) Interior lot:	4000 square feet
		(2) Corner lot:	5000 square feet
	C.	Duplex lot (1 duplex per lot):	
		(1) Interior lot:	8000 square feet
		(2) Corner lot:	10000 square feet
3.	Minimum lot width:		
	A.	Conventional single family lot:	
		(1) Interior lot:	50 feet
		(2) Corner lot:	75 feet
	B.	Duplex ~~attached residential~~ lot (1 attached unit per lot):	
		(1) Interior lot:	40 feet
		(2) Corner lot:	60 feet
	C.	Duplex lot (1 duplex per lot):	
		(1) Interior lot:	80 feet
		(2) Corner lot:	120 feet

(Ord. of 2025-xx-xx)

F. Bulk Regulations:

1. Height

   A. Residential building height: 35 feet
   (principal and accessory uses)

   B. Public or semi-public building: 45 feet,
   provided that required front, rear, and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

   C. Cupolas, spires and steeples: 50 feet

2. Minimum yard requirements:

   A. Conventional single family lot:

      (1) Front yard: 25 feet,
      Except where forty percent (40%) or more of the frontage on one side of the street within the same block is improved with buildings, no building on that side of the street within the same block shall be required to have a front yard greater than the average front yard of the existing buildings. However, when there are buildings on the adjacent lots on both sides, the front yard shall not be required to be greater than the average of the front yards of the buildings on the adjacent lots. The side line of a building on a corner lot shall not be a factor in these calculations.

      (2) Side yard (interior lot): 10 feet,
      Except that the minimum side yard for any lot of record prior to the date of the adoption of this ordinance shall be 5 feet.

      Side yard (corner lot): 20 feet,
      Except that the minimum side yard for any corner lot of record prior to the date of the adoption of this ordinance shall be 10 feet.

      (3) Rear yard: 25 feet (residences)
      5 feet (accessory uses),

B. Duplex attached residential lot ~~(1 attached unit per subdivision lot)~~:

(1) Front yard: 25 feet,
Except where forty percent (40%) or more of the frontage on one side of the street within the same block is improved with buildings, no building on that side of the street within the same block shall be required to have a front yard greater than the average front yard of the existing buildings. However, when there are buildings on the adjacent lots on both sides, the front yard shall not be required to be greater than the average of the front yards of the buildings on the adjacent lots. The side line of a building on a corner lot shall not be a factor in these calculations.

(2) Side yard (interior lot): 10 feet
Side yard (corner lot): 15 feet
Except that the minimum side yard for accessory uses for any lot of record prior to the date of the adoption of this ordinance shall be 5 feet.

(3) Rear yard: 25 feet (residences)
5 feet (accessory uses),

D. A maximum floor area ratio equal to 0.25 shall apply to uses other than residential.

G. Open Space:

1. In conventional subdivisions with 50 or more lots, 10% of the gross site area shall be open space dedicated to common usage and ownership, 50% of such area shall be developed as recreational and active community open space, as defined.

2. No more than 40% of the dedicated open space shall consist of land classified as 100 year floodplain, stream valleys, wetlands, slopes greater than 30% and/or drainage easements.

3. All dedicated open space is regulated by landscaping requirements.

4. In no instance shall open space credit be given for lands which are included in or reserved for public rights of way, private travelways, loading areas, required sidewalks or parking areas.

H. Net Developable Area Calculation for DN-R District:

1. Notwithstanding governing lot size and yard regulations, the maximum number of units for attached residential development or subdivision shall be calculated based on existing land conditions. The yield of a subdivision shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The final plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in the appendix of the Zoning Ordinance.)*

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travleways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No DN-R District residential lot shall be configured such that more than 10% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or more, (b) wetlands, (c) 100-year floodplains, and (d) water features.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Refer to the Floodplain Zoning Overlay District, where applicable.

2. Refer to the Chesapeake Bay Preservation Area Overlay District.

3. Refer to Landscaping and Screening, Article 9, for screening and buffer yard provisions.

4. Refer to Parking and Loading Requirements, Article 8, for parking regulations and specific requirements for common parking lots for recreation vehicle and boat storage.

5. Recreational vehicle parking shall not be permitted within front yard and the area of the side yard setbacks.

6. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.

7. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

8. Refer to the Smithfield Design and Construction Standards Manual for additional residential design standards and criteria, where applicable.

9. Refer to the Smithfield Historic District Design Guidelines and the HP-O District for additional residential design standards and criteria for properties located within the historic preservation areas.

10. All uses within the DN-R District shall require a General Development Plan and/or site plan for zoning and/or special permit approval.

11. Refer to General Regulations, Article 2, for additional lot and yard requirements.

12. Refer to Sign Regulations, Article 10, for signage provisions.
(Ord. of 10-3-2000; Ord. of 2020-09-01)

Article 3.E:

A-R, Attached Residential District

Article 3.E:

A-R, Attached Residential

(Townhouse and Attached Residential District)

A. Purpose and Intent:

The A-R, Attached Residential District is created to provide for attached residential dwellings such as conventional townhouses, row houses, multiplex dwellings, duplexes and other similar forms of attached residential units. Single family detached residential dwellings may be permitted under the special use provisions of the district. Garden apartments, "over and under" attached residences, housing for the elderly, and other forms of multi-family housing are not permitted in this district. The A-R District is intended for use in locations compatible with the Comprehensive Plan's goals for medium density, attached residential development in Smithfield. The average density of six (6) to eight (8) units per net developable acre establishes this district as one recognizing townhouse-styled units as the dominant land use.

The A-R District shall be applied to undeveloped tracts lying within Smithfield, as well as to infill parcels at selected locations with the intent of preserving existing natural features and vegetation, promoting excellence in site planning and landscape design, creating self-sustaining neighborhoods and recreational areas and encouraging attached housing with compatible scale, materials and character of architecture. Development in the A-R, Attached Residential District shall be sensitive to land physiography, provision of adequate public infrastructure and development of quality transportation improvements in achieving optimal siting of dwellings, recreation areas, community facilities and open space.

B. Permitted Uses:

1. Attached residential (townhouse) dwellings.
2. Duplex residential dwellings ~~(one dwelling per subdivided lot).~~
3. Private community facilities, recreation areas and other common area improvements normally associated with attached residential developments (other than those requiring special use permits) shall be permitted subject to general development plan and final site plan approval.
4. Accessory uses, to include tool sheds, detached garages and carports, children's playhouses, doghouses and accessory off-street parking and loading spaces.
5. Irrigation wells and wells for ground source HVAC systems.

(Ord. of 2020-09-01; Ord. of 2025-xx-xx)

C. Uses Permitted by Special Use Permit:

1. Single family detached residences, subject to S-R District regulations, provided that such residences do not comprise more than 25% of the total planned residential units depicted on the general development plan.
2. Parking lots for recreational vehicles and boats, except as part of a planned development.
3. Commercial swimming pools and tennis courts.
4. Churches and places of worship.
5. Public uses and facilities.
6. Recycling centers, for use by the A-R District residents only.
7. Child day centers.
8. Adult day care centers.
9. Nursery schools.
10. Private schools.
11. Public schools.
12. Cemeteries.
13. Home occupations.
14. ~~Group homes~~. Repealed 2025-xx-xx
15. Institutional housing and general care for indigents and orphans.
16. Boating, country, and/or hunt clubs.
17. Public utilities.
18. Temporary real estate marketing offices for new subdivisions.
19. Multi-family housing for the elderly and assisted living residences requiring medical and/or food support structures, subject to MF-R regulations.
20. Waiver of Parking and Loading Requirements.

(Ord. of 9-2-2008, Ord. of 2019-09-03; Ord. of 2025-xx-xx)

D. Maximum Density:

1. Eight (8.0) dwelling units per net developable acre.

E. Lot Size Requirements:

1. Minimum district size: Five (5) acres

2. Minimum lot area for attached (townhouse) dwellings:

A.	Interior lot:	1600 square feet
B.	Corner lot:	2400 square feet

C. Condominium: See Additional Regulations for A-R District

3. Minimum lot area for duplex dwellings:

~~A. Interior lot: 4000 square feet~~

~~B. Corner lot: 5000 square feet~~

A. Duplex lot (1 attached unit/lot):

(1) Interior lot: 4000 square feet
(2) Corner lot: 5000 square feet

B. Duplex lot (1 duplex per lot):

(1) Interior lot: 8000 square feet
(2) Corner lot: 10,000 square feet

C. Condominium: See Additional Regulations for A-R District

4. Minimum lot width for attached (townhouse) dwellings:

A. Interior lot: 18 feet

B. Corner lot: 35 feet, subject to additional side yard regulations.

C. Condominiums: See Additional Regulations for A-R District

5. Minimum lot width for duplex dwellings:

~~A. Interior lot: 35 feet, subject to additional side yard regulations.~~

~~B. Corner lot: 50 feet, subject to additional side yard regulations.~~

A. Duplex lot (1 attached unit per lot):

(1) Interior lot: 35 feet
(2) Corner lot: 50 feet

B. Duplex lot (1 duplex per lot):

(1) Interior lot: 70 feet
(2) Corner lot: 100 feet

C. Condominiums: See Additional Regulations for A-R District

(Ord. of 2025-xx-xx)

6. Other: Where a lot is to be subdivided into individual lots for the sale of single family attached dwelling units:

A. Lot lines shall conform with party wall centerlines, and

B. Each lot shall be required to include a rear privacy yard with a minimum area of 200 square feet. The design of the privacy yard shall be detailed on the final site plan and shall include provisions for screening, fencing, paving, exterior lighting and/or special landscaping treatment.

F. Bulk Regulations:

1. Height

A. Residential building height: 35 feet
by Commission waiver: 45 feet, but not to exceed 3 stories.

B. Public or semi-public building: 45 feet,
provided that required front, rear and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

C. Cupolas, spires and steeples: 90 feet,
by special use permit approved by the Planning Commission.

D. Accessory structures: 16 feet
provided that accessory building heights may be increased to twenty-four feet in accordance with Article 2, Section P of the Zoning Ordinance.

2. Minimum yard requirements for attached, duplex and two-family dwellings:

A. Front yard: 25 feet,
for any yard fronting a public right of way.

12 feet,
for any yard fronting a private travelway and/or parking bay, provided that the minimum yard depth be measured from the face of building to either (1) the back of vehicular pavement curbing or (2) the back of sidewalk if located between building and vehicular pavement curbing, whichever dimension is closer to the building front.

20 feet,
for any yard fronting a private travelway and/or parking bay serving a residential dwelling with a garage.

B. Side yard: 25 feet,
for any side yard fronting a public right of way.

16 feet,
for any side yard abutting a private travelway and/or parking bay.
12 feet,
for any side yard abutting an adjacent lot line.

C. Rear yard: 25 feet

3. In addition to the above regulations, the yard requirements for uses and structures other than residential dwellings and residential accessory uses shall be further regulated by floor area ratio and lot coverage ratios. A maximum floor area ratio equal to 0.30 shall apply to such non-residential uses and structures, with a maximum percentage of building coverage on the lot equal to 20%. The location of all such uses shall be subject to site plan approval.
(Ord. of 5-4-2004)

G. Open Space and Recreation Areas:

1. Twenty-five percent (25%) of the gross site area shall be common open space dedicated to common usage and ownership.

2. Fifty percent (50%) of the required common open space area shall be developed as active recreational areas and facilities.

3. Active recreational areas may include playgrounds with recreational structures, tot lots, tennis courts, swimming pools, wading pools, spas and saunas, clubhouse facilities, community meeting rooms and other similar facilities intended for the exclusive use and participation of residents within the development. The applicant shall establish that the type and quality of the planned improvements for the active recreation space shall satisfy the needs of the residents of the project. The location, mix, type, quality and phasing of active recreation facilities and open spaces shall be delineated on the General Development Plan and are subject to Planning Commission approval. A bond may be required for such improvements and facilities subject to the discretion of the Planning Commission.

4. No more than 40% of the required common open space shall consist of land classified as 100 year floodplain, stream valleys, wetlands, water features, stormwater management facilities, slopes greater than 30% and/or drainage easements.
5. Required common open space shall be contiguous and shall occupy a single parcel within the A-R development unless otherwise approved by the Planning Commission.

6. In no instance shall open space credit be given for lands which are included in or reserved for public rights of way or private travelways, loading areas, required sidewalks or parking areas.

7. Open space and active recreational areas shall be accessible to all attached residential lots within the development via dedicated pedestrian access easements. Walkways and other forms of pedestrian access shall form an interconnected system within the A-R District, serving as access to open space, recreational areas and other pedestrian destinations. Pedestrian systems shall be delineated on the General Development Plan.

8. Where community bike and pedestrian trails intended for public use have been designated by the Town's adopted Comprehensive Plan or the Capital Improvements Plan, the applicant shall connect interior pedestrian trails and sidewalks within the project, where appropriate, to these community trails.

9. All open space shall be further regulated by landscaping requirements.

10. All common open space, recreational areas and other common properties shall be preserved for their intended purpose as shown on the approved Plan of Development and shall be established by metes and bounds on the Final Subdivision Record Plat.

11. Common open space, recreational areas and other common properties shall be owned, administered and maintained by a not-for-profit, property owners' association, provided, however, that a portion or all of such properties may be dedicated to the Town subject to and at the sole discretion of the Town for acceptance at time of plat recordation. Property owners' association by-laws, articles of incorporation, restrictive covenants and a schedule of maintenance shall be submitted with any application for subdivision plat or site plan approval.

12. For open space, recreational areas and other common properties to be retained by the property owners' association of a subdivision, the initial developer/owner of the subdivision must establish the owners' association as a legal entity prior to the recordation of the final plat. Membership in the association shall be mandatory for all lot owners within the subdivision. The owners' association shall own all common open space and recreational facilities and shall provide for their perpetual administration, maintenance and operation.
(Ord. of 2021-07-06)

H. Net Developable Area Calculation for Attached Residential

1. Notwithstanding governing lot size and yard regulations, the maximum number of units for attached residential development or subdivision shall be calculated based on existing land conditions. The yield of a subdivision shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The final plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in the Appendix of the Zoning Ordinance.)*

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travleways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No A-R District residential lot shall be configured such that more than 25% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or more, (b) wetlands, (c) 100-year floodplains and (d) water features. Stormwater management and BMP facilities shall not be constructed within the boundaries of a residential lot.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Waiver of Minimum District Size: The Planning Commission may approve a special permit waiving the five acre minimum district size requirement for the A-R, Attached Residential District provided that the owner shall successfully demonstrate that consolidation with contiguous parcels or lots necessary to meet minimum district size represents an undue economic hardship or physical impossibility. Further, the owner shall establish that such proposed A-R development will have no deleterious effect on contiguous properties while satisfying the purpose and intent of the district.

2. Refer to Parking and Loading Requirements, Article 8, for parking regulations.

   A. Parking spaces for each dwelling unit shall be assigned and located within close proximity to the individual dwelling unit served.

   B. Separate parking spaces shall be allocated and reserved within an A-R development for recreational vehicle parking on the basis of one (1) recreational vehicle parking space per four (4) dwelling units. No recreational vehicle parking space shall front on a public street.

   C. ADA (American Disabilities Act) parking requirements and dimensions shall be incorporated as a required improvement into all plats and site plans.

   D. Recreational vehicle parking shall not be permitted on residential lots within the A-R District. Refer to Parking and Loading Requirements for parking regulations and specific requirements for common parking lots for recreation vehicle and boat storage.

3. Private Travelways, Combined Travelways with Parking Bays and General Access:

   A. All dwellings shall have access to a private travelway providing for two-way traffic on twelve (12) foot travel lanes with a combined minimum width of 24 feet (curb

to curb), within a minimum 30 foot private vehicular access easement to be recorded with the subdivision plat.

B. Travelways combined with single-loaded perpendicular parking bays shall be a minimum width of 42 feet (curb to curb), 18 feet of which shall be allocated to and striped for parking. Travelways combined with double loaded perpendicular parking bays shall maintain a minimum width of 60 feet (curb to curb), with 18 feet allocated to the depth of each parking bay space.

C. Private travelways and combined travelways with parking bays shall be constructed to geometric and pavement design standards as specified by the Town's Design and Construction Standards manual, as revised.

D. All travelways and parking bays shall be constructed with VDOT CG-6 or approved equivalent curb and gutter.

E. No attached dwelling unit may be accessed directly from a public street unless approved by special permit.

4. Refuse and Solid Waste Buffering and Screening

A. All refuse facilities shall be completely enclosed and screened.

5. Additional Setback and Lot Requirements

A. Where adjacent properties are zoned to a district other than the A-R District, all Attached Residential buildings shall be set back at least 25 feet from the common district property line(s) or as otherwise provided by screening and buffer requirements.

B. Front lot lines shall be common with private vehicular access easement lines, provided that where a perpendicular parking stall, recreational feature and/or a sidewalk intended for common usage are located outside of the private vehicular access easement, a minimum landscaped front yard of 12 feet shall be provided.

6. Separation and Grouping of Units

A. Building structures for single-family attached dwelling units shall be separated from one another by a minimum of 24 feet.

B. No more than eight (8) and no fewer than three (3) single-family attached units (townhouses) shall be included in any one physically contiguous grouping.

C. Townhouse grouping shall be designed to minimize "flat," row-house architectural facades. Architectural projections, off-sets, window bays, porches, mixed materials and colors and other design elements shall be provided to achieve this result.

D. Architectural treatment of attached dwellings shall vary so that no more than two abutting units are substantially the same and so that no more than four units in any group are substantially the same.

7. Required Improvements and Maintenance of Improvements

A. For any development in the A-R District, all common area improvements (including open space, recreational facilities, private travelways, walkways, parking areas and other community facilities) shall be maintained by and at the sole responsibility of the developer-owner of the A-R District development until such time as the developer-owner conveys such common area to a non-profit property owners' association entity consisting of the individual owners of the dwelling units in the development.

B. On-site lighting, signing and mailboxes (as approved by the U.S. Postal Service) shall be provided by the owner-developer of the A-R, Attached Residential District development. These improvements shall be of compatible scale, materials and colors, the designs for which shall be provided with the final site plan.

8. Property Owners' Association and Covenants

A. Prior to final approval of a subdivision plat or site plan which includes common properties or common property improvements to be owned by a property owners' association, the Town Attorney shall review and approve the applicant's property owners' association bylaws, articles of incorporation, restrictive covenants and a schedule of common property maintenance.

B. Deed restrictions and covenants shall be included with the conveyance of common property and common property improvements to include, among other things, that assessments, charges and costs of maintenance of such common

areas shall constitute a pro-rata share lien upon the individual dwelling lots, such lien inferior only to taxes and recorded trusts.

C. Restrictive covenants shall specify the detailed means by which the non-profit entity shall govern and manage itself and maintain building exteriors, landscaping, lighting, recreation areas, walkways, pedestrian trails, parking areas, snow removal travelways and other common elements of the development.

9. Additional Land Development and Site Plan Requirements

A. All uses within the A-R District shall require a General Development Plan for zoning and/or special permit approval. The General Development Plan shall serve as the master land use plan for the specific development proposal.

B. The development of any and all sections within the A-R District shall require site plan approval in conformance with the General Development Plan.

C. A Traffic Impact Assessment may be required for any A-R District application by the Planning and Zoning Administrator. The study shall be prepared in accord with the guidelines and standards provided by the Town.

D. Refer to Landscaping Regulations for additional screening buffer yard and open space landscaping provisions.

E. Refer to the Town's Design and Construction Standards Manual for additional residential design standards and criteria.

10. Condominiums

A. Any proposed condominium development established under the Condominium Laws of Virginia shall be subject to the following provisions:

(1) All AR district provisions shall be met, as if lot lines existed, unless approved by special use permit.

(2) Repealed 2024-02-06

(3) A site plan shall be required and shall govern the location of all site structures and improvements on final plans.

11. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.

12. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

13. Refer to the Floodplain Zoning Overlay District, where applicable.

14. Refer to the Chesapeake Bay Preservation Area Overlay District.

15. Refer to the Smithfield Historic District Design Guidelines and the HP-O district for additional design standards and criteria, where applicable.

16. Refer to Sign Regulations, Article 10 for signage provisions.

(Ord. of 2022-02-06)

Article 13:

DEFINITIONS

Article 13:
Definitions

A. Interpretations:

For the purpose of this Ordinance, certain words and terms are to be interpreted as follows:

1. Words used in the present tense can include the future; words used in the masculine gender can include the feminine and neuter; words in the singular number can include the plural; and words in the plural can include the singular, unless the obvious construction of the wording indicates otherwise.

2. The word “shall” is mandatory. The word “may” is permissive.

3. Unless otherwise specified, all distances shall be measured horizontally and at right angles to the line in relation to which the distance is specified.

4. The word “building” includes the word structure, and the word “structure” includes the word building; the word “lot” includes the word plot; the word “used” shall be deemed also to include designed, intended, or arranged to be used; the term “erected” shall be deemed also to include constructed, reconstructed, altered, placed, relocated or removed.

5. The terms “land use” and “use of land” shall be deemed also to include building use and use of building.

6. The word “adjacent” means nearby and not necessarily contiguous; the word “contiguous” means touching and sharing a common point or line.

B. Definitions:

As used in this article, the following terms or words shall have meanings given below unless the context requires otherwise.

Accessory: As applied to use or structure, means customarily subordinate or incidental to the primary use or structure, and on the premises of such primary use or structure. The phrase “on the premises of” mean on the same lot or on the contiguous lot in the same ownership.

Accessory apartment dwelling unit: A residential apartment which is incidental and subordinate to a single family detached residence for the purpose of accommodating not more than two (2) occupants and as further defined in the Ordinance.

Accessory structures or uses: Any structure located on a lot or parcel not identified as a principal structure as defined herein. Accessory structures include, but are not limited to, detached garages, gazebos, free-standing decks, storage buildings or tool sheds, guest houses, and similar forms of development that are incidental and subordinate to the principal structure. Accessory uses include, but are not limited to, in-ground pools, patios, terraces, tennis courts, synthetic turf, and other impermeable landings that do not permit infiltration to groundwater. Any modification or expansion to an accessory use must be reviewed and approved using a formal exception process unless proposed within a locally designated Intensely Developed Area.

Acre: A measure of land equating to 43,560 square feet.

Acreage: A parcel of land, regardless of area, described by metes and bounds and not a lot of any recorded subdivision plat.

Administrator: The Planning and Zoning Administrator of the Town of Smithfield as designated by resolution of the Town Council.

Addition: Any construction which increases the area of cubic content of a building or structure. The construction of walls which serve to enclose completely any portion of an existing structure, such as a porch, shall be deemed an addition within the meaning of the chapter.

Adult day care center: A building or structure where care, protection and supervision are provided on a regular schedule for disabled adult persons and senior citizens for less than 24 hours per day.

Agricultural lands: Those lands used for the planting and harvesting of crops or plant growth of any kind in the open, pasture, horticulture, dairy farming, floriculture, or the raising of poultry and/or livestock.

Alley: A public or private way less than 30’ in width intended for vehicular traffic and designed to give access to the side and rear of properties whose principal frontage is on a street.

Alteration: Any material change in the architectural features of a structure and its surrounding site including, but not limited to, additions and removals, change in use, substantial landscaping and any subdivision. Modifications classified as ordinary repair are excluded from this definition.

Amusement arcade: Establishments in which a principal use is the operation of video, mechanical, electronic and/or coin operated games and/or devices for the amusement of the general public.

Amusement machines: Any video, mechanical, electronic and/or coin operated game and/or device for the amusement of patrons. This definition shall not be constructed to include coin operated music players, coin operated mechanical children's rides or coin operated television.

Animal shelter: As differentiated from a **Kennel** as defined herein, any place designated to provide for the temporary accommodation of five (5) or more common, unowned household pets until appropriate disposition of such pets can be effectuated.

Apartment: See **Dwelling, Multiple family**.

Architect: A professional who is registered with the State Department of Professional and Occupational Registration as an architect.

Attached residential buildings: A row of two (2) or more dwelling units, separated from one another by continuous vertical wall(s) without opening from basement floor to roof, with each unit located on a separate lot of record. Townhouses are included in this category.

Automobile and/or trailer sales area: An open space, other than a street or required automobile parking space, used for display or sale of new or used automobiles or trailers and where no repair work is done.

Automobile salvage yard: Any lot or place which is exposed to the weather and upon which more than five (5) motor vehicles of any kind incapable of being licensed or operated on the highways are placed, located or found.

Average Daily Traffic (ADT): Total volume of traffic during a given period of time (in whole days greater than one day and less than one year) divided by the number of days in that time period.

Bank: See **Financial institution**.

Base Flood: See **Flood**.

Basement: That portion of a building partly underground, having at least one-half of its height above the average adjoining grade. A basement shall be termed a cellar when more than one-

half of its height is below the average adjoining grade. A basement or cellar shall be counted as a story only if the vertical distance from the average adjoining grade to the ceiling is over five (5) feet.

Bed and breakfast lodging: A single family dwelling, occupied by its owner or operator, containing sleeping and breakfast accommodations as an accessory use to the principal use as a private residence. Such lodging shall have no more than five (5) room accommodations for transient persons and wherein a charge is normally paid for such accommodations.

Berm: A landscaped earthen mound intended to screen, buffer, mitigate noise and generally enhance views of parking areas, storage areas or required yards particularly from public streets or adjacent land uses.

Best Management Practices or BMPs: A practice, or a combination of practices, that is determined by a state or designated area-wide planning agency to be most effective, practical means of preventing or reducing the amount of pollution generated by nonpoint sources to a level compatible with water quality goals.

Block: That land abutting on one side of a street extending to the rear lot lines, or for parcels of land extending through to another street, to a line midway between the two (2) streets and lying between the two (2) nearest intersecting and intercepting streets or between the nearest intersecting or intercepting street and the boundary of any railroad right-of-way, park, school ground or non-subdivided acreage or center line of any drainage channel twenty (20) feet or more in width.

Board: The Board of Zoning Appeals of the Town of Smithfield.

Boardinghouse: A single detached dwelling where the property owner, after obtaining a boardinghouse permit and license from the Town, must reside on the premises, and where for compensation and by prearrangement for definite periods, lodging and/or meals shall be provided for not more than four (4) persons not of the same family. Operation of a boarding or rooming house shall not be deemed a home occupation. There shall be no more than one (1) boarding or rooming house on each recorded lot.

Boating, country, and/or hunt clubs: A non-profit association or corporation organized and operated to provide private facilities for boating, horseback riding, golfing, swimming, tennis, and/or other recreational activities associated therein to its private, self-perpetuating membership on a contiguous parcel of land. Any facility which conducts commercial activities including (but not limited to) the construction, manufacture, repair, and/or sale of goods, equipment, supplies,

vehicles, and/or vessels, or which operates a commercial restaurant, refreshment, and/or events facility shall not be deemed a boating, country, and/or hunt club. However, restaurant, refreshment, and small event facilities limited to members and their guests and conducted as an incident to other boating, country, and/or hunt club activities shall be allowed. Nothing in this definition shall be construed to permit archery, fishing, hunting, shooting preserves, shooting ranges, skeet shooting, and/or trap shooting, unless otherwise permitted in the underlying zoning district.

Buffer or screening: Any device or natural growth, or a combination thereof, which shall serve as a barrier to vision, light, or noise between adjoining properties, wherever required by this ordinance and further defined herein.

Buffer Area: An area of natural or established vegetation managed to protect other components of a Resource Protection Area (RPA) and state waters from significant degradation due to land disturbances.

Buildable area: The portion of a lot remaining after required yards have been provided.

Building: Any structure used or intended for supporting or sheltering any use of occupancy.

Building footprint: The area on the ground surface covered by the building.

Building front: That one (1) face or wall of a building which is architecturally designed as the front of the building, which normally contains the main entrance(s) for use by the general public. Also known as a “facade.”

Building height: See **Height, building**.

Building, rear: That portion of a building which is, by either service area, secondary entry and egress or the facade directly opposite the front facade of the structure; the reverse frontage of the building.

Bulk regulations: Regulations controlling the size of structures and the relationship of structures and uses to each other and to open areas and lot lines. Bulk regulations include provisions controlling (a) maximum building height, (b) maximum floor area ratio and (c) minimum yard requirement.

Car wash: A commercial establishment whose structure, or portion thereof, contains facilities for washing motor vehicles, using production-line, automated or semi-automated methods for

washing, whether or not employing a chain conveyor, blower, steam-cleaning or similar mechanical device, and whose primary use is for the purpose of washing motor vehicles for a stipulated fee.

Carport: Any space outside a building and contiguous thereto, wholly or partly covered by a roof, and used for the shelter of parked motor vehicles. A carport is to have no enclosure, other than the side of the building to which the carport is contiguous, that is more than eighteen (18) inches in height, exclusive of screens.

Cemetery: Property used for the interring of the dead, in which columbariums and mausoleums may be utilized.

Center line: A line lying midway between the side lines of a street or alley right-of-way as measured in the horizontal plane.

Chesapeake Bay Preservation Areas (CBPA): Any land designated as such on the Chesapeake Bay Preservation Area Map adopted by the Town Council, subject to confirmation by the Town of Smithfield Zoning Administrator on a site-specific basis. A Chesapeake Bay Preservation Area shall consist of a Resource Protection Area and a Resource Management Area.

Child care center: A regularly operating service arrangement for two (2) or more children under the age of thirteen (13) where, during the absence of a parent or guardian, a person or organization has agreed to assume responsibility for the supervision, protection and well-being of a child for less than a twenty-four (24) hour period, in a facility that is not the residence of the provider or of any of the children in care.

Churches and places of worship: A building whose primary use is for the assembly of persons for religious worship and instruction. The religious facility may include offices, classrooms, parlors and meeting rooms for religious purposes.

Civic, fraternal, and/or social organization halls: Meeting places for non-profit associations or corporations organized and operated to provide services to their communities, promote the interests of its members, and to engage in charitable activities. They are operated by private, self-perpetuating membership. Restaurant, refreshment, and small event facilities limited to members and their guests and conducted incidentally to other civic, fraternal, and/or social activities shall be allowed. However, the operation of a commercial restaurant, refreshment, and/or events facility shall not be deemed as incidental to civic, fraternal, and/or social organization halls. No part of the net earnings of any civic, fraternal, and/or social organization may benefit any private individual.

Clinic: An establishment where patients who are not lodged overnight are admitted for examination and treatment by physicians practicing medicine, dentistry or psychiatric treatment.

Cluster subdivision: An alternate means of subdividing a lot premised on the concept of reducing lot size, yard and bulk requirements in return for the provision of common open space and recreational improvements within the development. Cluster subdivisions are often permitted at higher net densities in comparison to conventional developments, but also leave more open space by reducing lot sizes.

Commercial use: An occupation, employment, enterprise or activity that is carried on for profit or not for profit by the owner, lessee or licensee.

Commission: The Planning Commission of the Town of Smithfield.

Community center: A building used for recreational, social, educational and cultural activities.

Comprehensive plan: The official document or elements thereof, adopted by the Town Council and intended to guide the physical development of the Town or a portion thereof. Such plan, including maps, plats, charts, policy statement and/or descriptive material shall be that adopted in accordance with Section 15.1-450 of the Code of Virginia.

Condominium: Real property and any incidentals thereto or interests therein which have been or are to be lawfully established as such under the Virginia Condominium Act.

Construction footprint: The area of all impervious cover created by development or redevelopment of land, including, but not limited to, buildings, roads, driveways, parking areas and sidewalks, and any other land disturbed for the construction of such improvements.

Contractor's offices and shops: Establishments for the installation and servicing of such items as air conditioners, electrical equipment, flooring, heating, painting, plumbing, roofing, tiling and ventilating.

Convenience store: A small commercial shopping facility designated as a component of a neighborhood, excluding Recreational Substance Establishments and Retail Sales Establishments.

Cul-de-sac: A local street, one end of which is closed and consists of a circular turn-around.

Curb grade: The elevation of the established curb in front of the building measured at the midpoint of such frontage. Where no curb exists, the Town engineer shall establish such curb grade for the existing or proposed street in accordance with the existing street grading plans of the Town.

Curb line: The face of a curb along private streets, travelways, service drives and/or parking bays / lots.

Dealer:

"Precious Metals Dealer:" Any person, firm, partnership, or corporation engaged in the business of (i) purchasing secondhand precious metals or gems; (ii) removing in any manner precious metals or gems from manufactured articles not then owned by the person, firm, partnership, or corporation; or (iii) buying, acquiring, or selling precious metals or gems removed from manufactured articles. "Dealer" includes all employers and principals on whose behalf a purchase is made, and any employee or agent who makes any purchase for or on behalf of his employer or principal. “Precious metals" means any item except coins composed in whole or in part of gold, silver, platinum, or platinum alloys.

Demolition: The complete or substantial removal of any structure or external element of any structure.

Density: The number of dwelling units per acre.

Developer: The legal or beneficial owner or owners of all the land proposed to be included in a given development, or the authorized agent thereof. In addition, the holder of an option or contract to purchase, a lessee having a remaining term of not less than thirty (30) years, or other persons having an enforceable proprietary interest in such land shall be deemed to be a developer for the purpose of this Ordinance.

Development: The construction, substantial alteration, or installation of any improvement (including residential, commercial, industrial, institutional, recreation, transportation, or utility facilities or structures) upon a parcel of land, or any land disturbance associated therewith.

Development plan, generalized: A required submission at the time of filing for an amendment to the Zoning Map for all districts, prepared and approved in accordance with the provisions of this Ordinance, and which generally characterizes the proposed development of the subject lot.

Diameter at breast height or DBH: The diameter of a tree measured at a point four and one-half (4-1/2) feet above the existing grade, or the natural surface or contour of a site.

District: Any section of the Town of Smithfield in which the regulations governing the use of the buildings and premises, the heights of building, the size of yards and the intensity of the use are uniform.

Donation Box: Any container, storage unit or unoccupied structure, other than an accessory building or structure, that is located outside of a building, intended or used for the holding of charitable or for-profit donation items by the general public, including but not limited to clothing, shoes, household items, toys, books, and newspapers, with the collection of donated items made at a later date or time. This term shall not include solid waste facilities, recycling bins, or similar receptacles.

Dripline: An imaginary perpendicular line extending downward from the outermost tips of the branches of a tree to the ground.

Drive-in bank: Any financial institution which offers its services to persons within a motor vehicle.

Driveway: That space or area of a lot that is specifically designated and reserved for the movement of motor vehicles within the lot from one site to another or from the lot to a public street.

~~**Duplex:** A two-family attached residential use in which the dwelling units are located on individual platted lots, and which share a common wall (including without limitation the wall of an attached garage or porch) and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.~~

Dustless surface: A surface adequately covered in accordance with good practice with a minimum of either two (2) applications of bituminous surface treatment, concrete, bituminous concrete or equivalent paving material approved by the Director of Public Works, and to be maintained in good condition at all times.

Dwelling: A building or portion thereof, designed or used exclusively for residential occupancy. The term “dwelling” shall not be construed to mean a boat, trailer, mobile home, motor home, manufactured home, motel, rooming house, hospital or other accommodation used for transient occupancy.

Dwelling, Duplex: A two-family attached residential use in which the dwelling units are located on either one individual platted lot~~s~~ or two individual lots, and either of which share a common

wall (including without limitation the wall of an attached garage or porch) and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.

Dwelling, manufactured or mobile home: A single family residential unit subject to federal regulation with all of the following characteristics: (a) designed for long-term human occupancy and containing sleeping accommodations, a flush toilet, a tub or shower, bath and kitchen facilities with plumbing and electrical connections provided for attachment to outside systems; (b) designed to be transported in one or more sections after factory fabrication on detachable wheels or on a flat bed or other trailer; (c) must have eight (8) body feet or more in width and forty (40) body feet or more in length in the traveling mode or cover three hundred and twenty (320) or more square feet when erected on site, (d) ready for occupancy upon the arrival at the intended site except for minor and incidental unpacking and assembly operations, placement on an impermanent concrete foundation, connection to utilities, and the like; (e) designed to be moved from one site to another and to be used without a permanent foundation. A manufactured home may include one (1) or more units, separately towable, which when joined together shall have the characteristics as described above. Mobile homes are further subdivided in this Ordinance into single-wide and double-wide categories, and separate bulk regulations are provided for each. For the purpose of this Ordinance, a manufactured and mobile home shall not be deemed a **Single family detached dwelling**.

Dwelling, industrialized modular unit: A factory-fabricated transportable building designed to be used by itself or to be incorporated with similar units at a building site into a modular structure that will be a finished building in a fixed location attached to a permanent foundation. A modular unit must bear and be fully supported by the permanent foundation system. The foundation system must be sufficient for weight and potential structure loads as designated by the Uniform Virginia Building Code. For the purpose of this Ordinance, a modular unit shall be deemed a **Single family dwelling** and shall not be deemed a **Manufactured or Mobile home**.

Dwelling, multiple family: A dwelling unit within a residential building containing three (3) or more separate dwelling units located on a single lot or parcel of ground. A multiple family dwelling, commonly known as an apartment building, generally has a common outside entrance(s) for all the dwelling units, and the units are generally designed to occupy a single floor one above another. For the purpose of this Ordinance, a multiple family dwelling shall not be construed to mean a **Single family attached dwelling** as defined herein.

Dwelling, single family: A residential building containing only one (1) **Dwelling Unit** and not occupied by more than one (1) family.

Dwelling, single family attached: A group of two (2) or more single family dwelling units which are generally joined to one another by a common party wall, a common floor/ceiling and/or connecting permanent structures such as breezeways, carports, garages or screening fences or walls, whether or not such a group is located on a single parcel of ground or on adjoining individual lots. Each unit on a lot shall have its own outside entrance(s); architectural facades or treatment of materials shall be varied from one unit to another; and no more than two (2) abutting units in a row shall have the same rear and front setbacks, with a minimum setback offset being two and one half (2 1/2) feet unless otherwise approved by the Planning and Zoning Administrator. For the purpose of this Ordinance, dwellings such as a semidetached, garden court dwelling, patio house, zero lot line dwelling, town house, duplex and two-family dwelling shall be deemed a single family attached dwelling.

Dwelling, single family detached: A single family dwelling unit which is entirely surrounded by open space or yards on the same lot. Such dwelling unit may include rental space for occupancy by not more than two (2) persons unrelated to the resident family, provided that such rental space does not include separate kitchen facilities or a separate entrance for the exclusive use of the renters.

Dwelling, townhouse: An attached residence located on an individually platted lot, in which each dwelling unit shares a common wall (including without limitation the wall of an attached garage or porch) with at least one (1) other dwelling unit, and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.

Dwelling unit: One (1) or more rooms in a residential building or residential portion of a building which are arranged, designed, used or intended for use as a complete, independent living facility for one (1) family, and which include permanent provisions for living, sleeping, eating, cooking and sanitation.

Easement: A right created by an express or implied agreement of one (1) owner of land to make lawful and beneficial use of the land of another for a special purpose not inconsistent with any other uses already being made of the land.

Eating establishment: Establishment in which the principal use is the sale of food and beverages for dining on the premises. A fast food restaurant, a snack bar or refreshment stand at a public or non-profit recreational facility, operated solely by the agency or group operating the recreational facility, and for the convenience of patrons of the facility, shall not be deemed eating establishments.

Elderly housing: A structure containing multi-family dwelling units where the occupancy of the dwellings are restricted to persons 60 years of age or older, or couples where either the husband or wife is 60 years of age or older and which meets the Fair Housing Amendments Act of 1988 for elderly housing. Such a structure may consist of individual dwelling units, community dining areas, common recreation areas, special support services and limited medical or nursing care.

Engineer: A professional who is registered with the State Department of Professional and Occupational Registration as a professional engineer.

Event facility: A place of public assembly used primarily as an event facility is a place for hosting functions including, but not limited to, parties, lessons/classes/courses, weddings, receptions, banquets, anniversaries, meetings, and/or conferences. The event facility may be a building, tent, uncovered outdoor gathering space, or a combination thereof. For the purposes of this Section, an event facility is one that charges a fee or requires compensation to use the space or charges an entry or other fee for the uses related to the facility. Facilities exclusively used by membership groups such as clubs, or civic, fraternal, and/or social organizations, are excluded from this definition.

Family: One (1) person or two (2) or more persons related by blood, adoption, marriage or guardianship living together as a single housekeeping unit with no more than two (2) boarders; or a group of not more than three (3) unrelated persons living together as a single housekeeping unit.

Family day home: A child day program offered in the residence of the provider or the home of any of the children in care for one (1) through twelve (12) children under the age of thirteen (13), exclusive of the provider's own children and any children who reside in the home, when at least one (1) child receives care for compensation.

Fast food restaurant: Any establishment which provides as a principal use wrapped and/or packaged food and drink which is ready for consumption, on the premises or off-premises. For the purpose of this Ordinance, a fast food restaurant shall not be deemed an **Eating establishment** or **Quick service food store**.

Financial institution: Any building where the primary occupation is concerned with such State regulated businesses as banking, savings and loans, loan companies and investment / securities companies; however, for the purpose of this Ordinance, any financial institution having a drive-in window(s) shall be deemed a **Drive-in bank** as defined herein.

Flood (100-Year) or Base flood: The flood having a one percent chance of being equaled or exceeded in any given year.

Floodplain: All lands that would be inundated by flood water because of a storm event of a 100-year return interval.

Floor area, gross: The sum of the total horizontal areas of all floors of all buildings on a lot, measured from the interior faces of exterior walls. The term “gross floor area” shall include basements; elevator shafts and stairwells at each story; floor space used for mechanical equipment with structural headroom of six (6) feet, six (6) inches or more; penthouses, attic space, whether or not a floor has actually been laid, providing structural headroom of six (6) feet, six (6) inches or more; interior balconies; and mezzanines.

Floor area, net: The total floor area designed for tenant occupancy of all floors of all buildings on a lot, measured from the center line of joint partitions to the interior faces of exterior walls, which excludes areas designed for permanent uses such as toilets, utility closets, corridors for pedestrian or vehicle through traffic, enclosed parking areas, meters, rooftop mechanical structures, mechanical and equipment rooms, fire exits, stairwells, elevators and escalators. For the purposes of this Ordinance, the term “net floor area” shall not include outdoor display areas for the sale, rental and display of recreational vehicles, boats and boating equipment, trailers, horticultural items, farm or garden equipment and other similar products.

Floor area ratio: The ratio determined by dividing the gross floor area of all buildings on a lot by the area of that lot.

Frontage: A lot shall be deemed to have frontage on a street if one (1) property line of a lot abuts an accessible public street right-of-way.

Funeral home: A building used for the preparation of the deceased for funeral and the ceremonies connected therewith before burial or cremation.

Garage, private: An accessory building designed and used only for storage purposes which is owned and/or by the occupants of the building to which it is accessory.

Garage, public: A building, or portion thereof, other than a private garage, designed or used primarily for equipping, servicing, repairing, renting or selling motor driven vehicles and accessories.

Garage, commercial parking or storage: A building, or portion thereof, designated or used exclusively for the parking or storage of vehicles for a fee, but within which no licensed and operable passenger vehicles are serviced, repaired, equipped or sold.

Geometric design: The dimensions and arrangements of the visible features of a roadway. These include pavement widths, horizontal and vertical alignment, slopes, channelization, interchanges, and other features the design of which significantly affects traffic operation, safety and capacity.

Golf course: Land, whether publicly or privately owned, on which the game of golf is played, including accessory uses such as golf driving ranges and buildings customary thereto.

Golf driving range: A practice range for hitting golf balls from a common tee-off area, and for purposes of this Ordinance, not operated in conjunction with a golf course or country club.

Grade: A horizontal reference plane representing the average of finished ground level adjoining a building at all exterior walls; also referred to as **Grade plane**.

Gross site area: The total area measured in acres within the boundaries of a zoning lot. See also **Net developable area** which is a subset of Gross Site Area.

Ground source HVAC well: For the purpose of this ordinance, a ground source HVAC well is a well utilized for a ground source HVAC system that does not discharge water at the surface.

Group home: A residential facility ~~which is used to provide assisted community living for persons with physical, mental, emotional, familial or social difficulties and in which a maximum of eight (8) such persons receiving community living assistance reside. For the purpose of this Ordinance, a group home shall not be deemed a family, and~~ in which no more than eight (8) individuals with mental illness, intellectual disability, or developmental disabilities reside, with one or more resident or nonresident staff persons, is residential occupancy by a single family, provided the Department of Behavioral Health and Developmental Services is the licensing authority. A facility which provides assisted community living for more than eight (8) persons shall be deemed an institutional use for the care of the indigent, orphans and the like.

Guest House: Dwelling or lodging units for a temporary or non-paying guest or guests in an accessory building. No such quarters shall be occupied by the same guest or guests for a period of time of more than three (3) months in any twelve (12) month period, and no such quarters shall be rented, leased, otherwise made available for compensation of any kind.

Hardship, inordinate: To establish a case of "inordinate hardship," the applicant shall submit evidence that the strict conformance to any of the provisions of the zoning ordinance would burden the applicant, whereby the applicant cannot make reasonable economic use of the property because of such regulations. Such evidence may include proof of consideration of plans for construction, attempts to sell, rent or lease the property, and information regarding annual income and expenses. Any hardship created by action of the applicant shall not be considered in reviewing any application.

Height, building: The vertical distance to the highest point of the roof for flat roofs; to the deck line of mansard roofs; and to the average height between eaves and the ridge for gable, hip and gambrel roofs measured from the curb level if the building is not more than ten (10) feet distance from the front lot line, or from the **Grade** in all other cases.

Highly erodible soils: Soils (excluding vegetation) with an erodibility index (EI) from sheet and rill erosion equal to or greater than eight. The erodibility index for soil is defined as the product of the formula RKLS/T, where K is the soil susceptibility to water erosion in the surface layer; R is the rainfall and runoff; LS is the combined effects of slope length and steepness; and T is the soil loss tolerance.

Highly permeable soils: Soils with a given potential to transmit water through the soil profile. Highly permeable soils are identified as any soil having permeability equal to or greater than six inches of water improvement per hour in any part of the soil profile to a depth of 72 inches (permeability groups "rapid" and "very rapid") as found in the "National Soil Survey Handbook" of November 1996 in the "Field Office Technical Guide" of the U.S. Department of Agriculture National Resources Conservation Service.

Historic area or district: An area or existing site containing buildings or places in which historic events occurred or having special public value because of notable architectural or other features relating to the cultural or artistic heritage of the community of such significance as to warrant conservation and preservation.

Historic preservation: The protection, rehabilitation and restoration of districts, sites, buildings, structures and artifacts significant in American history, architecture, archaeology or culture.

Homeowners association: A community association internally organized in a specific development in which individual owners share common interests in open space or facilities.

Homestay: The provision of a dwelling unit, or any portion thereof, for rent to transient persons for fewer than thirty (30) consecutive days as an accessory use, while the operator remains present on the premises, or in the case where the property is the operator's principal residence.

Hospital: Any institution receiving in-patients and rendering medical, surgical or obstetrical care, to include general hospitals and specialized institutions in which care is oriented to cardiac, eye, ear, nose, throat, psychiatric, pediatric, orthopedic, skin and cancer and obstetric cases.

Hotel, motel: A building or portion thereof or a group of buildings which provide sleeping accommodations in six (6) or more separate units or rooms for transients on a daily, weekly, or similar short-term basis, whether such establishment is designated as a hotel, inn, automobile court, motel, motor lodge, tourist cabin, tourist court, tourist home or otherwise. A hotel or motel shall be deemed to include any establishment which provides residential living accommodations for transients on a short-term basis, such as an apartment hotel.

Housing: See **"Dwelling."**

Impervious cover: A surface composed of any material that significantly impedes or prevents natural infiltration of water into the soil. Impervious surfaces include, but are not limited to: roofs, buildings, streets, parking areas, and any concrete, asphalt, or compacted gravel surface.

Industrial, heavy: Land use classification consisting of, but not limited to, large manufacturing operations, heavy equipment facilities, construction and maintenance yards, fuel businesses and other basic intensive industrial activities.

Industrial, light: Land use classification consisting of, but not limited to, light manufacturing, fabricating, processing, wholesale distributing and warehousing uses appropriately located for access by highways.

Industrial park: A planned coordinated development of a tract of land with two (2) or more separate industrial buildings. Such development is planned, designed, constructed and managed on an integrated and coordinated basis with special attention given to on-site vehicular circulation, parking, utility needs, building design and orientation and open space.

Institutional home: A facility providing assisted community living for more than eight (8) persons deemed as indigent, orphaned or the like.

Institutional use: A nonprofit corporation or a nonprofit establishment whose purpose is of a civic, educational, charitable, religious or philanthropic nature.

Intensely Developed Areas or IDAs: Those areas of existing development and infill sites where development is concentrated and little of the natural environment remained as of September 1990 and which is so designated on the map of Chesapeake Bay Preservation Areas adopted by the Town Council pursuant to Section 104 (D) of this Ordinance.

ITE: Institute of Traffic Engineers.

Junk: Dilapidated and inoperative automobiles, trucks, tractors, and other such vehicles and parts thereof, dilapidated wagons and other kinds of vehicles and parts thereof, discarded appliances, scrap building material, scrap contractor's equipment, tanks, casks, cans, barrels, boxes, drums, piping, bottles, glass, wood scraps, old iron, machinery, rags, paper, excelsior, hair, mattresses, beds or bedding or any other kind of scrap or waste material which is stored, kept, handled or displayed.

Junk vehicle: Any motor vehicle, trailer or semi-trailer which is either inoperable or unfit for licensing and which by virtue of its condition may not be economically feasibly restored. In addition, any vehicle may be presumed to be a junk vehicle when State inspection stickers are not displayed or have been expired for more than ninety (90) days.

Jurisdiction: The area within the corporate boundaries of the Town of Smithfield.

Kennel: Any place or establishment in which dogs and other small domestic animals normally kept as pets are kept, bred, trained, boarded or handled for a fee, or any place where more than five (5) dogs are kept.

Landfill: A land depository, excavation, or area operated in a controlled manner by a person for the dumping of debris or inert material other than clean dirt; or a disposal site operated by means of compacting and covering solid waste at least once a day with an approved material. This term is intended to include both debris landfills and sanitary landfills.

Landscape architect: Any professional who is registered with the State Department of Professional and Occupational Registration as a Landscape Architect.

Landscaping: The improvement of a lot with grass, shrubs, trees, other vegetation and/or ornamental objects. Landscaping may include pedestrian walks, flower beds, ornamental objects such as fountains, statues and other similar natural and artificial objects designed and arranged to produce an esthetically pleasing effect.

Land Disturbance: . Any man-made change to the land surface that may result in soil erosion from water or wind and the movement of sediments into state waters or onto lands in the Commonwealth, including, but not limited to, clearing, grading, excavating, transporting, and filling of land. The term shall not include minor activities such as home gardening, individual home landscaping and home maintenance.

Land surveyor: Any professional who is registered with the State Department of Professional and Occupational Registration as a Land Surveyor.

Level of service: A qualitative measure that represents the collective factors of speed, travel time, traffic interruptions, freedom to maneuver, safety, driving comfort and convenience, and operating costs provided by a highway facility under a particular volume conditions.

Loading space: A space, within a building or on the premises, providing for the standing, loading or unloading of vehicles.

Lot: A parcel of land that is designated at the time of application for a rezoning, a special permit, a special exception, a building permit, or a residential/non-residential use permit, as a tract all of which is to be used, developed or built upon as a unit under single ownership. A parcel of land shall be deemed to be a lot in accordance with this definition, regardless of whether or not the boundaries thereof coincide with the boundaries of lots or parcels as shown on any map of record.

Lot area: The total horizontal area measured in the horizontal plane included within the lot lines of a lot.

Lot, corner: A lot at the junction of and abutting on two (2) or more intersecting streets when the interior angle of intersection does not exceed 135 degrees. On a corner lot, all yards lying between the principal building and the intersecting streets shall be deemed front yards.

Lot depth: The average horizontal distance between the front and rear lot lines.

Lot, interior: Any lot, including a through lot, other than a corner lot.

Lot line: Any boundary of a lot as defined herein. Where applicable, a lot line shall coincide with a **Street line** or **Right-of-way line**. Where a lot line is curved, all dimensions related to said lot line shall be based on the chord of the arc.

Lot line, front: A line which is contiguous to the street boundary of a lot; or, in the case where a lot does not abut a street other than by its driveway, or is a through lot, that lot line which runs generally parallel to and /or in front of the principal entrance of the main building on the lot.

Lot line, rear: That lot line that is most distance from, and is most nearly parallel with, the front lot line. If a rear lot line is less than ten (10) feet in length, or if the lot comes to a point at the rear, the rear lot line shall be deemed to be a ten (10) foot line parallel to the front lot line, lying wholly within the lot for the purpose of establishing the required minimum rear yard.

Lot line, side: A lot line which is neither a front lot line nor a rear lot line as defined herein.

Lot, nonconforming: An otherwise legally platted lot that does not conform to the minimum area or width requirements of this chapter for the district in which it is located either at the effective date of this chapter or as a result of subsequent amendments to this chapter.

Lot, pipestem: A lot approved which does not abut a public street other than by its driveway which affords access to the lot.

Lot of record: A lot, shown upon a plan or play, referred to in a deed, and described by metes and bounds, which has been recorded in the Office of the Clerk of the Circuit Court of Isle of Wight County.

Lot, reverse frontage: A residential through or corner lot, intentionally designed so that the front lot line faces a local street rather than facing a parallel major thoroughfare.

Lot size requirements: Restrictions on the dimensions of a lot, to include a specified zoning district size, lot area and lot width, all established to limit the minimum size and dimension of a lot in a given zoning district.

Lot, through: An interior lot, but not a corner lot, abutting on two (2) or more public streets.

Lot width: The distance between side lot lines, measured in one of the following manners, whichever is applicable:

1. In the case of a rectangular-shaped lot, the width shall be measured along the front lot line; or
2. In the case of an irregular-shaped lot or a curvilinear front lot line, the width shall be measured between the lot's narrowest dimensions at that location on the lot where the center of the building is proposed/located.

3. In the case of a pipestem lot, the width shall be measured between the lot's narrowest dimensions at that location on the lot where the center of the building is proposed/located.

Manufactured home: See **Dwelling, manufactured home.**

Manufacturing: The processing, fabrication, assembly, distribution or produces such as, but not limited to: scientific and precision instruments, photographic equipment, communication equipment, computation equipment, household appliance, toys, sporting and athletic goods, glass products made of purchase glass, electric lighting and wiring equipment, industrial controls, radio and TV receiving sets, optical goods, and electrical machinery.

Marina, commercial: A marina designed and operated for profit, or operated by any club or organized group where hull and engine repairs, boat and accessory sales, packaged food sales, eating establishments, personal services, fueling facilities, storage and overnight guest facilities or any combination of these are provided.

Marina, private: A marina designed and intended to be used for mooring of boats by residents of the general neighborhood with no commercial facilities other than those necessary for minor servicing or repair.

Marquee: A permanent roof like structure projecting over an entrance.

Mobile home or trailer: See **Dwelling, mobile home**.

Mobile home park: Any area of twenty (20) acres or more, however designated, that is occupied or designed for occupancy by one (1) or more manufactured homes. The term "mobile home park" shall not include sales lots on which unoccupied mobile homes, whether new or used, are parked for the purposes of inspection and sale.

Mini-warehouse: A building consisting of individual, small, self-contained units that are leased for the storage of household goods, business goods or contractors' supplies.

Motel: See **Hotel**.

Net developable area: The land deemed most suitable for development within a given area or parcel. It is calculated by subtracting the critical environmental areas within the area or parcel that should be protected from development and the estimated right-of-way requirements from the total gross area. The result is the net developable area, which provides a realistic measure of

land holding capacity for an area or parcel in the Town. (Refer to illustrative example of the net developable area calculation in Appendix 1 of the Zoning Ordinance.)

Nonconforming building or use: A building or use, lawfully existing on the effective date of this Ordinance or prior ordinances, which does not conform with the regulations of the zoning districts in which it is located, except as may be qualified by this Ordinance.

Nonpoint source pollution: Pollution consisting of constituents such as sediment, nutrients, and organic and toxic substances from diffuse sources, such as runoff from agriculture and urban land development and use.

Nontidal wetlands: Those wetlands other than tidal wetlands that are inundated or saturated by surface or ground water at a frequency and duration sufficient to supprot, and that under normal circumstances do support a prevalence of vegetation typically adapted for life in saturated soil conditions, as defined by the U.S. Environmental Protection Agency pursuant to Section 404 of the federal Clean Water Act, in 33 C.F.R. 328.3b, dated November 13, 1986.

Noxious weeds: As defined in Va. Code §3.2-800, any living plant, or part thereof, declared by the Board of Agriculture and Consumer Services through regulations to be detrimental to crops, surface waters, including lakes, or other desirable plants, livestock, land, or other property, or to be injurious to public health, the environment, or the economy, except when in-state production of such living plant, or part thereof, is commercially viable or such living plant is commercially propagated in Virginia. Including, but not limited to plants such as Johnson grass, kudzu, and multiflora rose.

Nursery school: A private school program, as recognized and accredited by the State Board of Education, operated for the purpose of providing training, guidance, education and/or care for children below the age of compulsory school attendance, separated from their parents or guardians during any part of the day other than from 6 pm to 6 am.

Nursing home: A home for the aged, or infirm, senile, chronically ill or convalescent in which persons not of the immediate family are received, kept or provided with food, shelter, treatment and care for compensation, not including hospitals, clinics or similar institutions.

Off-site: Any area outside the boundary of a lot.

Office: Any room, studio, clinic, suite or building wherein the primary use is the conduct of a business such as accounting, correspondence, research, editing, administration or analysis; or the conduct of a business by salesmen, sales representatives or manufacturer’s representatives;

or the conduct of a business by professionals such as engineers, architects, land surveyors, artists, musicians, lawyers, accountants, real estate brokers, insurance agents, dentists or physicians, urban planners and landscape architects. For the purpose of this Ordinance, an office shall not involve manufacturing, fabrication, production, processing, assembling, cleaning, testing, repair or storage of materials, goods and products; or the sale and/or delivery of any materials, goods or products which are physically located on the premises. An office shall not be deemed to include a veterinary clinic.

On-site: That area which is within the boundary of a lot.

Open space: That area intended to provide light and air, and is designed for either scenic or recreational purposes. Open space shall, in general, be available for entry and use by the residents or occupants of the development, but may include a limited proportion of space so located and treated as to enhance the amenity of the development by providing landscaping features, screening for the benefit of the occupants or those in neighboring areas, or a general appearance of openness. Open space shall not include driveways, parking lots, or other vehicular surfaces, any area occupied by a building, or areas so located or so small as to have no substantial value for the purpose stated in this definition.

Open space, common: All open space that is designed and designated for use and enjoyment by all residents or occupants of the development or by the residents or occupants of a designated portion of the development. Common open space shall represent those areas not to be dedicated as public lands and rights of way, but which are to remain in the ownership of a homeowners association or of a condominium in accordance with the provisions set forth in this Ordinance. Pedestrian paths and sidewalks may be included in the calculation of required common open space. Vehicular travelways, parking lots and individual private yards within the area of platted residential lots may not be included in the calculation of required common open space.

Open space, dedicated: All open space which is to be dedicated or conveyed to the Town or an appropriate public agency, board, or body for public use as open space.

Open space, landscaped: That open space within the boundaries of a given lot that is designed to enhance privacy and the amenity of the development by providing landscaping features, screening for the benefit of the occupants or those in neighboring areas, or a general appearance of openness. Landscaped open space may include, but need not be limited to lawns, decorative planting, flower beds, sidewalks/walkways, ornamental objects such as fountains, statues and other similar natural or artificial objects, wooded areas and water courses, any or all of which are

designed and arranged to produce an esthetically pleasing effect within the development. Landscaped open space may be either **Common** or **Dedicated open space** as defined herein.

Owner: Any person who has legal title to the land in question, or the lessee of the land in question having a remaining term of not less than thirty (30) years.

Parking bay: A combined travelway and parking area developed as a private improvement designed to provide necessary and sufficient vehicular access and off-street parking service to a private development. Spaces with parking bays are normally oriented perpendicular to the line of travel in the travelway. A parking bay may be either single-loaded (parking only on one side of the travelway) or double loaded (parking on both sides of the travelway). Refer to the Town's Design and Construction Standards Manual for geometric requirements and transportation design criteria for parking bays and travelways.

Parking lot: An area containing one (1) or more spaces for the purpose of temporary, daily or overnight off-street parking. A parking lot shall include automobile and truck display lots, lots for the display of other types of vehicles, lots for the storage of vehicles and commercial parking lots.

Parking, off-street: Any space specifically allotted to the parking of motor vehicles as an accessory use. For the purpose of this Ordinance, such space shall not be located in a dedicated right-of-way, a travel lane, a service drive, nor any easement for public ingress or egress.

Parking space: The area required for parking one (1) automobile which shall be a minimum of nine (9) feet wide and eighteen (18) feet long, not including passageways.

Parking unit, private: A self-contained and privately maintained area accessed by a public street but allowing no through traffic routes and providing such off-street parking as may be required under this chapter for the building served. Said parking unit may be entered by a private drive from the public street; provided, that such drive offers adequate ingress and egress for emergency vehicles and otherwise complies with acceptable Town standards.

Pawnbroker: Any natural person who lends or advances money or other things for profit on the pledge and possession of tangible personal property, or other valuable things, other than securities or written or printed evidences of indebtedness or title, or who deals in the purchasing of personal property or other valuable things on condition of selling the same back to the seller at a stipulated price.

Performance standards: A set of criteria or limits relating to nuisance elements which a particular use or process may not exceed.

Permanent Foundation: A structural foundation system consisting of a continuous poured-in-place concrete footing with fully mortared masonry units designed and constructed in accordance with the Uniform Virginia Building Code.

Person: An individual, fiduciary, corporation, firm, partnership, association, organization, or any other entity or combination thereof.

Personal service establishment: Any building wherein the primary occupation is the repair, care of, maintenance or customizing of personal properties that are worn or carried about the person or are a physical component of the person. For the purpose of this Ordinance, personal service establishments shall include but need not be limited to barber shops, beauty parlors, pet grooming establishments, laundering, cleaning and other garment servicing establishments, tailors, dressmaking shops, shoe cleaning or repair shops, and other similar places of business.

Pipestem (flag) lot: A lot which does not abut a public street other than by its driveway which affords access to the lot.

Plan of development: For the purposes of this Ordinance, plan of development means any process for site plan review in local zoning and land development regulations designed to ensure compliance with Va. Code § 62.1-44.15:74 and with this Ordinance, prior to issuance of a building permit.

Plat: A drawing, map or plan for a parcel of land or subdivision, or rearrangement, revision of re-subdivision of land.

Portable Storage Container: A portable storage container is a portable, weather-resistant receptacle designed and used for the storage or shipment of household goods, wares, building materials or merchandise. Portable storage containers are an alternative to traditional mini-storage and moving options and are delivered via truck or trailer directly to the customer, and are temporary in nature.

Premises: A lot, together with all buildings or structures occupying it.

Principal building: A building in which the primary use of the lot on which the building is located is conducted.

Principal use: The main use of land or structures as distinguished from a secondary or accessory use.

Private club: An association organized and operated on a non-profit basis for persons who are bona fide members paying dues, from which the association owns or leases premises, the use of which premises is restricted to such members and their guests, and which manages the affairs of such association by and through a board of directors, executive committee, or similar body chosen by the members. Food, meals and beverages may be served on such premises, provided adequate dining space and kitchen facilities are available.

Pro-rata share: The payment of a subdivider or developer of land for his share of the cost of providing reasonable and necessary drainage or utility facilities located outside the property limits of the land owned or controlled by the subdivider or developer of land and necessitated or require, at least in part, by the construction or improvement of his subdivision or development.

Public building: A building, or part thereof, owned or leased by a governmental agency and used for governmental functions by an agency or political subdivision of the US, the Commonwealth, County or Town. Also referred to as "**Public facility**."

Public facility: See **Public building.**

Public floor area: The gross building area, as figured on a per-story basis, which clearly serves the general public, such as vestibules and lobbies, corridors, waiting rooms and toilets, servicing areas, and required stairs, ramps and elevators. Employee-oriented areas, such as kitchens and freezer rooms, storage, maintenance and service areas, shall not apply. Unfinished areas shall be included and figures on the basis of potential use.

Public Road: A publicly owned road designed and constructed in accordance with water quality protection criteria at least as stringent as requirements applicable to the Virginia Department of Transportation, including regulations promulgated pursuant to (i) the Erosion and Sediment Control Law (§ 10.1-560 et seq. of the Code of Virginia) and (ii) the Virginia Stormwater Management Act (§ 10.1-603.1 et seq. of the Code of Virginia). This definition includes those roads where the Virginia Department of Transportation exercises direct supervision over the design or construction activities, or both, and cases where secondary roads are constructed and maintained, or both, by the Town of Smithfield in accordance with the standards of the Town of Smithfield.

Public use: Any area, building or structure held, used or controlled exclusively for public purposes by any department or branch of the Town of Smithfield, Isle of Wight County, State government, Federal government, without reference to the ownership of the building or structure or of the realty upon which it is situated.

Public utility: A business or service having an appropriate franchise from the State, which is engaged in regularly supplying the public with some commodity or service which is of public consequence and need, such as, gas, water, transportation or communication.

Public utility, heavy: A business or service which is engaged in regularly supplying the public with a service which is of public consequence and whose operations have the potential to negatively impact the environment in terms of noise, odor, and personal harm (i.e. sewage treatment and electricity generation plants).

Public utility, light: A use or structure which is engaged in conducting the supply of utility services to the public which is of public consequence and whose operations have little or no potential to negatively impact the environment in terms of noise, odor and personal harm (ie. electric transformer, natural gas, telecommunications facilities, water and sewer transmission, collection, distribution and metering devices; and water and sewerage pumping stations).

Quick-service food store: Any food store selling convenience items in a retail establishment of less than 5,000 square feet of net floor area.

Recreational Substance:

A. Any product made of tobacco, including cigarettes, cigars, smokeless tobacco, and pip tobacco.
B. Any noncombustible product containing nicotine or vaping fluid that employs a heating element, power source, or other electronic, chemical, or mechanical means, regardless of shape or size, that can be used to produce vapor from a solution or other form.
C. Any product containing Hemp, Kratom, Cannabidiol (CBD), or other similar substance, including any raw materials from these products.
D. Any pipe, hookah, waterpipe, vaporizer, glassware, other type of device, wrappings, or accessories associated with the consumption and / or inhalation of the abovementioned substances and materials.

Recreational Substance Establishment: Unless modified or otherwise conditioned by the Town Council at the time of approval, Recreational Substance uses shall be subject to the following limitations and requirements:

A. Special use permit authorizing this use shall fully consider the proximity of the proposed shop to schools, religious institutions, libraries, other institutional uses, residential uses, and shall limit hours of operation accordingly.
B. Hours of operation shall be limited to 8am to 8pm, Monday through Sunday.

C. Any establishment, facility, or location whose business operation involves the retail sale of Recreational Substances and includes Recreational Substances as 25% or more of its total inventory or 15% or more of its total display areas.
D. During all hours of operation, all glass portions of windows and doors along the front façade of the shop shall be maintained as transparent and shall not be heavily tinted or obscured.
E. No smoking or vaping shall be permitted on the premises at any time unless the establishment complies with the Virginia Indoor Clean Air Act (Virginia Code Section 15.2-2820).

Recycling center: A facility which used material is separated and processed prior to shipment to other facilities that will use those materials to manufacture new products.

Redevelopment: The process of developing land that is or has been previously developed.

Refuse: Waste materials including ashes, garbage, rubbish, junk, industrial waste, dead animals, and other solid waste materials, including salvable waste.

Rehabilitation: The upgrading of a building previously in a dilapidated or substandard condition, for human habitation or use.

Renovation: The upgrading of a building.

Repair service establishment: Any building containing no more than 5,000 square feet of net floor area wherein the primary occupation is the repair and general service of common home appliances such as musical instruments, sewing machines, televisions and radios, washing machines, vacuum cleaners, power tools, electric razors, refrigerators and lawn mowers; or any building wherein the primary occupation is interior decorating, to include reupholstering and the making of draperies, slipcovers and other similar articles, but not to include furniture or cabinet-making establishments.

Resource Management Area (RMA): That component of a Chesapeake Bay Preservation Area not classified as a Resource Protection Area. Resource Management Areas include land types which, if improperly used or developed, have the potential for causing significant water quality degradation or for diminishing the functional value of a Resource Protection Area. Resource Management Areas shall be provided contiguous to the entire inland boundary of the Resource Protection Area.

Resource Protection Area (RPA): The component of a Chesapeake Bay Preservation Area comprised of lands adjacent to water bodies with perennial flow which have a intrinsic water quality value due to the ecological and biological processes they perform or are sensitive to impact which may result in significant degradation to the quality of state waters.

Restaurant: See **Eating establishments**.

Restoration: The replication or reconstruction of a building's original architectural features.

Retail sales establishment: Any building wherein the primary occupation is the sale of merchandise in small quantities, in broken lots or parcels, not in bulk, for use or consumption by the immediate purchaser. For the purpose of this Ordinance, however, retail sales establishments shall not be interpreted to include **Automobile-oriented uses**, **Quick-service food stores,** and **Recreational Substance Establishments**.

Review board: The Smithfield Board of Historic and Architectural Review.

Right-of-way lines: Lines which separate private property from dedicated public property containing or proposed to contain publicly owned street surfaces, curb and gutter, sidewalks and planted strips. Where a public street is designated on the major thoroughfare plan, all requirements of this chapter which relate to rights-of-way shall be measured from the indicated proposed right-of-way lines.

Rooming house: see **Boardinghouse**.

Salvage yard: Any space or area or portion of lots used for the storage, sale, keeping or abandonment of junk or waste materials, including used building material, for the dismantling, demolition, sale or abandonment of automobiles and other vehicles, machinery or parts thereof.

Semi-permeable or Permeable Materials: Grid and modular pavements, consisting of bricks or blocks designed to allow water percolation, and other semi-permeable or permeable surfacing materials, such as permeable asphalt or gravel, shall be used for any required parking areas, and low traffic areas and driveways, unless otherwise approved by the Zoning Administrator.

Service stations: Buildings and premises wherein the primary use is the supply and dispensation at retail of gasoline, oil, grease, batteries, tires and motor vehicle accessories, and where in addition, the services for minor engine repair, tire servicing, exhaust systems, washing, brake repairs, and other minor repair activities may be rendered and sales made, but only as accessory and incidental to the primary occupation.

Setback: In this Ordinance, the term setback is not used, as such term represents a distance that is established in like manner as that for a **Yard** in the minimum yard requirements.

Shipping Container: An industrial, standardized reusable metal vessel that was originally, specifically, or formerly designed for or used in the packing, shipping, movement, or transportation of freight, articles, goods, or commodities by commercial trucks, tractor trailers, trains, and/or ships. A shipping container modified in a manner that would preclude future use by a commercial transportation entity shall be considered a shipping container for purpose of this definition. This definition includes, but is not limited to, the following terms, “shipping container,” “freight container,” “Conex Box," “Container Express,” “Transporters,” “ISO Container,” “Bicon,” "Sea Cans," and “Tractor Trailers” for this Ordinance.

Shopping center: Any group of two (2) or more commercial uses which (a) are designed as a single commercial group, whether or not located on the same lot, (b) are under common ownership or management, (c) are connected by party walls, partitions, canopies or other structural members to form one continuous structure, or if located in separate buildings, are interconnected by walkways and accessways designed to facilitate customer interchange between the uses, (d) share a common parking area, and (e) otherwise present the appearance of one (1) continuous commercial area.

Short-term rental: The provision of a dwelling unit, or any portion thereof, for rent to transient persons for fewer than thirty (30) consecutive days as a principal use, known as a short-term rental, or as an accessory use, known as a homestay.

Shrink-swell soil: Expansive and contracting soil composed largely of clay and as further defined by geotechnical evaluation of soils subject to land development activity in the Town. The soil will expand generally in an upward direction when water from any source is interspersed into a shrink/swell soil. When a shrink/swell soil dries, cracks and voids are sometimes created between the soil and constructed footings, which can subsequently lead to foundation settlement.

Sign: A name, display or illustration which is affixed to, or represented, directly or indirectly, upon a building, structure, parcel or lot which directs attention to an object, place, activity, institution, organization, or business located on the premises. The term “sign” shall not be deemed to include official court or governmental notices nor the flag, emblem or insignia of a nation, political unit, school or religion, or directional aids for traffic flow and other public safety purposes.

Silvicultural Activity: Any forest management activity, including but not limited to the harvesting of timber, the construction of roads and trails for forest management purposes, and the preparation of property for reforestation that are conducted in accordance with the silvicultural best management practices developed and enforced by the State Forester pursuant to § 10.1-1105 of the Code of Virginia and are located on property defined as real estate devoted to forest use under § 58.1-3230 of the Code of Virginia.

Site plan: A required submission, prepared and approved in accordance with the provisions of Article 11 of this Ordinance, which is a detailed engineering drawing of the proposed improvements required in the development of a given lot or lots.

Special exception: A yard exception or height exception specifically listed in the Zoning Ordinance which may be permitted in a specified district or in all districts in accord with terms of the Ordinance by the Board of Zoning Appeals under certain conditions, such conditions to be determined in each case by the terms of this Ordinance and by the Board of Zoning Appeals.

Special use: A use that, owing to some special characteristics attendant to its size, siting, intensity, operation or installation, is permitted in a district after site specific review and subject to special conditions approved by the Town Council.

Spot zoning: The zoning of land for the convenience of the owner and without reference to the land use plan or pattern of development.

Storage yard: The use of any space, whether inside or outside a building, for the storage or keeping of construction equipment, machinery, vehicles or parts thereof, boats and / or farm machinery, and inventory which, due to its physical character, is not normally stored within a structure.

Story: That part of a building between the level of one (1) finished floor and the level of the next higher finished floor or, if there is no higher finished floor, then part of the building between the level of the highest finished floor and the top of the roof beams.

Street: A strip of land intended primarily for vehicular traffic and providing the principal means of access to property, including but not limited to road, lane, drive, avenue, highway, boulevard or any other thoroughfare.

Street, arterial: A street which carries the major portion of the trips entering and leaving an urban area, as well as the majority of through movements desiring to bypass the Downtown Area. Because of the nature of travel served by an arterial street, almost all fully and partially controlled

access streets are a part of this functional class, including freeways, major thoroughfares, inter states and expressways.

Street, collector: A street which provides for principal internal movements at moderate operating speeds within residential developments, neighborhoods, and commercial or industrial districts. It also provides the primary means of circulation between adjacent neighborhoods and can serve as a local bus route. A collector street functions to distribute trips from arterioles to local and other collector streets. Conversely, it collects traffic from local streets and channels it into the arterial system. The collector street provides for the dual purpose of land access and local traffic movement.

Street line: The dividing line between a street and a lot; same as a right-of-way line of a public street, or the curb line of a parking bay, travel lane or private street.

Street, local: A street which primarily provides direct access to residential, commercial, industrial or other abutting property. The local street system includes all facilities not classified as a principal arterial, minor arterial or collector street. A local street offers the lowest level of mobility and may not serve a bus route. Overall operating speeds are low in order to permit frequent stops or turning movements is deliberately discouraged.

Street, principal highway: Any highway so classified by the Virginia Department of Highways and Transportation, which serves as a multi-lane arterial devoted purely to traffic movement.

Street, private: A local or collector street, not a component of the State primary or secondary system, which is guaranteed to be maintained by a private corporation and is subject to the provisions of this Ordinance.

Street, public: A platted street, dedicated for the use of the general public, graded and paved in order that every person has the right to pass and to use it at all times, for all purposes of travel, transportation or parking to which it is adapted and devoted.

Street, service drive: A public street paralleling and contiguous to a major thoroughfare, designed primarily to promote safety by providing free access to adjoining property and limited access to major thoroughfares. All points of ingress and egress are subject to approval by the appropriate local authorities and the Virginia Department of Highways and Transportation.

Street tree: Any tree which grows in the street right-of-way or on private property abutting the street right-of-way.

Structure: That which is built or constructed, the use of which requires permanent location on the ground or attachment to something having a permanent location on the ground.

Subdivider: Any person who subdivides land pursuant to the Subdivision Ordinance of the Town of Smithfield.

Subdivision: The division of any parcel of land into two (2) or more lots or parcels. The term shall include all changes in lot lines, the creation of new lots involving any division of an existing lot or lots and, if a new street is involved in such division, any division of a parcel of land. When appropriate to the context, the term shall also include the process of subdividing and the territory subdivided.

Subdivision, cluster: An alternate means of subdividing a lot premised on the concept of reducing lot size, yard and bulk requirements in return for the provision of common open space and recreational improvements within the development. Cluster subdivisions are often permitted at higher net densities in comparison to conventional developments, but leave more open space by reducing lot sizes.

Subdivision, conventional: The subdivision of a lot in accordance with the lot size requirements and bulk regulations specified in the district regulations.

Substantial alteration: Expansion or modification of a building or development that would result in a disturbance of land exceeding an area of 2,500 square feet in the Resource Management Area only.

Theater: A building or structure designed for the enactment of dramatic and other artistic performances and / or showing of motion pictures. For the purpose of this Ordinance, a dinner theater shall be deemed an **Eating establishment**. A drive-in theater shall be deemed a separate use.

Tidal shore or shore: Land contiguous to a tidal body of water between the mean low water level and the mean high water level.

Tidal wetlands: Vegetated and nonvegetated wetlands. Vegetated wetlands are defined as lands lying between and contiguous to mean low water and an elevation above mean low water equal to the factor one and one-half times the mean tide range at the site of the proposed project in the county, city, or town in question, and upon which is growing any of the following species: saltmarsh cordgrass, saltmeadow hay, saltgrass, black needlerush, saltwort, sea lavender, marsh elder, groundsel bush, wax myrtle, sea oxeye, arrow arum, pickerelweed, big cordgrass, rice

cutgrass, wildrice, bulrush, spikerush, sea rocket, southern wildrice, cattail, three-square, buttonbush, bald cypress, black gum, tupelo, dock, yellow pond lily, marsh fleabane, royal fern, marsh hibiscus, beggar's tick, smartweed, arrowhead, sweet flag, water hemp, reed grass, or switch grass. Nonvegetated wetlands are defined as unvegetated lands lying contiguous to mean low water and between mean low water and mean high water.

Townhouse: An attached residence located on an individually platted lot, in which each dwelling unit shares a common wall (including without limitation the wall of an attached garage or porch) with at least one (1) other dwelling unit, and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.

TIA: Traffic Impact Assessment. A traffic impact assessment is a formal evaluation of traffic required of developers by the Town which is used to provide an efficient means for the incorporation of transportation systems analysis for future development projects, including redevelopment activities.

TSM: Transportation Safety Measures. Transportation safety measures are specific transportation applications designed to reduce the potential number of vehicular accidents at a particular intersection or section of road, street or highway.

Trash: see **Refuse**.

Travelway: A private street which is intended to serve the vehicular access requirements of and provides internal access to a private development. A travelway may incorporate perpendicular or parallel parking. Refer to the Town's Design and Construction Standards Manual for geometric requirements and transportation design criteria for travelways.

Tree canopy or tree cover: Shall include all areas of coverage by plant material exceeding five (5) feet in height.

Unrelated person(s): More than one (1) person(s) occupying a dwelling and living as a single housekeeping unit, all of whom are not related by birth, adoption, marriage, guardianship or as distinguished from a family as defined.

Use: An activity on the land other than development including agriculture, horticulture, and silviculture.

Variance: A reasonable deviation from provisions of the zoning ordinance regulating the size or area of a lot or parcel of land, or the size, area, bulk, or location of a building or structure when

the strict application of this chapter would result in inordinate hardship to the property owner. Such need for a variance is site specific and would not be shared generally by other properties, provided such variance is not contrary to the intended spirit and purpose of the zoning ordinance and the Comprehensive Plan, and such variance would result in substantial justice being done to the property owner. The term "variance" shall not include a change in use that would be accomplished by a rezoning or a conditional zoning.

Vehicle service establishment: Buildings and premises wherein mechanical and body work, repair of transmissions and differentials, straightening of body parts, painting, welding or other similar work is performed on vehicles within a completely enclosed structure. Vehicle service establishments shall not be deemed to include **Heavy equipment sale, rental** and **Service establishments**.

Vehicle sale, rental and ancillary service establishment: Any use of land whereon the primary occupation is the sale, rental and ancillary service of any vehicle in operating condition such as an automobile, motorcycle, truck, trailer, ambulance, taxicab, recreational vehicle, mobile home or boat. For the purpose of this Ordinance, vehicle sale, rental and ancillary service establishments shall not be deemed to include **Heavy equipment sale, rental** and **service establishments**.

V/C: Volume to Road Capacity Ratio, where volume represents the number of vehicles passing over a given section of a lane or roadway in a given time, which can be one (1) hour or more and road capacity represents the maximum number of vehicles that can reasonably be expected to pass over a given section of a lane or roadway in one direction, or both directions if so indicated, during a given time (usually one (1) hour) under prevailing roadway and traffic conditions.

Warehouse: A building used primarily for the holding or storage of goods and merchandise.

Water Bodies with Perennial Flow: A body of water that flows in a natural or man-made channel year-round during a year of normal precipitation. This includes, but is not limited to streams, estuaries, and tidal embayments and may include drainage ditches or channels constructed in wetlands or from former natural drainageways, which convey perennial flow. Lakes and ponds, through which a perennial stream flows, are a part of the perennial stream. Generally, the water table is located above the streambed for most of the year and groundwater is the primary source for stream flow.

Water-dependent facility: A development of land that cannot exist outside the resource protection area and must be located on the shoreline by reason of the intrinsic nature of its operation. These facilities my include, but are not limited to:

(a) Ports;
(b) The intake and outfall structures of power plants, water treatment plants, sewage treatment plants and storm sewers;
(c) Marinas and other boat docking structures;
(d) Beaches and other public water-oriented recreation areas;
(e) Fisheries or other marine resources facilities; and

Wetlands: An area as identified on the national Inventory of Wetlands and/or regulated by the Army Corps of Engineers.

Wholesale trade establishment: Any building wherein the primary occupation is the sale of merchandise in gross for resale, and any such building wherein the primary occupation is the sale of merchandise to institutional, commercial and industrial consumers. For the purpose of this Ordinance, a warehouse shall not be deemed a wholesale trade establishment.

Yard: Any open space on the same lot with a building or building group lying between the building or building group and the nearest lot line, unobstructed from the ground upward and unoccupied except by specific uses and structures allowed in such open space by the provisions of this Ordinance. On any lot which is occupied by an attached dwelling, no minimum required yard shall be occupied by any part of a vehicular travel way or parking space that is owned and maintained by a homeowners' association, condominium, or by the public.

Yard, Minimum: The minimum yard requirements set forth in this Ordinance represent that minimum distance which the principal building(s) shall be set back from the respective lot lines. On a lot where a service drive is to be dedicated to the Town, such dedication shall not affect the applicable minimum yard requirements.

Yard, front: A yard extending across the full width of a lot, measured perpendicular to the front lot line and extending to the principal building. On a corner lot, all yards lying between the principal building and the intersecting streets shall be deemed front yards.

Yard, privacy: A small area contiguous to a building and enclosed on at least two (2) sides with either a wall or fence of six (6) feet minimum height.

Yard, rear: A yard extending across the full width of the lot and lying between the rear lot line of the lot and the principal building group.

Yard, side: A yard between the side lot line of the lot and the principal building, and extending from the front yard to the rear yard, or, in the absence of either of such yards, to the front or rear lot lines.

Zoning district: See “District.”

Zoning Administrator: See “Administrator.” Also referred to as “Planning and Zoning Administrator.”
(Ord. of 2000-8-1; Ord. 2000-10-3; Ord. of 2004-4-6; Ord. of 2005-12-6; Ord. of 2019-9-3; Ord. of 2020-09-01; Ord. of 2023-03-07; Ord. of 2023-12-05; Ord. of 2025-04-01; Ord. of 2025-xx-xx)

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Text Amendment - Home Occupation

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing- Text Amendment - Home Occupation	Public Hearing	7/22/2025
Staff Report - Home Occupation	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
AMENDMENT & REVISION OF ZONING ORDINANCE

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of the Town of Smithfield, applicant for a text amendment to the provisions of the following: Articles 3.A, 3.B, 3.C, 3.D, 3.E, 3.G 3.H, & 3.J2 to add group homes as a permitted use; Articles 3.D, 3.E & 13 to clarify the requirements and definition of duplex; Article 3.C.F.2.B.2 to increase the side yard setback for cluster lots; Article 2.U to clarify home occupation uses; Article 3.F to remove regulations for attached, townhouse, and duplex units, of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter,

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the text amendment application, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT: ARTICLE 2.u. TEXT AMENDMENT
PUBLIC HEARING

TUESDAY, AUGUST 5th, 2025, 6:30 PM

This is a proposed Text Amendment to Article 2.U.15 of the Zoning Ordinance to remove author, composer, computer programmer, salesperson, and telephone answering service as home occupation uses.

15. Within the context of the above requirements, home occupation uses include, but are not limited to, the following:

a. Artist, sculptor or photographer.

b. ~~Author or composer~~.

c. ~~Computer programmer or~~ internet service provider.

d. Home care provider

e. Tailor or seamstress.

f. (Repealed by Ord. 2020-08-04).

g. Tutoring.

h. ~~Salesperson, provided that no retail or wholesale transactions occur on premises.~~ (Repealed by Ord. 2025-xx-xx)

~~i. Telephone answering service.~~ (Repealed by Ord. 2025-xx-xx)

j. Music teacher, limited to two students at any one time.

k. Caterer.

l. Child day care provider (Babysitting for not more than 5 children; however a Special Use Permit may be an option for 6-11 children in some zoning districts.)

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

TOWN COUNCIL COMMITTEES REPORT

ITEM: Town Code Text Amendment - Minimum Width of Sidewalk

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Staff Report - Width of Sidewalks	Cover Memo	7/22/2025

TOWN COUNCIL STAFF REPORT: TOWN CODE ARTICLE 3 TEXT AMENDMENT

TUESDAY, AUGUST 5th, 2025, 6:30 PM

This is a proposed text amendment to Articles 3 “Dining on Public Sidewalks” Section 26-294 Minimum width of sidewalk to reduce the minimum width from seven feet to four feet.

Sec. 26-294.- Minimum width of sidewalk.

A licensee shall keep the minimum width of sidewalk from the edge of the curb to the edge of any improvement, fixture or other such element limiting or defining public use area to ~~seven~~ four feet.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

TOWN COUNCIL COMMITTEES REPORT

ITEM: Update on Blighted Property - 1502 Magruder Road

FROM: Michael Stallings, Town Manager

TOWN COUNCIL COMMITTEES REPORT

ITEM: Scope and Cost Proposal for Growth Scenario Fiscal Impact Analysis by TischlerBise for Smithfield

FROM: Michael Stallings, Town Manager

ATTACHMENTS:

Description	Type	Upload Date
Smithfield Proposal - TischlerBise	Proposal	7/23/2025

TischlerBise
FISCAL | ECONOMIC | PLANNING



SCOPE AND COST PROPOSAL FOR GROWTH SCENARIO FISCAL IMPACT ANALYSIS

Prepared for

Town of Smithfield, Virginia

June 30, 2025

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Section 1: **Cover Letter**

Michael Stallings, ICMA-CM, Town Manager
Town of Smithfield, Virginia

June 30, 2025

Re: Scope and Cost Proposal for Growth Scenario Fiscal Impact Analysis

Dear Michael:

TischlerBise is pleased to submit the following proposal for consultant services to prepare an analysis of the fiscal impacts of future growth scenarios in the Town of Smithfield following on similar work conducted for Isle of Wight County. We bring several distinct advantages to this important project:

1. **We have successfully prepared similar analyses for numerous communities over the past several years including within the region.** The TischlerBise project team has conducted analyses similar in complexity, scale, and locality around the country. The majority of these assignments include the evaluation of multiple scenarios reflecting differences in absorption and phasing, market demand, and economic drivers as well as understanding and quantifying the differences between costs to serve "greenfield" development compared to infill development.
2. **TischlerBise's key personnel on this assignment are nationally recognized experts in fiscal, economic, market, and retail analyses.** Carson Bise, AICP, who will serve as Principal in Charge for this assignment, has completed numerous market studies, fiscal analyses, and implementation strategies and is widely considered to be a leading national practitioner in the field. Julie Herlands, AICP, Vice President with TischlerBise, brings over 20 years of economic development, fiscal analysis, and planning experience to this assignment.
3. **Realistic and Feasible Work Plan.** TischlerBise has developed a proven methodology for analysis. The firm advocates a multi-disciplinary investigation of market, economic, and fiscal conditions, and believes such an approach is necessary to establish a comprehensive framework for guiding community vision and economic growth and ensuring recommendations are based in reality.
4. **Responsiveness**. As a small firm, we have the flexibility and responsiveness to meet all deadlines of your project.

TischlerBise looks forward to the possibility of working on this assignment and is committed to provide the Town of Smithfield-quality analysis of growth issues.

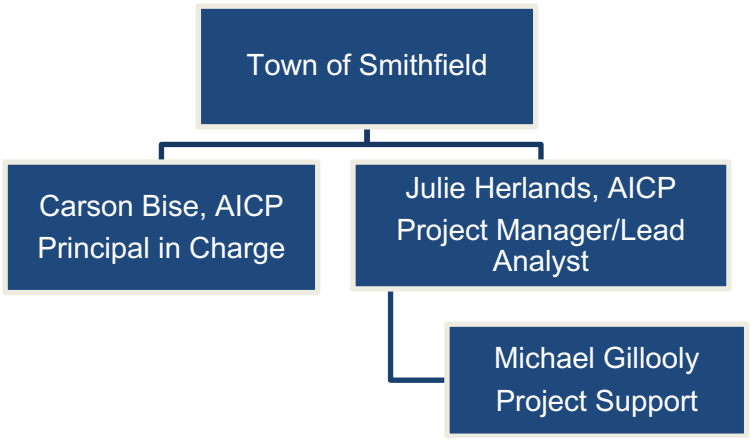
Sincerely,



L. Carson Bise II, AICP, President
TischlerBise
E-mail: carson@tischlerbise.com

Section 2: **Team Organization**

Our Project Team has successfully prepared similar analyses for many communities over the past several years similar to this assignment. The majority of these assignments included understanding local and regional context and evaluating multiple scenarios reflecting differences in absorption and phasing, density and physical development patterns, built environment impacts on commerce, tenant mix, and catalytic improvements required to "jump start" the market. The organizational chart shows our project team for this assignment:



Carson Bise, AICP, President of TischlerBise, will serve as Principal in Charge for this assignment and will coordinate our project team's interaction with the County to ensure that all work is completed properly, on time, and within budget. Mr. Bise will provide quality control/quality assurance for this project**.** Carson Bise has over 30 years of fiscal, economic and planning experience and **has conducted fiscal and infrastructure finance evaluations in 37 states.** Mr. Bise has developed and implemented more fiscal/economic impact models than any consultant in the country. Mr. Bise has also written and lectured extensively on fiscal/economic impact analysis and infrastructure financing. **His most recent publications are *Fiscal Impact Analysis: Methodologies for Planners*, published by the American Planning Association, a chapter on fiscal impact analysis in the book *Planning and Urban Design Standards*, also published by the American Planning Association, and the ICMA IQ Report, *Fiscal Impact Analysis: How Today's Decisions Affect Tomorrow's Budgets*.** Mr. Bise was also the principal author of the fiscal impact analysis component for the Atlanta Regional Commission's Smart Growth Toolkit and is featured in the recently released AICP CD-ROM Training Package entitled The Economics of Density.

Julie Herlands, AICP, Vice President of TischlerBise, will be the Project Manager on this assignment. Ms. Herlands has over twenty years of relevant experience and has prepared fiscal, economic, and market analyses, as well as implementation strategies for local governments in over fifteen states. She has been the project manager on dozens of similar assignments across the country including a similar analysis and development of the Capital Impact Model for Isle of Wight County. Ms. Herlands worked in the public sector in Fairfax County, Virginia, for the Office of Community Revitalization and for the private sector for the International Economic Development Council (IEDC), Advisory Services and Research Department. She is a frequent presenter at national and regional conferences.

Section 3: Scope of Work

Project Understanding

The Town of Smithfield seeks assistance in determining the operating and capital impacts of Future Land Use Scenarios to help understand the impacts of growth. Understanding a community's economic and market conditions is a critical component of land use planning and a strong foundation for successful land use policy. The Town seeks to understand how future growth will impact the Town's fiscal conditions and ability to provide services and infrastructure in the future.

It is anticipated that the analysis will evaluate three growth scenarios to test the fiscal impacts of different growth rates. The analysis will assist the Town to understand the operating and capital impacts from each of the three scenarios to include the impacts on Town services and infrastructure. The analysis will allow for comparison among the scenarios to identify the scenario/s with the optimal fiscal impact.

The work effort will also include ongoing communication with staff and stakeholders as needed to fully execute the scope of work.

Project Approach

The following scope of work provides detailed steps to ensure that the Town's project is completed successfully. We have designed this work plan to be responsive to the project's specific needs and circumstances.

Fiscal Impact Methodology. The fiscal impact analysis conducted by TischlerBise will be tailored to the Town's fiscal situation and will utilize a case study-marginal approach for this project. The model developed for this assignment will reflect the fact that the Town is unique in terms of demographics, budgetary structure, levels of service, and growth pressures. This approach represents the true cash flow to the public sector and will provide an analysis of this development project that is grounded in fiscal reality.

There are several approaches to conducting a fiscal impact analysis ranging from true marginal costing to the comparable community approach to average cost. All approaches have some merit and provide some degree of defensibility. The average cost approach is the most popular and frequently used method for evaluating fiscal impacts. Since this approach focuses on the average cost per capita (or in some cases per capita and job), it does not consider the available capacities of existing capital facilities and is difficult to reflect the cost differentials associated with the factors discussed above. In addition, it masks spatial relationships and the timing of additional facilities required to serve new growth. A major advantage of the case study-marginal approach is greater sensitivity in forecasting short-term impacts of growth and policy decisions.

Utilizing a Fire Department as a hypothetical example, the average cost approach would divide the expenditure for fire by population and possibly employment to arrive at a figure, say $21 per person. This cost would occur regardless of any spatial distribution. From a capital facility perspective, the case study-marginal approach would reflect whether the location and amount of growth results in the need for additional fire stations or the construction of additional bays at existing stations in order to meet levels of

service relative to response times and coverage areas. If it is determined that current resources are sufficient to serve a geographic area, fire costs would reflect this existing capacity.

We will work with the Town to describe and vet the methodology to ensure that costs in the different scenarios are being captured since this is a project level approach where some costs may be pro-rated to reflect a portion of a full facility impact.

Work Plan

The following is our suggested Scope of Work for this assignment (following on our previous efforts for Isle of Wight County) and other jurisdictions as well as our current understanding of the analysis needs. We have designed this work plan to be responsive to the Town's needs and specific circumstances.

TASK 1: PROJECT INITIATION / DATA ACQUISITION

During this task, we will conduct a meeting with Town staff to establish lines of communication, review and discuss project goals and expectations related to the project, review the project schedule (and revise if necessary), confirm approach and schedule for outreach, and request data and documentation related to the project.

Meetings

Virtual meeting for project initiation and schedule refinement.

Deliverable

Data Request Memorandum.

TASK 2: DEVELOP GROWTH SCENARIOS AND LAND USE PROFILES

Develop Land Use and/or Policy Assumptions for Scenarios. This task will develop land use/growth scenarios to evaluate, which may include but not be limited to trends and higher growth. These scenarios can reflect location of development, physical development patterns, density, change in use, as well as different regulatory, levels of service, and policy decisions.

When developing potential land use scenarios for a fiscal impact analysis it is important to define the underlying policy/program changes required to implement a particular scenario. In many cases these policy/program changes are regulatory in nature and may be ultimately "political" in nature (e.g., higher density or a change in uses). Others, however, have fiscal implications. For example, it may be necessary for a jurisdiction to "prime the pump" from a market perspective to incentivize certain types of development.

Development of Land Use Profiles. To ensure the optimum inputs to the fiscal impact model developed for this assignment, TischlerBise will develop specific assumptions for each land use type. For residential land uses, these factors may include persons per household, lot size, assessed value, street frontage, vehicle trip and trip adjustment factors, and average trip length. For nonresidential land uses, these may include employment densities, vehicle trip generation rates and adjustment factors, trip lengths, street frontage, etc. These factors will serve to refine the cost and revenue factors by scenario and geographic location.

Meetings: One (1) on-site visit to conduct meetings with Town staff (covering Task 3 needs as well). Follow-up conference calls/virtual meetings as necessary.

Deliverables: Presentation materials as needed; memorandum on Land Use Scenarios and Land Use Profiles.

TASK 3: DEVELOP COST, REVENUE, & LEVEL-OF-SERVICE FACTORS

Departmental Interviews. In this task, we will conduct onsite interviews with Town personnel to understand Town services and infrastructure. The purpose of these onsite interviews is to provide us with an understanding of the specific impacts by department from the proposed alternative scenarios. Based on these interviews, existing knowledge, and the information in Town budgetary documents, we will determine the fixed, variable, and semi-variable operating and capital costs for all relevant Town services and facilities. The demand sources for the various services and facilities will vary by activity and department. We will supplement this task with our extensive national experience conducting fiscal impact analyses. This experience allows us to facilitate meaningful conversations with service providers and identify cost drivers for specific services that can vary due to the unique characteristics of a jurisdiction and the development project.

Development of Cost Factors. Information obtained during the interviews and from the budget and financial documents will be used to establish the different cost components for the various service providers—including both facility and non-facility related operating expenses, as well as methodologies for forecasting future capital facility needs and associated operating expenses. While we will work with staff to understand operations, levels of service, infrastructure availability, and future plans, TischlerBise will derive the relevant cost factors to be used in the modeling effort.

Meetings

One (1) on-site visit with specific Town departments; timed to coincide with Task 2.

Deliverable

See Task 4.

TASK 4: PREPARE COST, REVENUE, & LEVEL-OF-SERVICE FACTOR DOCUMENTATION

Information obtained during the previous task will be prepared in a Cost, Revenue, and Level-of-Service Factor deliverable. The documentation will show the different cost components for the various service providers, including both facility- and non-facility-related operating expenses, methodologies for forecasting future capital facility needs, and associated operating expenses. The documentation will also cover revenue sources and associated projection methodologies.

Meetings

Conference calls/virtual meetings; virtual meeting with Town staff to vet assumptions as needed.

Deliverable

Documentation Outlining Cost, Revenue, and Level-of-Service Factors.

TASK 5: DEVELOP FISCAL IMPACT MODEL

Based on the methodologies and factors developed as part of the previous tasks, we will develop the fiscal impact model for this assignment and analyze the fiscal impacts of each development scenario. The model will project all public revenues (one-time and recurring) attributed to the proposed development, all public operating and capital impacts, and net fiscal results for each growth scenario.

Meetings

Conference calls/virtual meetings as required.

Deliverable

See Task 6.

TASK 6: PREPARE FISCAL IMPACT REPORT AND CONDUCT PRESENTATIONS

TischlerBise will prepare a draft Fiscal Impact Report that describes in a succinct fashion the findings from our analysis of the alternative scenarios. As noted, it is anticipated that up to three scenarios will be evaluated and will result in findings to include the fiscal impacts and comparisons of alternative scenarios. It is anticipated that the report will have the following sections:

- Executive Summary
- Growth Scenario Alternatives and Demographic/Socioeconomic Factors
- Fiscal Impact Results: Comparison by Scenario and Related Recommendations for Land Use Mix
- Major Revenue Findings
- Major Capital Cost Findings
- Major Operating Expense Findings
- Appendix: Methodology Assumptions

The report will be a stand-alone document, intended to be clearly understood by all interested parties. The report will address each scenario and present the major findings and the reasons for the results. This will include issues regarding differences among the scenarios, staging, and other issues. After Client review, the final report will be issued.

Meetings

Presentation of findings to staff (may be virtual). One (1) onsite presentation at mutually agreed-upon time.

Deliverable

Draft and Final Fiscal Impact Analysis Report; presentation materials.

Section 4: Project Schedule

PROJECT SCHEDULE FOR TOWN OF SMITHFIELD GROWTH SCENARIO FISCAL IMPACT ANALYSIS			
Tasks	**Anticipated Dates**	**Meetings***	**Meetings/Deliverables**
Task 1: Project Initiation / Data Acquisition	August 2025	1 (Virtual)	Data Request
Task 2: Develop Growth Scenarios and Land Use Profiles	August-September 2025	1	Memorandum on Scenarios and Assumptions
Task 3: Develop Level of Service, Cost & Revenue Factors	September-October 2025	0	Meeting in conjuction with Task 2; see Task 4 for deliverable
Task 4: Prepare Level-of-Service, Cost & Revenue Factor Documentation	September-October 2025	1 (Virtual)	LOS, Cost & Revenue Factor Documentation
Task 5: Develop Fiscal Impact Model	October-November 2025	0	See Task 6
Task 6: Prepare Fiscal Report and Conduct Presentations	November-December 2025	1	Draft and Final Fiscal Impact Reports, Presentation Materials

**In several cases it is assumed multiple Task meetings are held over one (1) trip.*

Section 5: Project Cost

The table below provides our proposed cost to complete the Town's assignment. This cost is inclusive of all tasks, meetings, deliverables, and travel costs associated with the project. Additional meetings/trips can be added on a per diem basis.

PROJECT BUDGET FOR TOWN OF SMITHFIELD GROWTH SCENARIO FISCAL IMPACT ANALYSIS					
Project Team Member:	**Bise**	**Herlands**	**Gillooly**	**Total**	
Hourly Rate*	**$230**	**$210**	**$180**	**Hours**	**Cost**
Task 1: Project Initiation / Data Acquisition	0	14	6	20	$4,020
Task 2: Develop Growth Scenarios and Land Use Profiles	2	24	16	42	$8,380
Task 3: Develop Level of Service, Cost & Revenue Factors	0	24	16	40	$7,920
Task 4: Prepare Level-of-Service, Cost & Revenue Factor Documentation	2	16	14	32	$6,340
Task 5: Develop Fiscal Impact Model	2	36	28	66	$13,060
Task 6: Prepare Fiscal Report and Conduct Presentations^	0	24	16	40	$7,920
Total Cost:	**6**	**138**	**96**	**240**	**$47,640**

** Hourly rates are inclusive of all costs.*

^ Assumes one (1) meeting; additional per meeting/trip cost is $2,800

As of 6/30/2025

Section 6: **Relevant Experience**

Below are examples of work performed for local governments that involved similar analyses as being requested by the Town of Smithfield. We have listed only projects with which our Project Team members were associated.

Isle of Wight County, Virginia – *Growth Scenario Fiscal Impact Analysis; Capital Impact Model; Fiscal Impact Model and Study; Market Assessment; Cash Proffer Study*

TischlerBise has conducted several studies and developed models for Isle of Wight County, Virginia, over the past decade. Our most recent assignments have been a fiscal impact analysis of future growth scenarios, a Capital Impacts Model for use by the County to understand the cost of capital impacts to the County from growth, and a market analysis and fiscal impact analysis for the County's Comprehensive Plan update. Additionally, the County refers private developers to TischlerBise for project fiscal impact analyses to ensure consistency with the County's methodologies for determining operating and capital impacts from development. The methodologies developed by TischlerBise have improved the County's cash proffer policy by providing a better linkage between the demand for infrastructure from different types of land uses and the resulting costs.

James City County – *Strategic Plan Technical Support; Fiscal Impact Analysis for the Comprehensive Plan; and Fiscal Impact Model*

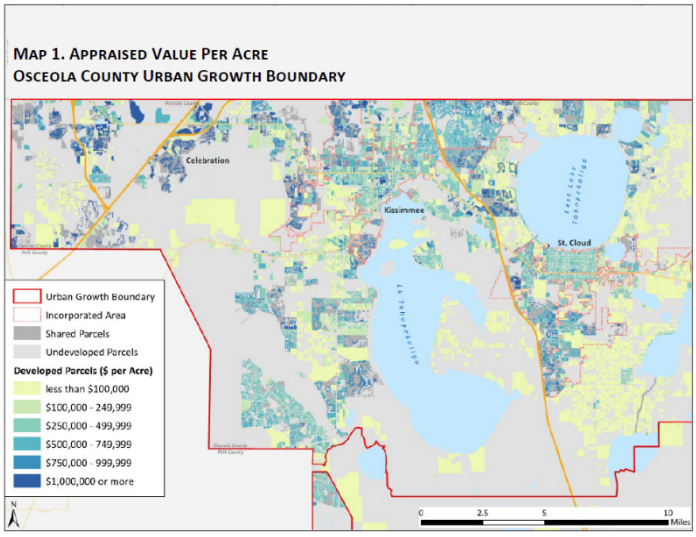
TischlerBise has been working with James City County on fiscal sustainability issues since the development of the County's Strategic Plan in 2016. We provided technical and analytic support for the Strategic Plan regarding fiscal implications of implementation actions. TischlerBise was then part of the Comprehensive Plan team where we evaluated the fiscal impact of future growth and developed two models for the County to analyze the fiscal impact of development projects as well as to track ongoing fiscal impacts of growth. TischlerBise continues to work with the County to update and refine the fiscal models to support County staff to support the Strategic Plan goals of Exceptional Public Services and Fiscally Efficient Government.

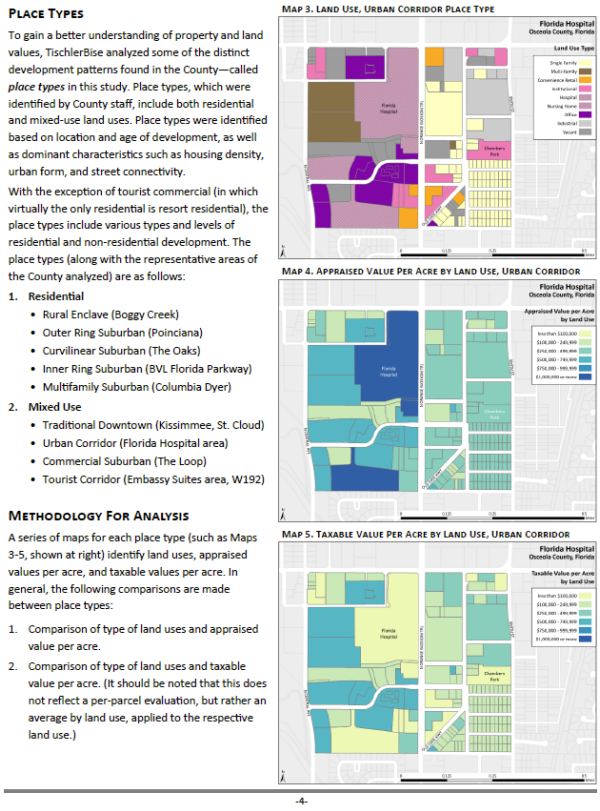
City of Portsmouth – *Fiscal and Economic Assessments for the Comprehensive Plan*

TischlerBise was part of a larger team retained to create a new type of Comprehensive Plan for the City of Portsmouth, Virginia. Portsmouth is an older port town in the Hampton Roads area of Virginia with limited land for development as well as challenging redevelopment conditions. The Plan aimed to create a more sustainable and resilient future—including economic prosperity, flood mitigation, and resiliency. TischlerBise supported the effort through a series foundational documents assessing the City's fiscal, economic, and retail conditions. In addition, TischlerBise was retained on supplemental analyses for a subarea plan as well as a fiscal and economic analysis for a transformational City redevelopment opportunity. The City's Comprehensive Plan, *Build One Portsmouth*, was awarded the **2019 Resilient Virginia Community of the Year** by APA Virginia.

Osceola County, Florida – *Strategy for a Sustainable Future: Fiscal Sustainability in Osceola County*

TischlerBise worked with Osceola County to explore Fiscal Sustainability in the County. TischlerBise conducted a two-part analysis. Phase I was an evaluation of "place types" in the County with a detailed examination of property values and revenue potential per acre. This initial analysis included revenues only and culminated in the *Strategy for a Sustainable Future: Fiscal Sustainability*, presented to the





Place Types

To gain a better understanding of property and land values, TischlerBise analyzed some of the distinct development patterns found in the County—called *place types* in this study. Place types, which were identified by County staff, include both residential and mixed-use land uses. Place types were identified based on location and age of development, as well as dominant characteristics such as housing density, urban form, and street connectivity.

With the exception of tourist commercial (in which virtually the only residential is resort residential), the place types include various types and levels of residential and non-residential development. The place types (along with the representative areas of the County analyzed) are as follows:

1. **Residential**
   - Rural Enclave (Boggy Creek)
   - Outer Ring Suburban (Poinciana)
   - Curvilinear Suburban (The Oaks)
   - Inner Ring Suburban (BVL Florida Parkway)
   - Multifamily Suburban (Columbia Dyer)
2. **Mixed Use**
   - Traditional Downtown (Kissimmee, St. Cloud)
   - Urban Corridor (Florida Hospital area)
   - Commercial Suburban (The Loop)
   - Tourist Corridor (Embassy Suites area, W192)

Methodology For Analysis

A series of maps for each place type (such as Maps 3-5, shown at right) identify land uses, appraised values per acre, and taxable values per acre. In general, the following comparisons are made between place types:

1. Comparison of type of land uses and appraised value per acre.
2. Comparison of type of land uses and taxable value per acre. (It should be noted that this does not reflect a per-parcel evaluation, but rather an average by land use, applied to the respective land use.)

Map 3. Land Use, Urban Corridor Place Type

Map 4. Appraised Value Per Acre by Land Use, Urban Corridor

Map 5. Taxable Value Per Acre by Land Use, Urban Corridor

-4-

County Commission and local municipalities. The analysis identified the current effects of land consumption and development patterns in the County with key findings of higher relative value of higher density and mixed use place types.

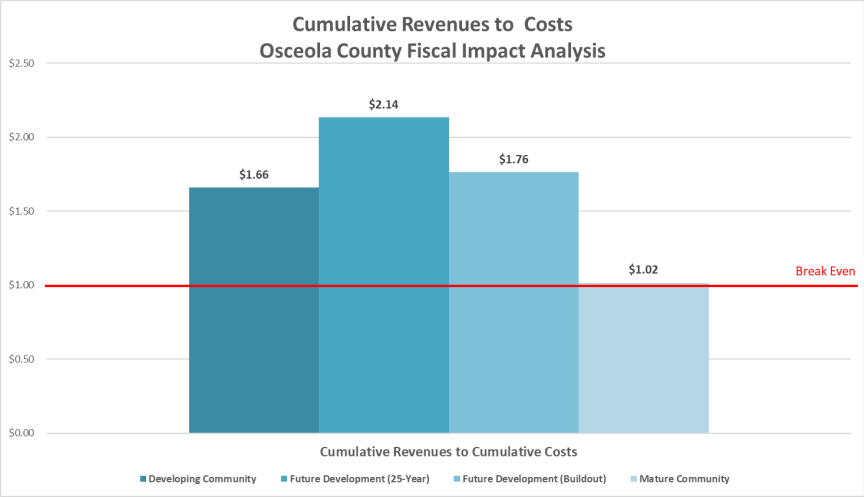
Phase II of the study was a more complete investigation into fiscal impacts of development patterns and growth in the County that included both revenues and costs. It included the estimated operating and capital costs to serve existing development as well future growth in three geographic areas of the County. The study areas reflected three stages of development:

1. **Developing Community:** An area of the County that is rapidly growing in a traditional suburban land use pattern.

2. **Future Development**: An area of the County slated for future development with additional connectivity and planned for a mix of uses. The Future Development Area includes two timeframes—development at the end of Year 25 and projected total at Buildout (given the anticipated long-term nature of future growth in this area).

3. **Mature Community:** An area of the County that is almost built out with a traditional suburban land use pattern.

TischlerBise found that the Future Development Area performs the best fiscally per acre given the value created and the efficiencies realized in infrastructure due to connectivity and multimodal options. The Mature Community generates essentially fiscally neutral results—at the County's current level of service for all infrastructure and services. The Developing Community also generates sufficient revenues to cover operating and capital costs with a lower cumulative revenue to cost ratio than the Future Development Area due to development patterns and land use mix.



Section 7: **Firm Description**

TischlerBise, Inc., was founded in 1977 as Tischler, Montasser & Associates. The firm became Tischler & Associates, Inc., in 1980 and TischlerBise, Inc., in 2005. The firm is a Subchapter (S) corporation, is incorporated in Washington, D.C., and maintains offices in Bethesda, Maryland, and Boise, Idaho. The firm's legal address is:



Principal Office

L. Carson Bise, AICP, President

4701 Sangamore Rd, Suite 240

Bethesda, MD 20816

301.320.6900 x12 (w)

carson@tischlerbise.com

Our firm has been providing consulting services to public agencies in the United States for over 40 years. In this time, **we have prepared over 1,000 fiscal/economic impact evaluations and over 1,000 impact fee/infrastructure financing studies – more than any other firm.** Through our detailed approach, proven methodology, and comprehensive product, we have established TischlerBise as the leading expert on fiscal and economic analysis, revenue enhancement and cost of growth strategies.

As our Proposal demonstrates, no other firm can match the depth of our experience in the area of local government fiscal/economic impact analysis and fiscal/economic sustainability. Our Principal in Charge, Carson Bise, AICP, is widely considered the leading national fiscal impact practitioner in North America. And our Project Manager, Julie Herlands, AICP, is a leading national practitioner and as managed dozens of complex fiscal evaluations throughout the United States and Canada.

The core services provided by TischlerBise all involve:

- Determining existing and projected residential and nonresidential growth for 10-, 20-, and 30–year periods.
- An examination of local government budgets and financial reports to determine fixed and variable costs and revenues as well as the true costs of service.
- Evaluations of departmental operating structures and determination of existing levels of service as well as the most appropriate method of projecting future costs (including staff) and revenues.
- Developing meaningful and realistic capital improvement plans.
- Evaluation of implementation strategies that lead to fiscal sustainability.

An **important factor to consider related to this work effort is our previous experience in the Commonwealth of Virginia,** which makes us quite familiar with the local government economic conditions Virginia jurisdictions. A listing of our previous economic consulting assignments in Virginia is provided below.

Commonwealth of Virginia Experience			
Alexandria	Falls Church	James City County	Prince William County
Arlington County	Frederick County	Leesburg	Pulaski
Augusta County	Fredericksburg	Loudoun County	Spotsylvania County
Charles County	Goochland County	Portsmouth	Stafford County
Chesapeake	Henrico County	Powhatan	Suffolk
Fairfax	Isle of Wight County	Prince George County	Sussex County

The following table illustrates TischlerBise's vast national experience over the last fifteen years:

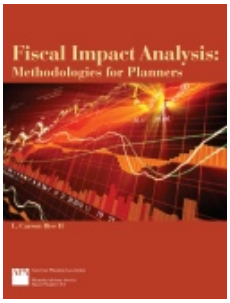
State	Client	State	Client	State	Client
AK	Anchorage	IL	Champaign	NH	Salem
AK	Matanuska-Susitna Borough	KS	Lawrence	NJ	Edison
AR	Little Rock	KS	Lenexa	NJ	Englewood
AZ	Casa Grande	KS	Olathe	NJ	Old Bridge
AZ	Coolidge	KY	Georgetown	NJ	West Windsor
AZ	Payson	KY	Lexington	NM	Albuquerque
AZ	Peoria	MA	Barnstable	NM	Bernalillo County
AZ	Pima County	MA	Cape Cod Commission	NV	Las Vegas
AZ	Queen Creek	MA	Mashpee Commons	NV	Lincoln County
AZ	Sahuarita	MA	Somerville	NV	North Las Vegas
AZ	Scottsdale	MD	Anne Arundel County	NV	Nye County/Pahrump
AZ	Surprise	MD	Brunswick	NV	Reno
AZ	Winslow	MD	Calvert County	NV	Washoe County
CA	Carlsbad	MD	Caroline County	NY	Hampstead
CA	Clovis	MD	Carroll County	OH	Dublin
CA	Imperial County	MD	Cecil County	OH	Marysville
CA	Napa County	MD	Charles County	OH	Pickerington
CA	Oceanside	MD	Dorchester County	OH	Delaware
CA	Pasadena	MD	Easton	OK	Oklahoma City
CA	San Diego	MD	Frederick	PA	Adams County
CO	Aurora	MD	Frederick County	PA	Delaware Valley Reg. Plan.Com.
CO	Castle Pines	MD	Hagerstown	PA	Lancaster
CO	Castle Rock	MD	Hampstead	PA	Mt. Lebanon
CO	Centennial	MD	Harford County	SC	Beaufort County
CO	Lone Tree	MD	Howard County	SC	Horry County

CO	Louisville	MD	Montgomery County	SC	Orangeburg
CO	Mesa County	MD	Ocean City	SC	Rock Hill
CO	Steamboat Springs	MD	Prince George's County	TN	Germantown
CO	Westminster	MD	Queen Anne's County	TN	Knox County
CT	Groton	MD	Rockville	TN	Nashville-Davidson County
CT	Windsor	MD	St. Mary's County	TX	Bexar County
DE	New Castle County	MD	Salisbury	TX	Coppell
FL	Aventura	MD	Snow Hill	TX	Corpus Christi
FL	Deerfield Beach	MD	Sykesville	TX	Denton
FL	Hernando County	MD	Talbot	TX	San Antonio
FL	Hillsborough County	MD	Washington County	TX	Tyler
FL	Key Biscayne	MD	Westminster	UT	Bluffdale
FL	Kissimmee	MD	Wicomico County	UT	Draper
FL	Miami-Dade County	MD	Worcester County	VA	Amherst County
FL	North Port	MN	Coon Rapids	VA	Augusta County
FL	Ormond Beach	MN	Cottage Grove	VA	Charles County
FL	Parkland	MN	Minnesota Department of Revenue	VA	Chesapeake
FL	Pelican Bay	MN	Minneapolis	VA	Fairfax
FL	Plant City	MN	Plymouth	VA	Falls Church
FL	Sarasota County	MN	Roseville	VA	Frederick County
FL	Sebastian	MN	Shakopee	VA	Henrico County
FL	South Miami	MN	St. Paul	VA	Isle of Wight County
FL	Sunny Isles Beach	MO	Lee's Summit	VA	Leesburg
FL	Sunrise	NC	Fort Bragg -BRAC-RTF	VA	Loudoun County
FL	Venice	NC	Cary	VA	Norfolk
FL	West Miami	NC	Chatham County	VA	Powhatan
GA	Atlanta	NC	Cornelius	VA	Prince William County
GA	Columbus	NC	Currituck County	VA	Pulaski
GA	Garden City	NC	Davie County	VA	Shenandoah University
GA	Suwanee	NC	Guilford County	VA	Spotsylvania County
IA	Ankeny	NC	Holly Springs	VA	Stafford County
ID	Hailey	NC	UNC-Chapel Hill	VA	Suffolk
ID	Post Falls	NC	Wake County	WA	King County
ID	Southeast Idaho Council of Governments	NC	Wilmington-New Hanover County	WI	Sun Prairie
ID	Twin Falls	NC	Wilson	WV	McDowell & Wyoming County
IL	Bloomington	NE	Lincoln		

Section 8: **Resumes**

Complete staff resumes are provided below.

L. Carson Bise, II, AICP, President



Carson Bise has over 30 years of fiscal, economic and planning experience and **has conducted fiscal and infrastructure finance evaluations in 37 states.** Mr. Bise has developed and implemented more fiscal impact models than any consultant in the country. The applications which Mr. Bise has developed have been used for evaluating multiple land use scenarios, specific development projects, annexations, urban service provision, tax-increment financing, and concurrency/adequate public facilities monitoring. Mr. Bise has also written and lectured extensively on fiscal impact analysis and infrastructure financing. **His publications include *Fiscal Impact Analysis: Methodologies for Planners*, published by the American Planning Association, a chapter on fiscal impact analysis in the book *Planning and Urban Design Standards*, also published by the American Planning Association, and the ICMA IQ Report, *Fiscal Impact Analysis: How Today's Decisions Affect Tomorrow's Budgets*.** Mr. Bise was also the principal author of the fiscal impact analysis component for the Atlanta Regional Commission's Smart Growth Toolkit and is featured in the recently released AICP CD-ROM Training Package entitled The Economics of Density. Mr. Bise is currently on the Board of Directors of the Growth and Infrastructure Finance Consortium and **recently Chaired the American Planning Association's Paying for Growth Task Force.** He is also an Affiliate of the National Center for Smart Growth Research & Education.



EDUCATION

M.B.A., Economics, Shenandoah University
B.S., Geography/Urban Planning, East Tennessee State University
B.S., Political Science/Urban Studies, East Tennessee State University

SELECTED FISCAL IMPACT ANALYSIS EXPERIENCE

- Anchorage, Alaska – *Fiscal Impact Analysis of General Plan Alternatives*
- Matsu Borough, Alaska – *Fiscal Impact Analysis*
- Town of Sahuarita, Arizona – *Fiscal Impact Model*
- Clovis, California – *Fiscal Impact Analysis of Annexation Alternatives*
- Napa County, California – *Fiscal Equity Study*
- Pasadena, California – *Cost of Land Uses Fiscal and Economic Analysis*
- Mesa County, Colorado – *Fiscal Impact Analysis of Growth Scenarios*
- City of Westminster, Colorado – *Fiscal Impact Model*
- City of Kissimmee, Florida – *Fiscal Impact Analysis of Annexation Areas*
- Hernando County, Florida – *Fiscal Impact Analysis*
- Hillsborough County, Florida – *Fiscal Impact Analysis of Current Land Use Trend*
- Miami-Dade County, Florida – *Fiscal and Economic Analysis of Rural and Agricultural Areas*

- Sarasota County, Florida – *Fiscal and Economic Analysis of Development Prototypes*
- City of Lawrence, Kansas – *Fiscal Impact Analysis of Growth Scenarios; Cost of Land Uses Study*
- Carroll County, Maryland – *Fiscal Impact Analysis of Growth Scenarios*
- Howard County, Maryland – *Fiscal Impact Analysis of General Plan*
- Prince George's County, Maryland – *Fiscal Impact Analysis of Growth Scenarios*
- Coon Rapids, Minnesota – *Fiscal Impact Analysis of Growth Scenarios (Metro Council Study)*
- Cottage Grove, Minnesota – *Fiscal Impact Analysis of Growth Scenarios (Metro Council Study*
- Minneapolis, Minnesota – *Fiscal Impact Analysis of Growth Scenarios (Metro Council Study*
- St. Paul, Minnesota – *Fiscal Impact Analysis of Growth Scenarios (Metro Council Study*
- City of Lee's Summit, Missouri – *Long-Term Financial Model*
- Town of Salem, New Hampshire – *Fiscal Impact Model*
- West Windsor, New Jersey– *Fiscal Impact Analysis of T.O.D. Project and TIF Analysis*
- Edison, New Jersey – *Fiscal Impact Analysis of T.O.D. Project and TIF Analysis*
- City of Wilson, North Carolina – *Cost of Land Use Analysis and Revenue Strategies*
- City of Wilmington, North Carolina – *Fiscal Impact Analysis of Urban Services Provision*
- Guilford County, North Carolina – *Fiscal Impact Analysis of Growth Scenarios*
- New Hanover County, North Carolina – *Fiscal Impact Analysis of Urban Services Provision*
- City of Dublin, Ohio – *Fiscal Impact Analysis of Land Use Scenarios*
- City of Oklahoma City, Oklahoma– *Fiscal Impact Analysis of Growth Scenarios; Fiscal Impact Model*
- Beaufort County, South Carolina – *Fiscal Impact Analysis of North Beaufort Plan*
- Shelby County, Tennessee – *Fiscal Equity Study*
- City of Germantown, Tennessee – *Fiscal Impact Analysis of Annexation Alternatives*
- Draper City, Utah – *Fiscal Analysis of SunCrest Development*
- City of Chesapeake, Virginia – *Fiscal Impact Model*
- Frederick County, Virginia – *Development Impact Model*

PUBLICATIONS

- "Next Generation Impact Fees," American Planning Association Planners Advisory Memo
- *Fiscal Impact Analysis: Methodologies for Planners*, American Planning Association.
- *Planning and Urban Design Standards,* American Planning Association, Contributing Author on Fiscal Impact Analysis.
- "Fiscal Impact Analysis: How Today's Decisions Affect Tomorrow's Budgets," ICMA Press.
- "The Cost/Contribution of Residential Development," Mid-Atlantic Builder.
- "Are Subsidies Worth It?" Economic Development News & Views.
- "Smart Growth and Fiscal Realities," ICMA Getting Smart! Newsletter.
- "The Economics of Density," AICP Training Series, 2005, Training CD-ROM (APA).

Julie Herlands, AICP, Vice President

Julie Herlands is Vice President of TischlerBise and has over 20 years of planning, fiscal, and economic development experience. Her economic and fiscal impact experience includes a wide range of assignments in over fifteen states. She is a frequent presenter at national and regional conferences including serving as co-organizer and co-presenter at a half-day AICP Training Workshop entitled Fiscal

Impact Assessment at the APA National Planning Conference. Prior to joining TischlerBise, Ms. Herlands worked in the public sector in Fairfax County, Virginia, for the Office of Community Revitalization and for the private sector for the International Economic Development Council (IEDC), Advisory Services and Research Department.

EDUCATION

Masters of Community Planning, University of Maryland
B.A., Political Science, University of Buffalo

SELECTED FISCAL IMPACT ANALYSIS EXPERIENCE

- Town of Queen Creek, Arizona – *Fiscal Impact Analysis of Growth Scenarios; Fiscal Impact Analysis of Development Project*
- City of Aurora, Colorado – *Feasibility Study of City-County Formation*
- City of Overland Park, Kansas – Fiscal Impact Analysis for Comprehensive Plan
- Shreveport Metropolitan Planning Commission of Caddo Parish, Louisiana – *Fiscal and Economic Impact Analysis of Growth Scenarios*
- Anne Arundel County, Maryland – *Fiscal Impact Analysis of Growth Scenarios*
- State of Minnesota – *Fiscal Disparities Program Study*
- City of Germantown, Tennessee – Fiscal Impact Analysis of Growth; Fiscal Sustainability Recommendations
- City of Georgetown, Texas – Fiscal Impact Model
- City of Alexandria, Virginia – *Fiscal Impact Model*
- City of Fairfax, Virginia – *Fiscal Impact Model*
- City of Falls Church, Virginia – *Fiscal Impact Model*
- Fauquier County, Virginia – *Capital Impact Model and Study*
- Frederick County, Virginia – *Capital Impact Model and Study*
- Goochland County, Virginia – *Capital Impact Model and Study*
- Henrico County, Virginia – *Impact Fee Study; Cash Proffer Study; Fiscal Impact Model*
- Isle of Wight County, Virginia – *Fiscal Impact Analysis for Comprehensive Plan; Capital Impact Model*
- Loudoun County, Virginia – *Fiscal Impact Analysis for Comprehensive Plan*
- Portsmouth, Virginia – *Fiscal and Economic Analyses for Comprehensive Plan and Supporting Efforts*
- Prince George County, Virginia – *Cash Proffer Study*
- Prince William County, Virginia – *Impact Fee Study*
- Stafford County, Virginia – *Impact Fee Study*

PUBLICATIONS

- "Should Impact Fees Be Reduced in a Recession?" Economic Development Now, 2009, IEDC.
- "Agreements, Fees, and CIP," The Best of Contemporary Community Planning, 2005, Training CD-ROM, APA and Lincoln Institute of Land Policy.
- "The Connection between Growth Management and Local Economic Development," Economic Development News & Views (Economic Development Division of the APA).

TischlerBise

FISCAL | ECONOMIC | PLANNING

4701 Sangamore Road, Suite S240 |
Bethesda, MD 20816
301.320.6900 x12 |
carson@tischlerbise.com

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Special Use Permit - 107 Saint Pauls Avenue

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - 107 Saint Pauls Avenue	Public Hearing	7/22/2025
Staff Report - 107 Saint Pauls Avenue	Public Hearing	7/22/2025
Attachements - 107 Saint Pauls Avenue	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
SPECIAL USE PERMIT

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of Nancy O'Berry, applicant/ owner and William O'Berry owner, for a special use permit under the provisions of Article 3.F.C.18 of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter, in order to approve a home occupation.

The property which is the subject of this special use permit application is 107 Saint Paul's Ave (Tax Map Parcel no. 21G-01-025D), which is located on the north side of Saint Paul's Avenue, containing 0.14 +/- acres, and is zoned Multi-Family Residential (MFR).

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the Zoning Ordinance of the Town of Smithfield and application for this special use permit are available for inspection at the Department of Community Development & Planning, 310 Institute Street, Smithfield, Virginia 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT: SPECIAL USE PERMIT (SUP)
PUBLIC HEARING

TUESDAY, AUGUST 5th, 2025, 6:30 PM

Applicant	Nancy O'Berry 107 Saint Pauls Avenue Smithfield, VA 23430
Owner	Ibid.
Property	107 Saint Pauls Avenue TPIN 21G-01-025D
Zoning	Multifamily Residential District (MF-R)
Adjacent Zoning	Multifamily Residential District (MF-R)
Project Description	The applicant is seeking a special use permit in accordance with Article 3.F.C.18 to utilize a portion of the home as a home occupation, for use as a book author. The applicant stated that there will be no customers and no employees coming to the residence.
Zoning Recommendation	Positives: This application allows the applicant to continue her profession of authorship. Negatives: This is not a by-right use and does require a SUP. This application was favorably recommended at the June Planning Commission meeting.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

Preliminary Plat

Proposed Use/ Exception: I would like to use the room over my garage to write stories at my desk. I write when my husband goes to sleep. I wake up in the middle of the night with an idea. I get up and write it down. No employees. No patrons. People walk by my house with their dogs. They don't come in to buy books. Not a brick and mortar store. No one will be using my bathrooms. I don't know what else to tell you. I am sitting at home writing at my desk creating stories.



TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Special Use Permit - 139 Sykes Court

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notivce of Public Hearing	Public Hearing	7/22/2025
Staff Report - 139 Sykes Court	Public Hearing	7/22/2025
Attachments - 139 Sykes Court	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
SPECIAL USE PERMIT

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of Anna Boyer, owner and applicant, for a special use permit under the provisions of Article 2.Z. Section 1 of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter, in order to approve a short-term rental as a principal use.

The property which is the subject of this special use permit application is 139 Sykes Court (Tax Map Parcel no. 21A-01-371), which is located on the south side of Sykes Court, containing 0.53 +/- acres, and is zoned Downtown Neighborhood Residential (DNR) Environmental Conservation (EC) & Historic Preservation Overlay (HPO).

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the Zoning Ordinance of the Town of Smithfield and application for this special use permit are available for inspection at the Department of Community Development & Planning, 310 Institute Street, Smithfield, Virginia 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT: SPECIAL USE PERMIT (SUP)
PUBLIC HEARING

TUESDAY, AUGUST 5th, 2025, 6:30 PM

Applicant	Anna Boyer 139 Sykes Court Smithfield, VA 23430
Owner	Anna Marie Boyer 11183 Burwells Bay Road Smithfield, VA 23430
Property	139 Sykes Court TPIN 21A-01-371
Zoning	Downtown Neighborhood Residential (DNR), Environmental Conservation District (E-C), & Historic Preservation Overlay (HPO)
Adjacent Zoning	Downtown Neighborhood Residential (DNR), Environmental Conservation District (E-C), Community Conservation District (C-C) & HPO
Project Description	The applicant is seeking approval to rent 139 Sykes Court, which is an existing single-family residential dwelling, as a short-term rental property. According to the Smithfield Zoning Ordinance (SZO) Article 2.Z.1, short-term rentals as principal uses are permissible by Special Use Permit (SUP) only. No changes to the property are proposed in order to accommodate the short-term rental.
Zoning Recommendation	Positives: This application provides additional accommodations in the Heart of the Historic District. Negatives: This is not a by-right use and does require a SUP. Approval should be conditioned on the applicant following the conditions outlined in Article 2.Z.1.a through Article 2.Z.1.i., except for Article 2.Z.1.b.. These conditions do require a signed and notarized short-term rental affidavit ensuring compliance. This application was favorably recommended by the Planning Commission at the June meeting.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.




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258
Grace St
Institute St
N Mason St
Main St
Town of Smithfield
Smithfield Ice Cream Parlor
Smithfield Gourmet Bakery
S Mason St
Cedar St
James St
Taste of Smithfield Restaurant
Southern
Hill St
Smithfield Family Dentistry
Trinity United Methodist Church
Fleur De Fou
Florist
Home Sweet Home Care Inc
Cockes Ln
Astrid St
Smithfield North
Sykes Ct
Gary St
Drummonds Ln
Smithfield Christian Counseling
RIDDICK & POPE, P.C

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Special Use Permit - Eastwood Sales Trailer

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - Eastwood	Public Hearing	7/22/2025
Staff Report - Eastwood Sales Trailer	Public Hearing	7/22/2025
Attachments - Eastwood Sales Trailer	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
SPECIAL USE PERMIT

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia, will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of Eastwood Homes, applicant and owner, for a special use permit under the provisions of Article 3.C.C.23 of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter, for a temporary real estate marketing office for new subdivisions.

The property which is the subject of this special use permit application is 1102 Wharf Hill Drive (Tax Map Parcel no. 22T-01-085), which contains 0.258 +/- acres, and is zoned Suburban Residential Cluster (SR-C).

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the Zoning Ordinance of the Town of Smithfield and application for this special use permit are available for inspection at the Department of Community Development & Planning, 310 Institute Street, Smithfield, Virginia 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT: SPECIAL USE PERMIT (SUP)
PUBLIC HEARING

TUESDAY, AUGUST 5th, 2025, 6:30 PM

Applicant	Eastwood Homes 10800 Midlothian Turnpike Suite 141 Richmond, VA 23235
Owner	Eastwood Homes of Richmond LLC 2857 Westport Road Charlotte, NC 28208
Property	1102 Wharf Hill Drive TPIN 22T-01-085
Zoning	Conditional Suburban Residential District (C-SR)
Adjacent Zoning	Conditional Suburban Residential District (C-SR)
Project Description	The applicant is seeking a special use permit in accordance with Article 3.C.C.24 for temporary real estate marketing office for new subdivisions. The proposed 28' by 8' temporary white vinyl trailer will be used to meet with potential customers while the model is under construction and is expected to be on site for no longer than 4-6 months.
Zoning Recommendation	Positives: This application allows the applicant a temporary marketing office. Negatives: This is not a by-right use and does require a SUP. Planning Commission favorably recommended this application at the June meeting.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.




NOW SELLING
Mallory Pointe







GENERAL NOTES:

1. BUILDER: EASTWOOD HOMES, 10800 MIDLOTHIAN TURNPIKE, SUITE 141, RICHMOND, VA 23235. OFFICE NUMBER 1-804-486-7189.
2. LOT ADDRESS: 1102 WHARF HILL DRIVE, SMITHFIELD VA. 23430. TPIN: #22T-01-085.
3. THIS PLOT PLAN WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT. THE PROPERTY SHOWN HEREON IS SUBJECT TO EASEMENTS, SERVITUDES, COVENANTS AND RESTRICTIONS OF RECORD.
4. THIS PLOT PLAN WAS PREPARED FROM A RECORDED PLAT BY TIMMONS GROUP ENTITLE "MALLORY POINTE PHASE A1" DATED JUNE 19, 2024 AND RECORDED IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT OF THE COUNTY OF ISLE OF WIGHT AS INSTRUMENT NUMBER 240004793.
5. THE TOPOGRAPHY AND EXISTING FEATURES SHOWN HEREON WERE TAKEN FROM APPROVED SET OF CONSTRUCTION PLANS DATED NOVEMBER 8, 2023 FOR MALLORY POINTE PHASE A1 PREPARED BY TIMMONS GROUP.
6. THE PROPERTY SHOWN HEREON LIES WITHIN ZONES X, AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN; AND AE, (BASE FLOOD ELEVATION: 8), SPECIAL FLOOD HAZARD AREAS SUBJECT TO INUNDATION BY 1% ANNUAL CHANCE FLOOD, AS SHOWN ON THE FLOOD INSURANCE RATE MAP FOR THE TOWN OF SMITHFIELD, FEMA FLOOD HAZARD RATE MAP, COMMUNITY PANEL NO. 51093C-0151E. DATED REVISED DECEMBER 2, 2015.
7. PROPERTY IS ZONED: SR - SUBURBAN RESIDENTIAL (CLUSTER DEVELOPMENT)

MINIMUM BUILDING SETBACKS

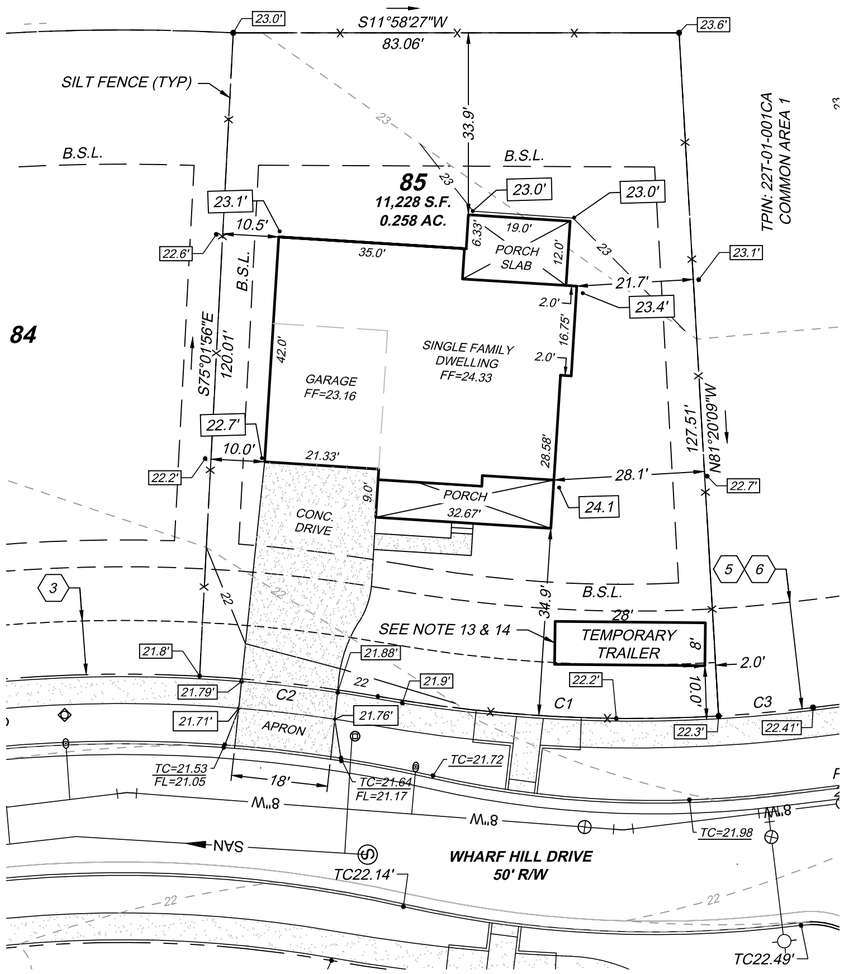
FRONT	25 FT.
SIDE	6 FT.
REAR	25 FT

8. THE BUILDER/CONTRACTOR SHALL VERIFY GRADES AND SITE PRIOR TO CONSTRUCTION.
9. THE BUILDER/CONTRACTOR SHALL PROVIDE FOR POSITIVE DRAINAGE WITHOUT IMPACTING ADJACENT PROPERTIES.
10. THE BUILDER/CONTRACTOR SHALL EXECUTE AND AGREEMENT IN LIEU OF EROSION AND SEDIMENT CONTROL PLAN IN CONJUNCTION WITH APPROVAL OF THIS PLAN.
11. THE BUILDER/CONTRACTOR SHALL EXECUTE AND AGREEMENT IN LIEU OF STORM MANAGEMENT PLAN IN CONJUNCTION WITH APPROVAL OF THIS PLAN.
12. NO TREES AND SHRUBS SHALL BE PLANTED IN TOWN EASEMENTS. SHRUBS SHALL BE A MINIMUM OF 5 FEET, AND TREES A MINIMUM OF 10 FEET, FROM CENTER OF WATER AND SANITARY SEWER PIPE..
13. TEMPORARY TRAILER TO BE REMOVER UPON COMPLETION OF MODEL UNIT.
14. NO PROPOSED SEWER OR WATER CONNECTION TO TEMPORARY TRAILER.

EASEMENT LEGEND:

1. VARIABLE WIDTH PUBLIC DRAINAGE EASEMENT INSTR. #240004793.
2. 20' PUBLIC WATER EASEMENT INSTR. #240004793.
3. 10' PUBLIC UTILITY EASEMENT INSTR. #240004793.
4. VARIABLE WIDTH PRIVATE DRAINAGE AND IMPOUNDMENT EASEMENT INSTR. #240004793.
5. VARIABLE WIDTH VIRGINIA ELECTRIC AND POWER COMPANY INSTR. #240002850.
6. 20' COLUMBIA GAS OF VIRGINIA EASEMENT INSTR. #240003081.

NAD 83



AREA TABLE		
LOT AREA S.F.	IMPERVIOUS COVER S.F	IMPERVIOUS COVER %
11,228	3,637	32%

SYMBOL LEGEND

- IRON ROD
- SANITARY SEWER MANHOLE
- SANITARY SEWER CLEANOUT
- STORM SEWER MANHOLE
- STORM SEWER MANHOLE GRATE INLET
- STORM SEWER GRATE INLET
- FIRE HYDRANT
- WATER METER
- WATER VALVE
- RIPRAP
- CONCRETE
- 22.5' SPOT GRADES

LINE LEGEND

- BUILDING LINE
- CENTERLINE SWALE-DITCH
- 100' CONTOURS
- EDGE OF PAVEMENT
- PROPERTY LINE
- SAN SANITARY SEWER LINE
- SILT FENCE
- STORM SEWER PIPELINE
- W WATER LINE

CURVE TABLE						
CURVE	RADIUS	LENGTH	TANGENT	DELTA	CHORD BEARING	CHORD
C1	275.60'	63.71'	32.00'	13°14'43"	N15°17'51"E	63.57'
C2	275.15'	33.46'	16.75'	6°58'00"	N18°25'51"E	33.44'
C3	275.60'	17.70'	8.85'	3°40'46"	S6°50'06"W	17.70'

SCALE 1"=20'
0 20' 40'

COMMONWEALTH OF VIRGINIA
ROBERT D. MANN
Lic. No. 002509
4/8/2025
LAND SURVEYOR

THIS DRAWING PREPARED AT THE
HAMPTON ROADS PENINSULA OFFICE
800 Tech Center Parkway, Suite 103 | Newport News, VA 23606
TEL 757.782.3041 www.timmons.com

YOUR VISION ACHIEVED THROUGH OURS.

DATE	REVISION DESCRIPTION
1	1st Revision

DATE 2/27/2025
DRAWN BY M. LITTLE
DESIGNED BY N/A
CHECKED BY R. MANN
SCALE 1" = 20'

TIMMONS GROUP

PLOT PLAN LOT 85 PHASE A1 MALLORY POINTE
TOWN OF SMITHFIELD, ISLE OF WIGHT COUNTY, VA.
PREPARED FOR: EASTWOOD HOMES

JOB NO. 51755
SHEET NO. 1

These plans and associated documents are the exclusive property of TIMMONS GROUP and may not be reproduced in whole or in part and shall not be used for any purpose whatsoever, inclusive, but not limited to construction, bidding, and/or construction staking without the express written consent of TIMMONS GROUP.

Y:\90951755-Mallory Ph A1 Eastwood Homes\DWG\Phase A1 Plot Plans.dwg | Plotted on 5/7/2025 1:26 PM | by Michael Little

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Special Use Permit - Mallory Pointe - Sales Trailer

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - Mallory Pointe	Public Hearing	7/22/2025
Staff Report - Mallory Point Sales Trailer	Public Hearing	7/22/2025
Attachements - Mallory Pointe Sales Trailer	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
SPECIAL USE PERMIT

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia, will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of Stanley Martin Homes LLC and Eastwood Homes of Richmond LLC, applicants and owners, for a special use permit under the provisions of Article 3.C.C.23 of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter, for two (2) temporary real estate marketing offices for new subdivisions.

The properties which are the subject of this special use permit application are 1102, 1106, and 1110 Wharf Hill Drive (Tax Map Parcel no. 22T-01-085, 22T-01-084, 22T-01-083, respectively), which contains 0.65 +/- acres, and is zoned Suburban Residential Cluster (SR-C).

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the Zoning Ordinance of the Town of Smithfield and application for this special use permit are available for inspection at the Department of Community Development & Planning, 310 Institute Street, Smithfield, Virginia 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT: SPECIAL USE PERMIT (SUP)
PUBLIC HEARING

TUESDAY, AUGUST 5th, 2025, 6:30 PM

Applicants	Stanley Martin Homes LLC 4701 Cox Road Suite 104 Glen Allen, VA 23060 Eastwood Homes of Richmond LLC 2857 Westport Road Charlotte, NC 28208
Owner	Ibid.
Property	1102 Wharf Hill Drive TPIN 22T-01-085 1106 Wharf Hill Drive TPIN 22T-01-084 1110 Wharf Hill Drive TPIN 22T-01-083
Zoning	Conditional Suburban Residential District (C-SR)
Adjacent Zoning	Conditional Suburban Residential District (C-SR)
Project Description	The applicant is seeking a special use permit in accordance with Article 3.C.C.23 for 2 temporary real estate marketing offices for a new subdivision. These two model homes will share a temporary parking lot. The garages will function as offices and will be converted back to garages when no longer needed. The offices will be open daily from 10am to 7pm, and by appointment.
Zoning Recommendation	Positives: This application provides the applicants with a temporary marketing office for the sale of homes. Negatives: This is not a by-right use and does require a SUP. This application was favorably recommended at the June Planning Commission meeting.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov

Special Use Permit Application
Temporary real estate marketing offices for new subdivision
Mallory Pointe
Applicants Stanley Martin Homes and Eastwood Homes

Location:
1102 Wharf Hill (22T-01-085)
1106 Wharf Hill (22T-01-084)
1110 Wharf Hill (22T-01-83)

A – Preliminary Site Plan – see attached prepared by Timmons Group dated 4/14/2025

B – Description of Proposed Use – Two single-family homes containing the real estate marketing offices for each builder are proposed on Lots 83 and 85. A shared temporary parking lot will be constructed between the sales offices. The garages of the model homes will be finished as temporary offices and will be converted to garages when the builder no longer occupies the building. The buildings will be occupied by the sales and construction personnel and open to the public from 10:00 AM to 7:00 PM daily, with additional hours by appointment only.

C – Statement of Compatibility

1. The proposed temporary real estate marketing offices are for an approved residential subdivision. The subdivision and proposed marketing offices are in conformance with the Comprehensive Plan for the Area.
2. The property is zoned Suburban Residential
3. Property immediately adjacent to the proposed use are common open space areas within the approved subdivision and single-family lots. Properties within a 500' radius of the site include additional single-family homes and vacant agriculturally zoned land.
4. This is the first phase of a larger master planned community and approval of this use is consistent with the orderly development of the properties.
5. A shared parking area is provided with 8 spaces per sales office. Each office will have a designated handicap space with an accessible path to the sales office. Approved sidewalks will provide interconnectivity between the offices. The parking area will be constructed with a 2" Asphalt surface over and compacted stone base, with no curb and gutter. Traffic rated casings will be installed to protect the water and sewer connections. It will be installed during model construction and removed upon completion of sellout of Phases A1-3. That is expected to be 24-30 months.
6. Public water and sewer are available to serve the properties.









GENERAL NOTES:

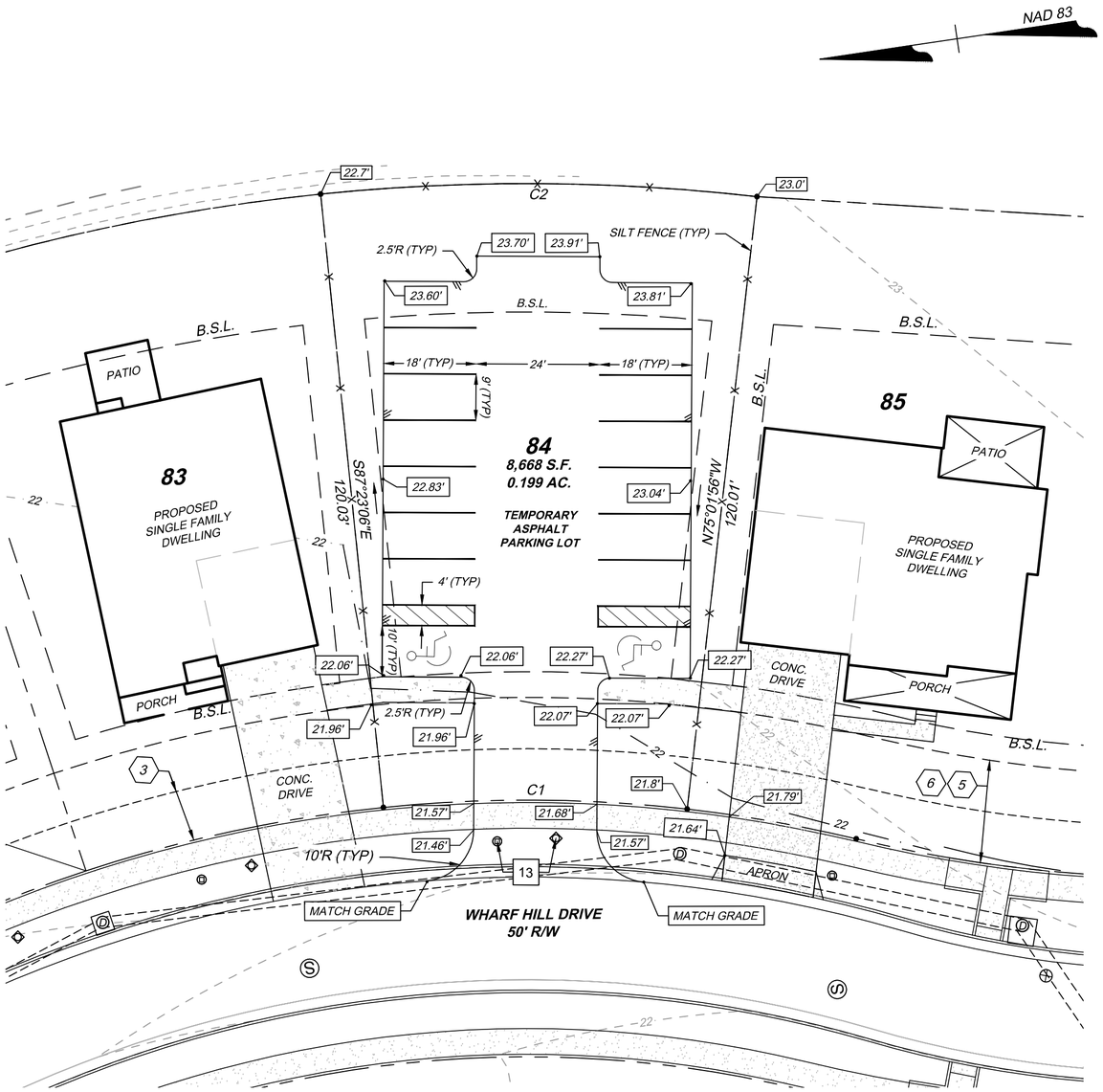
1. BUILDER: EASTWOOD HOMES, 10800 MIDLOTHIAN TURNPIKE, SUITE 141, RICHMOND, VA 23235. OFFICE NUMBER 1-804-486-7189.
2. LOT ADDRESS: 1106 WHARF HILL DRIVE, SMITHFIELD VA. 23430. TPIN: #22T-01-084
3. THIS PLOT PLAN WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT. THE PROPERTY SHOWN HEREON IS SUBJECT TO EASEMENTS, SERVITUDES, COVENANTS AND RESTRICTIONS OF RECORD.
4. THIS PLOT PLAN WAS PREPARED FROM A RECORDED PLAT BY TIMMONS GROUP ENTITLE "MALLORY POINTE PHASE A1" DATED JUNE 19, 2024 AND RECORDED IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT OF THE COUNTY OF ISLE OF WIGHT AS INSTRUMENT NUMBER 2400004793.
5. THE TOPOGRAPHY AND EXISTING FEATURES SHOWN HEREON WERE TAKEN FROM APPROVED SET OF CONSTRUCTION PLANS DATED NOVEMBER 8, 2023 FOR MALLORY POINTE PHASE A1 PREPARED BY TIMMONS GROUP.
6. THE PROPERTY SHOWN HEREON LIES WITHIN ZONES X, AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN. AS SHOWN ON THE FLOOD INSURANCE RATE MAP FOR THE TOWN OF SMITHFIELD, FEMA FLOOD HAZARD RATE MAP, COMMUNITY PANEL NO. 51093C-0151E. DATED REVISED DECEMBER 2, 2015.
7. PROPERTY IS ZONED: SR - SUBURBAN RESIDENTIAL (CLUSTER DEVELOPMENT)

MINIMUM BUILDING SETBACKS	
FRONT	25 FT.
SIDE	6 FT.
REAR	25 FT

8. THE BUILDER/CONTRACTOR SHALL VERIFY GRADES AND SITE PRIOR TO CONSTRUCTION.
9. THE BUILDER/CONTRACTOR SHALL PROVIDE FOR POSITIVE DRAINAGE WITHOUT IMPACTING ADJACENT PROPERTIES.
10. THE BUILDER/CONTRACTOR SHALL EXECUTE AND AGREEMENT IN LIEU OF EROSION AND SEDIMENT CONTROL PLAN IN CONJUNCTION WITH APPROVAL OF THIS PLAN.
11. THE BUILDER/CONTRACTOR SHALL EXECUTE AND AGREEMENT IN LIEU OF STORM MANAGEMENT PLAN IN CONJUNCTION WITH APPROVAL OF THIS PLAN.
12. NO TREES AND SHRUBS SHALL BE PLANTED IN TOWN EASEMENTS. SHRUBS SHALL BE A MINIMUM OF 5 FEET, AND TREES A MINIMUM OF 10 FEET, FROM CENTER OF WATER AND SANITARY SEWER PIPE.
13. REMOVE UTILITY BOX, CUT AND CAP LINE 6" BELOW GRADE. PLACE #57 STONE 6" DEEP AND 18" IN WIDTH ON ALL SIDES.

EASEMENT LEGEND:

1. VARIABLE WIDTH PUBLIC DRAINAGE EASEMENT INSTR. #240004793.
2. 20' PUBLIC WATER EASEMENT INSTR. #240004793.
3. 10' PUBLIC UTILITY EASEMENT INSTR. #240004793.
4. VARIABLE WIDTH PRIVATE DRAINAGE AND IMPOUNDMENT EASEMENT INSTR. #240004793.
5. VARIABLE WIDTH VIRGINIA ELECTRIC AND POWER COMPANY INSTR. #240002850.
6. 20' COLUMBIA GAS OF VIRGINIA EASEMENT INSTR. #240003081.



SYMBOL LEGEND

- IRON ROD
- SANITARY SEWER MANHOLE
- SANITARY SEWER CLEANOUT
- STORM SEWER MANHOLE
- STORM SEWER MANHOLE GRATE INLET
- STORM SEWER GRATE INLET
- FIRE HYDRANT
- WATER METER
- WATER VALVE
- RIPRAP
- CONCRETE
- 22.5' SPOT GRADES

LINE LEGEND

- BUILDING LINE
- CENTERLINE SWALE-DITCH
- 100' CONTOURS
- EDGE OF PAVEMENT
- PROPERTY LINE
- SAN SANITARY SEWER LINE
- X SILT FENCE
- STORM SEWER PIPELINE
- W WATER LINE

CURVE TABLE						
CURVE	RADIUS	LENGTH	TANGENT	DELTA	CHORD BEARING	CHORD
C1	275.15'	59.28'	29.76'	12°20'42"	S8°46'30"W	59.17'
C2	395.00'	85.16'	42.75'	12°21'10"	N8°47'29"E	85.00'

SCALE 1"=20'
0 20' 40'

COMMONWEALTH OF VIRGINIA
ROBERT D. MANN
Lic. No. 002509
4/9/2025
LAND SURVEYOR

THIS DRAWING PREPARED AT THE
HAMPTON ROADS PENINSULA OFFICE
800 Tech Center Parkway, Suite 103 | Newport News, VA 23606
TEL 757.782.3041 www.timmons.com

YOUR VISION ACHIEVED THROUGH OURS.

DATE	REVISION DESCRIPTION
1	1st Revision

DATE 4/14/2025
DRAWN BY M. LITTLE
DESIGNED BY N/A
CHECKED BY R. MANN
SCALE 1" = 20'

TIMMONS GROUP

LOT 84 PHASE A1 MALLORY POINTE
TOWN OF SMITHFIELD, ISLE OF WIGHT COUNTY, VA.
PLAN SHOWING TEMPORARY ASPHALT PARKING LOT

JOB NO. 51755
SHEET NO. 1

These plans and associated documents are the exclusive property of TIMMONS GROUP and may not be reproduced in whole or in part and shall not be used for any purpose whatsoever, inclusive, but not limited to construction, bidding, and/or construction staking without the express written consent of TIMMONS GROUP.

Y:\60\51755-Mallory Ph A1 Eastwood Homes\DWG\Phase A1 Plot Plans Stanley Martin.dwg | Plotted on 4/15/2025 12:42 PM | by Michael Little

GENERAL NOTES:

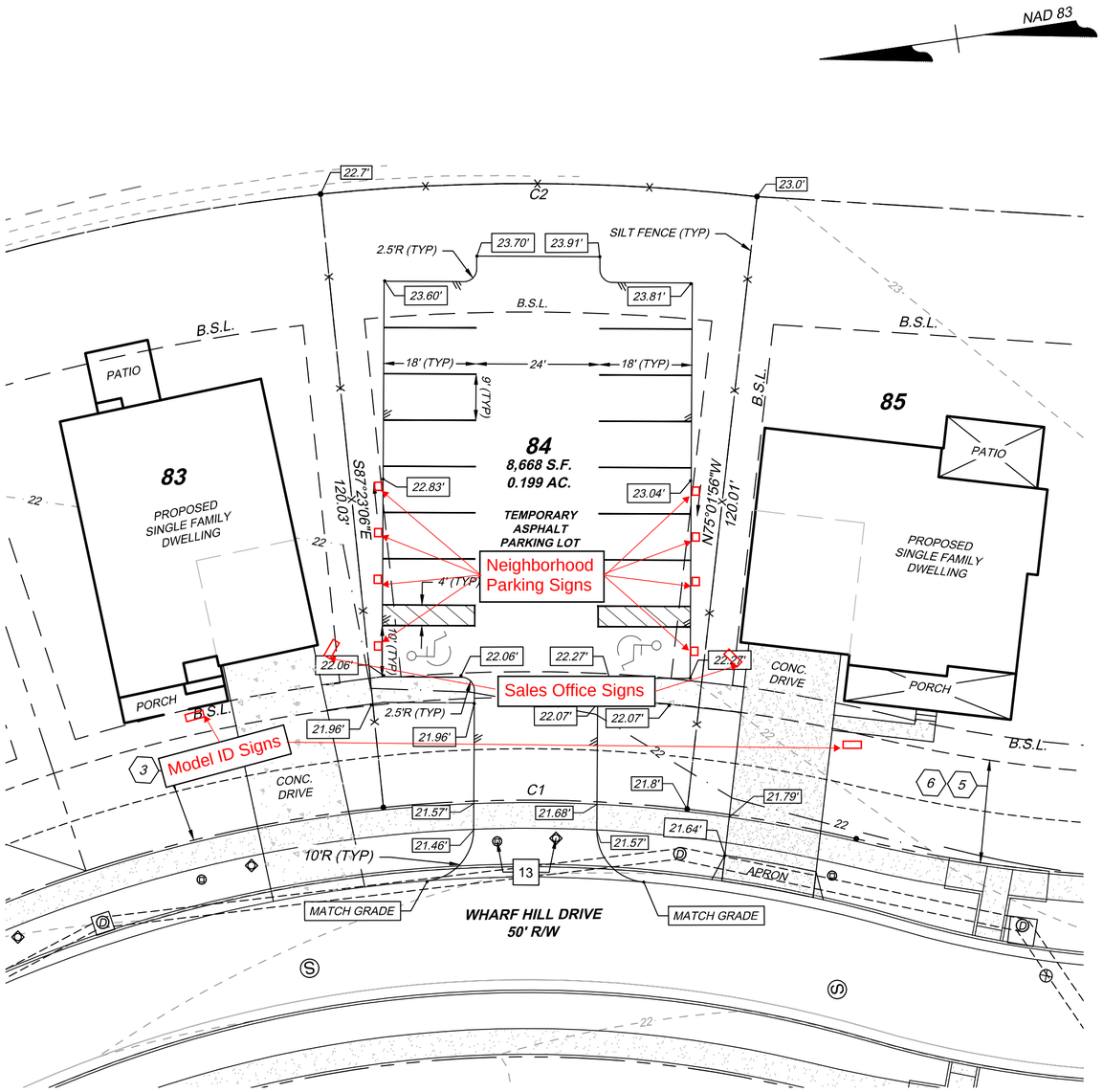
1. BUILDER: EASTWOOD HOMES, 10800 MIDLOTHIAN TURNPIKE, SUITE 141, RICHMOND, VA 23235. OFFICE NUMBER 1-804-486-7189.
2. LOT ADDRESS: 1106 WHARF HILL DRIVE, SMITHFIELD VA. 23430. TPIN: #22T-01-084
3. THIS PLOT PLAN WAS PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT. THE PROPERTY SHOWN HEREON IS SUBJECT TO EASEMENTS, SERVITUDES, COVENANTS AND RESTRICTIONS OF RECORD.
4. THIS PLOT PLAN WAS PREPARED FROM A RECORDED PLAT BY TIMMONS GROUP ENTITLE "MALLORY POINTE PHASE A1" DATED JUNE 19, 2024 AND RECORDED IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT OF THE COUNTY OF ISLE OF WIGHT AS INSTRUMENT NUMBER 2400004793.
5. THE TOPOGRAPHY AND EXISTING FEATURES SHOWN HEREON WERE TAKEN FROM APPROVED SET OF CONSTRUCTION PLANS DATED NOVEMBER 8, 2023 FOR MALLORY POINTE PHASE A1 PREPARED BY TIMMONS GROUP.
6. THE PROPERTY SHOWN HEREON LIES WITHIN ZONES X, AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN. AS SHOWN ON THE FLOOD INSURANCE RATE MAP FOR THE TOWN OF SMITHFIELD, FEMA FLOOD HAZARD RATE MAP, COMMUNITY PANEL NO. 51093C-0151E. DATED REVISED DECEMBER 2, 2015.
7. PROPERTY IS ZONED: SR - SUBURBAN RESIDENTIAL (CLUSTER DEVELOPMENT)

MINIMUM BUILDING SETBACKS	
FRONT	25 FT.
SIDE	6 FT.
REAR	25 FT

8. THE BUILDER/CONTRACTOR SHALL VERIFY GRADES AND SITE PRIOR TO CONSTRUCTION.
9. THE BUILDER/CONTRACTOR SHALL PROVIDE FOR POSITIVE DRAINAGE WITHOUT IMPACTING ADJACENT PROPERTIES.
10. THE BUILDER/CONTRACTOR SHALL EXECUTE AND AGREEMENT IN LIEU OF EROSION AND SEDIMENT CONTROL PLAN IN CONJUNCTION WITH APPROVAL OF THIS PLAN.
11. THE BUILDER/CONTRACTOR SHALL EXECUTE AND AGREEMENT IN LIEU OF STORM MANAGEMENT PLAN IN CONJUNCTION WITH APPROVAL OF THIS PLAN.
12. NO TREES AND SHRUBS SHALL BE PLANTED IN TOWN EASEMENTS. SHRUBS SHALL BE A MINIMUM OF 5 FEET, AND TREES A MINIMUM OF 10 FEET, FROM CENTER OF WATER AND SANITARY SEWER PIPE.
13. REMOVE UTILITY BOX, CUT AND CAP LINE 6" BELOW GRADE. PLACE #57 STONE 6" DEEP AND 18" IN WIDTH ON ALL SIDES.

EASEMENT LEGEND:

1. VARIABLE WIDTH PUBLIC DRAINAGE EASEMENT INSTR. #240004793.
2. 20' PUBLIC WATER EASEMENT INSTR. #240004793.
3. 10' PUBLIC UTILITY EASEMENT INSTR. #240004793.
4. VARIABLE WIDTH PRIVATE DRAINAGE AND IMPOUNDMENT EASEMENT INSTR. #240004793.
5. VARIABLE WIDTH VIRGINIA ELECTRIC AND POWER COMPANY INSTR. #240002850.
6. 20' COLUMBIA GAS OF VIRGINIA EASEMENT INSTR. #240003081.



SYMBOL LEGEND

- IRON ROD
- SANITARY SEWER MANHOLE
- SANITARY SEWER CLEANOUT
- STORM SEWER MANHOLE
- STORM SEWER MANHOLE GRATE INLET
- STORM SEWER GRATE INLET
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- WATER METER
- WATER VALVE
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- BUILDING LINE
- CENTERLINE SWALE-DITCH
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CURVE TABLE						
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0 20' 40'

COMMONWEALTH OF VIRGINIA
ROBERT D. MANN
Lic. No. 002509
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LAND SURVEYOR

THIS DRAWING PREPARED AT THE
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800 Tech Center Parkway, Suite 103 | Newport News, VA 23606
TEL 757.782.3041 www.timmons.com

YOUR VISION ACHIEVED THROUGH OURS.

TIMMONS GROUP

DATE	REVISION DESCRIPTION
1	1st Revision

DATE 4/14/2025
DRAWN BY M. LITTLE
DESIGNED BY N/A
CHECKED BY R. MANN
SCALE 1" = 20'

LOT 84 PHASE A1 MALLORY POINTE

TOWN OF SMITHFIELD, ISLE OF WIGHT COUNTY, VA.

PLAN SHOWING TEMPORARY ASPHALT PARKING LOT

JOB NO. 51755
SHEET NO. 1

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Y:\90951\1755-Mallory Ph A1 Eastwood Homes\DWG\Phase A1 Plot Plans Stanley Martin.dwg | Plotted on 4/15/2025 12:42 PM | by Michael Little

D7 Sales Office Awning





SIZES: Sales to coordinate measurements with their preferred sign vendor

LOGO: Horizontal or Stacked - White

COLORS:

Sunbrella - #83/ "Navy"

MATERIALS:

#83/NAVY Sunbrella Fabric with White Text

REQUIRED COMPONENTS:

- Stanley Martin logo

ADDITIONAL DETAILS:

Design layout will depend on the structural/ architectural space where the awning is to be installed. We defer to the vendor installing to recommend the best for each individual model.

E1 Neighborhood Parking

Required



SIZE: 12”x 16”
ORIENTATION: Vertical

LOGO: Stacked - Inverted Blue

COLORS:

PMS: 547 C
CMYK: 52/3/0/76

MATERIALS:

(1) ½” MDO panel
(1) 4x4 wood post painted black with flat caps
Posts to be set in concrete 18” below grade

REQUIRED COMPONENTS:

- Stanley Martin logo
- EHO logo

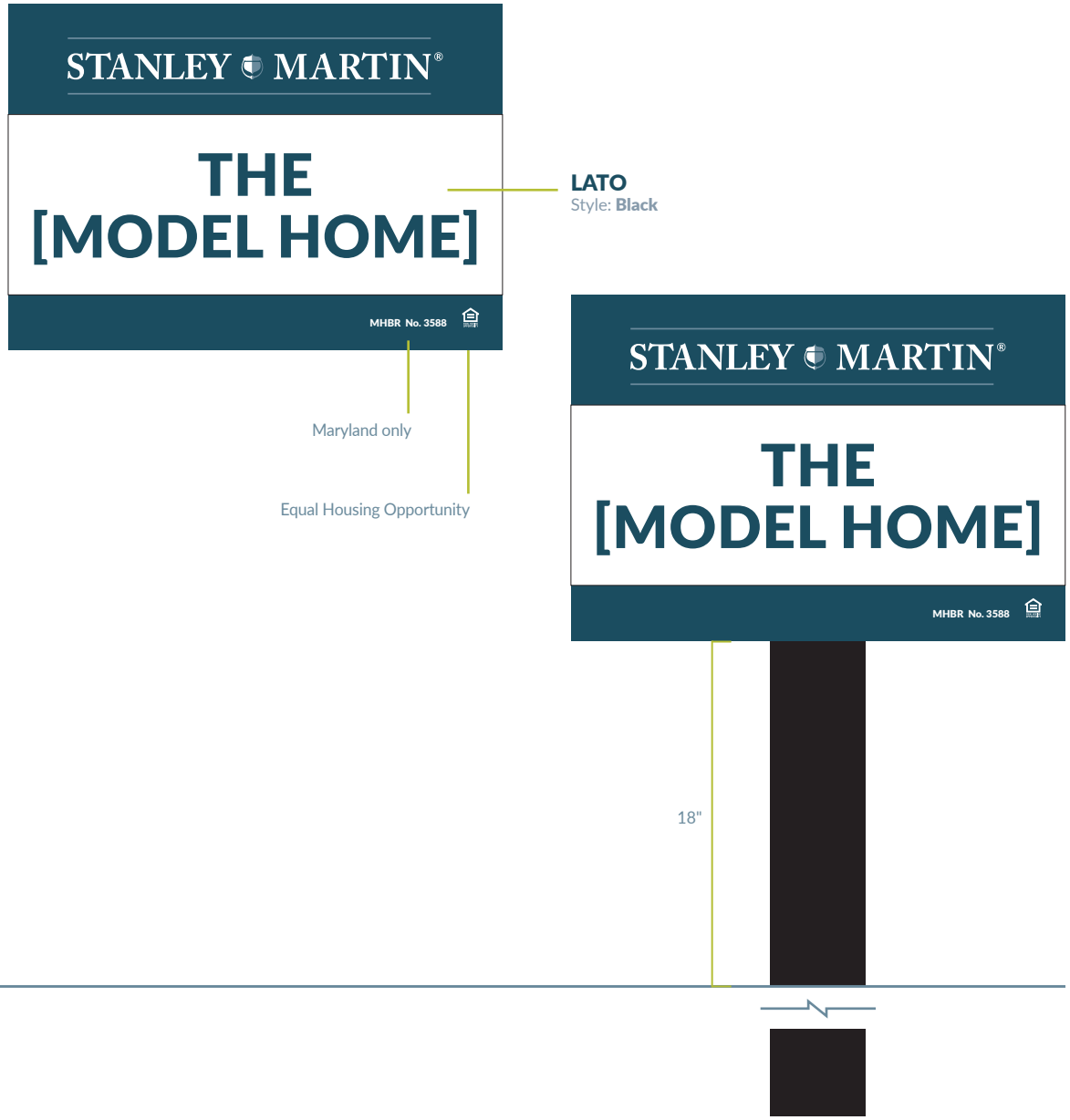
COPY OPTIONS:

- MODEL PARKING
- PRIVATE PARKING
- FUTURE RESIDENT PARKING

INSTALLATION DETAILS:

- Post depth and footing condition to be determined by vendor to be sufficient enough to safely secure completed sign into ground.

E4 Secondary Model(s) ID



SIZE: 18”x 12”
ORIENTATION: Horizontal

LOGO: Horizontal - Inverted Blue

COLORS:

PMS: 547 C
CMYK: 52/3/0/76

MATERIALS:

¼” Sintra
(1) 4x4 wood post painted black

REQUIRED COMPONENTS:

- Stanley Martin logo
- EHO logo
- Model home name
- "THE" needs to included before all model names

INSTALLATION DETAILS:

- Sales or construction team to install on front door of model home with double sided tape or staked in the ground.
- Post depth and footing condition to be determined by vendor to be sufficient enough to safely secure completed sign into ground.

D1 Model Home/Sales Office Hours

Required

D1a
Primary/Preferred

D1b
Cul-de-sac use only

D1c
Prior to model opening



SIZE: 24”x 36”
ORIENTATION: Vertical

LOGO: Stacked - Inverted Blue

COLORS:
PMS: 547 C
CMYK: 52/3/0/76

MATERIALS:
(1) ½” MDO panel
Option of using (1) or (2) 4x4 wood posts painted black with flat caps
(2) 1”x 2”x 48” cross arms and cross arm holder

REQUIRED COMPONENTS:
- Stanley Martin logo
- Hours
- EHO logo
- Tracking phone number - *provided by Marketing*
- "THE" needs to included before all model names
- Future Model Home or Sales Center
- Stanley Martin URL

INSTALLATION DETAILS:
- This sign is to be installed perpendicular to the road so it can be seen by those driving by.
- The only exception is when the model home is at the end of a cul-de-sac, it should be installed in front of the home (in the flower bed or near the sidewalk).
- Post depth and footing condition to be determined by vendor to be sufficient enough to safely secure completed sign into ground.

ADDITIONAL DETAILS:
Hours:
- Day: Hour a.m.–Hour p.m.
- Closed Day *use only if applicable for neighborhood*

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Special Use Permit - 13404 Benns Church Boulevard

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - 13404 Benns Church Boulevard	Public Hearing	7/22/2025
Staff REport - 13404 Benns Church Boulevard	Public Hearing	7/22/2025
Attachments - 13404 Benns Church Boulevard	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
SPECIAL USE PERMIT

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of Amin Alzandani, applicant and MIP LLC owner, for a special use permit under the provisions of Article 3.I.C.33 of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter, in order to approve a recreational substance establishment.

The property which is the subject of this special use permit application is 13404 Benns Church Blvd. (Tax Map Parcel no. 32-10-002), which is located on the west side of Benns Church Blvd., containing 5.09 +/- acres, and is zoned Highway Retail Commercial (HRC) and Entrance Corridor Overlay (ECO).

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the Zoning Ordinance of the Town of Smithfield and application for this special use permit are available for inspection at the Department of Community Development & Planning, 310 Institute Street, Smithfield, Virginia 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

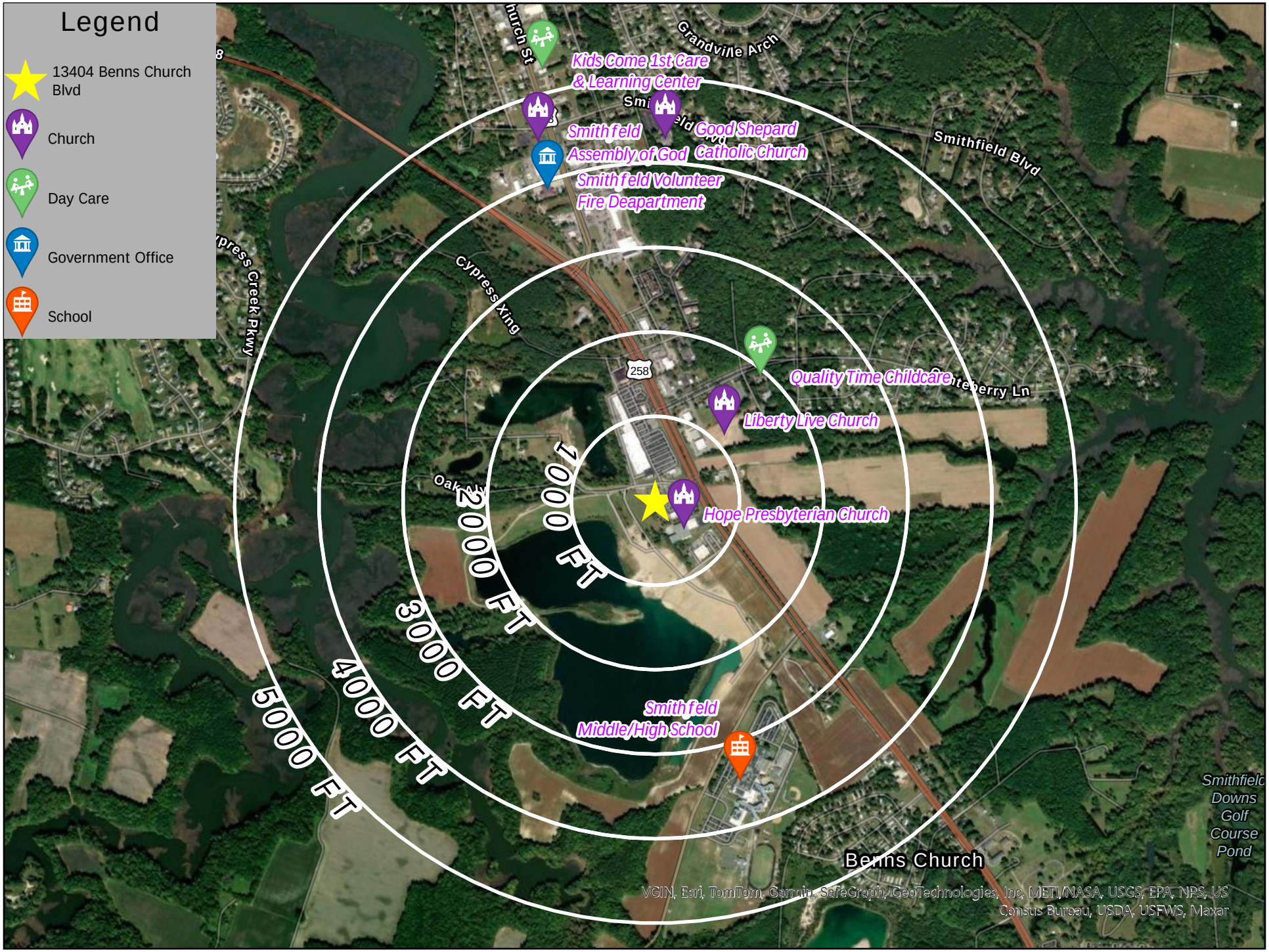
TOWN COUNCIL STAFF REPORT: SPECIAL USE PERMIT (SUP)
PUBLIC HEARING

TUESDAY, AUGUST 5th, 2025, 6:30 PM

Applicant	Amin Alzandani 13404 Benns Church Blvd Smithfield, VA 23430
Owner	MIP LLC 4433 Corporation Lane Suite 250 Virginia Beach, VA 23462
Property	13404 Benns Church Blvd TPIN 32-10-002
Zoning	Highway Retail Commercial District (HR-C) & Entrance Corridor Overlay (ECO)
Adjacent Zoning	Planned Shopping Center District (PS-C), Community Conservation District (C-C), Environmental Conservation District (E-C), ECO & HR-C
Project Description	The applicant is seeking a special use permit in accordance with Article 3.I.C.33 in order to operate a Recreational Substance Establishment. The applicant would primarily be selling cigars, cigarettes, cigarillos, e-liquid, and e-cigarettes.
Zoning Recommendation	Positives: This would bring a business into an otherwise vacant location. Negatives: This is not a by-right use and does require an SUP. Due to previous illegal activity this owner/ business was shut down. Staff suggest the removal of all window signs/ tinting and should only be allowed to operate Monday through Sunday from 8am until 8pm. This application was unfavorably recommended at the June Planning Commission meeting.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.


TOBACCO & VAPE
CIGARS & CBD & KRATOM
OPEN
SMOKE SHOP
13404


Legend
13404 Benns Church Blvd
Church
Day Care
Government Office
School
Kids Come 1st Care & Learning Center
Smithfield Assembly of God
Smithfield Good Shepard Catholic Church
Smithfield Volunteer Fire Deapartment
Quality Time Childcare
Liberty Live Church
Hope Presbyterian Church
Smithfield Middle/High School
1000 FT
2000 FT
3000 FT
4000 FT
5000 FT
Grandville Arch
Smithfield Blvd
Cypress Xing
Cypress Creek Pkwy
Oak
Benns Church
Smithfield Downs Golf Course Pond
VGIN, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, Maxar

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Conditional Rezoning & Special Use Permit - The Promontory

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - Rezoning - the Promonotory	Public Hearing	7/22/2025
Notice of Public Hearing - Special Use Permit - The Promontory	Public Hearing	7/22/2025
Staff Report - The Promontory	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING

TOWN COUNCIL OF THE TOWN OF SMITHFIELD

AMENDMENT & REVISION OF OFFICIAL ZONING MAP (CONDITIONAL REZONING)

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council at the Smithfield Center, 220 N Church St, Smithfield, VA 23430, on Tuesday, August 5th, 2025 at 6:30 PM to consider the application of Kent Henry, applicant on behalf of L & L Land Development LLC & Mollie G Turner Family LTD Partners C/O Carmine Robbins Co, owners, for an official zoning map amendment (conditional rezoning) application.

The property which is the subject of this conditional rezoning application is located at TPINs 32-01-005 & 32-01-006 and is requesting to rezone the "Community Conservation" zoned portions of this property to "Planned Mixed Use Development." The intent of this application is to accommodate the applicant's desired uses listed in Smithfield Zoning Ordinance Sections 3.J2.B.1 & 3.J2.B.16. These uses are necessary to facilitate the construction of commercial structures and 238 dwelling units, in the form of single-family attached and detached homes, and open space.

Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the current official zoning map and the applicant's conditional rezoning application, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

Any person desiring to be heard in favor of, in opposition to, or to express his or her views with respect to the aforesaid revisions and amendments may appear and be heard.

TOWN OF SMITHFIELD, VIRGINIA

Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

NOTICE OF PUBLIC HEARING

TOWN COUNCIL OF THE TOWN OF SMITHFIELD

SPECIAL USE PERMITS

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council at the Smithfield Center, 220 N Church St, Smithfield, VA 23430, on Tuesday, August 5th, 2025 at 6:30 PM to consider the application of Kent Henry, applicant on behalf of L & L Land Development LLC & Mollie G Turner Family LTD Partners C/O Carmine Robbins Co, owners, for Special Use Permit (SUP) applications under the provisions of Article 3.J2.C.7 and C.20, of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and as amended thereafter, to allow drive-thru facilities and a waiver of yard requirements for reduced setbacks.

The property which is the subject of this SUP application is located at TPINs 32-01-005 & 32-01-006.

Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the SUP application, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

TOWN OF SMITHFIELD, VIRGINIA

Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT
CONDITIONAL REZONING, 2 SPECIAL USE PERMITS, & PC WAIVER

TUESDAY, AUGUST 5th, 2025, 6:30 PM

Applicant	Greenwood Homes C/O Kent Henry 3122 Marshall St Ste 100 Richmond, VA 23230
Owner	L & L Land Development LLC PO Box 231 Smithfield, VA 23431
Property	TPIN 32-01-005 & 32-01-006 (partial) 135.3 ac W side Benns Church Blvd Corner of Benns Church & Turner Dr
Zoning	Community Conservation (CC) & Entrance Corridor Overlay (ECO)
Adjacent Zoning	Highway Retail Commercial (HRC), CC, & ECO
Proposed Zoning	Planned Mixed Use Development (PMUD) & ECO
Future Land Use (FLU)	Residential Mixed Use & Corridor Mixed Use
Adjacent FLU	Conservation, Residential Mixed Use & Corridor Mixed Use

Project Description The applicant is seeking a conditional rezoning to Planned Mix Use Development (PMUD) to facilitate the construction of 5 Commercial lots, future commercial area, 120 single family detached units, 118 single family-attached units (78 villa units, 40 townhouse units) a maximum of 238 units in total, and 27.51 acres of open space. The project will be phased, starting with the commercial sites. The road beside Tractor Supply will be extended, with a network of public roads, connecting to Cypress Run Drive and Turner Drive.

In order to facilitate this project, the applicants have applied for the following:

Conditional Official Zoning Map Amendment (Rezoning):
The uses the applicant is proposing (attached and detached units, fast food restaurant, car wash, restaurant, drive in bank) are permissible in the Planned Mixed Use Development District (PMUD). These uses are also in line with the Future Land Use Map, as the current designations are Residential Mixed Use and Corridor Mixed Use, which provide for

primary residential uses and primary mixed commercial / multifamily residential uses.

1st Special Use Permit- Article 3.J2.C.7: Drive-thru facilities.
The applicant is requesting flexibility to utilize drive-thru facilities on all 5 commercial parcels, with the current plan of a drive-in bank and fast-food restaurant with a drive-thru window.

2nd Special Use Permit- C.20: Waiver of yard requirements for reduced setbacks:

Townhouse:	Villa:	SFD:	Required:
Front 18’	Front 18’	Front: 20’	Front 35’
Side 10’	Side 10’	Side: 10’	Side 15’
Rear 20’	Rear 20’	Rear: 20’	Rear 35’

Planning Commission Waiver:
Waiver of the 50’ buffer requirement, reduced to 30’ buffer with landscaped screening, in accordance with Article 3J.2.I.11. This allows the Planning Commission to reduce the minimum setback on a case-by-case basis. The 30’ buffer would only be applicable to 13 villa units and 4 SFDs towards the front of the property.

The amenities will include the item depicted on L11- L15: signage, multi-purpose lawns, grill area, waterfront deck, fishing outpost, native plantings, seating nook, tot lot, seating with open views to the lake, bike racks, pedestrian paths, picnic tables, fire feature with seating, woods, bench, connection to trail, picnic pergola with table & benches, Adirondack chairs, and sand beach.

The applicants will have a property owners association that will be responsible for the maintenance and upkeep of the following: (i) all open space, common areas, and other amenities noted in Conceptual Plan; (ii) all stormwater management infrastructure, including “wet” stormwater management infrastructure, specifically best management practices; and (iii) landscaped buffer areas, as shown in the Conceptual Plan.

They are proffering the following road improvements:

1. Southbound right-turn lane (100-foot storage plus 200-foot taper) into right in/right out proposed Project entrance off of US 258/Rt. 10 (Benns Church Boulevard) designated as Public Road A on the Conceptual Plan and currently serving as an entrance to the existing Tractor Supply;
2. Southbound right-turn lane (100-foot storage plus 200-foot taper) into right in/right out proposed Project entrance off of US 258/Rt.

10 (Benns Church Boulevard) designated as Public Road J on the Conceptual Plan (in between Turner Dr & Tractor Supply); and

3. A conditional payment of $1,000,000.00 toward the construction of the roundabout at Turner Drive.

Additionally, they are proffering a conditional cash proffer to Isle of Wight County Schools if they are over enrollment capacity at SMS at the time of CO issuance. Finally, no more than 60 zoning permits will be issued in a 12 consecutive month period for the residential units.

This application was favorably recommended to Town Council at the July Planning Commission.

Enclosures 1. VDOT Approval

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Conditional Rezoning & Special Use Permits - Sheetz

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - Condtional Rezoning - Sheetz	Public Hearing	7/22/2025
Notice of Public Hearing - Special Use Permits - Sheetz	Public Hearing	7/22/2025
Staff Report - Sheetz	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING

TOWN COUNCIL OF THE TOWN OF SMITHFIELD

AMENDMENT & REVISION OF OFFICIAL ZONING MAP (CONDITIONAL REZONING)

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council at the Smithfield Center, 220 N Church St, Smithfield, VA 23430, on Tuesday, August 5th, 2025 at 6:30 PM to consider the application of J. Michael Nidiffer, applicant on behalf of SFD Properties LLC C/O Stephen Adams, owner, for an official zoning map amendment (conditional rezoning) application.

The property which is the subject of this conditional rezoning application is located at TPIN 32-01-096A2 and is requesting to rezone the "Community Conservation" zoned portion of this property to "Highway Retail Commercial." The intent of this application is to accommodate the applicant's desired use listed in Smithfield Zoning Ordinance Section 3.I.B.11, to facilitate the construction of a convenience store.

Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the current official zoning map and the applicant's conditional rezoning application, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

Any person desiring to be heard in favor of, in opposition to, or to express his or her views with respect to the aforesaid revisions and amendments may appear and be heard.

TOWN OF SMITHFIELD, VIRGINIA

Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

NOTICE OF PUBLIC HEARING

TOWN COUNCIL OF THE TOWN OF SMITHFIELD

SPECIAL USE PERMITS

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council at the Smithfield Center, 220 N Church St, Smithfield, VA 23430, on Tuesday, August 5th, 2025 at 6:30 PM to consider the application of J. Michael Nidiffer, applicant on behalf of SFD Properties LLC C/O Stephen Adams, owner, for Special Use Permit (SUP) applications under the provisions of Article 3.I.C.24, C.15 and C.30, of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and as amended thereafter, to allow drive-thru facilities, service stations and a waiver of parking and loading requirements to exceed the maximum number of spaces.

The property which is the subject of this SUP application is located at TPIN 32-01-096A2, which is zoned Community Conservation (CC) & Entrance Corridor Overlay (ECO).

Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the SUP application, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

TOWN OF SMITHFIELD, VIRGINIA

Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT
CONDITIONAL REZONING & 3 SPECIAL USE PERMITS
PUBLIC HEARING
TUESDAY, AUGUST 5th, 2025, 6:30 PM

Applicant Interstate Realty
C/O J. Michael Nidiffer
2151 Volunteer Pkwy
Bristol, TN 37620

Owner SFD Properties LLC
C/O Stephen Adams
20 S. King St.
Hampton, VA 23669

Property TPIN 32-01-096A2
7.35 ac E side Benns Church Blvd
Corner of Benns Church & Town Limits

Zoning Community Conservation (CC) & Entrance Corridor Overlay (ECO)

Adjacent Zoning CC & ECO

Proposed Zoning Highway Retail Commercial (HRC) & ECO

Future Land Use (FLU) Corridor Mixed Use

Adjacent FLU Residential Mixed Use & Corridor Mixed Use

Project Description The applicant is seeking a conditional rezoning to Highway Retail Commercial (HRC) to facilitate the construction of a convenience store with fueling station islands, with 2 additional retail users.

These uses are also in line with the Future Land Use Map, as the current designation is Corridor Mixed Use, which provides for primary commercial uses.

The 6,139 square foot convenience store will feature a 4,170 square foot fueling station canopy, with 6 double sided self-serve fueling stations. In addition to traditional convenience store offerings, there will be a made-to-order food menu, Coffee bar, and smoothies. There will be indoor and outdoor seating. The store will operate 24 hours a day, 7 days per week. The site has existing access servicing Sherwin Williams and will also include a right-in/ right-out entrance shared amongst the subdivided parcels. There will be a pedestrian path along Route 10 for connectivity.

1st Special Use Permit- Article 3.J2.C.7: Drive-thru facility.
The applicant is requesting to utilize a drive-thru facility at the convenience store for made to order food or other items from the store.

2nd Special Use Permit- C.20: Waiver of parking and loading:
The applicant would like to exceed the maximum number of parking spaces allowed by 7 spaces, providing up to 44 spaces instead of the maximum of 37 spaces.

3rd Special Use Permit – C. 15: Service Station:
The applicant would like to utilize one parcel as a 5,500 square foot oil express facility.

This application package was favorably recommended to Town Council at the July Planning Commission meeting provided the applicants determine a way to review/ limit the third parcel and they address VDOTs comments prior to the Council meeting.

Enclosures

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Special Use Permits & Proffer Amendment - The Grange @ 10Main

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - Proffer Amendment and Special Use Permits	Public Hearing	7/22/2025
Staff Report - The Grange @ 10Main	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING

TOWN COUNCIL OF THE TOWN OF SMITHFIELD

SPECIAL USE PERMITS & PROFFER AMENDMENT

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council at the Smithfield Center, 220 N Church St, Smithfield, VA 23430, on Tuesday, August 5th, 2025 at 6:30 PM to consider the applications of Melissa Venable, applicant on behalf of LSMP LLC, owner, for two Special Use Permit (SUP) applications under the provisions of Article 3.J2.C.20 for a waiver of yard requirements, and Article 3.J2.C.24 for a waiver of maximum building height, and Article 5.I.5 for a proffer amendment application, of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and as amended thereafter.

The property which is the subject of this SUP application is located at 502 Grace St & 518 Main St (TPINs 21A-04-000H2, 21A-04-000H4, 21A-04-000G1, 21A-04-000F, 21A-04-000E, 21A-04-030, 21A-04-000I12A, 21A-04-000I17, 21A-04-012, 21A-04-049, 21A-04-037, 21A-04-050, 21A-04-038, 21A-04-051, 21A-04-039, 21A-04-052, 21A-04-040, 21A-04-053, 21A-04-054, & 21A-04-000I15).

Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the current official zoning map and the applicant's SUP and Proffer amendment applications, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

TOWN OF SMITHFIELD, VIRGINIA

Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

PUBLIC HEARING
TOWN COUNCIL STAFF REPORT: 2 SPECIAL USE PERMITS & PROFFER AMENDMENT
TUESDAY, AUGUST 5th, 2025

Applicant	LSMP, LLC 19259 Farm Road Smithfield, VA 23430
Owners	Ibid.
Proposed Project	33 Single-Family Dwellings (60'), 35 Cottages Dwellings (40'), 10 Estates (80'), 37 Townhomes (not to exceed 119 units total) Smithfield Market with 30 stalls, Restaurant/ Retail (4,500 sf) Office / Retail (6,000 sf) Hotel (81,000 sf), 104 rooms
Property	502 Grace Street TPINs 21A-04-000H2, 21A-04-000H4, 21A-04-000G1, 21A-04-000F, 21A-04-000E, 21A-04-030, 21A-04-000I12A, 21A-04-000I17, 21A-04-012, 21A-04-049, 21A-04-037, 21A-04-050, 21A-04-038, 21A-04-051, 21A-04-039, 21A-04-052, 21A-04-040, 21A-04-053, 21A-04-054, & 21A-04-000I15 +/- 57 ac east of Route 10, north of Main Street
Site Access	1 Entrance Grace Street, 1 Entrance across from YMCA, 1 Entrance Grange Street, 1 Entrance (right in only) Main Street, 1 Entrance (right in only) Route 10
Zoning	Planned Mixed Use Development (PMUD), CBO, ECO, & HPO
Adjacent Zoning	CC, D, DNR, ECO, HPO, Neighborhood Residential (NR), Light Industrial (I1)
Project Description	The applicant is proposing to construct not more than 119 total units (a reduction of at least 148 units). There will be 33 Single-Family Dwellings (60' wide lots), 35 Cottages Dwellings (40' wide lots), 10 Estates (80' wide lots), and 37 Townhomes. The applicant would like the flexibility to replace cottage units with townhomes during final site plan provided the total number of lots does not exceed 119 units.

This project also includes the Smithfield Market, which will host a restaurant/ retail space, and 30 stalls, a three-story hotel (not to exceed 42'), and 6,000 square feet building featuring office / retail space. Overall, there will be 270 parking spaces provided.

The proposed development can be accessed via five entrances, one on the future extension across from the YMCA, one on the extension of Grace Street, two off Main Street (The Grange, right-in only Main), and a right in only off Route 10.

1st Special Use Permit (Waiver of yard Requirements): The applicants are requesting an SUP for a waiver of yard requirements through SZO Article 3.J2.C.20. This is for relief from the required yard setbacks. Article 3.J2.F.2.B requires the following yard setbacks for residential:

Front Yard: 35 ft
Side Yard: 15 ft
Rear Yard: 35 ft
Accessory Structure: 5 ft

The applicants are proposing the following residential yard setbacks:

Front Yard: 10 ft
Side Yard: 5 ft
Rear Yard: 10 ft
Accessory Structure: 2.5 ft

Therefore, the applicants are seeking a reduction of at most twenty-five feet (25') for the residential front yard setback; a reduction of ten feet (10') for the residential side yard setback; a reduction of twenty-five feet (25') for the residential rear yard setback; and a reduction of 2.5 feet for the accessory structure.

2nd Special Use Permit (Waiver of maximum building height): The applicants are seeking a second SUP for a waiver of building height in accordance with SZO Article 3.J2.C.24., for the townhomes, not to exceed forty feet (40').

The SUP applications were favorably recommended at the June Planning Commission meeting.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Text Amendment - Group Homes

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - Group Home	Public Hearing	7/22/2025
Staff Report - Text Amendment - Group Home	Public Hearing	7/22/2025
Attachments - Text Amendment - Group Home	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
AMENDMENT & REVISION OF ZONING ORDINANCE

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of the Town of Smithfield, applicant for a text amendment to the provisions of the following: Articles 3.A, 3.B, 3.C, 3.D, 3.E, 3.G 3.H, & 3.J2 to add group homes as a permitted use; Articles 3.D, 3.E & 13 to clarify the requirements and definition of duplex; Article 3.C.F.2.B.2 to increase the side yard setback for cluster lots; Article 2.U to clarify home occupation uses; Article 3.F to remove regulations for attached, townhouse, and duplex units, of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter,

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the text amendment application, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT: ARTICLES 3.A, 3.B, 3.C, 3.D, 3.E, 3.G 3.H, & 3.J2
TEXT AMENDMENT
PUBLIC HEARING

TUESDAY, August 5th, 2025, 6:30 PM

This is a proposed text amendment to Articles 3.A, 3.B, 3.C, 3.D, 3.E, 3.G 3.H, & 3.J2 of the Zoning Ordinance to incorporate group homes as a by-right use (no longer SUP) in each residential zoning district:

Community Conservation

Neighborhood Residential

Suburban Residential

Downtown Neighborhood Residential

Attached Residential

Residential Office

Downtown

PMUD (excluding multifamily dwellings)

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

Article 3.A:

C-C, Community Conservation District

Article 3.A:

C-C, Community Conservation

(Agriculture, Forestry and Conservation District)

A. Purpose and Intent:

The C-C Community Conservation District is created to provide a vehicle by which agricultural, forestry, open space and other lands of rural character within the Town may be maintained in their current use on an interim basis until such point in time when development consistent with the adopted Future Land Use Plan may be pursued through a zoning amendment. It is the intent of this district to preserve existing natural features and vegetation, promote interim agricultural and forestry activities and production and encourage the conservation and maintenance of sensitive environmental areas.

The C-C District represents the base district to be applied to the land formerly zoned RAC in Isle of Wight County which was incorporated into the Town subject to the Town of Smithfield/Isle of Wight County annexation agreement. The C-C, Community Conservation District shall be applied to the tracts currently located within the Town which were subject to the annexation as well as other qualifying land which may be comprehensively rezoned by the Town Council to the C-C District pursuant to the Comprehensive Plan.

New residential subdivisions shall not be permitted in the C-C District, except by special permit for subdivisions with not more than five lots. All proposed subdivisions for residential purposes must be individually rezoned to a residential zoning district compatible with the Comprehensive Plan and pursuant to the provisions of the Zoning Ordinance. As minimum improvements, the C-C District shall require public water and sewer for all uses. No lots shall be permitted with private domestic well and septic utilities except by special permit for temporary service.

B. Permitted Uses:

1. General farming, agriculture, dairying and forestry.
2. Conservation areas.
3. Single family detached dwellings (with public water and sewer facilities).
4. Accessory uses to residential structures, limited to detached carport and garages, tool sheds, children's playhouses and play structures and doghouses.
5. Yard sale and/or garage sale.
6. Public parks and playgrounds.

7. Public schools and colleges.
8. Private swimming pools and tennis courts.
9. Noncommercial outdoor recreational activities, including hiking, hunting, boating, horseback riding, swimming, skeet and trap shooting, shooting preserves and fishing subject to other provisions of the Town Code relating to these activities.
10. Private horse stables.
11. Home occupations.
12. Irrigation wells, wells for ground source HVAC systems, and wells for agricultural purposes.
13. Group Homes

(Ord. of 2020-09-01; Ord. of 2025-08-05)

C. Uses Permitted by Special Use Permit:

1. Single family detached dwellings (with temporary, private water and sewer systems).
2. Residential subdivisions (not to exceed five residential lots).
3. Churches and places of worship.
4. Boating, country, and/or hunt clubs.
5. Public uses.
6. Libraries, museums, historic sites and shrines.
7. Plant nurseries, with no sale of products permitted on premises.
8. Child day care centers.
9. Adult day care centers.
10. Nursery schools.
11. Private schools and colleges.
12. Commercial swimming pools and tennis courts.
13. Bed and breakfast lodgings.
14. Public facilities, utilities and emergency services.
15. Temporary sawmills.
16. Dog kennels.
17. Guest houses.
18. Veterinary clinics and hospitals.
19. Cupolas, spires and steeples for public and semi-public uses.
20. Accessory apartments within a residential dwelling.
21. ~~Group homes and~~ nursing homes.
22. Commercial horse stables.
23. Antique shops.
24. Private boat docks serving a single residential dwelling.
25. Golf courses and golf driving ranges.

26. Public recreation and leisure establishments.
27. Drive-in movie and other open air theaters.
28. On-site commercial operations for agricultural and forestry product sales and services.
29. Borrow pits and resource extraction.
30. Sanitary and industrial landfills.
31. Transfer stations and recycling stations.
32. Livestock sales facilities.
33. Open air markets and stands for farm, horticulture, craft, and produce sales.
34. Cemeteries.
35. Temporary real estate marketing office for new subdivisions.
36. Waiver of Parking and Loading Requirements
37. Child Day Care as a Home Occupation (6-11 Children)
38. Event facilities (principal and accessory uses).
39. Civic, fraternal, and/or social organization halls.
40. Shipping Container (accessory use).

(Ord. of 10-3-2000, Ord. of 9-2-2008, Ord. of 11-4-2014, Ord. of 2019-09-03; Ord. of 2023-03-07; Ord. of 2025-08-05)

D. Maximum Density:

1. Conventional Subdivisions: One (1.0) unit per net developable acre (by special permit only, for not more than five (5) residential lots.)

2. Cluster Subdivisions: Not permitted.

E. Lot Size Requirements:

1. Minimum district size: per Official Zoning Map, otherwise 10 acres.

2. Minimum lot area: 40,000 square feet

3. Minimum lot width:

   A. Interior lot: 150 feet

   B. Corner lot: 200 feet

4. Minimum lot depth: 200 feet

F. Bulk Regulations:

1. Height

   A. Residential building height: 35 feet

   B. Public or semi-public building: 45 feet, provided that required front, rear and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

   C. Cupolas, spires and steeples: 90 feet, by special permit.

   D. Accessory buildings: 16 feet, provided that accessory building heights may be increased to twenty-four feet in accordance with Article 2, Section P of the Zoning Ordinance.

2. Minimum yard requirements:

   A. Front yard: 60 feet

   B. Side yard: 25 feet

   C. Rear yard: 60 feet
   15 feet (accessory structure and uses)

   D. In addition to the above regulations, the yard requirements for uses and structures other than residential dwellings and residential accessory uses shall be further regulated by floor area ratio and lot coverage ratios. A maximum floor area ratio equal to 0.25 shall apply to such uses and structures, with a maximum percentage of lot coverage equal to 20%. The location of all such uses shall be subject to site plan approval. **(**Ord. of 5-4-2004)

G. Landscaping, Open Space and Recreation Areas:

1. All buffer areas, landscaping and open space in the C-C District shall be further regulated by Article 9.

2. In cases where common open space is to be provided within land zoned "C-C", such open space shall be preserved for its intended purpose as shown on the approved Plan of Development and shall be established by metes and bounds on the Final Subdivision Record Plat. Common open space and other common properties shall be owned, administered, and maintained by a not-for-profit, property owners association, provided, however, that a portion or all of such properties may be dedicated to the Town subject to and at the sole discretion of the Town for acceptance at time of plat recordation. The property owner's association by-laws, articles of incorporation and restrictive covenants shall be submitted with any application for subdivision plat approval. Prior to final approval of a subdivision plat which includes properties to be owned by a property owners' association, the Town Attorney shall review and approve the bylaws, articles of incorporation and restrictive covenants.

3. For common properties to be retained by the property owners' association, the developer/owner must establish the owners association as a bona fide legal entity prior to the recordation of the final plat. Membership in the association shall be mandatory for all subsequent owners. The property owners' association shall own all common open space and recreational facilities and shall provide for their maintenance, administration and operation.

H. Residential Subdivisions: Net Developable Area Calculation

1. Notwithstanding governing lot size and yard regulations, the maximum number of lots for any subdivision and the density for any other land use shall be calculated based on existing land conditions. The yield of a subdivision shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The subdivision plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in the Appendix of the Zoning Ordinance.)*

Physical Land Unit	Percent Credited Toward Net Acreage
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travelways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for existing or planned public rights of way**,** private streets, travelways and combined travelways and parking bays. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No C-C District residential lot shall be designed in which an area more than 25% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or greater, (b) wetlands, (c) 100-year floodplains and (d) water features.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Refer to Floodplain Overlay Zoning District, where applicable.

2. Refer to Chesapeake Bay Preservation Area Overlay District.

3. Refer to Landscaping and Screening, Article 9, for additional open space, screening and buffer yard provisions.

4. Refer to Parking and Loading Requirements, Article 8, for parking regulations.

5. Recreational vehicle parking shall not be permitted within front yard and the area of the side yard setbacks.

6. No private domestic well and septic systems shall be permitted. Irrigation wells, wells for ground source HVAC systems, and wells for agricultural purposes are permitted by right.

7. Refer to the Town's Design and Construction Manual for additional residential design standards and subdivision development criteria.

8. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

9. Refer to Sign Regulations, Article 10, for signage provisions.

10. Private stables for the keeping of horses, ponies or other livestock for personal enjoyment and not as a business are allowed by right, provided that the lot shall be three (3) acres or greater. Any building used for the keeping of such animals shall be located in the rear yard of the lot and shall conform to the side and rear minimum lot requirements established for non-accessory structures and uses in the C-C District. No more than one such animal shall be kept per each acre of land on the lot.
(Ord. of 9-5-2000; Ord. of 9-01-2020)

Article 3.B:

N-R, Neighborhood Residential District

Article 3.B

N-R, Neighborhood Residential

(Neighborhood Single Family Residential District)

A. Purpose and Intent:

The N-R, Neighborhood Residential District is created to encourage the continuation and revitalization of existing single family detached housing at subdivision densities which are compatible with the Comprehensive Plan's goals for residential developments. The application of the N-R District is intended to recognize previously developed subdivisions, and it is intended to be employed for the rezoning of new low-density residential development.

The N-R District shall be applied to existing and new areas within the Town which are recognized by the Comprehensive Plan for continued, low-density residential neighborhoods. The intent of the district shall be to preserve existing subdivisions, to conserve natural features and vegetation, to encourage infill and redevelopment housing of a compatible scale and architectural character to that of the existing community, and to promote new low-density residential development. No more than one single family dwelling shall be permitted per subdivision lot.

In locations where infill development opportunities are of adequate size, minimum subdivision improvements shall include public water and sewer service, public streets, storm drainage, stormwater management and sidewalks.
(Ord. of 8-03-2004)

B. Permitted Uses:

1. Single family detached dwellings, with public water and sewer service.
2. Accessory buildings and uses, limited to detached carports and garages, toolsheds, children's playhouses and play structures, doghouses, swimming pools and accessory off-street parking and loading spaces.
3. Home occupations.
4. Public parks and playgrounds.
5. Yard sale and/or garage sales (temporary).
6. Private swimming pools and tennis courts.
7. Irrigation wells and wells for ground source HVAC systems.
8. Group Homes

(Ord. of 2020-09-01; Ord. of 2025-08-05)

C. Uses Permitted by Special Use Permit:

1. Cemeteries.
2. Churches and places of worship.
3. Single family detached dwellings, with temporary private water and sewer service.
4. Community buildings, limited to use by residents of the subdivision.
5. Public uses.
6. Libraries.
7. Museums, historic sites and shrines.
8. Plant nurseries, with no sale of products permitted on premises.
9. Child day centers.
10. Adult day care centers.
11. Nursery schools.
12. Private schools and colleges.
13. Public schools and colleges.
14. Commercial swimming pools and tennis courts.
15. Bed and breakfast lodgings.
16. Public utilities.
17. Civic, fraternal, and/or social organization halls.
18. Golf course and golf driving ranges.
19. Cupolas, spires and steeples for public and semi-public uses.
20. Agriculture, forestry and horticultural uses (non-commercial).
21. Storage lots for recreational vehicles.
22. Guest houses.
23. Servants' and caretakers' quarters.
24. Accessory apartments.
25. Waiver of height limitation for accessory buildings.
26. Temporary real estate marketing offices for new subdivisions.
27. Waiver of Parking and Loading Requirements
28. Child Day Care as a Home Occupation (6-11 Children)
29. Event facilities (principal and accessory uses).
30. Boating, country, and/or hunt clubs.

(Ord. of 9-5-2000, Ord. or 9-2-2008, Ord. of 11-4-2014, Ord. of 2019-09-03)

D. Maximum Density:

1. Two (2.0) units per net developable acre.

E. Lot Size Requirements:

1. Minimum district size: Not regulated.

2. Minimum lot area:

   A. Conventional lot: 15,000 square feet, with public water and sewer.

3. Minimum lot width:

   A. Conventional lot:

      (1) Interior lot: 100 feet
      (2) Corner lot: 125 feet

4. Minimum lot depth:

   A. Conventional lot: 125 feet

F. Bulk Regulations:

1. Height

   A. Residential building height: 35 feet

   B. Public or semi-public building: 45 feet, provided that required front, rear and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

   C. Cupolas, spires and steeples: 90 feet, by special permit.

   D. Accessory buildings: 16 feet,

provided that accessory building heights may be increased to twenty-four feet in accordance with Article 2, Section P of the Zoning Ordinance.

(Ord. of 5-4-2004)

2. Minimum yard requirements:

A. Conventional lot:

(1)	Front yard:	35 feet
(2)	Side yard:	15 feet
(3)	Rear yard:	35 feet
		5 feet (accessory uses)

B. In addition to the above regulations, the yard requirements for uses and structures other than residential dwellings and residential accessory uses shall be further regulated by floor area ratio and lot coverage ratios. A maximum floor area ratio equal to 0.25 shall apply to such non-residential uses and structures, with a maximum percentage of lot coverage equal to 20%. The location of all such uses shall be subject to site plan approval.

G. Landscaping, Open Space and Recreation Areas:

1. Open space and recreation area regulations for the N-R District, if and when required, shall be governed by those specified in the S-R District.

H. Conventional Subdivisions: Net Developable Area Calculation

1. Notwithstanding governing lot size and yard regulations, the maximum use intensity for any conventional subdivision or lot shall be calculated based on existing land conditions. The yield of a subdivision shall be based on its net developable area, with adjustment factors for physical land units as specified in the table in the following section.

2. The subdivision plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions.

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travelways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for existing or planned public rights of way**,** private streets, travelways and combined travelways and parking bays. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No N-R District residential lot shall be designed in which an area more than 25% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or more, (b) wetlands, (c) 100-year floodplains, and (d) water features.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Refer to the Floodplain Zoning Overlay District, where applicable.

2. Refer to the Chesapeake Bay Preservation Area Overlay District.

3. Refer to Landscaping and Screening, Article 9, for screening and buffer yard provisions.

4. Refer to Parking and Loading Requirements, Article 8, for parking regulations and specific requirements for common parking lots for recreation vehicle and boat storage.

5. Recreational vehicle parking shall not be permitted within front yard and the area of the side yard setbacks.

6. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.

7. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

8. Refer to Town's Design and Construction Manual for residential design standards and criteria.

9. All uses within the N-R District shall require a General Development Plan and/or site plan for zoning and/or special permit approval.

10. Refer to Sign Regulations, Article 10, for signage provisions.
(Ord. of 10-3-2000; Ord. of 2020-09-01)

Article 3.C:

S-R, Suburban Residential District

Article 3.C:

S-R, Suburban Residential

(Single Family Residential District)

A. Purpose and Intent:

The S-R, Suburban Residential District is created to provide for single family detached residences at subdivision densities which are compatible with the Comprehensive Plan's goals for low to medium density residential developments in Smithfield. The average density of three units per acre establishes the S-R District as the Town's low-to-medium density district for detached residences. The S-R district shall require public water and sewer service, public streets and sidewalks as minimum subdivision improvements. Recognizing prevailing storm drainage deficiencies in and around the Town, new subdivisions shall be constructed with curb and gutter or other storm drainage conveyance system equivalent in performance and function and shall include comprehensive Best Management Practices and stormwater management facilities.

Cluster residential development shall be encouraged in the S-R District (by special permit) in order to promulgate the Town's objectives for environmental preservation, architectural harmony and consistency, adequacy of open space and recreation areas, and enhanced quality neighborhood improvements in new residential subdivisions. Provisions are included herein to permit cluster subdivisions with densities up to fifty percent higher than conventional subdivisions.

The S-R District may be applied to both undeveloped tracts and existing stable neighborhoods in appropriate locations recognized by the Comprehensive Plan. The intent of the district shall be to preserve existing natural features and vegetation, promote excellence in site planning and landscape design, facilitate the efficient layout and orientation of public utilities and community infrastructure, and encourage housing with compatible scale and character of architecture. No more than one single family dwelling shall be permitted per subdivision lot. No lots shall be permitted with private domestic wells or septic systems.

The S-R District represents the residential district to be applied to the land formerly zoned NC-CR-2 and NC-CR-3 in Isle of Wight County which was incorporated into the Town via the Town of Smithfield/Isle of Wight County annexation agreement. In addition to those NC-CR-2 and NC-CR-3 zoned parcels which were subject to the annexation, this district may be applied to other qualifying land which may be comprehensively rezoned by the Town Council to the S-R District upon adoption of the 1998 Comprehensive Plan.

B. Permitted Uses:

1. Single family detached dwellings.
2. Accessory buildings and uses, limited to detached carport and garages, tool sheds, children's playhouses and play structures, doghouses, and accessory off-street parking and loading spaces.
3. Home occupations.
4. Public parks and playgrounds.
5. Yard sale and/or garage sale (temporary).
6. Private swimming pools and tennis courts.
7. Irrigation wells and wells for ground source HVAC systems.
8. Group Homes.

(Ord. of 2020-09-01; Ord. of 2025-08-05)

C. Uses Permitted by Special Use Permit:

1. Cemeteries.
2. Churches and places of worship.
3. Cluster residential subdivisions.
4. Community buildings, limited to use by residents of the subdivision.
5. Accessory apartments.
6. Libraries.
7. Museums, historic sites and shrines.
8. Plant nurseries, with no sale of products permitted on premises.
9. Child day centers.
10. Adult day care centers.
11. Nursery schools.
12. Private schools and colleges.
13. Public schools and colleges.
14. Commercial swimming pools and tennis courts (except as may be approved on a general development plan.)
15. Bed and breakfast lodgings and guest houses.
16. Public uses and utilities.
17. Civic, fraternal, and/or social organization halls.
18. Golf course and golf driving ranges.
19. Cupolas, spires and steeples for public and semi-public uses.
20. Agriculture, forestry and horticultural uses (non-commercial).
21. Storage lots for recreational vehicles.
22. Guest houses
24. Temporary real estate marketing offices for new subdivisions.

24. Waiver of contiguous open space parcel requirement.
25. Waiver of district size for cluster subdivisions.
26. Waiver of parking and Loading Requirements
27. Child Day Care as a Home Occupation (6-11 Children)
28. Event facilities (principal and accessory uses).
29. Boating, country, and/or hunt clubs.

(Ord. of 9-2-2008, Ord. of 11-4-2014, Ord. of 2019-09-03)

D. Maximum Density:

1. Conventional Subdivisions: Three (3.0) units per net developable acre.

2. Cluster Subdivisions: Four and One-half (4.5) units per net developable acre.

E. Lot Size Requirements:

1. Minimum district size for cluster subdivisions: Five (5) acres

2. Minimum lot area:

   A. Conventional lot: 12,000 square feet

   B. Cluster lot: 8000 square feet

3. Minimum lot width:

   A. Conventional lot:

      (1) Interior lot: 80 feet
      (2) Corner lot: 120 feet

   B. Cluster lot:

      (1) Interior lot: 60 feet
      (2) Corner lot: 90 feet

4. Minimum lot depth:

   A. Conventional lot: 125 feet

B. Cluster lot: 90 feet

F. Bulk Regulations:

1. Height

A. Residential building height: 35 feet

B. Public or semi-public building: 45 feet, provided that required front, rear, and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

C. Cupolas, spires and steeples: 90 feet, by special permit.

D. Accessory buildings: 16 feet, provided that accessory building heights may be increased to twenty-four (24) feet in accordance with Article 2, Section P of the Zoning Ordinance.
(Ord. of 5-4-2004)

2. Minimum yard requirements:

A. Conventional lot:

(1)	Front yard:	35 feet
(2)	Side yard:	15 feet
(3)	Rear yard:	35 feet
		5 feet (accessory uses)

B. Cluster lot:

(1)	Front yard:	25 feet
(2)	Side yard:	6 feet
(3)	Rear yard:	25 feet
		5 feet (accessory uses)

C. In addition to the above regulations, the yard requirements for uses and structures other than residential dwellings and residential accessory uses shall be further regulated by floor area ratio and lot coverage ratios. A maximum floor

area ratio equal to 0.25 shall apply to such non-residential uses and structures, with a maximum percentage of lot coverage equal to 20%. The location of all such uses shall be subject to site plan approval.

G. Landscaping, Open Space and Recreation Areas:

1. In subdivisions approved for cluster development, twenty percent (20%) of the gross site area shall be common open space dedicated to common usage and ownership. Twenty-five percent (25%) of the required open space area shall be developed as active recreational and active community open space, as defined.

2. In conventional subdivisions with 75 or more lots, ten percent (10%) of the gross site area shall be common open space dedicated to common usage and ownership. Fifty percent (50%) of the required common open space area shall be developed as active recreational and active community open space, as defined.

3. For cluster and conventional subdivisions, no more than 40% of the required common open space shall consist of land classified as 100 year floodplain, stream valleys, wetlands, water features, slopes greater than 30%, and/or drainage easements.

4. Required open space shall be contiguous and shall occupy a single parcel within the subdivision unless otherwise approved by the Planning Commission.

5. In no instance shall open space credit be given for lands which are included in or reserved for public rights of way or private travelways, loading areas, required sidewalks or parking areas.

6. Open space shall be accessible to all residential lots within the subdivision via dedicated pedestrian access easements. Where bike and pedestrian trails intended for public use have been designated by the Town's adopted Comprehensive Plan or the Capital Improvements Plan, access easements shall be provided, where appropriate, within the subdivision to link these trails to common open space areas.

7. All open space shall be further regulated by landscaping requirements.

8. All common open space, recreational areas and other common properties shall be preserved for their intended purpose as shown on the approved Plan of Development and shall be established by metes and bounds on the Final Subdivision Record Plat.

9. Common open space, recreational areas and other common properties shall be owned, administered and maintained by a not-for-profit, property owners' association, provided, however, that a portion or all of such properties may be dedicated to the Town subject to and at the sole discretion of the Town for acceptance at time of plat recordation. Property owners' association by-laws, articles of incorporation and restrictive covenants shall be submitted with any application for subdivision plat approval. Prior to final approval of a subdivision plat including properties to be owned by a property owners' association, the Town Attorney shall review and approve the bylaws, articles of incorporation and restrictive covenants.

10. For open space, recreational areas and other common properties to be retained by the property owners' association of a subdivision, the initial developer/owner of the subdivision must establish the owners' association as a legal entity prior to the recordation of the final plat. Membership in the association shall be mandatory for all lot owners within the subdivision. The owners' association shall own all common open space and recreational facilities and shall provide for their perpetual administration, maintenance and operation.

11. The open space and recreation area requirements for residential developments which incorporate a public or private golf course shall be subject to both Special Permit and General Development Plan approval, provided that any golf course under construction prior to the date of this ordinance is not subject to Special Permit regulations.

    Notwithstanding the above provisions, open space credit shall be given to the area which circumscribes the golf course irrespective of the actual ownership of the real property which constitutes the golf course.

    In addition to the golf course, community recreational amenities (such as swimming pools, tennis courts, pedestrian trails, etc.) shall be provided and made available to the residents of the subdivision pursuant to the approved General Development Plan.

H. Conventional and Cluster Subdivisions: Net Developable Area Calculation

1. Notwithstanding governing lot size and yard regulations, the maximum number of lots for any conventional or cluster subdivision shall be calculated based on existing land conditions. The yield of a subdivision shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The subdivision plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in Appendix 1 of the Zoning Ordinance.)*

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travleways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No S-R District residential lot shall be designed in such a way that an area of more than 25% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or greater, (b) wetlands, (c) 100-year floodplains, and (d) water features.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Refer to the Floodplain Zoning Overlay District, where applicable.

2. Refer to the Chesapeake Bay Preservation Area Overlay District.

3. Refer to Landscaping and Screening, Article 9, for screening and buffer yard provisions.

4. Refer to Parking and Loading Requirements, Article 8, for parking regulations and specific requirements for common parking lots for recreation vehicle and boat storage.

5. Recreational vehicle parking shall not be permitted within front yard and the area of the side yard setbacks.

6. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.

7. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

8. All uses within the S-R District shall require a General Development Plan and/or site plan for zoning and/or special permit approval.

9. Refer to General Regulations, Article 2, for additional lot and yard requirements.

10. Refer to Sign Regulations, Article 10, for signage provisions.
(Ord. of 10-3-2000; Ord. of 2020-09-01)

Article 3.D:

DN-R, Downtown Neighborhood Residential District

Article 3.D:

DN-R Residential

(Downtown Neighborhood Residential District)

A. Purpose and Intent:

The DN-R, Downtown Neighborhood Residential District provides for single family detached residences at slightly higher densities than the S-R, Suburban Residential District. All development within the DN-R District shall be consistent with the Comprehensive Plan's goals for harmonious new development as well as the revitalization of existing stable residential neighborhoods in and around downtown Smithfield. The principal objective of this district is to recognize, maintain and reinforce the existing “sense of neighborhood” in and around the downtown historic areas and to promote residential development of compatible scale, historic character and architectural massing.

While the application of the DN-R District is primarily intended to overlay the existing, substantially developed, residential areas close to the downtown, it also can be applied to new rezonings of undeveloped tracts and infill lots situated within close proximity to the downtown residential areas and waterfront areas. It is the intent of this district to preserve existing historic and natural features, to protect existing landscapes and vegetation, to promote excellence in landscape design and to encourage housing with appropriate scale and architecture.

The average density of five units per acre establishes the DN-R District as one which accepts a higher density and relatively small lot size for single family detached residences. All new and redevelopment activities shall be served by public water and sewer, public streets with curb and gutter, sidewalks, drainage and stormwater management.

B. Permitted Uses:

1. Single family detached dwellings.
2. Accessory buildings and uses, limited to detached carport and garages, tool sheds, children's playhouses and play structures, off-street parking, and doghouses.
3. Home occupations.
4. Public parks and playgrounds.
5. Yard sale and/or garage sale (per ordinance definition).
6. Private swimming pools
7. Boat docks, boat storage and waterfront access facilities, as an accessory use to a private single family dwelling.
8. Irrigation wells and wells for ground source HVAC systems.

9. Group Homes.

(Ord. of 2020-09-01; Ord. of 2025-08-05)

C. Uses Permitted by Special Use Permit:

1. Cemeteries.
2. Churches and places of worship.
3. Duplex residential dwellings ~~(1 dwelling per subdivided lot).~~
4. Community buildings, limited to use by residents of the subdivision.
5. Public uses.
6. Libraries.
7. Museums, historic sites and shrines.
8. Plant nurseries, with no sale of products permitted on premises.
9. Child day care centers.
10. Adult day care centers.
11. Nursery schools.
12. Private schools and colleges.
13. Public schools and colleges.
14. Commercial swimming pools and tennis courts.
15. Bed and breakfast lodgings.
16. Public utilities.
17. Civic, fraternal, and/or social organization halls.
18. Tennis courts, public and private.
19. Gymnasiums, public and private.
20. Boat docks, boat storage and waterfront access facilities, as an accessory use to uses other than private single family residential dwellings.
21. Cupolas, spires and steeples for public and semi-public uses.
22. Agriculture, forestry and horticultural uses (non-commercial).
23. Outdoor storage lots for recreational vehicles.
24. Zero lot line residential units (only permitted for new construction.)
25. Accessory apartments.
26. Temporary real estate marketing offices for new subdivisions.
27. Waiver of Parking and Loading Requirements.
28. Child Day Care as a Home Occupation (6-11 Children)
29. Event facilities (principal and accessory uses).
30. Boating, country, and/or hunt clubs.

(Ord. of 9-5-2000, Ord. of 9-2-2008, Ord. of 11-4-2014, Ord. of 2019-09-03; Ord. of 2025-08-05)

D. Maximum Density:

1. Five (5.0) dwelling units per net developable acre.

E. Lot Size Requirements:

1. Minimum district size: Not regulated

2. Minimum lot area:

A. Conventional single family lot: 6000 square feet

B. Duplex lot (1 attached unit/lot):

(1) Interior lot: 4000 square feet
(2) Corner lot: 5000 square feet

C. Duplex lot (1 duplex per lot):

(1) Interior lot: 6000 square feet
(2) Corner lot: 7000 square feet

3. Minimum lot width:

A. Conventional single family lot:

(1) Interior lot: 50 feet
(2) Corner lot: 75 feet

B. Duplex ~~attached residential~~ lot (1 attached unit per lot):

(1) Interior lot: 40 feet
(2) Corner lot: 60 feet

C. Duplex lot (1 duplex per lot):

(1) Interior lot: 60 feet
(2) Corner lot: 70 feet

(Ord. of 2025-xx-xx)

F. Bulk Regulations:

1. Height

   A. Residential building height: 35 feet
   (principal and accessory uses)

   B. Public or semi-public building: 45 feet,
   provided that required front, rear, and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

   C. Cupolas, spires and steeples: 50 feet

2. Minimum yard requirements:

   A. Conventional single family lot:

      (1) Front yard: 25 feet,
      Except where forty percent (40%) or more of the frontage on one side of the street within the same block is improved with buildings, no building on that side of the street within the same block shall be required to have a front yard greater than the average front yard of the existing buildings. However, when there are buildings on the adjacent lots on both sides, the front yard shall not be required to be greater than the average of the front yards of the buildings on the adjacent lots. The side line of a building on a corner lot shall not be a factor in these calculations.

      (2) Side yard (interior lot): 10 feet,
      Except that the minimum side yard for any lot of record prior to the date of the adoption of this ordinance shall be 5 feet.

      Side yard (corner lot): 20 feet,
      Except that the minimum side yard for any corner lot of record prior to the date of the adoption of this ordinance shall be 10 feet.

      (3) Rear yard: 25 feet (residences)

5 feet (accessory uses),

B. Duplex attached residential lot ~~(1 attached unit per subdivision lot~~):

(1) Front yard: 25 feet,
Except where forty percent (40%) or more of the frontage on one side of the street within the same block is improved with buildings, no building on that side of the street within the same block shall be required to have a front yard greater than the average front yard of the existing buildings. However, when there are buildings on the adjacent lots on both sides, the front yard shall not be required to be greater than the average of the front yards of the buildings on the adjacent lots. The side line of a building on a corner lot shall not be a factor in these calculations.

(2) Side yard (interior lot): 10 feet
Side yard (corner lot): 15 feet
Except that the minimum side yard for accessory uses for any lot of record prior to the date of the adoption of this ordinance shall be 5 feet.

(3) Rear yard: 25 feet (residences)
5 feet (accessory uses),

D. A maximum floor area ratio equal to 0.25 shall apply to uses other than residential.

G. Open Space:

1. In conventional subdivisions with 50 or more lots, 10% of the gross site area shall be open space dedicated to common usage and ownership, 50% of such area shall be developed as recreational and active community open space, as defined.

2. No more than 40% of the dedicated open space shall consist of land classified as 100 year floodplain, stream valleys, wetlands, slopes greater than 30% and/or drainage easements.

3. All dedicated open space is regulated by landscaping requirements.

4. In no instance shall open space credit be given for lands which are included in or reserved for public rights of way, private travelways, loading areas, required sidewalks or parking areas.

H. Net Developable Area Calculation for DN-R District:

1. Notwithstanding governing lot size and yard regulations, the maximum number of units for attached residential development or subdivision shall be calculated based on existing land conditions. The yield of a subdivision shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The final plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in the appendix of the Zoning Ordinance.)*

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travleways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No DN-R District residential lot shall be configured such that more than 10% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or more, (b) wetlands, (c) 100-year floodplains, and (d) water features.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Refer to the Floodplain Zoning Overlay District, where applicable.

2. Refer to the Chesapeake Bay Preservation Area Overlay District.

3. Refer to Landscaping and Screening, Article 9, for screening and buffer yard provisions.

4. Refer to Parking and Loading Requirements, Article 8, for parking regulations and specific requirements for common parking lots for recreation vehicle and boat storage.

5. Recreational vehicle parking shall not be permitted within front yard and the area of the side yard setbacks.

6. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.

7. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

8. Refer to the Smithfield Design and Construction Standards Manual for additional residential design standards and criteria, where applicable.

9. Refer to the Smithfield Historic District Design Guidelines and the HP-O District for additional residential design standards and criteria for properties located within the historic preservation areas.

10. All uses within the DN-R District shall require a General Development Plan and/or site plan for zoning and/or special permit approval.

11. Refer to General Regulations, Article 2, for additional lot and yard requirements.

12. Refer to Sign Regulations, Article 10, for signage provisions.
(Ord. of 10-3-2000; Ord. of 2020-09-01)

Article 3.E:

A-R, Attached Residential District

Article 3.E:

A-R, Attached Residential

(Townhouse and Attached Residential District)

A. Purpose and Intent:

The A-R, Attached Residential District is created to provide for attached residential dwellings such as conventional townhouses, row houses, multiplex dwellings, duplexes and other similar forms of attached residential units. Single family detached residential dwellings may be permitted under the special use provisions of the district. Garden apartments, "over and under" attached residences, housing for the elderly, and other forms of multi-family housing are not permitted in this district. The A-R District is intended for use in locations compatible with the Comprehensive Plan's goals for medium density, attached residential development in Smithfield. The average density of six (6) to eight (8) units per net developable acre establishes this district as one recognizing townhouse-styled units as the dominant land use.

The A-R District shall be applied to undeveloped tracts lying within Smithfield, as well as to infill parcels at selected locations with the intent of preserving existing natural features and vegetation, promoting excellence in site planning and landscape design, creating self-sustaining neighborhoods and recreational areas and encouraging attached housing with compatible scale, materials and character of architecture. Development in the A-R, Attached Residential District shall be sensitive to land physiography, provision of adequate public infrastructure and development of quality transportation improvements in achieving optimal siting of dwellings, recreation areas, community facilities and open space.

B. Permitted Uses:

1. Attached residential (townhouse) dwellings.
2. Duplex residential dwellings ~~(one dwelling per subdivided lot).~~
3. Private community facilities, recreation areas and other common area improvements normally associated with attached residential developments (other than those requiring special use permits) shall be permitted subject to general development plan and final site plan approval.
4. Accessory uses, to include tool sheds, detached garages and carports, children's playhouses, doghouses and accessory off-street parking and loading spaces.
5. Irrigation wells and wells for ground source HVAC systems.
6. Group Homes.

(Ord. of 2020-09-01; Ord. of 2025-08-05)

C. Uses Permitted by Special Use Permit:

1. Single family detached residences, subject to S-R District regulations, provided that such residences do not comprise more than 25% of the total planned residential units depicted on the general development plan.
2. Parking lots for recreational vehicles and boats, except as part of a planned development.
3. Commercial swimming pools and tennis courts.
4. Churches and places of worship.
5. Public uses and facilities.
6. Recycling centers, for use by the A-R District residents only.
7. Child day centers.
8. Adult day care centers.
9. Nursery schools.
10. Private schools.
11. Public schools.
12. Cemeteries.
13. Home occupations.
14. ~~Group homes~~. Repealed 2025-08-05
15. Institutional housing and general care for indigents and orphans.
16. Boating, country, and/or hunt clubs.
17. Public utilities.
18. Temporary real estate marketing offices for new subdivisions.
19. Multi-family housing for the elderly and assisted living residences requiring medical and/or food support structures, subject to MF-R regulations.
20. Waiver of Parking and Loading Requirements.

(Ord. of 9-2-2008, Ord. of 2019-09-03; Ord. of 2025-08-05)

D. Maximum Density:

1. Eight (8.0) dwelling units per net developable acre.

E. Lot Size Requirements:

1. Minimum district size: Five (5) acres

2. Minimum lot area for attached (townhouse) dwellings:

A.	Interior lot:	1600 square feet
B.	Corner lot:	2400 square feet

C. Condominium: See Additional Regulations for A-R District

3. Minimum lot area for duplex dwellings:

~~A. Interior lot: 4000 square feet~~

~~B. Corner lot: 5000 square feet~~

A. Duplex lot (1 attached unit/lot):

(1) Interior lot: 4000 square feet
(2) Corner lot: 5000 square feet

B. Duplex lot (1 duplex per lot):

(1) Interior lot: 6000 square feet
(2) Corner lot: 7000 square feet

C. Condominium: See Additional Regulations for A-R District

4. Minimum lot width for attached (townhouse) dwellings:

A. Interior lot: 18 feet

B. Corner lot: 35 feet, subject to additional side yard regulations.

C. Condominiums: See Additional Regulations for A-R District

5. Minimum lot width for duplex dwellings:

~~A. Interior lot: 35 feet, subject to additional side yard regulations.~~

~~B. Corner lot: 50 feet, subject to additional side yard regulations.~~

A. Duplex lot (1 attached unit per lot):

(1) Interior lot: 40 feet
(2) Corner lot: 60 feet

B. Duplex lot (1 duplex per lot):

(1) Interior lot: 60 feet
(2) Corner lot: 70 feet

C. Condominiums: See Additional Regulations for A-R District

(Ord. of 2025-xx-xx)

6. Other: Where a lot is to be subdivided into individual lots for the sale of single family attached dwelling units:

A. Lot lines shall conform with party wall centerlines, and

B. Each lot shall be required to include a rear privacy yard with a minimum area of 200 square feet. The design of the privacy yard shall be detailed on the final site plan and shall include provisions for screening, fencing, paving, exterior lighting and/or special landscaping treatment.

F. Bulk Regulations:

1. Height

A. Residential building height: 35 feet
by Commission waiver: 45 feet, but not to exceed 3 stories.

B. Public or semi-public building: 45 feet,
provided that required front, rear and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

C. Cupolas, spires and steeples: 90 feet,
by special use permit approved by the Planning Commission.

D. Accessory structures: 16 feet
provided that accessory building heights may be increased to twenty-four feet in accordance with Article 2, Section P of the Zoning Ordinance.

2. Minimum yard requirements for attached, duplex and two-family dwellings:

A. Front yard: 25 feet,
for any yard fronting a public right of way.

12 feet,
for any yard fronting a private travelway and/or parking bay, provided that the minimum yard depth be measured from the face of building to either (1) the back of vehicular pavement curbing or (2) the back of sidewalk if located between building and vehicular pavement curbing, whichever dimension is closer to the building front.

20 feet,
for any yard fronting a private travelway and/or parking bay serving a residential dwelling with a garage.

B. Side yard: 25 feet,
for any side yard fronting a public right of way.

16 feet,
for any side yard abutting a private travelway and/or parking bay.
12 feet,
for any side yard abutting an adjacent lot line.

C. Rear yard: 25 feet

3. In addition to the above regulations, the yard requirements for uses and structures other than residential dwellings and residential accessory uses shall be further regulated by floor area ratio and lot coverage ratios. A maximum floor area ratio equal to 0.30 shall apply to such non-residential uses and structures, with a maximum percentage of building coverage on the lot equal to 20%. The location of all such uses shall be subject to site plan approval.
(Ord. of 5-4-2004)

G. Open Space and Recreation Areas:

1. Twenty-five percent (25%) of the gross site area shall be common open space dedicated to common usage and ownership.

2. Fifty percent (50%) of the required common open space area shall be developed as active recreational areas and facilities.

3. Active recreational areas may include playgrounds with recreational structures, tot lots, tennis courts, swimming pools, wading pools, spas and saunas, clubhouse facilities, community meeting rooms and other similar facilities intended for the exclusive use and participation of residents within the development. The applicant shall establish that the type and quality of the planned improvements for the active recreation space shall satisfy the needs of the residents of the project. The location, mix, type, quality and phasing of active recreation facilities and open spaces shall be delineated on the General Development Plan and are subject to Planning Commission approval. A bond may be required for such improvements and facilities subject to the discretion of the Planning Commission.

4. No more than 40% of the required common open space shall consist of land classified as 100 year floodplain, stream valleys, wetlands, water features, stormwater management facilities, slopes greater than 30% and/or drainage easements.
5. Required common open space shall be contiguous and shall occupy a single parcel within the A-R development unless otherwise approved by the Planning Commission.

6. In no instance shall open space credit be given for lands which are included in or reserved for public rights of way or private travelways, loading areas, required sidewalks or parking areas.

7. Open space and active recreational areas shall be accessible to all attached residential lots within the development via dedicated pedestrian access easements. Walkways and other forms of pedestrian access shall form an interconnected system within the A-R District, serving as access to open space, recreational areas and other pedestrian destinations. Pedestrian systems shall be delineated on the General Development Plan.

8. Where community bike and pedestrian trails intended for public use have been designated by the Town's adopted Comprehensive Plan or the Capital Improvements Plan, the applicant shall connect interior pedestrian trails and sidewalks within the project, where appropriate, to these community trails.

9. All open space shall be further regulated by landscaping requirements.

10. All common open space, recreational areas and other common properties shall be preserved for their intended purpose as shown on the approved Plan of Development and shall be established by metes and bounds on the Final Subdivision Record Plat.

11. Common open space, recreational areas and other common properties shall be owned, administered and maintained by a not-for-profit, property owners' association, provided, however, that a portion or all of such properties may be dedicated to the Town subject to and at the sole discretion of the Town for acceptance at time of plat recordation. Property owners' association by-laws, articles of incorporation, restrictive covenants and a schedule of maintenance shall be submitted with any application for subdivision plat or site plan approval.

12. For open space, recreational areas and other common properties to be retained by the property owners' association of a subdivision, the initial developer/owner of the subdivision must establish the owners' association as a legal entity prior to the recordation of the final plat. Membership in the association shall be mandatory for all lot owners within the subdivision. The owners' association shall own all common open space and recreational facilities and shall provide for their perpetual administration, maintenance and operation.
(Ord. of 2021-07-06)

H. Net Developable Area Calculation for Attached Residential

1. Notwithstanding governing lot size and yard regulations, the maximum number of units for attached residential development or subdivision shall be calculated based on existing land conditions. The yield of a subdivision shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The final plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in the Appendix of the Zoning Ordinance.)*

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travleways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No A-R District residential lot shall be configured such that more than 25% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or more, (b) wetlands, (c) 100-year floodplains and (d) water features. Stormwater management and BMP facilities shall not be constructed within the boundaries of a residential lot.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Waiver of Minimum District Size: The Planning Commission may approve a special permit waiving the five acre minimum district size requirement for the A-R, Attached Residential District provided that the owner shall successfully demonstrate that consolidation with contiguous parcels or lots necessary to meet minimum district size represents an undue economic hardship or physical impossibility. Further, the owner shall establish that such proposed A-R development will have no deleterious effect on contiguous properties while satisfying the purpose and intent of the district.

2. Refer to Parking and Loading Requirements, Article 8, for parking regulations.

   A. Parking spaces for each dwelling unit shall be assigned and located within close proximity to the individual dwelling unit served.

   B. Separate parking spaces shall be allocated and reserved within an A-R development for recreational vehicle parking on the basis of one (1) recreational vehicle parking space per four (4) dwelling units. No recreational vehicle parking space shall front on a public street.

   C. ADA (American Disabilities Act) parking requirements and dimensions shall be incorporated as a required improvement into all plats and site plans.

   D. Recreational vehicle parking shall not be permitted on residential lots within the A-R District. Refer to Parking and Loading Requirements for parking regulations and specific requirements for common parking lots for recreation vehicle and boat storage.

3. Private Travelways, Combined Travelways with Parking Bays and General Access:

   A. All dwellings shall have access to a private travelway providing for two-way traffic on twelve (12) foot travel lanes with a combined minimum width of 24 feet (curb

to curb), within a minimum 30 foot private vehicular access easement to be recorded with the subdivision plat.

B. Travelways combined with single-loaded perpendicular parking bays shall be a minimum width of 42 feet (curb to curb), 18 feet of which shall be allocated to and striped for parking. Travelways combined with double loaded perpendicular parking bays shall maintain a minimum width of 60 feet (curb to curb), with 18 feet allocated to the depth of each parking bay space.

C. Private travelways and combined travelways with parking bays shall be constructed to geometric and pavement design standards as specified by the Town's Design and Construction Standards manual, as revised.

D. All travelways and parking bays shall be constructed with VDOT CG-6 or approved equivalent curb and gutter.

E. No attached dwelling unit may be accessed directly from a public street unless approved by special permit.

4. Refuse and Solid Waste Buffering and Screening

A. All refuse facilities shall be completely enclosed and screened.

5. Additional Setback and Lot Requirements

A. Where adjacent properties are zoned to a district other than the A-R District, all Attached Residential buildings shall be set back at least 25 feet from the common district property line(s) or as otherwise provided by screening and buffer requirements.

B. Front lot lines shall be common with private vehicular access easement lines, provided that where a perpendicular parking stall, recreational feature and/or a sidewalk intended for common usage are located outside of the private vehicular access easement, a minimum landscaped front yard of 12 feet shall be provided.

6. Separation and Grouping of Units

A. Building structures for single-family attached dwelling units shall be separated from one another by a minimum of 24 feet.

B. No more than eight (8) and no fewer than three (3) single-family attached units (townhouses) shall be included in any one physically contiguous grouping.

C. Townhouse grouping shall be designed to minimize "flat," row-house architectural facades. Architectural projections, off-sets, window bays, porches, mixed materials and colors and other design elements shall be provided to achieve this result.

D. Architectural treatment of attached dwellings shall vary so that no more than two abutting units are substantially the same and so that no more than four units in any group are substantially the same.

7. Required Improvements and Maintenance of Improvements

A. For any development in the A-R District, all common area improvements (including open space, recreational facilities, private travelways, walkways, parking areas and other community facilities) shall be maintained by and at the sole responsibility of the developer-owner of the A-R District development until such time as the developer-owner conveys such common area to a non-profit property owners' association entity consisting of the individual owners of the dwelling units in the development.

B. On-site lighting, signing and mailboxes (as approved by the U.S. Postal Service) shall be provided by the owner-developer of the A-R, Attached Residential District development. These improvements shall be of compatible scale, materials and colors, the designs for which shall be provided with the final site plan.

8. Property Owners' Association and Covenants

A. Prior to final approval of a subdivision plat or site plan which includes common properties or common property improvements to be owned by a property owners' association, the Town Attorney shall review and approve the applicant's property owners' association bylaws, articles of incorporation, restrictive covenants and a schedule of common property maintenance.

B. Deed restrictions and covenants shall be included with the conveyance of common property and common property improvements to include, among other things, that assessments, charges and costs of maintenance of such common

areas shall constitute a pro-rata share lien upon the individual dwelling lots, such lien inferior only to taxes and recorded trusts.

C. Restrictive covenants shall specify the detailed means by which the non-profit entity shall govern and manage itself and maintain building exteriors, landscaping, lighting, recreation areas, walkways, pedestrian trails, parking areas, snow removal travelways and other common elements of the development.

9. Additional Land Development and Site Plan Requirements

A. All uses within the A-R District shall require a General Development Plan for zoning and/or special permit approval. The General Development Plan shall serve as the master land use plan for the specific development proposal.

B. The development of any and all sections within the A-R District shall require site plan approval in conformance with the General Development Plan.

C. A Traffic Impact Assessment may be required for any A-R District application by the Planning and Zoning Administrator. The study shall be prepared in accord with the guidelines and standards provided by the Town.

D. Refer to Landscaping Regulations for additional screening buffer yard and open space landscaping provisions.

E. Refer to the Town's Design and Construction Standards Manual for additional residential design standards and criteria.

10. Condominiums

A. Any proposed condominium development established under the Condominium Laws of Virginia shall be subject to the following provisions:

(1) All AR district provisions shall be met, as if lot lines existed, unless approved by special use permit.

(2) Repealed 2024-02-06

(3) A site plan shall be required and shall govern the location of all site structures and improvements on final plans.

11. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.

12. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

13. Refer to the Floodplain Zoning Overlay District, where applicable.

14. Refer to the Chesapeake Bay Preservation Area Overlay District.

15. Refer to the Smithfield Historic District Design Guidelines and the HP-O district for additional design standards and criteria, where applicable.

16. Refer to Sign Regulations, Article 10 for signage provisions.

(Ord. of 2022-02-06)

Article 3.G:

R-O, Residential Office District

Article 3.G:

R-O, Residential Office

(Transitional Residential/Office District)

A. Purpose and Intent:

The R-O, Residential Office District is established to provide for the location of office, studio, and conditional retail uses in low intensity development patterns. The district is intended to provide opportunities for commercial offices, studio, and limited retail within areas of the Town which are in transition from stable residential neighborhoods to more intensive, non-residential uses. The district is established for the purposes of selectively providing for well-planned non-residential land uses to be located between older residential neighborhoods and existing higher intensity non-residential areas, such as corridor commercial, shopping center commercial, downtown commercial and industrial areas.

The R-O District is to be applied where offices or financial institutions are the principal uses on a lot. This would include locations in both newly developing areas and redeveloping older areas of the Town which are subject to the pressures of adaptive reuse of existing structures but where lot sizes are questionable for non-residential uses with on-site parking. As specifically related to new development patterns in the Town, the district is to be used to implement planned professional and health care-related office parks and integrated development complexes.

Minimum site improvements shall include adequate on-site parking, public water and sewer service, public streets, storm drainage, stormwater management facilities and sidewalks.
(Ord. of 2-7-2017)

B. Permitted Uses:

1. Medical and dental offices, inclusive of outpatient facilities.
2. Banks and financial institutions without drive-thru facilities, excluding payday lending and check-cashing establishments.
3. General and professional offices.
4. (Repealed 2019)
5. Child day care and adult day care facilities.
6. Single family residential dwellings, provided that (a) said residential dwellings shall conform in all respects to the S-R District and (b) there shall be no more than one single-family dwelling per lot.
7. Studios for an artist, designer, writer, photographer, sculptor or musician.

8. Accessory uses, to include tool sheds, detached garages and carports, children's playhouses, doghouses and accessory off-street parking and loading spaces.
9. Irrigation wells and wells for ground source HVAC systems.
10. Group Homes.

(Ord. of 2019-09-03; Ord. of 2020-09-01; Ord. of 205-08-05)

C. Uses Permitted by Special Use Permit:

1. Retail sales provided that there shall be no exterior or store-front displays (exclusive of Recreational Substance Establishments).
2. Drive-in banks.
3. Residential apartments, as an ancillary use within a commercial structure and limited to one dwelling unit per structure.
4. Bed and breakfast lodgings.
5. Medical care facilities, inclusive of inpatient facilities.
6. Funeral homes.
7. Parking lots (private or public, off-street as a principal use).
8. Public schools, colleges and universities.
9. Private schools, colleges and universities.
10. Any use incorporating a drive-thru facility.
11. Permitted and special permit uses on private water and sewer systems.
12. Foster homes and family care residences~~, and group homes serving mentally retarded and developmentally disabled persons~~.
13. Accessory apartments.
14. Personal service establishments.
15. Home occupations.
16. Repealed (2023-12-05)
17. Waiver of maximum building height.
18. Waiver of lot size requirements.
19. Temporary real estate marketing offices for new subdivisions.
20. Waiver of Parking and Loading Requirements

(Ord. of 2000-09-05; 2008-09-02; 2011-04-05; Ord. of 2017-02-07; Ord. of 2023-12-05; Ord. of 2025-08-05)

D. Maximum Density:

1. Non-residential uses and accessory residential uses shall be regulated by floor area ratio. A maximum floor area ratio equal to 0.25 shall apply to non-residential uses and structures.

2. Residential dwellings: Subject to S-R District regulations.

E. Lot Size Requirements:

1. Minimum district size: Not regulated.

2. Minimum lot area:

   A. Conventional lot: 15,000 square feet

3. Minimum lot width:

   A. Conventional lot, with public water and sewer:

      (1) Interior lot: 100 feet
      (2) Corner lot: 125 feet

4. Minimum lot depth:

   A. Conventional lot, with public water and sewer: 125 feet

F. Bulk Regulations:

1. Height:

   A. Building height: 35 feet

   B. Public or semi-public building: 45 feet, provided that required front, rear and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

   C. Cupolas, spires and steeples: 90 feet, by special permit.

   D. Accessory buildings: 16 feet, provided that accessory building heights may be increased to twenty-four (24) feet in accordance with Article 2, Section P of the Zoning Ordinance.

2. Minimum yard requirements:

   A. Conventional lot, with public water and sewer:

      (1) Front yard: 35 feet,

      (2) Side yard: 15 feet
      except where the lot adjoins an existing residential district,
      and then the side yard must then be at least 20 feet

      (3) Rear yard: 35 feet
      5 feet (accessory uses)

   B. Maximum lot coverage for non-residential uses:
      The maximum percentage of lot coverage for a non-residential use shall not exceed twenty (20) percent. The location of all such uses shall be subject to site plan approval.
      (Ord. of 5-4-2004)

G. Landscaping, Open Space and Recreation Areas:

1. Twenty percent (20%) of the gross lot area shall be landscaped open space.

2. Open space and recreation area regulations for residential uses in the R-O District, if and when required, shall be governed by those specified in the S-R District.

H. Net Developable Area Calculation:

1. Notwithstanding governing lot size and yard regulations, the maximum use intensity for any subdivision lot or non-residential lot shall be calculated based on existing land conditions. The development yield (in terms of allowable lots or floor area) shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The subdivision plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in the appendix of the Zoning Ordinance.)*

Physical Land Unit	Percent Credited Toward Net Acreage
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travelways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No R-O District lot shall be designed or employed for use in which an area more than 25% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or more, (b) wetlands, (c) 100-year floodplains, and (d) water features.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Refer to the Floodplain Zoning Overlay District, where applicable.

2. Refer to the Chesapeake Bay Preservation Area Overlay District.

3. All business services and storage shall be conducted within the principal structure which is to be completely enclosed.

4. Refer to Landscaping and Screening, Article 9, for screening and buffer yard provisions.

5. Refer to Parking and Loading Requirements, Article 8, for parking regulations:

   a. Parking for non-residential uses shall be governed by the parking and loading requirements for that use.

   b. Parking for a non-residential use shall not be permitted within the front yards of any lot.

   c. No parking shall be permitted within a yard setback line.

   d. Recreational vehicle parking shall not be permitted within front yard and the area of the side yard setbacks.

6. Refer to Sign Regulations, Article 10, for signage provisions.

7. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

8. Refer to the Town's Design and Construction Standards Manual for additional regulations.

9. All uses within the R-O District shall require a General Development Plan and/or site plan for zoning and/or special permit approval.

10. All refuse shall be contained in completely enclosed facilities. Refuse containers and refuse storage shall be located in a paved area and screened from public view by means of fences, wall or landscaping.

11. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.
    (Ord. of 10-3-2000; Ord. of 2020-09-01)

Article 3.H:

D, Downtown District

Article 3.H:

D, Downtown

(Downtown Mixed Use District)

A. Purpose and Intent:

The D, Downtown District is established to promote harmonious development, redevelopment and rehabilitation of uses in and around the historic downtown residential and commercial areas of Smithfield. The regulations of the D, Downtown District are intended to promulgate the goals of the Comprehensive Plan for thoughtful revitalization and historic preservation while emphasizing residential stability and encouraging a balanced mix of uses in the downtown business area.

Urban design priorities within the D District are to be placed on: (1) encouraging continued use and revitalization of single family residences within the district, (2) providing opportunities for selected businesses consistent with downtown market objectives, (3) enhancing pedestrian circulation patterns, (4) minimizing vehicular/pedestrian access conflicts among downtown land uses, (5) respecting the geometry of the downtown streetscape, (6) maintaining strong continuity with the architectural precedents of the Town's historic area, and (7) providing flexibility in the application of harmonious geometric standards for site development.

No off-street parking is required for downtown business uses within the D District which do not exceed 10,000 square feet in lot coverage or a floor area ratio (FAR) of 2.0. Centralized and coordinated public parking within the downtown area is encouraged to serve local business and tourism uses, while off-street parking is recommended on individual residential properties and large commercial properties. Higher density residential development and mixed-used development is permitted by special permit to encourage the location of residences convenient to places of shopping and work. Signage and outdoor storage are restricted to promote an attractive and stable urban environment.

B. Permitted Uses:

Permitted uses shall be those in the following categories which do not exceed 10,000 square feet in lot coverage or a floor area ratio (FAR) of 2.0.

1. Single family residential dwellings, as a principal use, subject to the residential district regulations governing the proposed residential dwelling type and other additional regulations subject to this district.

2. Retail sales establishments (exclusive of automobile dealerships and sales establishments, lumber and millwork retail sales and storage yards, other uses which require outdoor storage of retail goods, and Recreational Substance Establishments).
3. Offices, general and professional.
4. Personal service establishments.
5. Banks and financial institutions, excluding payday lending and check-cashing establishments.
6. Eating establishments (exclusive of fast food restaurants).
7. Business service and office supply establishments.
8. Repair service establishments, provided that any given repair service does not employ more than three (3) persons on the premises during a single shift and that all repair services are performed indoors. No outdoor use, storage or display is permitted.
9. Parking lots (private or public, as a principal use).
10. Home occupations (in detached residential dwellings).
11. Residential dwellings, as an ancillary use in mixed use commercial structures, subject to other additional regulations pertaining to this district.
12. Taxicab Service.
13. Event facilities (accessory uses).
14. Irrigation wells and wells for ground source HVAC systems.
15. Group Homes

(Ord. of 10-7-2003, 4-5-2011, Ord. of 2019-09-03; Ord. of 2020-09-01; Ord. of 2023-12-05; Ord. of 2025-08-05)

C. Uses Permitted by Special Use Permit:

The conversion of any residential structure for a non-residential use as the principal use of the building shall be subject to special use permit approval, even if the converted use in question is one of the permitted uses listed above.

1. Any individual use otherwise permitted hereinabove by-right in the D District, but which exceed 10,000 square feet in lot coverage or a floor area ratio (FAR) of 2.0 (and thus, must provide off-street parking), or any of the following uses:
2. Multifamily and attached residential dwellings, as a principal use.
3. Bed and breakfast lodgings.
4. Private post office and delivery services.
5. Funeral homes.
6. Public uses and utilities.
7. Any by-right use for which business, storage or display is conducted outside of an enclosed building.

8. Any use incorporating drive-thru facilities.
9. Hotels and motels.
10. Convenience or quick-service food stores (with or without automotive services).
11. Theaters.
12. Parking garages and structures.
13. Public and private schools.
14. Laundromats.
15. Commercial recreation establishments (limited to indoor uses).
16. Civic, fraternal, and/or social organization halls.
17. Repair service establishments, for any given repair service which employs more than three (3) persons on the premises in a single shift and that all repair services are performed indoors.
18. Waterfront retail business activities associated with the uses in this article, including boat docks and piers, yacht clubs, marinas and boat service facilities, storage and shipment of waterborne commerce, fish and shellfish receiving, seafood packing and shipping and recreational activities. Waterfront retail business uses shall require on-site parking in accord with Article 8, Parking and Loading Regulations.
20. Child day care facilities.
21. Farmers' markets and temporary stands for sale of produce and seasonal merchandise.
22. Visitor centers and public restroom facilities.
23. Churches and places of worship.
24. Repealed (2023-12-05)
25. Waiver of landscape and open space requirements.
26. Waiver for increase in building height over 35 feet.
27. Waiver of floor area ratio regulation.
28. Waiver of yard requirements.
29. Waiver of density for elderly housing.
30. Waiver of Maximum density for residential uses.
31. Waiver of Parking and Loading Requirements
32. Event facilities (principal uses).
33. Boating, country, and/or hunt clubs.
34. Recreational Substance Establishments.

(Ord. of 9-2-2008, 4-5-2011, Ord. of 2019-09-03; Ord. of 2023-12-05)

D. Lot Size Requirements:

1. Minimum district size: The district shall conform with the official Zoning Map.

2. Minimum lot area: Not regulated

3. Minimum lot width: Not regulated

E. Bulk Regulations:

1. Maximum building height:

   a. Residential and business uses: 35 feet

   b. Public and semi-public buildings: 45 feet

   c. Church spires: 90 feet

2. Minimum yard requirements

   a. Front yard: Not regulated; provided

      Front yard dimensions shall conform to within twenty percent (20%) of the setback of the average of the existing adjacent structures on the same side of the street as the primary structure.

   b. Side yard: 5 feet; except

      (1) Side yard shall be at least 10 feet or as otherwise required by buffer yard criteria where adjacent to any residential district, and

      (2) Side yard shall be at least 10 feet where adjacent to a public right-of-way, an alley and which is recorded as an ingress/egress easement.

   c. Rear yard: Not regulated; except rear yard shall be at least 10 feet where adjacent to any residential district.

3. Maximum floor area ratio: 2.0

4. Maximum residential density:

   a. 12 dwelling units per net developable acre for mixed use structures.

b. 12 dwelling units per net developable acre for multifamily dwellings and housing for the elderly.

c. 8 dwellings units per net developable acre for single family attached dwellings.

d. 4 dwelling units per net developable acre for single family detached dwellings. (Ord. of 5-4-2004)

F. Open Space:

1. Not regulated for existing structures and uses.

2. Ten percent (10%) of the gross lot area shall be landscaped open space.

G. Net Developable Area Calculation:

1. Notwithstanding governing lot size and yard regulations, the maximum use intensity for any lot shall be calculated based on existing land conditions. The development yield (in terms of allowable lots or floor area) shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The subdivision plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required with all subdivision and site plans. *(Refer to illustrative example of net developable area calculation in the appendix of the Zoning Ordinance.)*

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travelways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than or greater than 20% percent of the calculated net acreage.

4. No D District lot shall be designed or employed for use in which an area more than twenty-five percent (25%) of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or more, (b) wetlands, (c) 100-year floodplains, and (d) water features.
(Ord. of 8-1-2001)

H. Additional Regulations

1. The conversion of any residential structure or any portion thereof for a non-residential use of the building is subject to special use permit approval.

2. Uses other than single family residential uses shall be subject to site plan approval.

3. All refuse shall be contained in completely enclosed facilities. Refuse containers and refuse storage shall be located in a paved area and screened from public view by means of fences, wall, or landscaping.

4. For any use adjacent to uses which in the opinion of the Planning and Zoning Administrator may be adversely affected by the creation of an additional curb cut, such use will require a special use permit.

5. Off-street parking:

    a. Not withstanding the provisions of Article 8, Parking and Loading Requirements, there are no minimum off-street parking space requirements for downtown retail and non-residential uses in the D District when the lot does not exceed 10,000 square feet, a building(s) does not exceed a floor area ratio (FAR) of 2.0, or if the floor area does not exceed 10,000 square feet.

b. Off-street parking space requirements in accord with Article 8 shall be provided for downtown retail and non-residential uses in the D District when the lot exceeds 10,000 square feet, a building(s) exceeds a floor area ratio (FAR) of 2.0, or if the floor area exceeds 10,000 square feet.

c. When on-site parking is to be provided on a lot in the D District, such off-street parking shall comply with the Parking and Loading requirements per Article 8.

d. On-site parking in accord with Article 8 shall be required for waterfront retail and waterfront business uses (as granted by special permit) in the D District.

6. Establishments offering outdoor dining shall be subject to the provisions regulating such uses in the Town Ordinance.

7. Refer to the Floodplain Zoning Overlay District, where applicable.

8. Refer to the Chesapeake Bay Preservation Area Overlay District.

9. Refer to Landscaping and Screening, Article 9, for screening and buffer yard provisions.

10. Refer to the Smithfield Historic District Design Guidelines and the HP-O District for additional design standards and criteria, where applicable. For properties located within the HP-O District, no site plan shall be approved by the Planning Commission prior to the issuance of a Certificate of Appropriateness.

11. Refer to the Signage regulations in Article 10, where applicable.

12. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

13. Subject to special use permit approval, the outdoor area devoted to storage, loading and display of goods shall be limited to a maximum of 15% of the total lot area and as

otherwise designated on an approved site plan. Outdoor storage, loading and display areas in excess of 15% may be approved under special circumstances when the applicant can demonstrate need and provide expanded and enhanced screening, buffers and landscaping.

14. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.

(Ord. of 7-5-2005; Ord. of 2020-09-01)

Article 3.J2:

PMUD, Planned Mixed-Use Development District

Article 3.J2:

PMUD, Planned Mixed-Use Development District
(Planned Mixed-Use District)

A. Purpose and Intent:

The Planned Mixed-Use Development (PMUD) District is established to provide locations within the Town for the development of a mixture of compatible residential, commercial and light industrial uses in a unified fashion to create vibrant communities and neighborhoods. Flexibility and innovative design is encouraged in the planning and implementation stages of such PMUD's. Because of the flexibility, such developments are encouraged to proffer a maximum degree of detail as to the location, type, size and compatibility of the various activities and uses. A commercial component is required for all PMUD Developments.

With the vision of creating highly attractive and well landscaped mixed use settings, at key gateway locations within the Town, this district is intended to promote development with an emphasis on coordinated infrastructure and architecture. Development of lots within the district shall be architecturally and environmentally compatible with adjoining existing land uses and buildings, including residential neighborhoods, and which afford protection to surrounding properties.

Public streets, signage, lighting, pedestrian improvements, site parking and access, landscaping, screened service areas, refuse collection, and other urban design features shall be coordinated by and between the individual uses within the PMUD District, and shall be controlled by design guidelines and standards to be developed with any application under this district. No use will be permitted which might be harmful to the adjoining land uses and the ambience of the adjacent neighborhoods and businesses.

(Ord. of 2022-07-05)

B. Permitted Uses:

1. Single family attached and detached dwellings.
2. Duplex residential dwellings.
3. A mix of residential dwelling types as set forth above.
4. Community buildings, swimming pools, and tennis and basketball courts.
5. Golf course and golf driving range.
6. Quasi-public park, playground, athletic field, and related facility.
7. Child Care Centers and Nursery schools.

8. Adult Care Centers and Assisted living facilities.
9. Libraries, museums, historic sites and shrines.
10. Pharmacies.
11. Bed and breakfast lodging and guest houses.
12. Entertainment centers, excluding adult entertainment centers.
13. Retail Sales.
14. Brewery, Distillery, and Winery establishments with tasting rooms.
15. Event facilities (primary & accessory use).
16. By-right uses permitted in the HRC and I1 Districts, except when a Special Use Permit is required by Section C of this Article.
17. Group Homes (excluding multi-family dwellings).

(Ord. of 2022-07-05; Ord. of 2025-08-05)

C. Uses Permitted by Special Use Permit:

1. Multi-family residential dwellings.
2. Irrigation wells and wells for ground source HVAC systems.
3. Churches and places of worship.
4. Private school and colleges.
5. Private training facilities and vocational schools.
6. Public schools and colleges.
7. Any use incorporating drive-thru facilities.
8. Civic, fraternal and/or social organization halls.
9. Outdoor and Commercial Kennels.
10. Boating, country, and/or hunt clubs.
11. Commercial swimming pools and tennis and basketball courts
12. Accessory apartments within a residential dwelling
13. Cupolas, spires and steeples for public and semi-public uses.
14. Storage lots for recreational vehicles.
15. Agriculture, forestry and horticultural uses (non-commercial).
16. Payday lending establishments, check-cashing establishments, pawn shops, and dealers.
17. Automobile and Light vehicle dealerships and retail sales establishments (with service and repair facilities as an ancillary use, with completely enclosed service facilities and screened outdoor storage of repair vehicles).
18. Waiver of Parking and Loading Requirements.
19. Waiver of floor area ratio regulation.
20. Waiver of yard requirements.
21. Waiver of landscape, open space, contiguous open space, and recreational space requirements.

22. Waiver of district size.
23. Waiver of maximum density.
24. Waiver of maximum building height.
25. Recreational Substance Establishments.

(Ord. of 2022-07-05; Ord. of 2023-12-05)

D. Maximum Density:

Business / Commercial: Regulated by floor area ratio, not to exceed 2.0
Residential: 12 dwelling units per net developable acre for mixed use structures & multifamily dwellings.
8 dwelling units per net developable acre for single family attached dwellings.
5 dwelling units per net developable acre for single family detached dwellings.

(Ord. of 2022-07-05)

E. Lot Size Requirements:

1.	Minimum district size:	10 acres
2.	Minimum lot area:	Not regulated
3.	Minimum lot width:	Not regulated

(Ord. of 2022-07-05)

F. Bulk Regulations:

1.	Maximum building height:		35 feet,
2.	Minimum yard requirements:		
	A.	Residential:	
		1. Front yard:	35 feet
		2. Side yard:	15 feet
		3. Rear yard:	35 feet
	B.	Business / Commercial:	
		1. Front yard:	40 feet
		2. Side yard:	20 feet
		3. Rear yard:	20 feet

(Ord. of 2022-07-05)

G. Open Space:

1. An open space plan and landscape design program shall be submitted with applications for any land use governed by this district.
2. Walkability and connectivity is highly encouraged throughout the plan.

3. Fifteen (15) percent of the gross acreage of the PMUD District shall be landscaped open space, provided that no more than fifty (50) percent of the dedicated open space shall consist of land classified as 100 year floodplain, stream valleys, wetlands, slopes greater than thirty (30) percent and/or drainage easements.

(Ord. of 2022-07-05)

H. Net Developable Area Calculation for PMUD District:

1. Notwithstanding governing lot size, yard regulations, and the density, PMUD uses on any lot shall be calculated based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The final plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions.

   (Refer to illustrative example of net developable area calculation in the appendix of the Zoning Ordinance.)

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travelways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be

demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No PMUD District lot shall be configured such that more than 10% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or more, (b) wetlands, (c) 100-year floodplains and (d) water features.

(Ord. of 2022-07-05)

I. Additional Regulations:

1. All uses in the PMUD District shall be subject to site plan approval.

2. An environmental impact statement shall be required by the Planning Commission or Town Council for any permitted or special permit use.

3. Refer to Sign Regulations, Article 10 for signage provisions.

4. Refer to Landscaping and Screening, Article 9, for screening and buffer yard provisions.

5. Refer to the Floodplain Zoning Overlay District, where applicable.

6. Refer to the Chesapeake Bay Preservation Area Overlay District, where applicable.

7. Refer to Article 8, Parking and Loading Requirements, where applicable.

8. All refuse shall be contained in completely enclosed facilities, screened from public view by means of fences, wall, or landscaping.

9. Public streets must meet current VDOT standards.

10. Subject to special use permit approval, the outdoor areas of an PMUD use devoted to storage, loading, and display of goods shall be limited to a maximum 10% of the lot area and as otherwise designated on an approved site plan. Such outdoor areas shall not be counted in the calculation of required open space. The location and use of outdoor storage, loading and display areas shall be limited to the designated area(s) on the approved site plan.

11. Where a lot is contiguous to property located in a residential district, all buildings shall have a minimum setback of 50 feet from common property lines. A landscaped buffer

yard shall be provided, with landscape materials and placement subject to final plan approval. Fencing may be required in such cases with fence material and heights subject to final plan approval. The minimum setbacks from common property lines may be reduced on a case by case basis by a waiver of the Planning Commission during the site plan and / or subdivision approval process.

12. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

13. Condominiums: Any proposed condominium development established under the Condominium Laws of Virginia shall be subject to the following provisions:

    (1) All setbacks, density and other PMUD District provisions shall be met.
    (2) Minimum lot and yard requirements shall be met as if lot lines existed.

14. Required Improvements and Maintenance of Improvements

    A. For any development in the PMUD District, all common area improvements (including signage, lighting, parks and open space, recreational facilities, private travelways, walkways, landscaping, parking areas and other urban design elements and facilities) shall be maintained by the developer/owner of the PMUD District development until such time as the developer/owner conveys said common area to a non-profit property owners association.

    B. On-site lighting, signage and mailboxes (as approved by U.S. Postal Service) shall be provided by the owner/developer of the PMUD District development. These improvements shall be of compatible scale, materials and colors with the proposed development and adjacent uses. The designs for these improvements shall be provided with the general development plan and final site plans.

15. Property Owners' Association and Covenants

A. Prior to final approval of a subdivision plat or site plan within the PMUD District which includes common properties or common property improvements to be owned by a property owners association, the Town Attorney shall review and approve the applicant's property owners' association bylaws, articles of incorporation, restrictive covenants and a schedule of common property maintenance.

B. Deed restrictions and covenants shall be included with the conveyance of common property and common property improvements to include, among other things, that assessments, charges and costs of maintenance of such common areas shall constitute a pro-rata share lien upon the individual dwelling lots, such lien being inferior only to taxes and recorded trusts.

C. Restrictive covenants shall specify the detailed means by which the non-profit entity shall govern and manage itself and maintain building exteriors, landscaping, lighting, recreation areas, walkways, pedestrian trails, parking areas, snow removal travelways and other common elements of the development.

16. Additional PMUD District Land Development and Site Plan Requirements

A. A Pre-Application Conference is required. An application for a PMUD District shall not be deemed "complete" unless and until the Pre-Application Conference has been conducted.

B. All uses within the PMUD District shall require a General Development Plan for zoning and/or special permit approval. The General Development Plan shall serve as the master land use plan for the specific development proposal. The General Development Plan shall include standards and criteria for streetscape infrastructure, landscaping, signage, private facilities and site elements, and other urban design features to ensure compatibility of lot development activities.

C. The development of any and all sections or phases within the PMUD District shall require site plan approval in conformance with the General Development Plan.

D. A Traffic Impact Assessment may be required for any PMUD District application by the Planning and Zoning Administrator. See Appendix, Article 14.B.

E. Refer to the Town's Design and Construction Standards Manual for additional design standards and criteria.

(Ord. of 2022-07-05)

Article 13:

DEFINITIONS

Article 13:
Definitions

A. Interpretations:

For the purpose of this Ordinance, certain words and terms are to be interpreted as follows:

1. Words used in the present tense can include the future; words used in the masculine gender can include the feminine and neuter; words in the singular number can include the plural; and words in the plural can include the singular, unless the obvious construction of the wording indicates otherwise.

2. The word “shall” is mandatory. The word “may” is permissive.

3. Unless otherwise specified, all distances shall be measured horizontally and at right angles to the line in relation to which the distance is specified.

4. The word “building” includes the word structure, and the word “structure” includes the word building; the word “lot” includes the word plot; the word “used” shall be deemed also to include designed, intended, or arranged to be used; the term “erected” shall be deemed also to include constructed, reconstructed, altered, placed, relocated or removed.

5. The terms “land use” and “use of land” shall be deemed also to include building use and use of building.

6. The word “adjacent” means nearby and not necessarily contiguous; the word “contiguous” means touching and sharing a common point or line.

B. Definitions:

As used in this article, the following terms or words shall have meanings given below unless the context requires otherwise.

Accessory: As applied to use or structure, means customarily subordinate or incidental to the primary use or structure, and on the premises of such primary use or structure. The phrase “on the premises of” mean on the same lot or on the contiguous lot in the same ownership.

Accessory apartment dwelling unit: A residential apartment which is incidental and subordinate to a single family detached residence for the purpose of accommodating not more than two (2) occupants and as further defined in the Ordinance.

Accessory structures or uses: Any structure located on a lot or parcel not identified as a principal structure as defined herein. Accessory structures include, but are not limited to, detached garages, gazebos, free-standing decks, storage buildings or tool sheds, guest houses, and similar forms of development that are incidental and subordinate to the principal structure. Accessory uses include, but are not limited to, in-ground pools, patios, terraces, tennis courts, synthetic turf, and other impermeable landings that do not permit infiltration to groundwater. Any modification or expansion to an accessory use must be reviewed and approved using a formal exception process unless proposed within a locally designated Intensely Developed Area.

Acre: A measure of land equating to 43,560 square feet.

Acreage: A parcel of land, regardless of area, described by metes and bounds and not a lot of any recorded subdivision plat.

Administrator: The Planning and Zoning Administrator of the Town of Smithfield as designated by resolution of the Town Council.

Addition: Any construction which increases the area of cubic content of a building or structure. The construction of walls which serve to enclose completely any portion of an existing structure, such as a porch, shall be deemed an addition within the meaning of the chapter.

Adult day care center: A building or structure where care, protection and supervision are provided on a regular schedule for disabled adult persons and senior citizens for less than 24 hours per day.

Agricultural lands: Those lands used for the planting and harvesting of crops or plant growth of any kind in the open, pasture, horticulture, dairy farming, floriculture, or the raising of poultry and/or livestock.

Alley: A public or private way less than 30’ in width intended for vehicular traffic and designed to give access to the side and rear of properties whose principal frontage is on a street.

Alteration: Any material change in the architectural features of a structure and its surrounding site including, but not limited to, additions and removals, change in use, substantial landscaping and any subdivision. Modifications classified as ordinary repair are excluded from this definition.

Amusement arcade: Establishments in which a principal use is the operation of video, mechanical, electronic and/or coin operated games and/or devices for the amusement of the general public.

Amusement machines: Any video, mechanical, electronic and/or coin operated game and/or device for the amusement of patrons. This definition shall not be constructed to include coin operated music players, coin operated mechanical children's rides or coin operated television.

Animal shelter: As differentiated from a **Kennel** as defined herein, any place designated to provide for the temporary accommodation of five (5) or more common, unowned household pets until appropriate disposition of such pets can be effectuated.

Apartment: See **Dwelling, Multiple family**.

Architect: A professional who is registered with the State Department of Professional and Occupational Registration as an architect.

Attached residential buildings: A row of two (2) or more dwelling units, separated from one another by continuous vertical wall(s) without opening from basement floor to roof, with each unit located on a separate lot of record. Townhouses are included in this category.

Automobile and/or trailer sales area: An open space, other than a street or required automobile parking space, used for display or sale of new or used automobiles or trailers and where no repair work is done.

Automobile salvage yard: Any lot or place which is exposed to the weather and upon which more than five (5) motor vehicles of any kind incapable of being licensed or operated on the highways are placed, located or found.

Average Daily Traffic (ADT): Total volume of traffic during a given period of time (in whole days greater than one day and less than one year) divided by the number of days in that time period.

Bank: See **Financial institution**.

Base Flood: See **Flood**.

Basement: That portion of a building partly underground, having at least one-half of its height above the average adjoining grade. A basement shall be termed a cellar when more than one-

half of its height is below the average adjoining grade. A basement or cellar shall be counted as a story only if the vertical distance from the average adjoining grade to the ceiling is over five (5) feet.

Bed and breakfast lodging: A single family dwelling, occupied by its owner or operator, containing sleeping and breakfast accommodations as an accessory use to the principal use as a private residence. Such lodging shall have no more than five (5) room accommodations for transient persons and wherein a charge is normally paid for such accommodations.

Berm: A landscaped earthen mound intended to screen, buffer, mitigate noise and generally enhance views of parking areas, storage areas or required yards particularly from public streets or adjacent land uses.

Best Management Practices or BMPs: A practice, or a combination of practices, that is determined by a state or designated area-wide planning agency to be most effective, practical means of preventing or reducing the amount of pollution generated by nonpoint sources to a level compatible with water quality goals.

Block: That land abutting on one side of a street extending to the rear lot lines, or for parcels of land extending through to another street, to a line midway between the two (2) streets and lying between the two (2) nearest intersecting and intercepting streets or between the nearest intersecting or intercepting street and the boundary of any railroad right-of-way, park, school ground or non-subdivided acreage or center line of any drainage channel twenty (20) feet or more in width.

Board: The Board of Zoning Appeals of the Town of Smithfield.

Boardinghouse: A single detached dwelling where the property owner, after obtaining a boardinghouse permit and license from the Town, must reside on the premises, and where for compensation and by prearrangement for definite periods, lodging and/or meals shall be provided for not more than four (4) persons not of the same family. Operation of a boarding or rooming house shall not be deemed a home occupation. There shall be no more than one (1) boarding or rooming house on each recorded lot.

Boating, country, and/or hunt clubs: A non-profit association or corporation organized and operated to provide private facilities for boating, horseback riding, golfing, swimming, tennis, and/or other recreational activities associated therein to its private, self-perpetuating membership on a contiguous parcel of land. Any facility which conducts commercial activities including (but not limited to) the construction, manufacture, repair, and/or sale of goods, equipment, supplies,

vehicles, and/or vessels, or which operates a commercial restaurant, refreshment, and/or events facility shall not be deemed a boating, country, and/or hunt club. However, restaurant, refreshment, and small event facilities limited to members and their guests and conducted as an incident to other boating, country, and/or hunt club activities shall be allowed. Nothing in this definition shall be construed to permit archery, fishing, hunting, shooting preserves, shooting ranges, skeet shooting, and/or trap shooting, unless otherwise permitted in the underlying zoning district.

Buffer or screening: Any device or natural growth, or a combination thereof, which shall serve as a barrier to vision, light, or noise between adjoining properties, wherever required by this ordinance and further defined herein.

Buffer Area: An area of natural or established vegetation managed to protect other components of a Resource Protection Area (RPA) and state waters from significant degradation due to land disturbances.

Buildable area: The portion of a lot remaining after required yards have been provided.

Building: Any structure used or intended for supporting or sheltering any use of occupancy.

Building footprint: The area on the ground surface covered by the building.

Building front: That one (1) face or wall of a building which is architecturally designed as the front of the building, which normally contains the main entrance(s) for use by the general public. Also known as a “facade.”

Building height: See **Height, building**.

Building, rear: That portion of a building which is, by either service area, secondary entry and egress or the facade directly opposite the front facade of the structure; the reverse frontage of the building.

Bulk regulations: Regulations controlling the size of structures and the relationship of structures and uses to each other and to open areas and lot lines. Bulk regulations include provisions controlling (a) maximum building height, (b) maximum floor area ratio and (c) minimum yard requirement.

Car wash: A commercial establishment whose structure, or portion thereof, contains facilities for washing motor vehicles, using production-line, automated or semi-automated methods for

washing, whether or not employing a chain conveyor, blower, steam-cleaning or similar mechanical device, and whose primary use is for the purpose of washing motor vehicles for a stipulated fee.

Carport: Any space outside a building and contiguous thereto, wholly or partly covered by a roof, and used for the shelter of parked motor vehicles. A carport is to have no enclosure, other than the side of the building to which the carport is contiguous, that is more than eighteen (18) inches in height, exclusive of screens.

Cemetery: Property used for the interring of the dead, in which columbariums and mausoleums may be utilized.

Center line: A line lying midway between the side lines of a street or alley right-of-way as measured in the horizontal plane.

Chesapeake Bay Preservation Areas (CBPA): Any land designated as such on the Chesapeake Bay Preservation Area Map adopted by the Town Council, subject to confirmation by the Town of Smithfield Zoning Administrator on a site-specific basis. A Chesapeake Bay Preservation Area shall consist of a Resource Protection Area and a Resource Management Area.

Child care center: A regularly operating service arrangement for two (2) or more children under the age of thirteen (13) where, during the absence of a parent or guardian, a person or organization has agreed to assume responsibility for the supervision, protection and well-being of a child for less than a twenty-four (24) hour period, in a facility that is not the residence of the provider or of any of the children in care.

Churches and places of worship: A building whose primary use is for the assembly of persons for religious worship and instruction. The religious facility may include offices, classrooms, parlors and meeting rooms for religious purposes.

Civic, fraternal, and/or social organization halls: Meeting places for non-profit associations or corporations organized and operated to provide services to their communities, promote the interests of its members, and to engage in charitable activities. They are operated by private, self-perpetuating membership. Restaurant, refreshment, and small event facilities limited to members and their guests and conducted incidentally to other civic, fraternal, and/or social activities shall be allowed. However, the operation of a commercial restaurant, refreshment, and/or events facility shall not be deemed as incidental to civic, fraternal, and/or social organization halls. No part of the net earnings of any civic, fraternal, and/or social organization may benefit any private individual.

Clinic: An establishment where patients who are not lodged overnight are admitted for examination and treatment by physicians practicing medicine, dentistry or psychiatric treatment.

Cluster subdivision: An alternate means of subdividing a lot premised on the concept of reducing lot size, yard and bulk requirements in return for the provision of common open space and recreational improvements within the development. Cluster subdivisions are often permitted at higher net densities in comparison to conventional developments, but also leave more open space by reducing lot sizes.

Commercial use: An occupation, employment, enterprise or activity that is carried on for profit or not for profit by the owner, lessee or licensee.

Commission: The Planning Commission of the Town of Smithfield.

Community center: A building used for recreational, social, educational and cultural activities.

Comprehensive plan: The official document or elements thereof, adopted by the Town Council and intended to guide the physical development of the Town or a portion thereof. Such plan, including maps, plats, charts, policy statement and/or descriptive material shall be that adopted in accordance with Section 15.1-450 of the Code of Virginia.

Condominium: Real property and any incidentals thereto or interests therein which have been or are to be lawfully established as such under the Virginia Condominium Act.

Construction footprint: The area of all impervious cover created by development or redevelopment of land, including, but not limited to, buildings, roads, driveways, parking areas and sidewalks, and any other land disturbed for the construction of such improvements.

Contractor's offices and shops: Establishments for the installation and servicing of such items as air conditioners, electrical equipment, flooring, heating, painting, plumbing, roofing, tiling and ventilating.

Convenience store: A small commercial shopping facility designated as a component of a neighborhood, excluding Recreational Substance Establishments and Retail Sales Establishments.

Cul-de-sac: A local street, one end of which is closed and consists of a circular turn-around.

Curb grade: The elevation of the established curb in front of the building measured at the midpoint of such frontage. Where no curb exists, the Town engineer shall establish such curb grade for the existing or proposed street in accordance with the existing street grading plans of the Town.

Curb line: The face of a curb along private streets, travelways, service drives and/or parking bays / lots.

Dealer:

"Precious Metals Dealer:" Any person, firm, partnership, or corporation engaged in the business of (i) purchasing secondhand precious metals or gems; (ii) removing in any manner precious metals or gems from manufactured articles not then owned by the person, firm, partnership, or corporation; or (iii) buying, acquiring, or selling precious metals or gems removed from manufactured articles. "Dealer" includes all employers and principals on whose behalf a purchase is made, and any employee or agent who makes any purchase for or on behalf of his employer or principal. “Precious metals" means any item except coins composed in whole or in part of gold, silver, platinum, or platinum alloys.

Demolition: The complete or substantial removal of any structure or external element of any structure.

Density: The number of dwelling units per acre.

Developer: The legal or beneficial owner or owners of all the land proposed to be included in a given development, or the authorized agent thereof. In addition, the holder of an option or contract to purchase, a lessee having a remaining term of not less than thirty (30) years, or other persons having an enforceable proprietary interest in such land shall be deemed to be a developer for the purpose of this Ordinance.

Development: The construction, substantial alteration, or installation of any improvement (including residential, commercial, industrial, institutional, recreation, transportation, or utility facilities or structures) upon a parcel of land, or any land disturbance associated therewith.

Development plan, generalized: A required submission at the time of filing for an amendment to the Zoning Map for all districts, prepared and approved in accordance with the provisions of this Ordinance, and which generally characterizes the proposed development of the subject lot.

Diameter at breast height or DBH: The diameter of a tree measured at a point four and one-half (4-1/2) feet above the existing grade, or the natural surface or contour of a site.

District: Any section of the Town of Smithfield in which the regulations governing the use of the buildings and premises, the heights of building, the size of yards and the intensity of the use are uniform.

Donation Box: Any container, storage unit or unoccupied structure, other than an accessory building or structure, that is located outside of a building, intended or used for the holding of charitable or for-profit donation items by the general public, including but not limited to clothing, shoes, household items, toys, books, and newspapers, with the collection of donated items made at a later date or time. This term shall not include solid waste facilities, recycling bins, or similar receptacles.

Dripline: An imaginary perpendicular line extending downward from the outermost tips of the branches of a tree to the ground.

Drive-in bank: Any financial institution which offers its services to persons within a motor vehicle.

Driveway: That space or area of a lot that is specifically designated and reserved for the movement of motor vehicles within the lot from one site to another or from the lot to a public street.

~~**Duplex:** A two-family attached residential use in which the dwelling units are located on individual platted lots, and which share a common wall (including without limitation the wall of an attached garage or porch) and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.~~

Dustless surface: A surface adequately covered in accordance with good practice with a minimum of either two (2) applications of bituminous surface treatment, concrete, bituminous concrete or equivalent paving material approved by the Director of Public Works, and to be maintained in good condition at all times.

Dwelling: A building or portion thereof, designed or used exclusively for residential occupancy. The term “dwelling” shall not be construed to mean a boat, trailer, mobile home, motor home, manufactured home, motel, rooming house, hospital or other accommodation used for transient occupancy.

Dwelling, Duplex: A two-family attached residential use in which the dwelling units are located on either one individual platted lot~~s~~ or two individual lots, and either of which share a common

wall (including without limitation the wall of an attached garage or porch) and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.

Dwelling, manufactured or mobile home: A single family residential unit subject to federal regulation with all of the following characteristics: (a) designed for long-term human occupancy and containing sleeping accommodations, a flush toilet, a tub or shower, bath and kitchen facilities with plumbing and electrical connections provided for attachment to outside systems; (b) designed to be transported in one or more sections after factory fabrication on detachable wheels or on a flat bed or other trailer; (c) must have eight (8) body feet or more in width and forty (40) body feet or more in length in the traveling mode or cover three hundred and twenty (320) or more square feet when erected on site, (d) ready for occupancy upon the arrival at the intended site except for minor and incidental unpacking and assembly operations, placement on an impermanent concrete foundation, connection to utilities, and the like; (e) designed to be moved from one site to another and to be used without a permanent foundation. A manufactured home may include one (1) or more units, separately towable, which when joined together shall have the characteristics as described above. Mobile homes are further subdivided in this Ordinance into single-wide and double-wide categories, and separate bulk regulations are provided for each. For the purpose of this Ordinance, a manufactured and mobile home shall not be deemed a **Single family detached dwelling**.

Dwelling, industrialized modular unit: A factory-fabricated transportable building designed to be used by itself or to be incorporated with similar units at a building site into a modular structure that will be a finished building in a fixed location attached to a permanent foundation. A modular unit must bear and be fully supported by the permanent foundation system. The foundation system must be sufficient for weight and potential structure loads as designated by the Uniform Virginia Building Code. For the purpose of this Ordinance, a modular unit shall be deemed a **Single family dwelling** and shall not be deemed a **Manufactured or Mobile home**.

Dwelling, multiple family: A dwelling unit within a residential building containing three (3) or more separate dwelling units located on a single lot or parcel of ground. A multiple family dwelling, commonly known as an apartment building, generally has a common outside entrance(s) for all the dwelling units, and the units are generally designed to occupy a single floor one above another. For the purpose of this Ordinance, a multiple family dwelling shall not be construed to mean a **Single family attached dwelling** as defined herein.

Dwelling, single family: A residential building containing only one (1) **Dwelling Unit** and not occupied by more than one (1) family.

Dwelling, single family attached: A group of two (2) or more single family dwelling units which are generally joined to one another by a common party wall, a common floor/ceiling and/or connecting permanent structures such as breezeways, carports, garages or screening fences or walls, whether or not such a group is located on a single parcel of ground or on adjoining individual lots. Each unit on a lot shall have its own outside entrance(s); architectural facades or treatment of materials shall be varied from one unit to another; and no more than two (2) abutting units in a row shall have the same rear and front setbacks, with a minimum setback offset being two and one half (2 1/2) feet unless otherwise approved by the Planning and Zoning Administrator. For the purpose of this Ordinance, dwellings such as a semidetached, garden court dwelling, patio house, zero lot line dwelling, town house, duplex and two-family dwelling shall be deemed a single family attached dwelling.

Dwelling, single family detached: A single family dwelling unit which is entirely surrounded by open space or yards on the same lot. Such dwelling unit may include rental space for occupancy by not more than two (2) persons unrelated to the resident family, provided that such rental space does not include separate kitchen facilities or a separate entrance for the exclusive use of the renters.

Dwelling, townhouse: An attached residence located on an individually platted lot, in which each dwelling unit shares a common wall (including without limitation the wall of an attached garage or porch) with at least one (1) other dwelling unit, and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.

Dwelling unit: One (1) or more rooms in a residential building or residential portion of a building which are arranged, designed, used or intended for use as a complete, independent living facility for one (1) family, and which include permanent provisions for living, sleeping, eating, cooking and sanitation.

Easement: A right created by an express or implied agreement of one (1) owner of land to make lawful and beneficial use of the land of another for a special purpose not inconsistent with any other uses already being made of the land.

Eating establishment: Establishment in which the principal use is the sale of food and beverages for dining on the premises. A fast food restaurant, a snack bar or refreshment stand at a public or non-profit recreational facility, operated solely by the agency or group operating the recreational facility, and for the convenience of patrons of the facility, shall not be deemed eating establishments.

Elderly housing: A structure containing multi-family dwelling units where the occupancy of the dwellings are restricted to persons 60 years of age or older, or couples where either the husband or wife is 60 years of age or older and which meets the Fair Housing Amendments Act of 1988 for elderly housing. Such a structure may consist of individual dwelling units, community dining areas, common recreation areas, special support services and limited medical or nursing care.

Engineer: A professional who is registered with the State Department of Professional and Occupational Registration as a professional engineer.

Event facility: A place of public assembly used primarily as an event facility is a place for hosting functions including, but not limited to, parties, lessons/classes/courses, weddings, receptions, banquets, anniversaries, meetings, and/or conferences. The event facility may be a building, tent, uncovered outdoor gathering space, or a combination thereof. For the purposes of this Section, an event facility is one that charges a fee or requires compensation to use the space or charges an entry or other fee for the uses related to the facility. Facilities exclusively used by membership groups such as clubs, or civic, fraternal, and/or social organizations, are excluded from this definition.

Family: One (1) person or two (2) or more persons related by blood, adoption, marriage or guardianship living together as a single housekeeping unit with no more than two (2) boarders; or a group of not more than three (3) unrelated persons living together as a single housekeeping unit.

Family day home: A child day program offered in the residence of the provider or the home of any of the children in care for one (1) through twelve (12) children under the age of thirteen (13), exclusive of the provider's own children and any children who reside in the home, when at least one (1) child receives care for compensation.

Fast food restaurant: Any establishment which provides as a principal use wrapped and/or packaged food and drink which is ready for consumption, on the premises or off-premises. For the purpose of this Ordinance, a fast food restaurant shall not be deemed an **Eating establishment** or **Quick service food store**.

Financial institution: Any building where the primary occupation is concerned with such State regulated businesses as banking, savings and loans, loan companies and investment / securities companies; however, for the purpose of this Ordinance, any financial institution having a drive-in window(s) shall be deemed a **Drive-in bank** as defined herein.

Flood (100-Year) or Base flood: The flood having a one percent chance of being equaled or exceeded in any given year.

Floodplain: All lands that would be inundated by flood water because of a storm event of a 100-year return interval.

Floor area, gross: The sum of the total horizontal areas of all floors of all buildings on a lot, measured from the interior faces of exterior walls. The term “gross floor area” shall include basements; elevator shafts and stairwells at each story; floor space used for mechanical equipment with structural headroom of six (6) feet, six (6) inches or more; penthouses, attic space, whether or not a floor has actually been laid, providing structural headroom of six (6) feet, six (6) inches or more; interior balconies; and mezzanines.

Floor area, net: The total floor area designed for tenant occupancy of all floors of all buildings on a lot, measured from the center line of joint partitions to the interior faces of exterior walls, which excludes areas designed for permanent uses such as toilets, utility closets, corridors for pedestrian or vehicle through traffic, enclosed parking areas, meters, rooftop mechanical structures, mechanical and equipment rooms, fire exits, stairwells, elevators and escalators. For the purposes of this Ordinance, the term “net floor area” shall not include outdoor display areas for the sale, rental and display of recreational vehicles, boats and boating equipment, trailers, horticultural items, farm or garden equipment and other similar products.

Floor area ratio: The ratio determined by dividing the gross floor area of all buildings on a lot by the area of that lot.

Frontage: A lot shall be deemed to have frontage on a street if one (1) property line of a lot abuts an accessible public street right-of-way.

Funeral home: A building used for the preparation of the deceased for funeral and the ceremonies connected therewith before burial or cremation.

Garage, private: An accessory building designed and used only for storage purposes which is owned and/or by the occupants of the building to which it is accessory.

Garage, public: A building, or portion thereof, other than a private garage, designed or used primarily for equipping, servicing, repairing, renting or selling motor driven vehicles and accessories.

Garage, commercial parking or storage: A building, or portion thereof, designated or used exclusively for the parking or storage of vehicles for a fee, but within which no licensed and operable passenger vehicles are serviced, repaired, equipped or sold.

Geometric design: The dimensions and arrangements of the visible features of a roadway. These include pavement widths, horizontal and vertical alignment, slopes, channelization, interchanges, and other features the design of which significantly affects traffic operation, safety and capacity.

Golf course: Land, whether publicly or privately owned, on which the game of golf is played, including accessory uses such as golf driving ranges and buildings customary thereto.

Golf driving range: A practice range for hitting golf balls from a common tee-off area, and for purposes of this Ordinance, not operated in conjunction with a golf course or country club.

Grade: A horizontal reference plane representing the average of finished ground level adjoining a building at all exterior walls; also referred to as **Grade plane**.

Gross site area: The total area measured in acres within the boundaries of a zoning lot. See also **Net developable area** which is a subset of Gross Site Area.

Ground source HVAC well: For the purpose of this ordinance, a ground source HVAC well is a well utilized for a ground source HVAC system that does not discharge water at the surface.

Group home: A residential facility ~~which is used to provide assisted community living for persons with physical, mental, emotional, familial or social difficulties and in which a maximum of eight (8) such persons receiving community living assistance reside. For the purpose of this Ordinance, a group home shall not be deemed a family, and~~ in which no more than eight (8) individuals with mental illness, intellectual disability, or developmental disabilities reside, with one or more resident or nonresident staff persons, is residential occupancy by a single family, provided the Department of Behavioral Health and Developmental Services is the licensing authority. A facility which provides assisted community living for more than eight (8) persons shall be deemed an institutional use for the care of the indigent, orphans and the like.

Guest House: Dwelling or lodging units for a temporary or non-paying guest or guests in an accessory building. No such quarters shall be occupied by the same guest or guests for a period of time of more than three (3) months in any twelve (12) month period, and no such quarters shall be rented, leased, otherwise made available for compensation of any kind.

Hardship, inordinate: To establish a case of "inordinate hardship," the applicant shall submit evidence that the strict conformance to any of the provisions of the zoning ordinance would burden the applicant, whereby the applicant cannot make reasonable economic use of the property because of such regulations. Such evidence may include proof of consideration of plans for construction, attempts to sell, rent or lease the property, and information regarding annual income and expenses. Any hardship created by action of the applicant shall not be considered in reviewing any application.

Height, building: The vertical distance to the highest point of the roof for flat roofs; to the deck line of mansard roofs; and to the average height between eaves and the ridge for gable, hip and gambrel roofs measured from the curb level if the building is not more than ten (10) feet distance from the front lot line, or from the **Grade** in all other cases.

Highly erodible soils: Soils (excluding vegetation) with an erodibility index (EI) from sheet and rill erosion equal to or greater than eight. The erodibility index for soil is defined as the product of the formula RKLS/T, where K is the soil susceptibility to water erosion in the surface layer; R is the rainfall and runoff; LS is the combined effects of slope length and steepness; and T is the soil loss tolerance.

Highly permeable soils: Soils with a given potential to transmit water through the soil profile. Highly permeable soils are identified as any soil having permeability equal to or greater than six inches of water improvement per hour in any part of the soil profile to a depth of 72 inches (permeability groups "rapid" and "very rapid") as found in the "National Soil Survey Handbook" of November 1996 in the "Field Office Technical Guide" of the U.S. Department of Agriculture National Resources Conservation Service.

Historic area or district: An area or existing site containing buildings or places in which historic events occurred or having special public value because of notable architectural or other features relating to the cultural or artistic heritage of the community of such significance as to warrant conservation and preservation.

Historic preservation: The protection, rehabilitation and restoration of districts, sites, buildings, structures and artifacts significant in American history, architecture, archaeology or culture.

Homeowners association: A community association internally organized in a specific development in which individual owners share common interests in open space or facilities.

Homestay: The provision of a dwelling unit, or any portion thereof, for rent to transient persons for fewer than thirty (30) consecutive days as an accessory use, while the operator remains present on the premises, or in the case where the property is the operator's principal residence.

Hospital: Any institution receiving in-patients and rendering medical, surgical or obstetrical care, to include general hospitals and specialized institutions in which care is oriented to cardiac, eye, ear, nose, throat, psychiatric, pediatric, orthopedic, skin and cancer and obstetric cases.

Hotel, motel: A building or portion thereof or a group of buildings which provide sleeping accommodations in six (6) or more separate units or rooms for transients on a daily, weekly, or similar short-term basis, whether such establishment is designated as a hotel, inn, automobile court, motel, motor lodge, tourist cabin, tourist court, tourist home or otherwise. A hotel or motel shall be deemed to include any establishment which provides residential living accommodations for transients on a short-term basis, such as an apartment hotel.

Housing: See **"Dwelling."**

Impervious cover: A surface composed of any material that significantly impedes or prevents natural infiltration of water into the soil. Impervious surfaces include, but are not limited to: roofs, buildings, streets, parking areas, and any concrete, asphalt, or compacted gravel surface.

Industrial, heavy: Land use classification consisting of, but not limited to, large manufacturing operations, heavy equipment facilities, construction and maintenance yards, fuel businesses and other basic intensive industrial activities.

Industrial, light: Land use classification consisting of, but not limited to, light manufacturing, fabricating, processing, wholesale distributing and warehousing uses appropriately located for access by highways.

Industrial park: A planned coordinated development of a tract of land with two (2) or more separate industrial buildings. Such development is planned, designed, constructed and managed on an integrated and coordinated basis with special attention given to on-site vehicular circulation, parking, utility needs, building design and orientation and open space.

Institutional home: A facility providing assisted community living for more than eight (8) persons deemed as indigent, orphaned or the like.

Institutional use: A nonprofit corporation or a nonprofit establishment whose purpose is of a civic, educational, charitable, religious or philanthropic nature.

Intensely Developed Areas or IDAs: Those areas of existing development and infill sites where development is concentrated and little of the natural environment remained as of September 1990 and which is so designated on the map of Chesapeake Bay Preservation Areas adopted by the Town Council pursuant to Section 104 (D) of this Ordinance.

ITE: Institute of Traffic Engineers.

Junk: Dilapidated and inoperative automobiles, trucks, tractors, and other such vehicles and parts thereof, dilapidated wagons and other kinds of vehicles and parts thereof, discarded appliances, scrap building material, scrap contractor's equipment, tanks, casks, cans, barrels, boxes, drums, piping, bottles, glass, wood scraps, old iron, machinery, rags, paper, excelsior, hair, mattresses, beds or bedding or any other kind of scrap or waste material which is stored, kept, handled or displayed.

Junk vehicle: Any motor vehicle, trailer or semi-trailer which is either inoperable or unfit for licensing and which by virtue of its condition may not be economically feasibly restored. In addition, any vehicle may be presumed to be a junk vehicle when State inspection stickers are not displayed or have been expired for more than ninety (90) days.

Jurisdiction: The area within the corporate boundaries of the Town of Smithfield.

Kennel: Any place or establishment in which dogs and other small domestic animals normally kept as pets are kept, bred, trained, boarded or handled for a fee, or any place where more than five (5) dogs are kept.

Landfill: A land depository, excavation, or area operated in a controlled manner by a person for the dumping of debris or inert material other than clean dirt; or a disposal site operated by means of compacting and covering solid waste at least once a day with an approved material. This term is intended to include both debris landfills and sanitary landfills.

Landscape architect: Any professional who is registered with the State Department of Professional and Occupational Registration as a Landscape Architect.

Landscaping: The improvement of a lot with grass, shrubs, trees, other vegetation and/or ornamental objects. Landscaping may include pedestrian walks, flower beds, ornamental objects such as fountains, statues and other similar natural and artificial objects designed and arranged to produce an esthetically pleasing effect.

Land Disturbance: . Any man-made change to the land surface that may result in soil erosion from water or wind and the movement of sediments into state waters or onto lands in the Commonwealth, including, but not limited to, clearing, grading, excavating, transporting, and filling of land. The term shall not include minor activities such as home gardening, individual home landscaping and home maintenance.

Land surveyor: Any professional who is registered with the State Department of Professional and Occupational Registration as a Land Surveyor.

Level of service: A qualitative measure that represents the collective factors of speed, travel time, traffic interruptions, freedom to maneuver, safety, driving comfort and convenience, and operating costs provided by a highway facility under a particular volume conditions.

Loading space: A space, within a building or on the premises, providing for the standing, loading or unloading of vehicles.

Lot: A parcel of land that is designated at the time of application for a rezoning, a special permit, a special exception, a building permit, or a residential/non-residential use permit, as a tract all of which is to be used, developed or built upon as a unit under single ownership. A parcel of land shall be deemed to be a lot in accordance with this definition, regardless of whether or not the boundaries thereof coincide with the boundaries of lots or parcels as shown on any map of record.

Lot area: The total horizontal area measured in the horizontal plane included within the lot lines of a lot.

Lot, corner: A lot at the junction of and abutting on two (2) or more intersecting streets when the interior angle of intersection does not exceed 135 degrees. On a corner lot, all yards lying between the principal building and the intersecting streets shall be deemed front yards.

Lot depth: The average horizontal distance between the front and rear lot lines.

Lot, interior: Any lot, including a through lot, other than a corner lot.

Lot line: Any boundary of a lot as defined herein. Where applicable, a lot line shall coincide with a **Street line** or **Right-of-way line**. Where a lot line is curved, all dimensions related to said lot line shall be based on the chord of the arc.

Lot line, front: A line which is contiguous to the street boundary of a lot; or, in the case where a lot does not abut a street other than by its driveway, or is a through lot, that lot line which runs generally parallel to and /or in front of the principal entrance of the main building on the lot.

Lot line, rear: That lot line that is most distance from, and is most nearly parallel with, the front lot line. If a rear lot line is less than ten (10) feet in length, or if the lot comes to a point at the rear, the rear lot line shall be deemed to be a ten (10) foot line parallel to the front lot line, lying wholly within the lot for the purpose of establishing the required minimum rear yard.

Lot line, side: A lot line which is neither a front lot line nor a rear lot line as defined herein.

Lot, nonconforming: An otherwise legally platted lot that does not conform to the minimum area or width requirements of this chapter for the district in which it is located either at the effective date of this chapter or as a result of subsequent amendments to this chapter.

Lot, pipestem: A lot approved which does not abut a public street other than by its driveway which affords access to the lot.

Lot of record: A lot, shown upon a plan or play, referred to in a deed, and described by metes and bounds, which has been recorded in the Office of the Clerk of the Circuit Court of Isle of Wight County.

Lot, reverse frontage: A residential through or corner lot, intentionally designed so that the front lot line faces a local street rather than facing a parallel major thoroughfare.

Lot size requirements: Restrictions on the dimensions of a lot, to include a specified zoning district size, lot area and lot width, all established to limit the minimum size and dimension of a lot in a given zoning district.

Lot, through: An interior lot, but not a corner lot, abutting on two (2) or more public streets.

Lot width: The distance between side lot lines, measured in one of the following manners, whichever is applicable:

1. In the case of a rectangular-shaped lot, the width shall be measured along the front lot line; or
2. In the case of an irregular-shaped lot or a curvilinear front lot line, the width shall be measured between the lot's narrowest dimensions at that location on the lot where the center of the building is proposed/located.

3. In the case of a pipestem lot, the width shall be measured between the lot's narrowest dimensions at that location on the lot where the center of the building is proposed/located.

Manufactured home: See **Dwelling, manufactured home.**

Manufacturing: The processing, fabrication, assembly, distribution or produces such as, but not limited to: scientific and precision instruments, photographic equipment, communication equipment, computation equipment, household appliance, toys, sporting and athletic goods, glass products made of purchase glass, electric lighting and wiring equipment, industrial controls, radio and TV receiving sets, optical goods, and electrical machinery.

Marina, commercial: A marina designed and operated for profit, or operated by any club or organized group where hull and engine repairs, boat and accessory sales, packaged food sales, eating establishments, personal services, fueling facilities, storage and overnight guest facilities or any combination of these are provided.

Marina, private: A marina designed and intended to be used for mooring of boats by residents of the general neighborhood with no commercial facilities other than those necessary for minor servicing or repair.

Marquee: A permanent roof like structure projecting over an entrance.

Mobile home or trailer: See **Dwelling, mobile home**.

Mobile home park: Any area of twenty (20) acres or more, however designated, that is occupied or designed for occupancy by one (1) or more manufactured homes. The term "mobile home park" shall not include sales lots on which unoccupied mobile homes, whether new or used, are parked for the purposes of inspection and sale.

Mini-warehouse: A building consisting of individual, small, self-contained units that are leased for the storage of household goods, business goods or contractors' supplies.

Motel: See **Hotel**.

Net developable area: The land deemed most suitable for development within a given area or parcel. It is calculated by subtracting the critical environmental areas within the area or parcel that should be protected from development and the estimated right-of-way requirements from the total gross area. The result is the net developable area, which provides a realistic measure of

land holding capacity for an area or parcel in the Town. (Refer to illustrative example of the net developable area calculation in Appendix 1 of the Zoning Ordinance.)

Nonconforming building or use: A building or use, lawfully existing on the effective date of this Ordinance or prior ordinances, which does not conform with the regulations of the zoning districts in which it is located, except as may be qualified by this Ordinance.

Nonpoint source pollution: Pollution consisting of constituents such as sediment, nutrients, and organic and toxic substances from diffuse sources, such as runoff from agriculture and urban land development and use.

Nontidal wetlands: Those wetlands other than tidal wetlands that are inundated or saturated by surface or ground water at a frequency and duration sufficient to supprot, and that under normal circumstances do support a prevalence of vegetation typically adapted for life in saturated soil conditions, as defined by the U.S. Environmental Protection Agency pursuant to Section 404 of the federal Clean Water Act, in 33 C.F.R. 328.3b, dated November 13, 1986.

Noxious weeds: As defined in Va. Code §3.2-800, any living plant, or part thereof, declared by the Board of Agriculture and Consumer Services through regulations to be detrimental to crops, surface waters, including lakes, or other desirable plants, livestock, land, or other property, or to be injurious to public health, the environment, or the economy, except when in-state production of such living plant, or part thereof, is commercially viable or such living plant is commercially propagated in Virginia. Including, but not limited to plants such as Johnson grass, kudzu, and multiflora rose.

Nursery school: A private school program, as recognized and accredited by the State Board of Education, operated for the purpose of providing training, guidance, education and/or care for children below the age of compulsory school attendance, separated from their parents or guardians during any part of the day other than from 6 pm to 6 am.

Nursing home: A home for the aged, or infirm, senile, chronically ill or convalescent in which persons not of the immediate family are received, kept or provided with food, shelter, treatment and care for compensation, not including hospitals, clinics or similar institutions.

Off-site: Any area outside the boundary of a lot.

Office: Any room, studio, clinic, suite or building wherein the primary use is the conduct of a business such as accounting, correspondence, research, editing, administration or analysis; or the conduct of a business by salesmen, sales representatives or manufacturer’s representatives;

or the conduct of a business by professionals such as engineers, architects, land surveyors, artists, musicians, lawyers, accountants, real estate brokers, insurance agents, dentists or physicians, urban planners and landscape architects. For the purpose of this Ordinance, an office shall not involve manufacturing, fabrication, production, processing, assembling, cleaning, testing, repair or storage of materials, goods and products; or the sale and/or delivery of any materials, goods or products which are physically located on the premises. An office shall not be deemed to include a veterinary clinic.

On-site: That area which is within the boundary of a lot.

Open space: That area intended to provide light and air, and is designed for either scenic or recreational purposes. Open space shall, in general, be available for entry and use by the residents or occupants of the development, but may include a limited proportion of space so located and treated as to enhance the amenity of the development by providing landscaping features, screening for the benefit of the occupants or those in neighboring areas, or a general appearance of openness. Open space shall not include driveways, parking lots, or other vehicular surfaces, any area occupied by a building, or areas so located or so small as to have no substantial value for the purpose stated in this definition.

Open space, common: All open space that is designed and designated for use and enjoyment by all residents or occupants of the development or by the residents or occupants of a designated portion of the development. Common open space shall represent those areas not to be dedicated as public lands and rights of way, but which are to remain in the ownership of a homeowners association or of a condominium in accordance with the provisions set forth in this Ordinance. Pedestrian paths and sidewalks may be included in the calculation of required common open space. Vehicular travelways, parking lots and individual private yards within the area of platted residential lots may not be included in the calculation of required common open space.

Open space, dedicated: All open space which is to be dedicated or conveyed to the Town or an appropriate public agency, board, or body for public use as open space.

Open space, landscaped: That open space within the boundaries of a given lot that is designed to enhance privacy and the amenity of the development by providing landscaping features, screening for the benefit of the occupants or those in neighboring areas, or a general appearance of openness. Landscaped open space may include, but need not be limited to lawns, decorative planting, flower beds, sidewalks/walkways, ornamental objects such as fountains, statues and other similar natural or artificial objects, wooded areas and water courses, any or all of which are

designed and arranged to produce an esthetically pleasing effect within the development. Landscaped open space may be either **Common** or **Dedicated open space** as defined herein.

Owner: Any person who has legal title to the land in question, or the lessee of the land in question having a remaining term of not less than thirty (30) years.

Parking bay: A combined travelway and parking area developed as a private improvement designed to provide necessary and sufficient vehicular access and off-street parking service to a private development. Spaces with parking bays are normally oriented perpendicular to the line of travel in the travelway. A parking bay may be either single-loaded (parking only on one side of the travelway) or double loaded (parking on both sides of the travelway). Refer to the Town's Design and Construction Standards Manual for geometric requirements and transportation design criteria for parking bays and travelways.

Parking lot: An area containing one (1) or more spaces for the purpose of temporary, daily or overnight off-street parking. A parking lot shall include automobile and truck display lots, lots for the display of other types of vehicles, lots for the storage of vehicles and commercial parking lots.

Parking, off-street: Any space specifically allotted to the parking of motor vehicles as an accessory use. For the purpose of this Ordinance, such space shall not be located in a dedicated right-of-way, a travel lane, a service drive, nor any easement for public ingress or egress.

Parking space: The area required for parking one (1) automobile which shall be a minimum of nine (9) feet wide and eighteen (18) feet long, not including passageways.

Parking unit, private: A self-contained and privately maintained area accessed by a public street but allowing no through traffic routes and providing such off-street parking as may be required under this chapter for the building served. Said parking unit may be entered by a private drive from the public street; provided, that such drive offers adequate ingress and egress for emergency vehicles and otherwise complies with acceptable Town standards.

Pawnbroker: Any natural person who lends or advances money or other things for profit on the pledge and possession of tangible personal property, or other valuable things, other than securities or written or printed evidences of indebtedness or title, or who deals in the purchasing of personal property or other valuable things on condition of selling the same back to the seller at a stipulated price.

Performance standards: A set of criteria or limits relating to nuisance elements which a particular use or process may not exceed.

Permanent Foundation: A structural foundation system consisting of a continuous poured-in-place concrete footing with fully mortared masonry units designed and constructed in accordance with the Uniform Virginia Building Code.

Person: An individual, fiduciary, corporation, firm, partnership, association, organization, or any other entity or combination thereof.

Personal service establishment: Any building wherein the primary occupation is the repair, care of, maintenance or customizing of personal properties that are worn or carried about the person or are a physical component of the person. For the purpose of this Ordinance, personal service establishments shall include but need not be limited to barber shops, beauty parlors, pet grooming establishments, laundering, cleaning and other garment servicing establishments, tailors, dressmaking shops, shoe cleaning or repair shops, and other similar places of business.

Pipestem (flag) lot: A lot which does not abut a public street other than by its driveway which affords access to the lot.

Plan of development: For the purposes of this Ordinance, plan of development means any process for site plan review in local zoning and land development regulations designed to ensure compliance with Va. Code § 62.1-44.15:74 and with this Ordinance, prior to issuance of a building permit.

Plat: A drawing, map or plan for a parcel of land or subdivision, or rearrangement, revision of re-subdivision of land.

Portable Storage Container: A portable storage container is a portable, weather-resistant receptacle designed and used for the storage or shipment of household goods, wares, building materials or merchandise. Portable storage containers are an alternative to traditional mini-storage and moving options and are delivered via truck or trailer directly to the customer, and are temporary in nature.

Premises: A lot, together with all buildings or structures occupying it.

Principal building: A building in which the primary use of the lot on which the building is located is conducted.

Principal use: The main use of land or structures as distinguished from a secondary or accessory use.

Private club: An association organized and operated on a non-profit basis for persons who are bona fide members paying dues, from which the association owns or leases premises, the use of which premises is restricted to such members and their guests, and which manages the affairs of such association by and through a board of directors, executive committee, or similar body chosen by the members. Food, meals and beverages may be served on such premises, provided adequate dining space and kitchen facilities are available.

Pro-rata share: The payment of a subdivider or developer of land for his share of the cost of providing reasonable and necessary drainage or utility facilities located outside the property limits of the land owned or controlled by the subdivider or developer of land and necessitated or require, at least in part, by the construction or improvement of his subdivision or development.

Public building: A building, or part thereof, owned or leased by a governmental agency and used for governmental functions by an agency or political subdivision of the US, the Commonwealth, County or Town. Also referred to as "**Public facility**."

Public facility: See **Public building.**

Public floor area: The gross building area, as figured on a per-story basis, which clearly serves the general public, such as vestibules and lobbies, corridors, waiting rooms and toilets, servicing areas, and required stairs, ramps and elevators. Employee-oriented areas, such as kitchens and freezer rooms, storage, maintenance and service areas, shall not apply. Unfinished areas shall be included and figures on the basis of potential use.

Public Road: A publicly owned road designed and constructed in accordance with water quality protection criteria at least as stringent as requirements applicable to the Virginia Department of Transportation, including regulations promulgated pursuant to (i) the Erosion and Sediment Control Law (§ 10.1-560 et seq. of the Code of Virginia) and (ii) the Virginia Stormwater Management Act (§ 10.1-603.1 et seq. of the Code of Virginia). This definition includes those roads where the Virginia Department of Transportation exercises direct supervision over the design or construction activities, or both, and cases where secondary roads are constructed and maintained, or both, by the Town of Smithfield in accordance with the standards of the Town of Smithfield.

Public use: Any area, building or structure held, used or controlled exclusively for public purposes by any department or branch of the Town of Smithfield, Isle of Wight County, State government, Federal government, without reference to the ownership of the building or structure or of the realty upon which it is situated.

Public utility: A business or service having an appropriate franchise from the State, which is engaged in regularly supplying the public with some commodity or service which is of public consequence and need, such as, gas, water, transportation or communication.

Public utility, heavy: A business or service which is engaged in regularly supplying the public with a service which is of public consequence and whose operations have the potential to negatively impact the environment in terms of noise, odor, and personal harm (i.e. sewage treatment and electricity generation plants).

Public utility, light: A use or structure which is engaged in conducting the supply of utility services to the public which is of public consequence and whose operations have little or no potential to negatively impact the environment in terms of noise, odor and personal harm (ie. electric transformer, natural gas, telecommunications facilities, water and sewer transmission, collection, distribution and metering devices; and water and sewerage pumping stations).

Quick-service food store: Any food store selling convenience items in a retail establishment of less than 5,000 square feet of net floor area.

Recreational Substance:

A. Any product made of tobacco, including cigarettes, cigars, smokeless tobacco, and pip tobacco.
B. Any noncombustible product containing nicotine or vaping fluid that employs a heating element, power source, or other electronic, chemical, or mechanical means, regardless of shape or size, that can be used to produce vapor from a solution or other form.
C. Any product containing Hemp, Kratom, Cannabidiol (CBD), or other similar substance, including any raw materials from these products.
D. Any pipe, hookah, waterpipe, vaporizer, glassware, other type of device, wrappings, or accessories associated with the consumption and / or inhalation of the abovementioned substances and materials.

Recreational Substance Establishment: Unless modified or otherwise conditioned by the Town Council at the time of approval, Recreational Substance uses shall be subject to the following limitations and requirements:

A. Special use permit authorizing this use shall fully consider the proximity of the proposed shop to schools, religious institutions, libraries, other institutional uses, residential uses, and shall limit hours of operation accordingly.
B. Hours of operation shall be limited to 8am to 8pm, Monday through Sunday.

C. Any establishment, facility, or location whose business operation involves the retail sale of Recreational Substances and includes Recreational Substances as 25% or more of its total inventory or 15% or more of its total display areas.
D. During all hours of operation, all glass portions of windows and doors along the front façade of the shop shall be maintained as transparent and shall not be heavily tinted or obscured.
E. No smoking or vaping shall be permitted on the premises at any time unless the establishment complies with the Virginia Indoor Clean Air Act (Virginia Code Section 15.2-2820).

Recycling center: A facility which used material is separated and processed prior to shipment to other facilities that will use those materials to manufacture new products.

Redevelopment: The process of developing land that is or has been previously developed.

Refuse: Waste materials including ashes, garbage, rubbish, junk, industrial waste, dead animals, and other solid waste materials, including salvable waste.

Rehabilitation: The upgrading of a building previously in a dilapidated or substandard condition, for human habitation or use.

Renovation: The upgrading of a building.

Repair service establishment: Any building containing no more than 5,000 square feet of net floor area wherein the primary occupation is the repair and general service of common home appliances such as musical instruments, sewing machines, televisions and radios, washing machines, vacuum cleaners, power tools, electric razors, refrigerators and lawn mowers; or any building wherein the primary occupation is interior decorating, to include reupholstering and the making of draperies, slipcovers and other similar articles, but not to include furniture or cabinet-making establishments.

Resource Management Area (RMA): That component of a Chesapeake Bay Preservation Area not classified as a Resource Protection Area. Resource Management Areas include land types which, if improperly used or developed, have the potential for causing significant water quality degradation or for diminishing the functional value of a Resource Protection Area. Resource Management Areas shall be provided contiguous to the entire inland boundary of the Resource Protection Area.

Resource Protection Area (RPA): The component of a Chesapeake Bay Preservation Area comprised of lands adjacent to water bodies with perennial flow which have a intrinsic water quality value due to the ecological and biological processes they perform or are sensitive to impact which may result in significant degradation to the quality of state waters.

Restaurant: See **Eating establishments**.

Restoration: The replication or reconstruction of a building's original architectural features.

Retail sales establishment: Any building wherein the primary occupation is the sale of merchandise in small quantities, in broken lots or parcels, not in bulk, for use or consumption by the immediate purchaser. For the purpose of this Ordinance, however, retail sales establishments shall not be interpreted to include **Automobile-oriented uses**, **Quick-service food stores,** and **Recreational Substance Establishments**.

Review board: The Smithfield Board of Historic and Architectural Review.

Right-of-way lines: Lines which separate private property from dedicated public property containing or proposed to contain publicly owned street surfaces, curb and gutter, sidewalks and planted strips. Where a public street is designated on the major thoroughfare plan, all requirements of this chapter which relate to rights-of-way shall be measured from the indicated proposed right-of-way lines.

Rooming house: see **Boardinghouse**.

Salvage yard: Any space or area or portion of lots used for the storage, sale, keeping or abandonment of junk or waste materials, including used building material, for the dismantling, demolition, sale or abandonment of automobiles and other vehicles, machinery or parts thereof.

Semi-permeable or Permeable Materials: Grid and modular pavements, consisting of bricks or blocks designed to allow water percolation, and other semi-permeable or permeable surfacing materials, such as permeable asphalt or gravel, shall be used for any required parking areas, and low traffic areas and driveways, unless otherwise approved by the Zoning Administrator.

Service stations: Buildings and premises wherein the primary use is the supply and dispensation at retail of gasoline, oil, grease, batteries, tires and motor vehicle accessories, and where in addition, the services for minor engine repair, tire servicing, exhaust systems, washing, brake repairs, and other minor repair activities may be rendered and sales made, but only as accessory and incidental to the primary occupation.

Setback: In this Ordinance, the term setback is not used, as such term represents a distance that is established in like manner as that for a **Yard** in the minimum yard requirements.

Shipping Container: An industrial, standardized reusable metal vessel that was originally, specifically, or formerly designed for or used in the packing, shipping, movement, or transportation of freight, articles, goods, or commodities by commercial trucks, tractor trailers, trains, and/or ships. A shipping container modified in a manner that would preclude future use by a commercial transportation entity shall be considered a shipping container for purpose of this definition. This definition includes, but is not limited to, the following terms, “shipping container,” “freight container,” “Conex Box," “Container Express,” “Transporters,” “ISO Container,” “Bicon,” "Sea Cans," and “Tractor Trailers” for this Ordinance.

Shopping center: Any group of two (2) or more commercial uses which (a) are designed as a single commercial group, whether or not located on the same lot, (b) are under common ownership or management, (c) are connected by party walls, partitions, canopies or other structural members to form one continuous structure, or if located in separate buildings, are interconnected by walkways and accessways designed to facilitate customer interchange between the uses, (d) share a common parking area, and (e) otherwise present the appearance of one (1) continuous commercial area.

Short-term rental: The provision of a dwelling unit, or any portion thereof, for rent to transient persons for fewer than thirty (30) consecutive days as a principal use, known as a short-term rental, or as an accessory use, known as a homestay.

Shrink-swell soil: Expansive and contracting soil composed largely of clay and as further defined by geotechnical evaluation of soils subject to land development activity in the Town. The soil will expand generally in an upward direction when water from any source is interspersed into a shrink/swell soil. When a shrink/swell soil dries, cracks and voids are sometimes created between the soil and constructed footings, which can subsequently lead to foundation settlement.

Sign: A name, display or illustration which is affixed to, or represented, directly or indirectly, upon a building, structure, parcel or lot which directs attention to an object, place, activity, institution, organization, or business located on the premises. The term “sign” shall not be deemed to include official court or governmental notices nor the flag, emblem or insignia of a nation, political unit, school or religion, or directional aids for traffic flow and other public safety purposes.

Silvicultural Activity: Any forest management activity, including but not limited to the harvesting of timber, the construction of roads and trails for forest management purposes, and the preparation of property for reforestation that are conducted in accordance with the silvicultural best management practices developed and enforced by the State Forester pursuant to § 10.1-1105 of the Code of Virginia and are located on property defined as real estate devoted to forest use under § 58.1-3230 of the Code of Virginia.

Site plan: A required submission, prepared and approved in accordance with the provisions of Article 11 of this Ordinance, which is a detailed engineering drawing of the proposed improvements required in the development of a given lot or lots.

Special exception: A yard exception or height exception specifically listed in the Zoning Ordinance which may be permitted in a specified district or in all districts in accord with terms of the Ordinance by the Board of Zoning Appeals under certain conditions, such conditions to be determined in each case by the terms of this Ordinance and by the Board of Zoning Appeals.

Special use: A use that, owing to some special characteristics attendant to its size, siting, intensity, operation or installation, is permitted in a district after site specific review and subject to special conditions approved by the Town Council.

Spot zoning: The zoning of land for the convenience of the owner and without reference to the land use plan or pattern of development.

Storage yard: The use of any space, whether inside or outside a building, for the storage or keeping of construction equipment, machinery, vehicles or parts thereof, boats and / or farm machinery, and inventory which, due to its physical character, is not normally stored within a structure.

Story: That part of a building between the level of one (1) finished floor and the level of the next higher finished floor or, if there is no higher finished floor, then part of the building between the level of the highest finished floor and the top of the roof beams.

Street: A strip of land intended primarily for vehicular traffic and providing the principal means of access to property, including but not limited to road, lane, drive, avenue, highway, boulevard or any other thoroughfare.

Street, arterial: A street which carries the major portion of the trips entering and leaving an urban area, as well as the majority of through movements desiring to bypass the Downtown Area. Because of the nature of travel served by an arterial street, almost all fully and partially controlled

access streets are a part of this functional class, including freeways, major thoroughfares, inter states and expressways.

Street, collector: A street which provides for principal internal movements at moderate operating speeds within residential developments, neighborhoods, and commercial or industrial districts. It also provides the primary means of circulation between adjacent neighborhoods and can serve as a local bus route. A collector street functions to distribute trips from arterioles to local and other collector streets. Conversely, it collects traffic from local streets and channels it into the arterial system. The collector street provides for the dual purpose of land access and local traffic movement.

Street line: The dividing line between a street and a lot; same as a right-of-way line of a public street, or the curb line of a parking bay, travel lane or private street.

Street, local: A street which primarily provides direct access to residential, commercial, industrial or other abutting property. The local street system includes all facilities not classified as a principal arterial, minor arterial or collector street. A local street offers the lowest level of mobility and may not serve a bus route. Overall operating speeds are low in order to permit frequent stops or turning movements is deliberately discouraged.

Street, principal highway: Any highway so classified by the Virginia Department of Highways and Transportation, which serves as a multi-lane arterial devoted purely to traffic movement.

Street, private: A local or collector street, not a component of the State primary or secondary system, which is guaranteed to be maintained by a private corporation and is subject to the provisions of this Ordinance.

Street, public: A platted street, dedicated for the use of the general public, graded and paved in order that every person has the right to pass and to use it at all times, for all purposes of travel, transportation or parking to which it is adapted and devoted.

Street, service drive: A public street paralleling and contiguous to a major thoroughfare, designed primarily to promote safety by providing free access to adjoining property and limited access to major thoroughfares. All points of ingress and egress are subject to approval by the appropriate local authorities and the Virginia Department of Highways and Transportation.

Street tree: Any tree which grows in the street right-of-way or on private property abutting the street right-of-way.

Structure: That which is built or constructed, the use of which requires permanent location on the ground or attachment to something having a permanent location on the ground.

Subdivider: Any person who subdivides land pursuant to the Subdivision Ordinance of the Town of Smithfield.

Subdivision: The division of any parcel of land into two (2) or more lots or parcels. The term shall include all changes in lot lines, the creation of new lots involving any division of an existing lot or lots and, if a new street is involved in such division, any division of a parcel of land. When appropriate to the context, the term shall also include the process of subdividing and the territory subdivided.

Subdivision, cluster: An alternate means of subdividing a lot premised on the concept of reducing lot size, yard and bulk requirements in return for the provision of common open space and recreational improvements within the development. Cluster subdivisions are often permitted at higher net densities in comparison to conventional developments, but leave more open space by reducing lot sizes.

Subdivision, conventional: The subdivision of a lot in accordance with the lot size requirements and bulk regulations specified in the district regulations.

Substantial alteration: Expansion or modification of a building or development that would result in a disturbance of land exceeding an area of 2,500 square feet in the Resource Management Area only.

Theater: A building or structure designed for the enactment of dramatic and other artistic performances and / or showing of motion pictures. For the purpose of this Ordinance, a dinner theater shall be deemed an **Eating establishment**. A drive-in theater shall be deemed a separate use.

Tidal shore or shore: Land contiguous to a tidal body of water between the mean low water level and the mean high water level.

Tidal wetlands: Vegetated and nonvegetated wetlands. Vegetated wetlands are defined as lands lying between and contiguous to mean low water and an elevation above mean low water equal to the factor one and one-half times the mean tide range at the site of the proposed project in the county, city, or town in question, and upon which is growing any of the following species: saltmarsh cordgrass, saltmeadow hay, saltgrass, black needlerush, saltwort, sea lavender, marsh elder, groundsel bush, wax myrtle, sea oxeye, arrow arum, pickerelweed, big cordgrass, rice

cutgrass, wildrice, bulrush, spikerush, sea rocket, southern wildrice, cattail, three-square, buttonbush, bald cypress, black gum, tupelo, dock, yellow pond lily, marsh fleabane, royal fern, marsh hibiscus, beggar's tick, smartweed, arrowhead, sweet flag, water hemp, reed grass, or switch grass. Nonvegetated wetlands are defined as unvegetated lands lying contiguous to mean low water and between mean low water and mean high water.

Townhouse: An attached residence located on an individually platted lot, in which each dwelling unit shares a common wall (including without limitation the wall of an attached garage or porch) with at least one (1) other dwelling unit, and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.

TIA: Traffic Impact Assessment. A traffic impact assessment is a formal evaluation of traffic required of developers by the Town which is used to provide an efficient means for the incorporation of transportation systems analysis for future development projects, including redevelopment activities.

TSM: Transportation Safety Measures. Transportation safety measures are specific transportation applications designed to reduce the potential number of vehicular accidents at a particular intersection or section of road, street or highway.

Trash: see **Refuse**.

Travelway: A private street which is intended to serve the vehicular access requirements of and provides internal access to a private development. A travelway may incorporate perpendicular or parallel parking. Refer to the Town's Design and Construction Standards Manual for geometric requirements and transportation design criteria for travelways.

Tree canopy or tree cover: Shall include all areas of coverage by plant material exceeding five (5) feet in height.

Unrelated person(s): More than one (1) person(s) occupying a dwelling and living as a single housekeeping unit, all of whom are not related by birth, adoption, marriage, guardianship or as distinguished from a family as defined.

Use: An activity on the land other than development including agriculture, horticulture, and silviculture.

Variance: A reasonable deviation from provisions of the zoning ordinance regulating the size or area of a lot or parcel of land, or the size, area, bulk, or location of a building or structure when

the strict application of this chapter would result in inordinate hardship to the property owner. Such need for a variance is site specific and would not be shared generally by other properties, provided such variance is not contrary to the intended spirit and purpose of the zoning ordinance and the Comprehensive Plan, and such variance would result in substantial justice being done to the property owner. The term "variance" shall not include a change in use that would be accomplished by a rezoning or a conditional zoning.

Vehicle service establishment: Buildings and premises wherein mechanical and body work, repair of transmissions and differentials, straightening of body parts, painting, welding or other similar work is performed on vehicles within a completely enclosed structure. Vehicle service establishments shall not be deemed to include **Heavy equipment sale, rental** and **Service establishments**.

Vehicle sale, rental and ancillary service establishment: Any use of land whereon the primary occupation is the sale, rental and ancillary service of any vehicle in operating condition such as an automobile, motorcycle, truck, trailer, ambulance, taxicab, recreational vehicle, mobile home or boat. For the purpose of this Ordinance, vehicle sale, rental and ancillary service establishments shall not be deemed to include **Heavy equipment sale, rental** and **service establishments**.

V/C: Volume to Road Capacity Ratio, where volume represents the number of vehicles passing over a given section of a lane or roadway in a given time, which can be one (1) hour or more and road capacity represents the maximum number of vehicles that can reasonably be expected to pass over a given section of a lane or roadway in one direction, or both directions if so indicated, during a given time (usually one (1) hour) under prevailing roadway and traffic conditions.

Warehouse: A building used primarily for the holding or storage of goods and merchandise.

Water Bodies with Perennial Flow: A body of water that flows in a natural or man-made channel year-round during a year of normal precipitation. This includes, but is not limited to streams, estuaries, and tidal embayments and may include drainage ditches or channels constructed in wetlands or from former natural drainageways, which convey perennial flow. Lakes and ponds, through which a perennial stream flows, are a part of the perennial stream. Generally, the water table is located above the streambed for most of the year and groundwater is the primary source for stream flow.

Water-dependent facility: A development of land that cannot exist outside the resource protection area and must be located on the shoreline by reason of the intrinsic nature of its operation. These facilities my include, but are not limited to:

(a) Ports;
(b) The intake and outfall structures of power plants, water treatment plants, sewage treatment plants and storm sewers;
(c) Marinas and other boat docking structures;
(d) Beaches and other public water-oriented recreation areas;
(e) Fisheries or other marine resources facilities; and

Wetlands: An area as identified on the national Inventory of Wetlands and/or regulated by the Army Corps of Engineers.

Wholesale trade establishment: Any building wherein the primary occupation is the sale of merchandise in gross for resale, and any such building wherein the primary occupation is the sale of merchandise to institutional, commercial and industrial consumers. For the purpose of this Ordinance, a warehouse shall not be deemed a wholesale trade establishment.

Yard: Any open space on the same lot with a building or building group lying between the building or building group and the nearest lot line, unobstructed from the ground upward and unoccupied except by specific uses and structures allowed in such open space by the provisions of this Ordinance. On any lot which is occupied by an attached dwelling, no minimum required yard shall be occupied by any part of a vehicular travel way or parking space that is owned and maintained by a homeowners' association, condominium, or by the public.

Yard, Minimum: The minimum yard requirements set forth in this Ordinance represent that minimum distance which the principal building(s) shall be set back from the respective lot lines. On a lot where a service drive is to be dedicated to the Town, such dedication shall not affect the applicable minimum yard requirements.

Yard, front: A yard extending across the full width of a lot, measured perpendicular to the front lot line and extending to the principal building. On a corner lot, all yards lying between the principal building and the intersecting streets shall be deemed front yards.

Yard, privacy: A small area contiguous to a building and enclosed on at least two (2) sides with either a wall or fence of six (6) feet minimum height.

Yard, rear: A yard extending across the full width of the lot and lying between the rear lot line of the lot and the principal building group.

Yard, side: A yard between the side lot line of the lot and the principal building, and extending from the front yard to the rear yard, or, in the absence of either of such yards, to the front or rear lot lines.

Zoning district: See “District.”

Zoning Administrator: See “Administrator.” Also referred to as “Planning and Zoning Administrator.”
(Ord. of 2000-8-1; Ord. 2000-10-3; Ord. of 2004-4-6; Ord. of 2005-12-6; Ord. of 2019-9-3; Ord. of 2020-09-01; Ord. of 2023-03-07; Ord. of 2023-12-05; Ord. of 2025-04-01; Ord. of 2025-xx-xx)

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Text Amendment - Side Yard Setbacks for Cluster Lots

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - Article 3C - Side Yard Setbacks	Public Hearing	7/22/2025
Staff Report - Side Yard Setbacks	Public Hearing	7/22/2025
Attachments - Side Yard Setbacks	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
AMENDMENT & REVISION OF ZONING ORDINANCE

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of the Town of Smithfield, applicant for a text amendment to the provisions of the following: Articles 3.A, 3.B, 3.C, 3.D, 3.E, 3.G 3.H, & 3.J2 to add group homes as a permitted use; Articles 3.D, 3.E & 13 to clarify the requirements and definition of duplex; Article 3.C.F.2.B.2 to increase the side yard setback for cluster lots; Article 2.U to clarify home occupation uses; Article 3.F to remove regulations for attached, townhouse, and duplex units, of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter,

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the text amendment application, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT: ARTICLE 3.C.F.2.B.2. TEXT AMENDMENT
PUBLIC HEARING

TUESDAY, AUGUST 5th, 2025, 6:30 PM

This is a proposed Text Amendment to Article **3.C.F.2.B.2**. of the Zoning Ordinance per Dr. Pope's request.

2. Minimum yard requirements:

A. Conventional lot:

(1)	Front yard:	35 feet
(2)	Side yard:	15 feet
(3)	Rear yard:	35 feet
		5 feet (accessory uses)

B. Cluster lot:

(1)	Front yard:	25 feet
(2)	Side yard:	10 feet ~~6 feet~~
(3)	Rear yard:	25 feet
		5 feet (accessory uses)

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

Article 3.C:

S-R, Suburban Residential District

Article 3.C:

S-R, Suburban Residential

(Single Family Residential District)

A. Purpose and Intent:

The S-R, Suburban Residential District is created to provide for single family detached residences at subdivision densities which are compatible with the Comprehensive Plan's goals for low to medium density residential developments in Smithfield. The average density of three units per acre establishes the S-R District as the Town's low-to-medium density district for detached residences. The S-R district shall require public water and sewer service, public streets and sidewalks as minimum subdivision improvements. Recognizing prevailing storm drainage deficiencies in and around the Town, new subdivisions shall be constructed with curb and gutter or other storm drainage conveyance system equivalent in performance and function and shall include comprehensive Best Management Practices and stormwater management facilities.

Cluster residential development shall be encouraged in the S-R District (by special permit) in order to promulgate the Town's objectives for environmental preservation, architectural harmony and consistency, adequacy of open space and recreation areas, and enhanced quality neighborhood improvements in new residential subdivisions. Provisions are included herein to permit cluster subdivisions with densities up to fifty percent higher than conventional subdivisions.

The S-R District may be applied to both undeveloped tracts and existing stable neighborhoods in appropriate locations recognized by the Comprehensive Plan. The intent of the district shall be to preserve existing natural features and vegetation, promote excellence in site planning and landscape design, facilitate the efficient layout and orientation of public utilities and community infrastructure, and encourage housing with compatible scale and character of architecture. No more than one single family dwelling shall be permitted per subdivision lot. No lots shall be permitted with private domestic wells or septic systems.

The S-R District represents the residential district to be applied to the land formerly zoned NC-CR-2 and NC-CR-3 in Isle of Wight County which was incorporated into the Town via the Town of Smithfield/Isle of Wight County annexation agreement. In addition to those NC-CR-2 and NC-CR-3 zoned parcels which were subject to the annexation, this district may be applied to other qualifying land which may be comprehensively rezoned by the Town Council to the S-R District upon adoption of the 1998 Comprehensive Plan.

B. Permitted Uses:

1. Single family detached dwellings.
2. Accessory buildings and uses, limited to detached carport and garages, tool sheds, children's playhouses and play structures, doghouses, and accessory off-street parking and loading spaces.
3. Home occupations.
4. Public parks and playgrounds.
5. Yard sale and/or garage sale (temporary).
6. Private swimming pools and tennis courts.
7. Irrigation wells and wells for ground source HVAC systems.

(Ord. of 2020-09-01)

C. Uses Permitted by Special Use Permit:

1. Cemeteries.
2. Churches and places of worship.
3. Cluster residential subdivisions.
4. Community buildings, limited to use by residents of the subdivision.
5. Accessory apartments.
6. Libraries.
7. Museums, historic sites and shrines.
8. Plant nurseries, with no sale of products permitted on premises.
9. Child day centers.
10. Adult day care centers.
11. Nursery schools.
12. Private schools and colleges.
13. Public schools and colleges.
14. Commercial swimming pools and tennis courts (except as may be approved on a general development plan.)
15. Bed and breakfast lodgings and guest houses.
16. Public uses and utilities.
17. Civic, fraternal, and/or social organization halls.
18. Golf course and golf driving ranges.
19. Cupolas, spires and steeples for public and semi-public uses.
20. Agriculture, forestry and horticultural uses (non-commercial).
21. Storage lots for recreational vehicles.
22. Guest houses
24. Temporary real estate marketing offices for new subdivisions.
24. Waiver of contiguous open space parcel requirement.

25. Waiver of district size for cluster subdivisions.
26. Waiver of parking and Loading Requirements
27. Child Day Care as a Home Occupation (6-11 Children)
28. Event facilities (principal and accessory uses).
29. Boating, country, and/or hunt clubs.

(Ord. of 9-2-2008, Ord. of 11-4-2014, Ord. of 2019-09-03)

D. Maximum Density:

1. Conventional Subdivisions: Three (3.0) units per net developable acre.

2. Cluster Subdivisions: Four and One-half (4.5) units per net developable acre.

E. Lot Size Requirements:

1. Minimum district size for cluster subdivisions: Five (5) acres

2. Minimum lot area:

   A. Conventional lot: 12,000 square feet

   B. Cluster lot: 8000 square feet

3. Minimum lot width:

   A. Conventional lot:

      (1) Interior lot: 80 feet
      (2) Corner lot: 120 feet

   B. Cluster lot:

      (1) Interior lot: 60 feet
      (2) Corner lot: 90 feet

4. Minimum lot depth:

   A. Conventional lot: 125 feet

B. Cluster lot: 90 feet

F. Bulk Regulations:

1. Height

A. Residential building height: 35 feet

B. Public or semi-public building: 45 feet, provided that required front, rear, and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

C. Cupolas, spires and steeples: 90 feet, by special permit.

D. Accessory buildings: 16 feet, provided that accessory building heights may be increased to twenty-four (24) feet in accordance with Article 2, Section P of the Zoning Ordinance.
(Ord. of 5-4-2004)

2. Minimum yard requirements:

A. Conventional lot:

(1) Front yard: 35 feet
(2) Side yard: 15 feet
(3) Rear yard: 35 feet
5 feet (accessory uses)

B. Cluster lot:

(1) Front yard: 25 feet
(2) Side yard: 10 feet ~~6 feet~~
(3) Rear yard: 25 feet
5 feet (accessory uses)

C. In addition to the above regulations, the yard requirements for uses and structures other than residential dwellings and residential accessory uses shall be further regulated by floor area ratio and lot coverage ratios. A maximum floor area ratio equal to 0.25 shall apply to such non-residential uses and structures,

with a maximum percentage of lot coverage equal to 20%. The location of all such uses shall be subject to site plan approval.

G. Landscaping, Open Space and Recreation Areas:

1. In subdivisions approved for cluster development, twenty percent (20%) of the gross site area shall be common open space dedicated to common usage and ownership. Twenty-five percent (25%) of the required open space area shall be developed as active recreational and active community open space, as defined.

2. In conventional subdivisions with 75 or more lots, ten percent (10%) of the gross site area shall be common open space dedicated to common usage and ownership. Fifty percent (50%) of the required common open space area shall be developed as active recreational and active community open space, as defined.

3. For cluster and conventional subdivisions, no more than 40% of the required common open space shall consist of land classified as 100 year floodplain, stream valleys, wetlands, water features, slopes greater than 30%, and/or drainage easements.

4. Required open space shall be contiguous and shall occupy a single parcel within the subdivision unless otherwise approved by the Planning Commission.

5. In no instance shall open space credit be given for lands which are included in or reserved for public rights of way or private travelways, loading areas, required sidewalks or parking areas.

6. Open space shall be accessible to all residential lots within the subdivision via dedicated pedestrian access easements. Where bike and pedestrian trails intended for public use have been designated by the Town's adopted Comprehensive Plan or the Capital Improvements Plan, access easements shall be provided, where appropriate, within the subdivision to link these trails to common open space areas.

7. All open space shall be further regulated by landscaping requirements.

8. All common open space, recreational areas and other common properties shall be preserved for their intended purpose as shown on the approved Plan of Development and shall be established by metes and bounds on the Final Subdivision Record Plat.

9. Common open space, recreational areas and other common properties shall be owned, administered and maintained by a not-for-profit, property owners' association, provided,

however, that a portion or all of such properties may be dedicated to the Town subject to and at the sole discretion of the Town for acceptance at time of plat recordation. Property owners' association by-laws, articles of incorporation and restrictive covenants shall be submitted with any application for subdivision plat approval. Prior to final approval of a subdivision plat including properties to be owned by a property owners' association, the Town Attorney shall review and approve the bylaws, articles of incorporation and restrictive covenants.

10. For open space, recreational areas and other common properties to be retained by the property owners' association of a subdivision, the initial developer/owner of the subdivision must establish the owners' association as a legal entity prior to the recordation of the final plat. Membership in the association shall be mandatory for all lot owners within the subdivision. The owners' association shall own all common open space and recreational facilities and shall provide for their perpetual administration, maintenance and operation.

11. The open space and recreation area requirements for residential developments which incorporate a public or private golf course shall be subject to both Special Permit and General Development Plan approval, provided that any golf course under construction prior to the date of this ordinance is not subject to Special Permit regulations.

    Notwithstanding the above provisions, open space credit shall be given to the area which circumscribes the golf course irrespective of the actual ownership of the real property which constitutes the golf course.

    In addition to the golf course, community recreational amenities (such as swimming pools, tennis courts, pedestrian trails, etc.) shall be provided and made available to the residents of the subdivision pursuant to the approved General Development Plan.

H. Conventional and Cluster Subdivisions: Net Developable Area Calculation

1. Notwithstanding governing lot size and yard regulations, the maximum number of lots for any conventional or cluster subdivision shall be calculated based on existing land conditions. The yield of a subdivision shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The subdivision plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net

developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in Appendix 1 of the Zoning Ordinance.)*

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travleways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No S-R District residential lot shall be designed in such a way that an area of more than 25% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or greater, (b) wetlands, (c) 100-year floodplains, and (d) water features.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Refer to the Floodplain Zoning Overlay District, where applicable.

2. Refer to the Chesapeake Bay Preservation Area Overlay District.

3. Refer to Landscaping and Screening, Article 9, for screening and buffer yard provisions.

4. Refer to Parking and Loading Requirements, Article 8, for parking regulations and specific requirements for common parking lots for recreation vehicle and boat storage.

5. Recreational vehicle parking shall not be permitted within front yard and the area of the side yard setbacks.

6. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.

7. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

8. All uses within the S-R District shall require a General Development Plan and/or site plan for zoning and/or special permit approval.

9. Refer to General Regulations, Article 2, for additional lot and yard requirements.

10. Refer to Sign Regulations, Article 10, for signage provisions.
(Ord. of 10-3-2000; Ord. of 2020-09-01)

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Text Amendment - Multi Family Residential

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - Text Amendment - Multi Family Residential	Public Hearing	7/22/2025
Staff Report - Multi Family Residential	Public Hearing	7/22/2025
Attachments - Article 3F - Multi Family Residential	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
AMENDMENT & REVISION OF ZONING ORDINANCE

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of the Town of Smithfield, applicant for a text amendment to the provisions of the following: Articles 3.A, 3.B, 3.C, 3.D, 3.E, 3.G 3.H, & 3.J2 to add group homes as a permitted use; Articles 3.D, 3.E & 13 to clarify the requirements and definition of duplex; Article 3.C.F.2.B.2 to increase the side yard setback for cluster lots; Article 2.U to clarify home occupation uses; Article 3.F to remove regulations for attached, townhouse, and duplex units, of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter,

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the text amendment application, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT: ARTICLE 3.F. TEXT AMENDMENT
PUBLIC HEARING

TUESDAY, AUGUST 5th, 2025, 6:30 PM

This is a proposed Text Amendment to Article **3.F.** of the Zoning Ordinance to remove regulations that address attached, townhouse, and duplex units, as they are subject to AR regulations.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

Article 3.F:

MF-R, Multifamily Residential District

Article 3.F:

MF-R Residential

(Multifamily Residential District)

A. Purpose and Intent:

The MF-R, Multifamily Residential District is intended to provide for multifamily residences at locations compatible with the Comprehensive Plan's goals for housing for the elderly and other limited high density residential development and redevelopment in Smithfield. No more than three (3) unrelated occupants may reside in any one multifamily or attached dwelling in the MF-R District. The average density of twelve (12) units per acre establishes this district as one recognizing garden-styled and mid-rise apartment and/or condominium units as the dominant land use. Buildings shall not exceed three stories in height.

While no new garden apartment projects are recommended by the Comprehensive Plan, the MF-R District is intended to promote housing for the elderly and well planned higher density residential developments. Retirement residential projects, independent living communities and nursing homes and housing for persons requiring assisted living care are encouraged under this district.

Elderly housing proposals may be granted higher densities (up to 20 or more units per acre) subject to superior design proposals as well as the results of the supporting transportation/parking studies which quantify a reduction in parking demand and overall traffic impacts attributable to elderly and assisted living projects. The development of townhouses are permitted in the MF-R District and shall be subject to the requirements of the A-R, Attached Residential District.

This designation may be applied to existing multi-family development within stable areas of the Town. Also, it is intended for application to certain undeveloped tracts and infill locations as recognized by the Comprehensive Plan, where housing for the elderly would be appropriate. In all instances, it is the intent of this district to promote development which is sensitive to existing natural features and vegetation, promotes excellence in site planning and landscape design and incorporates appropriate scale, materials and character of architecture. Development in the MF- R District must be sensitive to land forms, environmental characteristics, adequate public infrastructure and quality transportation improvements.

B. Permitted Uses:

1. Multiple family residential dwellings (with no more than three (3) unrelated occupants per dwelling unit).
2. Single family attached dwellings, subject to A-R District regulations.
3. Duplex residential dwellings, subject to A-R District regulations.
4. A mix of residential dwelling types as set forth above.
5. Private community facilities, recreation areas, parking lots for recreational vehicles and other common area improvements normally associated with multi family residential developments (other than those requiring special use permits).
6. Accessory uses, to include tool sheds, detached garages and carports, children's playhouses and doghouses.
7. Irrigation wells and wells for ground source HVAC systems.

(Ord. of 2020-09-01)

C. Uses Permitted by Special Use Permit:

1. Cemeteries.
2. Community buildings, limited to residential use.
3. Churches and places of worship.
4. Public uses and facilities.
5. Libraries.
6. Child day care centers.
7. Adult day care centers.
8. Nursery schools, for use by MF-R District residents only.
9. Private schools and related uses.
10. Public schools and related uses.
11. Commercial swimming pools and tennis courts, except as may be approved in a planned unit development.
12. Housing for the elderly and assisted living residences requiring medical and/or food support structures.
13. Institutional housing and general care for indigents and orphans.
14. Hospitals and medical offices.
15. Public utilities.
16. Nursing homes (licensed) with medical offices.
17. Recycling centers, for use by the MF-R District residents only.
18. Home occupations.
19. Waiver of district size.
20. Waiver of maximum density.
21. Waiver of maximum building height.
22. Temporary real estate marketing offices for new subdivisions.

23. Waiver of Parking and Loading Requirements.
(Ord. of 9-5-2000, Ord. of 9-2-2008)

D. Maximum Density:

1. Multifamily dwellings (conventional):

Twelve (12.0) dwelling units per net developable acre.

2. Multifamily dwellings (subject to conditional zoning agreements and proffered for elderly and assisted living orientations only):

Twenty (20.0) dwelling units per net developable acre (by special permit via waiver of maximum density).

~~3. Attached dwellings:~~

~~Eight (8.0) dwelling units per net developable acre.~~
(Ord. of 2025-xx-xx)

E. Lot Size Requirements:

1. Minimum district size: Five (5) acres

2. Minimum lot area for multifamily dwellings: Not regulated,
provided that dwellings must be appropriately sited to respect physiographic, air, solar, landscape, screening and environmental characteristics of lot and their relationship to adjoining properties, as well as other criteria provided in the Additional Regulations of this district.

~~3. Minimum lot area for attached dwellings:~~

~~A. Interior lot: 1600 square feet~~

~~B. Corner lot: 2400 square feet~~

~~C. Condominium: See Additional Regulations~~

4. Non-residential uses:
In addition to the above regulations, the yard requirements for uses and structures other than residential dwellings and residential accessory uses shall be further regulated by

floor area ratio and lot coverage ratios. A maximum floor area ratio equal to 0.30 shall apply to such non-residential uses and structures, with a maximum percentage of building coverage on the lot equal to 20%. The location of all such uses shall be subject to site plan approval.

(Ord. of 2025-xx-xx)

F. Bulk Regulations:

1. Maximum Height

   A. Residential building height: 40 feet

   B. Public or semi-public building: 45 feet, provided that required front, rear and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

   C. Cupolas, spires and steeples: 90 feet, by special permit.

2. Minimum yard requirements for multifamily dwellings:

   A. Front yard: 30 feet, for any yard fronting a public right of way.

   15 feet, for any yard fronting a private travelway and/or parking bay, provided that the minimum yard depth be measured from the building to either (1) the back of vehicular pavement curbing or (2) the back of sidewalk if located between building and vehicular pavement curbing, whichever is closer.

   B. Side yard: 15 feet, provided that where a side yard fronts a public right of way, the side yard shall be 30 feet.

   C. Rear yard: 30 feet

~~3. Minimum lot width for attached (townhouse) dwellings:~~

~~A. Interior lot: 18 feet~~

B. Corner lot: 35 feet

C. Condominiums: See Additional Regulations for MF-R District

4. Minimum lot width for duplex dwellings:

A. Interior lot: 35 feet
subject to additional side yard regulations.

B. Corner lot: 50 feet

C. Condominiums: See Additional Regulations for MF-R District

5. Other: Where a lot is to be subdivided into individual lots for the sale of single family attached dwelling units:

A. Lot lines shall conform with party wall centerlines, and

B. Each lot shall be required to include a privacy yard with a minimum area of 200 square feet. The design of the privacy yard shall be detailed on the final site plan and shall include provisions for screening, fencing, paving, exterior lighting and/or special landscaping treatment.

6. Minimum yard requirements for attached and duplex dwellings:

A. Front yard: 25 feet,
for any yard fronting a public right of way.

12 feet,
for any yard fronting a private travelway and/or parking bay, provided that the minimum yard depth be measured from the face of building to either (1) the back of vehicular pavement curbing or (2) the back of sidewalk if located between building and vehicular pavement curbing, whichever dimension is closer to the building front.

20 feet,
for any yard fronting a private travelway and/or parking bay serving a residential dwelling with a garage.

~~B. Side yard: 25 feet,~~
~~for any side yard fronting a public right of way.~~

~~16 feet,~~
~~for any side yard abutting a private travelway and/or parking bay.~~

~~12 feet,~~
~~for any side yard abutting an adjacent lot line.~~

~~C. Rear yard: 25 feet~~
(Ord. of 2025-xx-xx)

G. Open Space and Recreation Areas:

1. Thirty percent (30%) of the gross site area shall be common open space dedicated to common usage and ownership.

2. Fifty percent (50%) of the required common open space area shall be developed as active recreational areas and facilities.

3. Active recreational areas may include playgrounds with recreational structures, tot lots, tennis courts, swimming pools, wading pools, spas and saunas, clubhouse facilities, community meeting rooms and other similar facilities intended for the exclusive use and participation of residents within the MF-R development. The applicant shall establish that the type and quality of the planned improvements for the active recreation space shall satisfy the needs of the residents of the project. The location, mix, type, quality and phasing of active recreation facilities and open spaces shall be delineated on the General Development Plan and is subject to Planning Commission approval. A bond may be required for such improvements and facilities subject to the discretion of the Planning Commission.

4. No more than 40% of the required common open space shall consist of land classified as 100 year floodplain, stream valleys, wetlands, water features, stormwater management facilities, slopes greater than 30% and/or drainage easements.

5. Required open space shall be contiguous and shall occupy a single parcel within the MF-R development unless otherwise approved by the Planning Commission.

6. In no instance shall open space credit be given for lands which are included in or reserved for public rights of way or private travelways, loading areas, required sidewalks or parking areas.

7. Common open space and active recreational areas shall be accessible to all attached residential lots within the development via dedicated pedestrian access easements. Walkways and other forms of pedestrian access shall form an interconnected system within the MF-R District, serving as access to open space, recreational areas and other pedestrian destinations. Pedestrian systems shall be delineated on the required General Development Plan.

8. Where community bike and pedestrian trails intended for public use have been designated by the Town's adopted Comprehensive Plan or the Capital Improvements Plan, the applicant shall connect interior pedestrian trails and sidewalks within the project to these community trails.

9. All open space shall be further regulated by landscaping and buffer yard requirements.

10. All common open space, recreational areas and other common properties shall be preserved for their intended purpose as shown on the approved Plan of Development and shall be established by metes and bounds on the Final Subdivision Record Plat.

11. Common open space, recreational areas and other common properties shall be owned, administered and maintained by a not-for-profit, property owners' association, provided that a portion or all of such properties may be dedicated to the Town at the sole discretion of the Town Council for acceptance at the time of plat recordation. Property owners' association by-laws, articles of incorporation, restrictive covenants and a schedule of maintenance shall be submitted with any application for a subdivision plat or site plan approval.

12. For common open space, recreational areas and other common properties to be retained by the property owners' association, the initial developer/owner of the project must establish the owners' association as a legal entity prior to the recordation of the final plat. Membership in the association shall be mandatory for all property owners within the development. The owners' association shall own all common open space and recreational facilities and shall provide for their perpetual administration, maintenance and operation.

H. Net Developable Area Calculation for the MF-R District:

1. Notwithstanding governing lot size and yard regulations, the maximum number of units for multifamily and attached residential development or subdivision shall be calculated based on existing land conditions. The yield of a multifamily development project shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The final plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined below. A calculation of the net developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in Appendix 1 of the Zoning Ordinance.)*

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes of less than 10%:	*100%*
Slopes greater than 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes of 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travleways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No MF-R District residential lot shall be configured such that more than 10% of the prescribed minimum lot area for a subdivided attached residential or duplex residential lot is comprised of one or more of the following physical land units: (a) slopes of 30% or more, (b) wetlands, (c) 100-year floodplains or (d) water features. Stormwater management and BMP facilities shall not be constructed within the boundaries of a residential lot.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Waiver of Minimum District Size: The Planning Commission may approve a special permit waiving the five acre minimum district size requirement for the MF-R District provided that the owner shall successfully demonstrate that the consolidation of contiguous parcels or lots necessary to meet the minimum district size represents an undue economic hardship or physical impossibility. Further, the owner shall establish that such proposed MF-R development will have no deleterious effect on contiguous properties while satisfying the purpose and intent of the district.

2. Refer to Parking and Loading Requirements for parking regulations.

   A. Parking spaces for each dwelling unit shall be assigned and located within reasonable walking distance to the individual dwelling unit served.

   B. Separate parking spaces shall be allocated and reserved for recreational vehicle parking on the basis of one (1) recreational vehicle parking space per six (6) dwelling units. No recreational vehicle parking space shall front on a public street.

   C. ADA (American Disabilities Act) parking requirements and dimensions shall be incorporated as a required improvement into all plats and site plans.

   D. Recreational vehicle parking shall not be permitted on residential lots within the MF-R District. Refer to Parking and Loading Requirements for commercial parking lots and specific requirements for recreation vehicle and boat storage.

3. Private Travelways, Combined Travelways with Parking Bays and General Access:

   A. All dwellings shall have access to a private travelway providing for two-way traffic on twelve (12) foot travel lanes with a minimum width of 24 feet (curb to curb), within a minimum 30-foot private vehicular access easement which shall be recorded with the subdivision plat.

   B. Travelways combined with single loaded perpendicular parking bays (90 degree parking stalls) shall be a minimum width of 42 feet (curb to curb), 18 feet of which shall be allocated to and striped for parking. Travelways combined with double loaded perpendicular parking bays shall be a minimum width of 60 feet (curb to curb), with 18 feet allocated to the depth of each parking bay space.

C. Private travelways and combined travelways with parking bays shall be constructed to geometric and pavement design standards as specified by the Town's *Design and Construction Standards Manual*, as revised.

D. All travelways and parking bays shall be constructed with VDOT CG-6 or approved equivalent curb and gutter.

E. No attached dwelling unit may be accessed directly from a public street unless approved by special permit.

4. Refuse and Solid Waste Buffering and Screening

A. All refuse facilities shall be completely enclosed and screened according to the provisions established in the Landscaping and Screening Regulations.

5. Additional Setback and Lot Requirements

A. Where adjacent properties are zoned to a district other than the MF-R District, all buildings shall be set back at least 30 feet from the common district property line(s) or as otherwise provided by screening and buffer requirements.

B. Front lot lines shall be common with private vehicular access easement lines, provided that where a perpendicular parking stall, recreational feature and/or a sidewalk intended for common usage are located outside of the private vehicular access easement, a minimum landscaped front yard of 12 feet shall be provided.

6. Separation and Grouping of Units

A. Building structures for multifamily residential units shall be separated from one another by a minimum of 30 feet ~~and single-family attached dwelling units shall be separated from one another by a minimum of 24 feet.~~

B. No more than twenty-four (24) multifamily units shall be included in any one building structure, provided that greater than 24 units per building may be permitted for housing for the elderly by special permit.

~~C. No more than eight (8) single-family attached units (townhouses) shall be included in any one physically contiguous grouping.~~

D. Multifamily ~~and townhouse~~ groupings shall be designed to minimize "flat," row-house architectural facades. Architectural projections, off-sets, window bays, porches, mixed materials and colors and other design elements shall be employed to achieve this result.

~~E. Architectural treatment of attached dwellings shall vary so that no more than two abutting units are substantially the same and so that no more than four units in any group are substantially the same.~~

(Ord. of 2025-xx-xx)

7. Required Improvements and Maintenance of Improvements

A. For any development in the MF-R District, all common area improvements (including open space, recreational facilities, private travelways, walkways, parking areas and other community facilities) shall be maintained by the developer/owner of the MF-R District development until such time as the developer/owner conveys said common area to a non-profit property owners association.

B. On-site lighting, signage and mailboxes (as approved by U.S. Postal Service) shall be provided by the owner/developer of the MF-R District development. These improvements shall be of compatible scale, materials and colors with the proposed development and adjacent uses. The designs for these improvements shall be provided with the final site plan.

8. Property Owners' Association and Covenants

A. Prior to final approval of a subdivision plat or site plan which includes common properties or common property improvements to be owned by a property owners association, the Town Attorney shall review and approve the applicant's property owners' association bylaws, articles of incorporation, restrictive covenants and a schedule of common property maintenance.

B. Deed restrictions and covenants shall be included with the conveyance of common property and common property improvements to include, among other things, that assessments, charges and costs of maintenance of such common areas shall constitute a pro-rata share lien upon the individual dwelling lots, such lien being inferior only to taxes and recorded trusts.

C. Restrictive covenants shall specify the detailed means by which the non-profit entity shall govern and manage itself and maintain building exteriors, landscaping, lighting, recreation areas, walkways, pedestrian trails, parking areas, snow removal travelways and other common elements of the development.

9. Additional Land Development and Site Plan Requirements

A. All uses within the MF-R District shall require a General Development Plan for zoning and/or special permit approval. The General Development Plan shall serve as the master land use plan for the specific development proposal.

B. The development of any and all sections within the MF-R District shall require site plan approval in conformance with the General Development Plan.

C. A Traffic Impact Assessment may be required for any MF-R District application by the Planning and Zoning Administrator. See Appendix, Article 14.B.

D. Refer to Article 9, Landscape and Screening Regulations for additional screening buffer yard and open space landscaping provisions.

E. Refer to the Town's Design and Construction Standards Manual for additional residential design standards and criteria.

10. Condominiums

A. Any proposed condominium development established under the Condominium Laws of Virginia shall be subject to the following provisions:
   (1) All setbacks, density and other MF-R District provisions shall be met.
   (2) Minimum lot and yard requirements shall be met as if lot lines existed.

11. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.

12. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for*

foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."

13. Refer to the Floodplain Zoning Overlay District, where applicable.

14. Refer to the Chesapeake Bay Preservation Area Overlay District.

15. Refer to Article 10, Signage Regulations for signage provisions.

(Ord. of 2020-09-01; Ord. of 2025-xx-xx)

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Text Amendment - Requirements and Definition of Duplex

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing - Text Amendment - Duplex	Public Hearing	7/22/2025
Staff Report - Duplex	Public Hearing	7/22/2025
Attachments - Article 3D, 3E and 13 -Duplex	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
AMENDMENT & REVISION OF ZONING ORDINANCE

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of the Town of Smithfield, applicant for a text amendment to the provisions of the following: Articles 3.A, 3.B, 3.C, 3.D, 3.E, 3.G 3.H, & 3.J2 to add group homes as a permitted use; Articles 3.D, 3.E & 13 to clarify the requirements and definition of duplex; Article 3.C.F.2.B.2 to increase the side yard setback for cluster lots; Article 2.U to clarify home occupation uses; Article 3.F to remove regulations for attached, townhouse, and duplex units, of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter,

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the text amendment application, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT: ARTICLE 3.D, 3.E, & 13 TEXT AMENDMENT
PUBLIC HEARING

TUESDAY, AUGUST 5th, 2025, 6:30 PM

This is a proposed text amendment to Articles 3.D, 3.E, and 13 of the Zoning Ordinance to clarify that duplex units are permitted on one parcel (one duplex, two units, per single parcel of land and/or one duplex per 2 subdivided lots).

This also doubled the minimum lot area and the minimum lot width if the duplex is on one single parcel of land.

> **Dwelling, Duplex:** A two-family attached residential use in which the dwelling units are located on either one individual platted lot~~s~~ or two individual lots, and either of which share a common wall (including without limitation the wall of an attached garage or porch) and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.

This application did appear at the May & June Planning Commission and was favorably recommended in July.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

Article 3.D:

DN-R, Downtown Neighborhood Residential District

Article 3.D:

DN-R Residential

(Downtown Neighborhood Residential District)

A. Purpose and Intent:

The DN-R, Downtown Neighborhood Residential District provides for single family detached residences at slightly higher densities than the S-R, Suburban Residential District. All development within the DN-R District shall be consistent with the Comprehensive Plan's goals for harmonious new development as well as the revitalization of existing stable residential neighborhoods in and around downtown Smithfield. The principal objective of this district is to recognize, maintain and reinforce the existing “sense of neighborhood” in and around the downtown historic areas and to promote residential development of compatible scale, historic character and architectural massing.

While the application of the DN-R District is primarily intended to overlay the existing, substantially developed, residential areas close to the downtown, it also can be applied to new rezonings of undeveloped tracts and infill lots situated within close proximity to the downtown residential areas and waterfront areas. It is the intent of this district to preserve existing historic and natural features, to protect existing landscapes and vegetation, to promote excellence in landscape design and to encourage housing with appropriate scale and architecture.

The average density of five units per acre establishes the DN-R District as one which accepts a higher density and relatively small lot size for single family detached residences. All new and redevelopment activities shall be served by public water and sewer, public streets with curb and gutter, sidewalks, drainage and stormwater management.

B. Permitted Uses:

1. Single family detached dwellings.
2. Accessory buildings and uses, limited to detached carport and garages, tool sheds, children's playhouses and play structures, off-street parking, and doghouses.
3. Home occupations.
4. Public parks and playgrounds.
5. Yard sale and/or garage sale (per ordinance definition).
6. Private swimming pools
7. Boat docks, boat storage and waterfront access facilities, as an accessory use to a private single family dwelling.
8. Irrigation wells and wells for ground source HVAC systems.

(Ord. of 2020-09-01)

C. Uses Permitted by Special Use Permit:

1. Cemeteries.
2. Churches and places of worship.
3. Duplex residential dwellings ~~(1 dwelling per subdivided lot).~~
4. Community buildings, limited to use by residents of the subdivision.
5. Public uses.
6. Libraries.
7. Museums, historic sites and shrines.
8. Plant nurseries, with no sale of products permitted on premises.
9. Child day care centers.
10. Adult day care centers.
11. Nursery schools.
12. Private schools and colleges.
13. Public schools and colleges.
14. Commercial swimming pools and tennis courts.
15. Bed and breakfast lodgings.
16. Public utilities.
17. Civic, fraternal, and/or social organization halls.
18. Tennis courts, public and private.
19. Gymnasiums, public and private.
20. Boat docks, boat storage and waterfront access facilities, as an accessory use to uses other than private single family residential dwellings.
21. Cupolas, spires and steeples for public and semi-public uses.
22. Agriculture, forestry and horticultural uses (non-commercial).
23. Outdoor storage lots for recreational vehicles.
24. Zero lot line residential units (only permitted for new construction.)
25. Accessory apartments.
26. Temporary real estate marketing offices for new subdivisions.
27. Waiver of Parking and Loading Requirements.
28. Child Day Care as a Home Occupation (6-11 Children)
29. Event facilities (principal and accessory uses).
30. Boating, country, and/or hunt clubs.

(Ord. of 9-5-2000, Ord. of 9-2-2008, Ord. of 11-4-2014, Ord. of 2019-09-03; Ord. of 2025-xx-xx)

D. Maximum Density:

1. Five (5.0) dwelling units per net developable acre.

E. Lot Size Requirements:

1.	Minimum district size:		Not regulated
2.	Minimum lot area:		
	A.	Conventional single family lot:	6000 square feet
	B.	Duplex lot (1 attached unit/lot):	
		(1) Interior lot:	4000 square feet
		(2) Corner lot:	5000 square feet
	C.	Duplex lot (1 duplex per lot):	
		(1) Interior lot:	8000 square feet
		(2) Corner lot:	10000 square feet
3.	Minimum lot width:		
	A.	Conventional single family lot:	
		(1) Interior lot:	50 feet
		(2) Corner lot:	75 feet
	B.	Duplex ~~attached residential~~ lot (1 attached unit per lot):	
		(1) Interior lot:	40 feet
		(2) Corner lot:	60 feet
	C.	Duplex lot (1 duplex per lot):	
		(1) Interior lot:	80 feet
		(2) Corner lot:	120 feet

(Ord. of 2025-xx-xx)

F. Bulk Regulations:

1. Height

   A. Residential building height: 35 feet
   (principal and accessory uses)

   B. Public or semi-public building: 45 feet,
   provided that required front, rear, and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

   C. Cupolas, spires and steeples: 50 feet

2. Minimum yard requirements:

   A. Conventional single family lot:

      (1) Front yard: 25 feet,
      Except where forty percent (40%) or more of the frontage on one side of the street within the same block is improved with buildings, no building on that side of the street within the same block shall be required to have a front yard greater than the average front yard of the existing buildings. However, when there are buildings on the adjacent lots on both sides, the front yard shall not be required to be greater than the average of the front yards of the buildings on the adjacent lots. The side line of a building on a corner lot shall not be a factor in these calculations.

      (2) Side yard (interior lot): 10 feet,
      Except that the minimum side yard for any lot of record prior to the date of the adoption of this ordinance shall be 5 feet.

      Side yard (corner lot): 20 feet,
      Except that the minimum side yard for any corner lot of record prior to the date of the adoption of this ordinance shall be 10 feet.

      (3) Rear yard: 25 feet (residences)
      5 feet (accessory uses),

B. Duplex attached residential lot ~~(1 attached unit per subdivision lot)~~:

(1) Front yard: 25 feet,
Except where forty percent (40%) or more of the frontage on one side of the street within the same block is improved with buildings, no building on that side of the street within the same block shall be required to have a front yard greater than the average front yard of the existing buildings. However, when there are buildings on the adjacent lots on both sides, the front yard shall not be required to be greater than the average of the front yards of the buildings on the adjacent lots. The side line of a building on a corner lot shall not be a factor in these calculations.

(2) Side yard (interior lot): 10 feet
Side yard (corner lot): 15 feet
Except that the minimum side yard for accessory uses for any lot of record prior to the date of the adoption of this ordinance shall be 5 feet.

(3) Rear yard: 25 feet (residences)
5 feet (accessory uses),

D. A maximum floor area ratio equal to 0.25 shall apply to uses other than residential.

G. Open Space:

1. In conventional subdivisions with 50 or more lots, 10% of the gross site area shall be open space dedicated to common usage and ownership, 50% of such area shall be developed as recreational and active community open space, as defined.

2. No more than 40% of the dedicated open space shall consist of land classified as 100 year floodplain, stream valleys, wetlands, slopes greater than 30% and/or drainage easements.

3. All dedicated open space is regulated by landscaping requirements.

4. In no instance shall open space credit be given for lands which are included in or reserved for public rights of way, private travelways, loading areas, required sidewalks or parking areas.

H. Net Developable Area Calculation for DN-R District:

1. Notwithstanding governing lot size and yard regulations, the maximum number of units for attached residential development or subdivision shall be calculated based on existing land conditions. The yield of a subdivision shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The final plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in the appendix of the Zoning Ordinance.)*

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travleways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No DN-R District residential lot shall be configured such that more than 10% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or more, (b) wetlands, (c) 100-year floodplains, and (d) water features.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Refer to the Floodplain Zoning Overlay District, where applicable.

2. Refer to the Chesapeake Bay Preservation Area Overlay District.

3. Refer to Landscaping and Screening, Article 9, for screening and buffer yard provisions.

4. Refer to Parking and Loading Requirements, Article 8, for parking regulations and specific requirements for common parking lots for recreation vehicle and boat storage.

5. Recreational vehicle parking shall not be permitted within front yard and the area of the side yard setbacks.

6. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.

7. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

8. Refer to the Smithfield Design and Construction Standards Manual for additional residential design standards and criteria, where applicable.

9. Refer to the Smithfield Historic District Design Guidelines and the HP-O District for additional residential design standards and criteria for properties located within the historic preservation areas.

10. All uses within the DN-R District shall require a General Development Plan and/or site plan for zoning and/or special permit approval.

11. Refer to General Regulations, Article 2, for additional lot and yard requirements.

12. Refer to Sign Regulations, Article 10, for signage provisions.
(Ord. of 10-3-2000; Ord. of 2020-09-01)

Article 3.E:

A-R, Attached Residential District

Article 3.E:

A-R, Attached Residential

(Townhouse and Attached Residential District)

A. Purpose and Intent:

The A-R, Attached Residential District is created to provide for attached residential dwellings such as conventional townhouses, row houses, multiplex dwellings, duplexes and other similar forms of attached residential units. Single family detached residential dwellings may be permitted under the special use provisions of the district. Garden apartments, "over and under" attached residences, housing for the elderly, and other forms of multi-family housing are not permitted in this district. The A-R District is intended for use in locations compatible with the Comprehensive Plan's goals for medium density, attached residential development in Smithfield. The average density of six (6) to eight (8) units per net developable acre establishes this district as one recognizing townhouse-styled units as the dominant land use.

The A-R District shall be applied to undeveloped tracts lying within Smithfield, as well as to infill parcels at selected locations with the intent of preserving existing natural features and vegetation, promoting excellence in site planning and landscape design, creating self-sustaining neighborhoods and recreational areas and encouraging attached housing with compatible scale, materials and character of architecture. Development in the A-R, Attached Residential District shall be sensitive to land physiography, provision of adequate public infrastructure and development of quality transportation improvements in achieving optimal siting of dwellings, recreation areas, community facilities and open space.

B. Permitted Uses:

1. Attached residential (townhouse) dwellings.
2. Duplex residential dwellings ~~(one dwelling per subdivided lot).~~
3. Private community facilities, recreation areas and other common area improvements normally associated with attached residential developments (other than those requiring special use permits) shall be permitted subject to general development plan and final site plan approval.
4. Accessory uses, to include tool sheds, detached garages and carports, children's playhouses, doghouses and accessory off-street parking and loading spaces.
5. Irrigation wells and wells for ground source HVAC systems.

(Ord. of 2020-09-01; Ord. of 2025-xx-xx)

C. Uses Permitted by Special Use Permit:

1. Single family detached residences, subject to S-R District regulations, provided that such residences do not comprise more than 25% of the total planned residential units depicted on the general development plan.
2. Parking lots for recreational vehicles and boats, except as part of a planned development.
3. Commercial swimming pools and tennis courts.
4. Churches and places of worship.
5. Public uses and facilities.
6. Recycling centers, for use by the A-R District residents only.
7. Child day centers.
8. Adult day care centers.
9. Nursery schools.
10. Private schools.
11. Public schools.
12. Cemeteries.
13. Home occupations.
14. ~~Group homes~~. Repealed 2025-xx-xx
15. Institutional housing and general care for indigents and orphans.
16. Boating, country, and/or hunt clubs.
17. Public utilities.
18. Temporary real estate marketing offices for new subdivisions.
19. Multi-family housing for the elderly and assisted living residences requiring medical and/or food support structures, subject to MF-R regulations.
20. Waiver of Parking and Loading Requirements.

(Ord. of 9-2-2008, Ord. of 2019-09-03; Ord. of 2025-xx-xx)

D. Maximum Density:

1. Eight (8.0) dwelling units per net developable acre.

E. Lot Size Requirements:

1. Minimum district size: Five (5) acres

2. Minimum lot area for attached (townhouse) dwellings:

A.	Interior lot:	1600 square feet
B.	Corner lot:	2400 square feet

C. Condominium: See Additional Regulations for A-R District

3. Minimum lot area for duplex dwellings:

~~A. Interior lot: 4000 square feet~~

~~B. Corner lot: 5000 square feet~~

A. Duplex lot (1 attached unit/lot):

(1) Interior lot: 4000 square feet
(2) Corner lot: 5000 square feet

B. Duplex lot (1 duplex per lot):

(1) Interior lot: 8000 square feet
(2) Corner lot: 10,000 square feet

C. Condominium: See Additional Regulations for A-R District

4. Minimum lot width for attached (townhouse) dwellings:

A. Interior lot: 18 feet

B. Corner lot: 35 feet, subject to additional side yard regulations.

C. Condominiums: See Additional Regulations for A-R District

5. Minimum lot width for duplex dwellings:

~~A. Interior lot: 35 feet, subject to additional side yard regulations.~~

~~B. Corner lot: 50 feet, subject to additional side yard regulations.~~

A. Duplex lot (1 attached unit per lot):

(1) Interior lot: 35 feet
(2) Corner lot: 50 feet

B. Duplex lot (1 duplex per lot):

(1) Interior lot: 70 feet
(2) Corner lot: 100 feet

C. Condominiums: See Additional Regulations for A-R District

(Ord. of 2025-xx-xx)

6. Other: Where a lot is to be subdivided into individual lots for the sale of single family attached dwelling units:

A. Lot lines shall conform with party wall centerlines, and

B. Each lot shall be required to include a rear privacy yard with a minimum area of 200 square feet. The design of the privacy yard shall be detailed on the final site plan and shall include provisions for screening, fencing, paving, exterior lighting and/or special landscaping treatment.

F. Bulk Regulations:

1. Height

A. Residential building height: 35 feet
by Commission waiver: 45 feet, but not to exceed 3 stories.

B. Public or semi-public building: 45 feet,
provided that required front, rear and side yards shall be increased by 1 foot for each foot of height over thirty-five feet.

C. Cupolas, spires and steeples: 90 feet,
by special use permit approved by the Planning Commission.

D. Accessory structures: 16 feet
provided that accessory building heights may be increased to twenty-four feet in accordance with Article 2, Section P of the Zoning Ordinance.

2. Minimum yard requirements for attached, duplex and two-family dwellings:

A. Front yard: 25 feet,
for any yard fronting a public right of way.

12 feet,
for any yard fronting a private travelway and/or parking bay, provided that the minimum yard depth be measured from the face of building to either (1) the back of vehicular pavement curbing or (2) the back of sidewalk if located between building and vehicular pavement curbing, whichever dimension is closer to the building front.

20 feet,
for any yard fronting a private travelway and/or parking bay serving a residential dwelling with a garage.

B. Side yard: 25 feet,
for any side yard fronting a public right of way.

16 feet,
for any side yard abutting a private travelway and/or parking bay.
12 feet,
for any side yard abutting an adjacent lot line.

C. Rear yard: 25 feet

3. In addition to the above regulations, the yard requirements for uses and structures other than residential dwellings and residential accessory uses shall be further regulated by floor area ratio and lot coverage ratios. A maximum floor area ratio equal to 0.30 shall apply to such non-residential uses and structures, with a maximum percentage of building coverage on the lot equal to 20%. The location of all such uses shall be subject to site plan approval.
(Ord. of 5-4-2004)

G. Open Space and Recreation Areas:

1. Twenty-five percent (25%) of the gross site area shall be common open space dedicated to common usage and ownership.

2. Fifty percent (50%) of the required common open space area shall be developed as active recreational areas and facilities.

3. Active recreational areas may include playgrounds with recreational structures, tot lots, tennis courts, swimming pools, wading pools, spas and saunas, clubhouse facilities, community meeting rooms and other similar facilities intended for the exclusive use and participation of residents within the development. The applicant shall establish that the type and quality of the planned improvements for the active recreation space shall satisfy the needs of the residents of the project. The location, mix, type, quality and phasing of active recreation facilities and open spaces shall be delineated on the General Development Plan and are subject to Planning Commission approval. A bond may be required for such improvements and facilities subject to the discretion of the Planning Commission.

4. No more than 40% of the required common open space shall consist of land classified as 100 year floodplain, stream valleys, wetlands, water features, stormwater management facilities, slopes greater than 30% and/or drainage easements.
5. Required common open space shall be contiguous and shall occupy a single parcel within the A-R development unless otherwise approved by the Planning Commission.

6. In no instance shall open space credit be given for lands which are included in or reserved for public rights of way or private travelways, loading areas, required sidewalks or parking areas.

7. Open space and active recreational areas shall be accessible to all attached residential lots within the development via dedicated pedestrian access easements. Walkways and other forms of pedestrian access shall form an interconnected system within the A-R District, serving as access to open space, recreational areas and other pedestrian destinations. Pedestrian systems shall be delineated on the General Development Plan.

8. Where community bike and pedestrian trails intended for public use have been designated by the Town's adopted Comprehensive Plan or the Capital Improvements Plan, the applicant shall connect interior pedestrian trails and sidewalks within the project, where appropriate, to these community trails.

9. All open space shall be further regulated by landscaping requirements.

10. All common open space, recreational areas and other common properties shall be preserved for their intended purpose as shown on the approved Plan of Development and shall be established by metes and bounds on the Final Subdivision Record Plat.

11. Common open space, recreational areas and other common properties shall be owned, administered and maintained by a not-for-profit, property owners' association, provided, however, that a portion or all of such properties may be dedicated to the Town subject to and at the sole discretion of the Town for acceptance at time of plat recordation. Property owners' association by-laws, articles of incorporation, restrictive covenants and a schedule of maintenance shall be submitted with any application for subdivision plat or site plan approval.

12. For open space, recreational areas and other common properties to be retained by the property owners' association of a subdivision, the initial developer/owner of the subdivision must establish the owners' association as a legal entity prior to the recordation of the final plat. Membership in the association shall be mandatory for all lot owners within the subdivision. The owners' association shall own all common open space and recreational facilities and shall provide for their perpetual administration, maintenance and operation.
(Ord. of 2021-07-06)

H. Net Developable Area Calculation for Attached Residential

1. Notwithstanding governing lot size and yard regulations, the maximum number of units for attached residential development or subdivision shall be calculated based on existing land conditions. The yield of a subdivision shall be based on its net developable area, with adjustment factors for physical land units as specified in the chart in the following section.

2. The final plat and/or site plan for a project shall graphically depict the location and area for the physical land units as outlined herein below. A calculation of the net developable area shall be required for all subdivision and site plan submissions. *(Refer to illustrative example of net developable area calculation in the Appendix of the Zoning Ordinance.)*

Physical Land Unit	**Percent Credited Toward Net Acreage**
Slopes less than 10%:	*100%*
Slopes from 10% but less than 20%:	*75%*
Slopes from 20% but less than 30%:	*50%*
Slopes 30% or more:	*10%*
Soils with high shrink/swell characteristics, as defined:	*75%*
Wetlands, existing water features and streams:	*0%*
Stormwater management basins and structures:	*0%*
Above-ground 69 KV or greater transmission lines:	*0%*
Public right-of-way	*0%*
Private streets, travleways and combined travelways and parking bays	*0%*

3. No credit towards net developable area shall be given for planned public rights-of-way, private streets, travelways and combined travelways and parking bays within a lot or property to be developed or subdivided. Twenty percent (20%) shall be subtracted from the calculated net developable acreage to allow for street rights of way, unless it can be demonstrated by survey calculations to the satisfaction of the Planning Commission that proposed street rights of way, private streets, travelways and combined travelways and parking bays in a subdivision will be less than 20% percent of the calculated net acreage.

4. No A-R District residential lot shall be configured such that more than 25% of the prescribed minimum lot area is comprised of one or more of the following physical land units: (a) slopes 30% or more, (b) wetlands, (c) 100-year floodplains and (d) water features. Stormwater management and BMP facilities shall not be constructed within the boundaries of a residential lot.
(Ord. of 8-1-2001)

I. Additional Regulations:

1. Waiver of Minimum District Size: The Planning Commission may approve a special permit waiving the five acre minimum district size requirement for the A-R, Attached Residential District provided that the owner shall successfully demonstrate that consolidation with contiguous parcels or lots necessary to meet minimum district size represents an undue economic hardship or physical impossibility. Further, the owner shall establish that such proposed A-R development will have no deleterious effect on contiguous properties while satisfying the purpose and intent of the district.

2. Refer to Parking and Loading Requirements, Article 8, for parking regulations.

   A. Parking spaces for each dwelling unit shall be assigned and located within close proximity to the individual dwelling unit served.

   B. Separate parking spaces shall be allocated and reserved within an A-R development for recreational vehicle parking on the basis of one (1) recreational vehicle parking space per four (4) dwelling units. No recreational vehicle parking space shall front on a public street.

   C. ADA (American Disabilities Act) parking requirements and dimensions shall be incorporated as a required improvement into all plats and site plans.

   D. Recreational vehicle parking shall not be permitted on residential lots within the A-R District. Refer to Parking and Loading Requirements for parking regulations and specific requirements for common parking lots for recreation vehicle and boat storage.

3. Private Travelways, Combined Travelways with Parking Bays and General Access:

   A. All dwellings shall have access to a private travelway providing for two-way traffic on twelve (12) foot travel lanes with a combined minimum width of 24 feet (curb

to curb), within a minimum 30 foot private vehicular access easement to be recorded with the subdivision plat.

B. Travelways combined with single-loaded perpendicular parking bays shall be a minimum width of 42 feet (curb to curb), 18 feet of which shall be allocated to and striped for parking. Travelways combined with double loaded perpendicular parking bays shall maintain a minimum width of 60 feet (curb to curb), with 18 feet allocated to the depth of each parking bay space.

C. Private travelways and combined travelways with parking bays shall be constructed to geometric and pavement design standards as specified by the Town's Design and Construction Standards manual, as revised.

D. All travelways and parking bays shall be constructed with VDOT CG-6 or approved equivalent curb and gutter.

E. No attached dwelling unit may be accessed directly from a public street unless approved by special permit.

4. Refuse and Solid Waste Buffering and Screening

A. All refuse facilities shall be completely enclosed and screened.

5. Additional Setback and Lot Requirements

A. Where adjacent properties are zoned to a district other than the A-R District, all Attached Residential buildings shall be set back at least 25 feet from the common district property line(s) or as otherwise provided by screening and buffer requirements.

B. Front lot lines shall be common with private vehicular access easement lines, provided that where a perpendicular parking stall, recreational feature and/or a sidewalk intended for common usage are located outside of the private vehicular access easement, a minimum landscaped front yard of 12 feet shall be provided.

6. Separation and Grouping of Units

A. Building structures for single-family attached dwelling units shall be separated from one another by a minimum of 24 feet.

B. No more than eight (8) and no fewer than three (3) single-family attached units (townhouses) shall be included in any one physically contiguous grouping.

C. Townhouse grouping shall be designed to minimize "flat," row-house architectural facades. Architectural projections, off-sets, window bays, porches, mixed materials and colors and other design elements shall be provided to achieve this result.

D. Architectural treatment of attached dwellings shall vary so that no more than two abutting units are substantially the same and so that no more than four units in any group are substantially the same.

7. Required Improvements and Maintenance of Improvements

A. For any development in the A-R District, all common area improvements (including open space, recreational facilities, private travelways, walkways, parking areas and other community facilities) shall be maintained by and at the sole responsibility of the developer-owner of the A-R District development until such time as the developer-owner conveys such common area to a non-profit property owners' association entity consisting of the individual owners of the dwelling units in the development.

B. On-site lighting, signing and mailboxes (as approved by the U.S. Postal Service) shall be provided by the owner-developer of the A-R, Attached Residential District development. These improvements shall be of compatible scale, materials and colors, the designs for which shall be provided with the final site plan.

8. Property Owners' Association and Covenants

A. Prior to final approval of a subdivision plat or site plan which includes common properties or common property improvements to be owned by a property owners' association, the Town Attorney shall review and approve the applicant's property owners' association bylaws, articles of incorporation, restrictive covenants and a schedule of common property maintenance.

B. Deed restrictions and covenants shall be included with the conveyance of common property and common property improvements to include, among other things, that assessments, charges and costs of maintenance of such common

areas shall constitute a pro-rata share lien upon the individual dwelling lots, such lien inferior only to taxes and recorded trusts.

C. Restrictive covenants shall specify the detailed means by which the non-profit entity shall govern and manage itself and maintain building exteriors, landscaping, lighting, recreation areas, walkways, pedestrian trails, parking areas, snow removal travelways and other common elements of the development.

9. Additional Land Development and Site Plan Requirements

A. All uses within the A-R District shall require a General Development Plan for zoning and/or special permit approval. The General Development Plan shall serve as the master land use plan for the specific development proposal.

B. The development of any and all sections within the A-R District shall require site plan approval in conformance with the General Development Plan.

C. A Traffic Impact Assessment may be required for any A-R District application by the Planning and Zoning Administrator. The study shall be prepared in accord with the guidelines and standards provided by the Town.

D. Refer to Landscaping Regulations for additional screening buffer yard and open space landscaping provisions.

E. Refer to the Town's Design and Construction Standards Manual for additional residential design standards and criteria.

10. Condominiums

A. Any proposed condominium development established under the Condominium Laws of Virginia shall be subject to the following provisions:

(1) All AR district provisions shall be met, as if lot lines existed, unless approved by special use permit.

(2) Repealed 2024-02-06

(3) A site plan shall be required and shall govern the location of all site structures and improvements on final plans.

11. No private domestic well and septic systems shall be permitted. Irrigation wells and wells for ground source HVAC systems are permitted by right.

12. Any subdivision or lot which is proposed to be developed on shrink/swell soils shall require a geotechnical report to be submitted with the preliminary plat and plans. Such report shall be prepared by a registered professional engineer and shall address the feasibility of development on the subject soils. No subdivision plat or site plan shall be approved for final recordation until a foundation engineering report has been reviewed by the Town. All recorded plats for lots containing shrink/swell soils shall bear the following note: *"This lot contains shrink/swell soils which require special engineering design for foundations and structural elements. No structure will be approved for issuance of a building permit until a foundation engineering design prepared by a certified professional engineer has been approved for the proposed structure."*

13. Refer to the Floodplain Zoning Overlay District, where applicable.

14. Refer to the Chesapeake Bay Preservation Area Overlay District.

15. Refer to the Smithfield Historic District Design Guidelines and the HP-O district for additional design standards and criteria, where applicable.

16. Refer to Sign Regulations, Article 10 for signage provisions.

(Ord. of 2022-02-06)

Article 13:

DEFINITIONS

Article 13:
Definitions

A. Interpretations:

For the purpose of this Ordinance, certain words and terms are to be interpreted as follows:

1. Words used in the present tense can include the future; words used in the masculine gender can include the feminine and neuter; words in the singular number can include the plural; and words in the plural can include the singular, unless the obvious construction of the wording indicates otherwise.

2. The word “shall” is mandatory. The word “may” is permissive.

3. Unless otherwise specified, all distances shall be measured horizontally and at right angles to the line in relation to which the distance is specified.

4. The word “building” includes the word structure, and the word “structure” includes the word building; the word “lot” includes the word plot; the word “used” shall be deemed also to include designed, intended, or arranged to be used; the term “erected” shall be deemed also to include constructed, reconstructed, altered, placed, relocated or removed.

5. The terms “land use” and “use of land” shall be deemed also to include building use and use of building.

6. The word “adjacent” means nearby and not necessarily contiguous; the word “contiguous” means touching and sharing a common point or line.

B. Definitions:

As used in this article, the following terms or words shall have meanings given below unless the context requires otherwise.

Accessory: As applied to use or structure, means customarily subordinate or incidental to the primary use or structure, and on the premises of such primary use or structure. The phrase “on the premises of” mean on the same lot or on the contiguous lot in the same ownership.

Accessory apartment dwelling unit: A residential apartment which is incidental and subordinate to a single family detached residence for the purpose of accommodating not more than two (2) occupants and as further defined in the Ordinance.

Accessory structures or uses: Any structure located on a lot or parcel not identified as a principal structure as defined herein. Accessory structures include, but are not limited to, detached garages, gazebos, free-standing decks, storage buildings or tool sheds, guest houses, and similar forms of development that are incidental and subordinate to the principal structure. Accessory uses include, but are not limited to, in-ground pools, patios, terraces, tennis courts, synthetic turf, and other impermeable landings that do not permit infiltration to groundwater. Any modification or expansion to an accessory use must be reviewed and approved using a formal exception process unless proposed within a locally designated Intensely Developed Area.

Acre: A measure of land equating to 43,560 square feet.

Acreage: A parcel of land, regardless of area, described by metes and bounds and not a lot of any recorded subdivision plat.

Administrator: The Planning and Zoning Administrator of the Town of Smithfield as designated by resolution of the Town Council.

Addition: Any construction which increases the area of cubic content of a building or structure. The construction of walls which serve to enclose completely any portion of an existing structure, such as a porch, shall be deemed an addition within the meaning of the chapter.

Adult day care center: A building or structure where care, protection and supervision are provided on a regular schedule for disabled adult persons and senior citizens for less than 24 hours per day.

Agricultural lands: Those lands used for the planting and harvesting of crops or plant growth of any kind in the open, pasture, horticulture, dairy farming, floriculture, or the raising of poultry and/or livestock.

Alley: A public or private way less than 30’ in width intended for vehicular traffic and designed to give access to the side and rear of properties whose principal frontage is on a street.

Alteration: Any material change in the architectural features of a structure and its surrounding site including, but not limited to, additions and removals, change in use, substantial landscaping and any subdivision. Modifications classified as ordinary repair are excluded from this definition.

Amusement arcade: Establishments in which a principal use is the operation of video, mechanical, electronic and/or coin operated games and/or devices for the amusement of the general public.

Amusement machines: Any video, mechanical, electronic and/or coin operated game and/or device for the amusement of patrons. This definition shall not be constructed to include coin operated music players, coin operated mechanical children's rides or coin operated television.

Animal shelter: As differentiated from a **Kennel** as defined herein, any place designated to provide for the temporary accommodation of five (5) or more common, unowned household pets until appropriate disposition of such pets can be effectuated.

Apartment: See **Dwelling, Multiple family**.

Architect: A professional who is registered with the State Department of Professional and Occupational Registration as an architect.

Attached residential buildings: A row of two (2) or more dwelling units, separated from one another by continuous vertical wall(s) without opening from basement floor to roof, with each unit located on a separate lot of record. Townhouses are included in this category.

Automobile and/or trailer sales area: An open space, other than a street or required automobile parking space, used for display or sale of new or used automobiles or trailers and where no repair work is done.

Automobile salvage yard: Any lot or place which is exposed to the weather and upon which more than five (5) motor vehicles of any kind incapable of being licensed or operated on the highways are placed, located or found.

Average Daily Traffic (ADT): Total volume of traffic during a given period of time (in whole days greater than one day and less than one year) divided by the number of days in that time period.

Bank: See **Financial institution**.

Base Flood: See **Flood**.

Basement: That portion of a building partly underground, having at least one-half of its height above the average adjoining grade. A basement shall be termed a cellar when more than one-

half of its height is below the average adjoining grade. A basement or cellar shall be counted as a story only if the vertical distance from the average adjoining grade to the ceiling is over five (5) feet.

Bed and breakfast lodging: A single family dwelling, occupied by its owner or operator, containing sleeping and breakfast accommodations as an accessory use to the principal use as a private residence. Such lodging shall have no more than five (5) room accommodations for transient persons and wherein a charge is normally paid for such accommodations.

Berm: A landscaped earthen mound intended to screen, buffer, mitigate noise and generally enhance views of parking areas, storage areas or required yards particularly from public streets or adjacent land uses.

Best Management Practices or BMPs: A practice, or a combination of practices, that is determined by a state or designated area-wide planning agency to be most effective, practical means of preventing or reducing the amount of pollution generated by nonpoint sources to a level compatible with water quality goals.

Block: That land abutting on one side of a street extending to the rear lot lines, or for parcels of land extending through to another street, to a line midway between the two (2) streets and lying between the two (2) nearest intersecting and intercepting streets or between the nearest intersecting or intercepting street and the boundary of any railroad right-of-way, park, school ground or non-subdivided acreage or center line of any drainage channel twenty (20) feet or more in width.

Board: The Board of Zoning Appeals of the Town of Smithfield.

Boardinghouse: A single detached dwelling where the property owner, after obtaining a boardinghouse permit and license from the Town, must reside on the premises, and where for compensation and by prearrangement for definite periods, lodging and/or meals shall be provided for not more than four (4) persons not of the same family. Operation of a boarding or rooming house shall not be deemed a home occupation. There shall be no more than one (1) boarding or rooming house on each recorded lot.

Boating, country, and/or hunt clubs: A non-profit association or corporation organized and operated to provide private facilities for boating, horseback riding, golfing, swimming, tennis, and/or other recreational activities associated therein to its private, self-perpetuating membership on a contiguous parcel of land. Any facility which conducts commercial activities including (but not limited to) the construction, manufacture, repair, and/or sale of goods, equipment, supplies,

vehicles, and/or vessels, or which operates a commercial restaurant, refreshment, and/or events facility shall not be deemed a boating, country, and/or hunt club. However, restaurant, refreshment, and small event facilities limited to members and their guests and conducted as an incident to other boating, country, and/or hunt club activities shall be allowed. Nothing in this definition shall be construed to permit archery, fishing, hunting, shooting preserves, shooting ranges, skeet shooting, and/or trap shooting, unless otherwise permitted in the underlying zoning district.

Buffer or screening: Any device or natural growth, or a combination thereof, which shall serve as a barrier to vision, light, or noise between adjoining properties, wherever required by this ordinance and further defined herein.

Buffer Area: An area of natural or established vegetation managed to protect other components of a Resource Protection Area (RPA) and state waters from significant degradation due to land disturbances.

Buildable area: The portion of a lot remaining after required yards have been provided.

Building: Any structure used or intended for supporting or sheltering any use of occupancy.

Building footprint: The area on the ground surface covered by the building.

Building front: That one (1) face or wall of a building which is architecturally designed as the front of the building, which normally contains the main entrance(s) for use by the general public. Also known as a “facade.”

Building height: See **Height, building**.

Building, rear: That portion of a building which is, by either service area, secondary entry and egress or the facade directly opposite the front facade of the structure; the reverse frontage of the building.

Bulk regulations: Regulations controlling the size of structures and the relationship of structures and uses to each other and to open areas and lot lines. Bulk regulations include provisions controlling (a) maximum building height, (b) maximum floor area ratio and (c) minimum yard requirement.

Car wash: A commercial establishment whose structure, or portion thereof, contains facilities for washing motor vehicles, using production-line, automated or semi-automated methods for

washing, whether or not employing a chain conveyor, blower, steam-cleaning or similar mechanical device, and whose primary use is for the purpose of washing motor vehicles for a stipulated fee.

Carport: Any space outside a building and contiguous thereto, wholly or partly covered by a roof, and used for the shelter of parked motor vehicles. A carport is to have no enclosure, other than the side of the building to which the carport is contiguous, that is more than eighteen (18) inches in height, exclusive of screens.

Cemetery: Property used for the interring of the dead, in which columbariums and mausoleums may be utilized.

Center line: A line lying midway between the side lines of a street or alley right-of-way as measured in the horizontal plane.

Chesapeake Bay Preservation Areas (CBPA): Any land designated as such on the Chesapeake Bay Preservation Area Map adopted by the Town Council, subject to confirmation by the Town of Smithfield Zoning Administrator on a site-specific basis. A Chesapeake Bay Preservation Area shall consist of a Resource Protection Area and a Resource Management Area.

Child care center: A regularly operating service arrangement for two (2) or more children under the age of thirteen (13) where, during the absence of a parent or guardian, a person or organization has agreed to assume responsibility for the supervision, protection and well-being of a child for less than a twenty-four (24) hour period, in a facility that is not the residence of the provider or of any of the children in care.

Churches and places of worship: A building whose primary use is for the assembly of persons for religious worship and instruction. The religious facility may include offices, classrooms, parlors and meeting rooms for religious purposes.

Civic, fraternal, and/or social organization halls: Meeting places for non-profit associations or corporations organized and operated to provide services to their communities, promote the interests of its members, and to engage in charitable activities. They are operated by private, self-perpetuating membership. Restaurant, refreshment, and small event facilities limited to members and their guests and conducted incidentally to other civic, fraternal, and/or social activities shall be allowed. However, the operation of a commercial restaurant, refreshment, and/or events facility shall not be deemed as incidental to civic, fraternal, and/or social organization halls. No part of the net earnings of any civic, fraternal, and/or social organization may benefit any private individual.

Clinic: An establishment where patients who are not lodged overnight are admitted for examination and treatment by physicians practicing medicine, dentistry or psychiatric treatment.

Cluster subdivision: An alternate means of subdividing a lot premised on the concept of reducing lot size, yard and bulk requirements in return for the provision of common open space and recreational improvements within the development. Cluster subdivisions are often permitted at higher net densities in comparison to conventional developments, but also leave more open space by reducing lot sizes.

Commercial use: An occupation, employment, enterprise or activity that is carried on for profit or not for profit by the owner, lessee or licensee.

Commission: The Planning Commission of the Town of Smithfield.

Community center: A building used for recreational, social, educational and cultural activities.

Comprehensive plan: The official document or elements thereof, adopted by the Town Council and intended to guide the physical development of the Town or a portion thereof. Such plan, including maps, plats, charts, policy statement and/or descriptive material shall be that adopted in accordance with Section 15.1-450 of the Code of Virginia.

Condominium: Real property and any incidentals thereto or interests therein which have been or are to be lawfully established as such under the Virginia Condominium Act.

Construction footprint: The area of all impervious cover created by development or redevelopment of land, including, but not limited to, buildings, roads, driveways, parking areas and sidewalks, and any other land disturbed for the construction of such improvements.

Contractor's offices and shops: Establishments for the installation and servicing of such items as air conditioners, electrical equipment, flooring, heating, painting, plumbing, roofing, tiling and ventilating.

Convenience store: A small commercial shopping facility designated as a component of a neighborhood, excluding Recreational Substance Establishments and Retail Sales Establishments.

Cul-de-sac: A local street, one end of which is closed and consists of a circular turn-around.

Curb grade: The elevation of the established curb in front of the building measured at the midpoint of such frontage. Where no curb exists, the Town engineer shall establish such curb grade for the existing or proposed street in accordance with the existing street grading plans of the Town.

Curb line: The face of a curb along private streets, travelways, service drives and/or parking bays / lots.

Dealer:

"Precious Metals Dealer:" Any person, firm, partnership, or corporation engaged in the business of (i) purchasing secondhand precious metals or gems; (ii) removing in any manner precious metals or gems from manufactured articles not then owned by the person, firm, partnership, or corporation; or (iii) buying, acquiring, or selling precious metals or gems removed from manufactured articles. "Dealer" includes all employers and principals on whose behalf a purchase is made, and any employee or agent who makes any purchase for or on behalf of his employer or principal. “Precious metals" means any item except coins composed in whole or in part of gold, silver, platinum, or platinum alloys.

Demolition: The complete or substantial removal of any structure or external element of any structure.

Density: The number of dwelling units per acre.

Developer: The legal or beneficial owner or owners of all the land proposed to be included in a given development, or the authorized agent thereof. In addition, the holder of an option or contract to purchase, a lessee having a remaining term of not less than thirty (30) years, or other persons having an enforceable proprietary interest in such land shall be deemed to be a developer for the purpose of this Ordinance.

Development: The construction, substantial alteration, or installation of any improvement (including residential, commercial, industrial, institutional, recreation, transportation, or utility facilities or structures) upon a parcel of land, or any land disturbance associated therewith.

Development plan, generalized: A required submission at the time of filing for an amendment to the Zoning Map for all districts, prepared and approved in accordance with the provisions of this Ordinance, and which generally characterizes the proposed development of the subject lot.

Diameter at breast height or DBH: The diameter of a tree measured at a point four and one-half (4-1/2) feet above the existing grade, or the natural surface or contour of a site.

District: Any section of the Town of Smithfield in which the regulations governing the use of the buildings and premises, the heights of building, the size of yards and the intensity of the use are uniform.

Donation Box: Any container, storage unit or unoccupied structure, other than an accessory building or structure, that is located outside of a building, intended or used for the holding of charitable or for-profit donation items by the general public, including but not limited to clothing, shoes, household items, toys, books, and newspapers, with the collection of donated items made at a later date or time. This term shall not include solid waste facilities, recycling bins, or similar receptacles.

Dripline: An imaginary perpendicular line extending downward from the outermost tips of the branches of a tree to the ground.

Drive-in bank: Any financial institution which offers its services to persons within a motor vehicle.

Driveway: That space or area of a lot that is specifically designated and reserved for the movement of motor vehicles within the lot from one site to another or from the lot to a public street.

~~**Duplex:** A two-family attached residential use in which the dwelling units are located on individual platted lots, and which share a common wall (including without limitation the wall of an attached garage or porch) and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.~~

Dustless surface: A surface adequately covered in accordance with good practice with a minimum of either two (2) applications of bituminous surface treatment, concrete, bituminous concrete or equivalent paving material approved by the Director of Public Works, and to be maintained in good condition at all times.

Dwelling: A building or portion thereof, designed or used exclusively for residential occupancy. The term “dwelling” shall not be construed to mean a boat, trailer, mobile home, motor home, manufactured home, motel, rooming house, hospital or other accommodation used for transient occupancy.

Dwelling, Duplex: A two-family attached residential use in which the dwelling units are located on either one individual platted lot~~s~~ or two individual lots, and either of which share a common

wall (including without limitation the wall of an attached garage or porch) and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.

Dwelling, manufactured or mobile home: A single family residential unit subject to federal regulation with all of the following characteristics: (a) designed for long-term human occupancy and containing sleeping accommodations, a flush toilet, a tub or shower, bath and kitchen facilities with plumbing and electrical connections provided for attachment to outside systems; (b) designed to be transported in one or more sections after factory fabrication on detachable wheels or on a flat bed or other trailer; (c) must have eight (8) body feet or more in width and forty (40) body feet or more in length in the traveling mode or cover three hundred and twenty (320) or more square feet when erected on site, (d) ready for occupancy upon the arrival at the intended site except for minor and incidental unpacking and assembly operations, placement on an impermanent concrete foundation, connection to utilities, and the like; (e) designed to be moved from one site to another and to be used without a permanent foundation. A manufactured home may include one (1) or more units, separately towable, which when joined together shall have the characteristics as described above. Mobile homes are further subdivided in this Ordinance into single-wide and double-wide categories, and separate bulk regulations are provided for each. For the purpose of this Ordinance, a manufactured and mobile home shall not be deemed a **Single family detached dwelling**.

Dwelling, industrialized modular unit: A factory-fabricated transportable building designed to be used by itself or to be incorporated with similar units at a building site into a modular structure that will be a finished building in a fixed location attached to a permanent foundation. A modular unit must bear and be fully supported by the permanent foundation system. The foundation system must be sufficient for weight and potential structure loads as designated by the Uniform Virginia Building Code. For the purpose of this Ordinance, a modular unit shall be deemed a **Single family dwelling** and shall not be deemed a **Manufactured or Mobile home**.

Dwelling, multiple family: A dwelling unit within a residential building containing three (3) or more separate dwelling units located on a single lot or parcel of ground. A multiple family dwelling, commonly known as an apartment building, generally has a common outside entrance(s) for all the dwelling units, and the units are generally designed to occupy a single floor one above another. For the purpose of this Ordinance, a multiple family dwelling shall not be construed to mean a **Single family attached dwelling** as defined herein.

Dwelling, single family: A residential building containing only one (1) **Dwelling Unit** and not occupied by more than one (1) family.

Dwelling, single family attached: A group of two (2) or more single family dwelling units which are generally joined to one another by a common party wall, a common floor/ceiling and/or connecting permanent structures such as breezeways, carports, garages or screening fences or walls, whether or not such a group is located on a single parcel of ground or on adjoining individual lots. Each unit on a lot shall have its own outside entrance(s); architectural facades or treatment of materials shall be varied from one unit to another; and no more than two (2) abutting units in a row shall have the same rear and front setbacks, with a minimum setback offset being two and one half (2 1/2) feet unless otherwise approved by the Planning and Zoning Administrator. For the purpose of this Ordinance, dwellings such as a semidetached, garden court dwelling, patio house, zero lot line dwelling, town house, duplex and two-family dwelling shall be deemed a single family attached dwelling.

Dwelling, single family detached: A single family dwelling unit which is entirely surrounded by open space or yards on the same lot. Such dwelling unit may include rental space for occupancy by not more than two (2) persons unrelated to the resident family, provided that such rental space does not include separate kitchen facilities or a separate entrance for the exclusive use of the renters.

Dwelling, townhouse: An attached residence located on an individually platted lot, in which each dwelling unit shares a common wall (including without limitation the wall of an attached garage or porch) with at least one (1) other dwelling unit, and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.

Dwelling unit: One (1) or more rooms in a residential building or residential portion of a building which are arranged, designed, used or intended for use as a complete, independent living facility for one (1) family, and which include permanent provisions for living, sleeping, eating, cooking and sanitation.

Easement: A right created by an express or implied agreement of one (1) owner of land to make lawful and beneficial use of the land of another for a special purpose not inconsistent with any other uses already being made of the land.

Eating establishment: Establishment in which the principal use is the sale of food and beverages for dining on the premises. A fast food restaurant, a snack bar or refreshment stand at a public or non-profit recreational facility, operated solely by the agency or group operating the recreational facility, and for the convenience of patrons of the facility, shall not be deemed eating establishments.

Elderly housing: A structure containing multi-family dwelling units where the occupancy of the dwellings are restricted to persons 60 years of age or older, or couples where either the husband or wife is 60 years of age or older and which meets the Fair Housing Amendments Act of 1988 for elderly housing. Such a structure may consist of individual dwelling units, community dining areas, common recreation areas, special support services and limited medical or nursing care.

Engineer: A professional who is registered with the State Department of Professional and Occupational Registration as a professional engineer.

Event facility: A place of public assembly used primarily as an event facility is a place for hosting functions including, but not limited to, parties, lessons/classes/courses, weddings, receptions, banquets, anniversaries, meetings, and/or conferences. The event facility may be a building, tent, uncovered outdoor gathering space, or a combination thereof. For the purposes of this Section, an event facility is one that charges a fee or requires compensation to use the space or charges an entry or other fee for the uses related to the facility. Facilities exclusively used by membership groups such as clubs, or civic, fraternal, and/or social organizations, are excluded from this definition.

Family: One (1) person or two (2) or more persons related by blood, adoption, marriage or guardianship living together as a single housekeeping unit with no more than two (2) boarders; or a group of not more than three (3) unrelated persons living together as a single housekeeping unit.

Family day home: A child day program offered in the residence of the provider or the home of any of the children in care for one (1) through twelve (12) children under the age of thirteen (13), exclusive of the provider's own children and any children who reside in the home, when at least one (1) child receives care for compensation.

Fast food restaurant: Any establishment which provides as a principal use wrapped and/or packaged food and drink which is ready for consumption, on the premises or off-premises. For the purpose of this Ordinance, a fast food restaurant shall not be deemed an **Eating establishment** or **Quick service food store**.

Financial institution: Any building where the primary occupation is concerned with such State regulated businesses as banking, savings and loans, loan companies and investment / securities companies; however, for the purpose of this Ordinance, any financial institution having a drive-in window(s) shall be deemed a **Drive-in bank** as defined herein.

Flood (100-Year) or Base flood: The flood having a one percent chance of being equaled or exceeded in any given year.

Floodplain: All lands that would be inundated by flood water because of a storm event of a 100-year return interval.

Floor area, gross: The sum of the total horizontal areas of all floors of all buildings on a lot, measured from the interior faces of exterior walls. The term “gross floor area” shall include basements; elevator shafts and stairwells at each story; floor space used for mechanical equipment with structural headroom of six (6) feet, six (6) inches or more; penthouses, attic space, whether or not a floor has actually been laid, providing structural headroom of six (6) feet, six (6) inches or more; interior balconies; and mezzanines.

Floor area, net: The total floor area designed for tenant occupancy of all floors of all buildings on a lot, measured from the center line of joint partitions to the interior faces of exterior walls, which excludes areas designed for permanent uses such as toilets, utility closets, corridors for pedestrian or vehicle through traffic, enclosed parking areas, meters, rooftop mechanical structures, mechanical and equipment rooms, fire exits, stairwells, elevators and escalators. For the purposes of this Ordinance, the term “net floor area” shall not include outdoor display areas for the sale, rental and display of recreational vehicles, boats and boating equipment, trailers, horticultural items, farm or garden equipment and other similar products.

Floor area ratio: The ratio determined by dividing the gross floor area of all buildings on a lot by the area of that lot.

Frontage: A lot shall be deemed to have frontage on a street if one (1) property line of a lot abuts an accessible public street right-of-way.

Funeral home: A building used for the preparation of the deceased for funeral and the ceremonies connected therewith before burial or cremation.

Garage, private: An accessory building designed and used only for storage purposes which is owned and/or by the occupants of the building to which it is accessory.

Garage, public: A building, or portion thereof, other than a private garage, designed or used primarily for equipping, servicing, repairing, renting or selling motor driven vehicles and accessories.

Garage, commercial parking or storage: A building, or portion thereof, designated or used exclusively for the parking or storage of vehicles for a fee, but within which no licensed and operable passenger vehicles are serviced, repaired, equipped or sold.

Geometric design: The dimensions and arrangements of the visible features of a roadway. These include pavement widths, horizontal and vertical alignment, slopes, channelization, interchanges, and other features the design of which significantly affects traffic operation, safety and capacity.

Golf course: Land, whether publicly or privately owned, on which the game of golf is played, including accessory uses such as golf driving ranges and buildings customary thereto.

Golf driving range: A practice range for hitting golf balls from a common tee-off area, and for purposes of this Ordinance, not operated in conjunction with a golf course or country club.

Grade: A horizontal reference plane representing the average of finished ground level adjoining a building at all exterior walls; also referred to as **Grade plane**.

Gross site area: The total area measured in acres within the boundaries of a zoning lot. See also **Net developable area** which is a subset of Gross Site Area.

Ground source HVAC well: For the purpose of this ordinance, a ground source HVAC well is a well utilized for a ground source HVAC system that does not discharge water at the surface.

Group home: A residential facility ~~which is used to provide assisted community living for persons with physical, mental, emotional, familial or social difficulties and in which a maximum of eight (8) such persons receiving community living assistance reside. For the purpose of this Ordinance, a group home shall not be deemed a family, and~~ in which no more than eight (8) individuals with mental illness, intellectual disability, or developmental disabilities reside, with one or more resident or nonresident staff persons, is residential occupancy by a single family, provided the Department of Behavioral Health and Developmental Services is the licensing authority. A facility which provides assisted community living for more than eight (8) persons shall be deemed an institutional use for the care of the indigent, orphans and the like.

Guest House: Dwelling or lodging units for a temporary or non-paying guest or guests in an accessory building. No such quarters shall be occupied by the same guest or guests for a period of time of more than three (3) months in any twelve (12) month period, and no such quarters shall be rented, leased, otherwise made available for compensation of any kind.

Hardship, inordinate: To establish a case of "inordinate hardship," the applicant shall submit evidence that the strict conformance to any of the provisions of the zoning ordinance would burden the applicant, whereby the applicant cannot make reasonable economic use of the property because of such regulations. Such evidence may include proof of consideration of plans for construction, attempts to sell, rent or lease the property, and information regarding annual income and expenses. Any hardship created by action of the applicant shall not be considered in reviewing any application.

Height, building: The vertical distance to the highest point of the roof for flat roofs; to the deck line of mansard roofs; and to the average height between eaves and the ridge for gable, hip and gambrel roofs measured from the curb level if the building is not more than ten (10) feet distance from the front lot line, or from the **Grade** in all other cases.

Highly erodible soils: Soils (excluding vegetation) with an erodibility index (EI) from sheet and rill erosion equal to or greater than eight. The erodibility index for soil is defined as the product of the formula RKLS/T, where K is the soil susceptibility to water erosion in the surface layer; R is the rainfall and runoff; LS is the combined effects of slope length and steepness; and T is the soil loss tolerance.

Highly permeable soils: Soils with a given potential to transmit water through the soil profile. Highly permeable soils are identified as any soil having permeability equal to or greater than six inches of water improvement per hour in any part of the soil profile to a depth of 72 inches (permeability groups "rapid" and "very rapid") as found in the "National Soil Survey Handbook" of November 1996 in the "Field Office Technical Guide" of the U.S. Department of Agriculture National Resources Conservation Service.

Historic area or district: An area or existing site containing buildings or places in which historic events occurred or having special public value because of notable architectural or other features relating to the cultural or artistic heritage of the community of such significance as to warrant conservation and preservation.

Historic preservation: The protection, rehabilitation and restoration of districts, sites, buildings, structures and artifacts significant in American history, architecture, archaeology or culture.

Homeowners association: A community association internally organized in a specific development in which individual owners share common interests in open space or facilities.

Homestay: The provision of a dwelling unit, or any portion thereof, for rent to transient persons for fewer than thirty (30) consecutive days as an accessory use, while the operator remains present on the premises, or in the case where the property is the operator's principal residence.

Hospital: Any institution receiving in-patients and rendering medical, surgical or obstetrical care, to include general hospitals and specialized institutions in which care is oriented to cardiac, eye, ear, nose, throat, psychiatric, pediatric, orthopedic, skin and cancer and obstetric cases.

Hotel, motel: A building or portion thereof or a group of buildings which provide sleeping accommodations in six (6) or more separate units or rooms for transients on a daily, weekly, or similar short-term basis, whether such establishment is designated as a hotel, inn, automobile court, motel, motor lodge, tourist cabin, tourist court, tourist home or otherwise. A hotel or motel shall be deemed to include any establishment which provides residential living accommodations for transients on a short-term basis, such as an apartment hotel.

Housing: See **"Dwelling."**

Impervious cover: A surface composed of any material that significantly impedes or prevents natural infiltration of water into the soil. Impervious surfaces include, but are not limited to: roofs, buildings, streets, parking areas, and any concrete, asphalt, or compacted gravel surface.

Industrial, heavy: Land use classification consisting of, but not limited to, large manufacturing operations, heavy equipment facilities, construction and maintenance yards, fuel businesses and other basic intensive industrial activities.

Industrial, light: Land use classification consisting of, but not limited to, light manufacturing, fabricating, processing, wholesale distributing and warehousing uses appropriately located for access by highways.

Industrial park: A planned coordinated development of a tract of land with two (2) or more separate industrial buildings. Such development is planned, designed, constructed and managed on an integrated and coordinated basis with special attention given to on-site vehicular circulation, parking, utility needs, building design and orientation and open space.

Institutional home: A facility providing assisted community living for more than eight (8) persons deemed as indigent, orphaned or the like.

Institutional use: A nonprofit corporation or a nonprofit establishment whose purpose is of a civic, educational, charitable, religious or philanthropic nature.

Intensely Developed Areas or IDAs: Those areas of existing development and infill sites where development is concentrated and little of the natural environment remained as of September 1990 and which is so designated on the map of Chesapeake Bay Preservation Areas adopted by the Town Council pursuant to Section 104 (D) of this Ordinance.

ITE: Institute of Traffic Engineers.

Junk: Dilapidated and inoperative automobiles, trucks, tractors, and other such vehicles and parts thereof, dilapidated wagons and other kinds of vehicles and parts thereof, discarded appliances, scrap building material, scrap contractor's equipment, tanks, casks, cans, barrels, boxes, drums, piping, bottles, glass, wood scraps, old iron, machinery, rags, paper, excelsior, hair, mattresses, beds or bedding or any other kind of scrap or waste material which is stored, kept, handled or displayed.

Junk vehicle: Any motor vehicle, trailer or semi-trailer which is either inoperable or unfit for licensing and which by virtue of its condition may not be economically feasibly restored. In addition, any vehicle may be presumed to be a junk vehicle when State inspection stickers are not displayed or have been expired for more than ninety (90) days.

Jurisdiction: The area within the corporate boundaries of the Town of Smithfield.

Kennel: Any place or establishment in which dogs and other small domestic animals normally kept as pets are kept, bred, trained, boarded or handled for a fee, or any place where more than five (5) dogs are kept.

Landfill: A land depository, excavation, or area operated in a controlled manner by a person for the dumping of debris or inert material other than clean dirt; or a disposal site operated by means of compacting and covering solid waste at least once a day with an approved material. This term is intended to include both debris landfills and sanitary landfills.

Landscape architect: Any professional who is registered with the State Department of Professional and Occupational Registration as a Landscape Architect.

Landscaping: The improvement of a lot with grass, shrubs, trees, other vegetation and/or ornamental objects. Landscaping may include pedestrian walks, flower beds, ornamental objects such as fountains, statues and other similar natural and artificial objects designed and arranged to produce an esthetically pleasing effect.

Land Disturbance: . Any man-made change to the land surface that may result in soil erosion from water or wind and the movement of sediments into state waters or onto lands in the Commonwealth, including, but not limited to, clearing, grading, excavating, transporting, and filling of land. The term shall not include minor activities such as home gardening, individual home landscaping and home maintenance.

Land surveyor: Any professional who is registered with the State Department of Professional and Occupational Registration as a Land Surveyor.

Level of service: A qualitative measure that represents the collective factors of speed, travel time, traffic interruptions, freedom to maneuver, safety, driving comfort and convenience, and operating costs provided by a highway facility under a particular volume conditions.

Loading space: A space, within a building or on the premises, providing for the standing, loading or unloading of vehicles.

Lot: A parcel of land that is designated at the time of application for a rezoning, a special permit, a special exception, a building permit, or a residential/non-residential use permit, as a tract all of which is to be used, developed or built upon as a unit under single ownership. A parcel of land shall be deemed to be a lot in accordance with this definition, regardless of whether or not the boundaries thereof coincide with the boundaries of lots or parcels as shown on any map of record.

Lot area: The total horizontal area measured in the horizontal plane included within the lot lines of a lot.

Lot, corner: A lot at the junction of and abutting on two (2) or more intersecting streets when the interior angle of intersection does not exceed 135 degrees. On a corner lot, all yards lying between the principal building and the intersecting streets shall be deemed front yards.

Lot depth: The average horizontal distance between the front and rear lot lines.

Lot, interior: Any lot, including a through lot, other than a corner lot.

Lot line: Any boundary of a lot as defined herein. Where applicable, a lot line shall coincide with a **Street line** or **Right-of-way line**. Where a lot line is curved, all dimensions related to said lot line shall be based on the chord of the arc.

Lot line, front: A line which is contiguous to the street boundary of a lot; or, in the case where a lot does not abut a street other than by its driveway, or is a through lot, that lot line which runs generally parallel to and /or in front of the principal entrance of the main building on the lot.

Lot line, rear: That lot line that is most distance from, and is most nearly parallel with, the front lot line. If a rear lot line is less than ten (10) feet in length, or if the lot comes to a point at the rear, the rear lot line shall be deemed to be a ten (10) foot line parallel to the front lot line, lying wholly within the lot for the purpose of establishing the required minimum rear yard.

Lot line, side: A lot line which is neither a front lot line nor a rear lot line as defined herein.

Lot, nonconforming: An otherwise legally platted lot that does not conform to the minimum area or width requirements of this chapter for the district in which it is located either at the effective date of this chapter or as a result of subsequent amendments to this chapter.

Lot, pipestem: A lot approved which does not abut a public street other than by its driveway which affords access to the lot.

Lot of record: A lot, shown upon a plan or play, referred to in a deed, and described by metes and bounds, which has been recorded in the Office of the Clerk of the Circuit Court of Isle of Wight County.

Lot, reverse frontage: A residential through or corner lot, intentionally designed so that the front lot line faces a local street rather than facing a parallel major thoroughfare.

Lot size requirements: Restrictions on the dimensions of a lot, to include a specified zoning district size, lot area and lot width, all established to limit the minimum size and dimension of a lot in a given zoning district.

Lot, through: An interior lot, but not a corner lot, abutting on two (2) or more public streets.

Lot width: The distance between side lot lines, measured in one of the following manners, whichever is applicable:

1. In the case of a rectangular-shaped lot, the width shall be measured along the front lot line; or
2. In the case of an irregular-shaped lot or a curvilinear front lot line, the width shall be measured between the lot's narrowest dimensions at that location on the lot where the center of the building is proposed/located.

3. In the case of a pipestem lot, the width shall be measured between the lot's narrowest dimensions at that location on the lot where the center of the building is proposed/located.

Manufactured home: See **Dwelling, manufactured home.**

Manufacturing: The processing, fabrication, assembly, distribution or produces such as, but not limited to: scientific and precision instruments, photographic equipment, communication equipment, computation equipment, household appliance, toys, sporting and athletic goods, glass products made of purchase glass, electric lighting and wiring equipment, industrial controls, radio and TV receiving sets, optical goods, and electrical machinery.

Marina, commercial: A marina designed and operated for profit, or operated by any club or organized group where hull and engine repairs, boat and accessory sales, packaged food sales, eating establishments, personal services, fueling facilities, storage and overnight guest facilities or any combination of these are provided.

Marina, private: A marina designed and intended to be used for mooring of boats by residents of the general neighborhood with no commercial facilities other than those necessary for minor servicing or repair.

Marquee: A permanent roof like structure projecting over an entrance.

Mobile home or trailer: See **Dwelling, mobile home**.

Mobile home park: Any area of twenty (20) acres or more, however designated, that is occupied or designed for occupancy by one (1) or more manufactured homes. The term "mobile home park" shall not include sales lots on which unoccupied mobile homes, whether new or used, are parked for the purposes of inspection and sale.

Mini-warehouse: A building consisting of individual, small, self-contained units that are leased for the storage of household goods, business goods or contractors' supplies.

Motel: See **Hotel**.

Net developable area: The land deemed most suitable for development within a given area or parcel. It is calculated by subtracting the critical environmental areas within the area or parcel that should be protected from development and the estimated right-of-way requirements from the total gross area. The result is the net developable area, which provides a realistic measure of

land holding capacity for an area or parcel in the Town. (Refer to illustrative example of the net developable area calculation in Appendix 1 of the Zoning Ordinance.)

Nonconforming building or use: A building or use, lawfully existing on the effective date of this Ordinance or prior ordinances, which does not conform with the regulations of the zoning districts in which it is located, except as may be qualified by this Ordinance.

Nonpoint source pollution: Pollution consisting of constituents such as sediment, nutrients, and organic and toxic substances from diffuse sources, such as runoff from agriculture and urban land development and use.

Nontidal wetlands: Those wetlands other than tidal wetlands that are inundated or saturated by surface or ground water at a frequency and duration sufficient to supprot, and that under normal circumstances do support a prevalence of vegetation typically adapted for life in saturated soil conditions, as defined by the U.S. Environmental Protection Agency pursuant to Section 404 of the federal Clean Water Act, in 33 C.F.R. 328.3b, dated November 13, 1986.

Noxious weeds: As defined in Va. Code §3.2-800, any living plant, or part thereof, declared by the Board of Agriculture and Consumer Services through regulations to be detrimental to crops, surface waters, including lakes, or other desirable plants, livestock, land, or other property, or to be injurious to public health, the environment, or the economy, except when in-state production of such living plant, or part thereof, is commercially viable or such living plant is commercially propagated in Virginia. Including, but not limited to plants such as Johnson grass, kudzu, and multiflora rose.

Nursery school: A private school program, as recognized and accredited by the State Board of Education, operated for the purpose of providing training, guidance, education and/or care for children below the age of compulsory school attendance, separated from their parents or guardians during any part of the day other than from 6 pm to 6 am.

Nursing home: A home for the aged, or infirm, senile, chronically ill or convalescent in which persons not of the immediate family are received, kept or provided with food, shelter, treatment and care for compensation, not including hospitals, clinics or similar institutions.

Off-site: Any area outside the boundary of a lot.

Office: Any room, studio, clinic, suite or building wherein the primary use is the conduct of a business such as accounting, correspondence, research, editing, administration or analysis; or the conduct of a business by salesmen, sales representatives or manufacturer’s representatives;

or the conduct of a business by professionals such as engineers, architects, land surveyors, artists, musicians, lawyers, accountants, real estate brokers, insurance agents, dentists or physicians, urban planners and landscape architects. For the purpose of this Ordinance, an office shall not involve manufacturing, fabrication, production, processing, assembling, cleaning, testing, repair or storage of materials, goods and products; or the sale and/or delivery of any materials, goods or products which are physically located on the premises. An office shall not be deemed to include a veterinary clinic.

On-site: That area which is within the boundary of a lot.

Open space: That area intended to provide light and air, and is designed for either scenic or recreational purposes. Open space shall, in general, be available for entry and use by the residents or occupants of the development, but may include a limited proportion of space so located and treated as to enhance the amenity of the development by providing landscaping features, screening for the benefit of the occupants or those in neighboring areas, or a general appearance of openness. Open space shall not include driveways, parking lots, or other vehicular surfaces, any area occupied by a building, or areas so located or so small as to have no substantial value for the purpose stated in this definition.

Open space, common: All open space that is designed and designated for use and enjoyment by all residents or occupants of the development or by the residents or occupants of a designated portion of the development. Common open space shall represent those areas not to be dedicated as public lands and rights of way, but which are to remain in the ownership of a homeowners association or of a condominium in accordance with the provisions set forth in this Ordinance. Pedestrian paths and sidewalks may be included in the calculation of required common open space. Vehicular travelways, parking lots and individual private yards within the area of platted residential lots may not be included in the calculation of required common open space.

Open space, dedicated: All open space which is to be dedicated or conveyed to the Town or an appropriate public agency, board, or body for public use as open space.

Open space, landscaped: That open space within the boundaries of a given lot that is designed to enhance privacy and the amenity of the development by providing landscaping features, screening for the benefit of the occupants or those in neighboring areas, or a general appearance of openness. Landscaped open space may include, but need not be limited to lawns, decorative planting, flower beds, sidewalks/walkways, ornamental objects such as fountains, statues and other similar natural or artificial objects, wooded areas and water courses, any or all of which are

designed and arranged to produce an esthetically pleasing effect within the development. Landscaped open space may be either **Common** or **Dedicated open space** as defined herein.

Owner: Any person who has legal title to the land in question, or the lessee of the land in question having a remaining term of not less than thirty (30) years.

Parking bay: A combined travelway and parking area developed as a private improvement designed to provide necessary and sufficient vehicular access and off-street parking service to a private development. Spaces with parking bays are normally oriented perpendicular to the line of travel in the travelway. A parking bay may be either single-loaded (parking only on one side of the travelway) or double loaded (parking on both sides of the travelway). Refer to the Town's Design and Construction Standards Manual for geometric requirements and transportation design criteria for parking bays and travelways.

Parking lot: An area containing one (1) or more spaces for the purpose of temporary, daily or overnight off-street parking. A parking lot shall include automobile and truck display lots, lots for the display of other types of vehicles, lots for the storage of vehicles and commercial parking lots.

Parking, off-street: Any space specifically allotted to the parking of motor vehicles as an accessory use. For the purpose of this Ordinance, such space shall not be located in a dedicated right-of-way, a travel lane, a service drive, nor any easement for public ingress or egress.

Parking space: The area required for parking one (1) automobile which shall be a minimum of nine (9) feet wide and eighteen (18) feet long, not including passageways.

Parking unit, private: A self-contained and privately maintained area accessed by a public street but allowing no through traffic routes and providing such off-street parking as may be required under this chapter for the building served. Said parking unit may be entered by a private drive from the public street; provided, that such drive offers adequate ingress and egress for emergency vehicles and otherwise complies with acceptable Town standards.

Pawnbroker: Any natural person who lends or advances money or other things for profit on the pledge and possession of tangible personal property, or other valuable things, other than securities or written or printed evidences of indebtedness or title, or who deals in the purchasing of personal property or other valuable things on condition of selling the same back to the seller at a stipulated price.

Performance standards: A set of criteria or limits relating to nuisance elements which a particular use or process may not exceed.

Permanent Foundation: A structural foundation system consisting of a continuous poured-in-place concrete footing with fully mortared masonry units designed and constructed in accordance with the Uniform Virginia Building Code.

Person: An individual, fiduciary, corporation, firm, partnership, association, organization, or any other entity or combination thereof.

Personal service establishment: Any building wherein the primary occupation is the repair, care of, maintenance or customizing of personal properties that are worn or carried about the person or are a physical component of the person. For the purpose of this Ordinance, personal service establishments shall include but need not be limited to barber shops, beauty parlors, pet grooming establishments, laundering, cleaning and other garment servicing establishments, tailors, dressmaking shops, shoe cleaning or repair shops, and other similar places of business.

Pipestem (flag) lot: A lot which does not abut a public street other than by its driveway which affords access to the lot.

Plan of development: For the purposes of this Ordinance, plan of development means any process for site plan review in local zoning and land development regulations designed to ensure compliance with Va. Code § 62.1-44.15:74 and with this Ordinance, prior to issuance of a building permit.

Plat: A drawing, map or plan for a parcel of land or subdivision, or rearrangement, revision of re-subdivision of land.

Portable Storage Container: A portable storage container is a portable, weather-resistant receptacle designed and used for the storage or shipment of household goods, wares, building materials or merchandise. Portable storage containers are an alternative to traditional mini-storage and moving options and are delivered via truck or trailer directly to the customer, and are temporary in nature.

Premises: A lot, together with all buildings or structures occupying it.

Principal building: A building in which the primary use of the lot on which the building is located is conducted.

Principal use: The main use of land or structures as distinguished from a secondary or accessory use.

Private club: An association organized and operated on a non-profit basis for persons who are bona fide members paying dues, from which the association owns or leases premises, the use of which premises is restricted to such members and their guests, and which manages the affairs of such association by and through a board of directors, executive committee, or similar body chosen by the members. Food, meals and beverages may be served on such premises, provided adequate dining space and kitchen facilities are available.

Pro-rata share: The payment of a subdivider or developer of land for his share of the cost of providing reasonable and necessary drainage or utility facilities located outside the property limits of the land owned or controlled by the subdivider or developer of land and necessitated or require, at least in part, by the construction or improvement of his subdivision or development.

Public building: A building, or part thereof, owned or leased by a governmental agency and used for governmental functions by an agency or political subdivision of the US, the Commonwealth, County or Town. Also referred to as "**Public facility**."

Public facility: See **Public building.**

Public floor area: The gross building area, as figured on a per-story basis, which clearly serves the general public, such as vestibules and lobbies, corridors, waiting rooms and toilets, servicing areas, and required stairs, ramps and elevators. Employee-oriented areas, such as kitchens and freezer rooms, storage, maintenance and service areas, shall not apply. Unfinished areas shall be included and figures on the basis of potential use.

Public Road: A publicly owned road designed and constructed in accordance with water quality protection criteria at least as stringent as requirements applicable to the Virginia Department of Transportation, including regulations promulgated pursuant to (i) the Erosion and Sediment Control Law (§ 10.1-560 et seq. of the Code of Virginia) and (ii) the Virginia Stormwater Management Act (§ 10.1-603.1 et seq. of the Code of Virginia). This definition includes those roads where the Virginia Department of Transportation exercises direct supervision over the design or construction activities, or both, and cases where secondary roads are constructed and maintained, or both, by the Town of Smithfield in accordance with the standards of the Town of Smithfield.

Public use: Any area, building or structure held, used or controlled exclusively for public purposes by any department or branch of the Town of Smithfield, Isle of Wight County, State government, Federal government, without reference to the ownership of the building or structure or of the realty upon which it is situated.

Public utility: A business or service having an appropriate franchise from the State, which is engaged in regularly supplying the public with some commodity or service which is of public consequence and need, such as, gas, water, transportation or communication.

Public utility, heavy: A business or service which is engaged in regularly supplying the public with a service which is of public consequence and whose operations have the potential to negatively impact the environment in terms of noise, odor, and personal harm (i.e. sewage treatment and electricity generation plants).

Public utility, light: A use or structure which is engaged in conducting the supply of utility services to the public which is of public consequence and whose operations have little or no potential to negatively impact the environment in terms of noise, odor and personal harm (ie. electric transformer, natural gas, telecommunications facilities, water and sewer transmission, collection, distribution and metering devices; and water and sewerage pumping stations).

Quick-service food store: Any food store selling convenience items in a retail establishment of less than 5,000 square feet of net floor area.

Recreational Substance:

A. Any product made of tobacco, including cigarettes, cigars, smokeless tobacco, and pip tobacco.
B. Any noncombustible product containing nicotine or vaping fluid that employs a heating element, power source, or other electronic, chemical, or mechanical means, regardless of shape or size, that can be used to produce vapor from a solution or other form.
C. Any product containing Hemp, Kratom, Cannabidiol (CBD), or other similar substance, including any raw materials from these products.
D. Any pipe, hookah, waterpipe, vaporizer, glassware, other type of device, wrappings, or accessories associated with the consumption and / or inhalation of the abovementioned substances and materials.

Recreational Substance Establishment: Unless modified or otherwise conditioned by the Town Council at the time of approval, Recreational Substance uses shall be subject to the following limitations and requirements:

A. Special use permit authorizing this use shall fully consider the proximity of the proposed shop to schools, religious institutions, libraries, other institutional uses, residential uses, and shall limit hours of operation accordingly.
B. Hours of operation shall be limited to 8am to 8pm, Monday through Sunday.

C. Any establishment, facility, or location whose business operation involves the retail sale of Recreational Substances and includes Recreational Substances as 25% or more of its total inventory or 15% or more of its total display areas.
D. During all hours of operation, all glass portions of windows and doors along the front façade of the shop shall be maintained as transparent and shall not be heavily tinted or obscured.
E. No smoking or vaping shall be permitted on the premises at any time unless the establishment complies with the Virginia Indoor Clean Air Act (Virginia Code Section 15.2-2820).

Recycling center: A facility which used material is separated and processed prior to shipment to other facilities that will use those materials to manufacture new products.

Redevelopment: The process of developing land that is or has been previously developed.

Refuse: Waste materials including ashes, garbage, rubbish, junk, industrial waste, dead animals, and other solid waste materials, including salvable waste.

Rehabilitation: The upgrading of a building previously in a dilapidated or substandard condition, for human habitation or use.

Renovation: The upgrading of a building.

Repair service establishment: Any building containing no more than 5,000 square feet of net floor area wherein the primary occupation is the repair and general service of common home appliances such as musical instruments, sewing machines, televisions and radios, washing machines, vacuum cleaners, power tools, electric razors, refrigerators and lawn mowers; or any building wherein the primary occupation is interior decorating, to include reupholstering and the making of draperies, slipcovers and other similar articles, but not to include furniture or cabinet-making establishments.

Resource Management Area (RMA): That component of a Chesapeake Bay Preservation Area not classified as a Resource Protection Area. Resource Management Areas include land types which, if improperly used or developed, have the potential for causing significant water quality degradation or for diminishing the functional value of a Resource Protection Area. Resource Management Areas shall be provided contiguous to the entire inland boundary of the Resource Protection Area.

Resource Protection Area (RPA): The component of a Chesapeake Bay Preservation Area comprised of lands adjacent to water bodies with perennial flow which have a intrinsic water quality value due to the ecological and biological processes they perform or are sensitive to impact which may result in significant degradation to the quality of state waters.

Restaurant: See **Eating establishments**.

Restoration: The replication or reconstruction of a building's original architectural features.

Retail sales establishment: Any building wherein the primary occupation is the sale of merchandise in small quantities, in broken lots or parcels, not in bulk, for use or consumption by the immediate purchaser. For the purpose of this Ordinance, however, retail sales establishments shall not be interpreted to include **Automobile-oriented uses**, **Quick-service food stores,** and **Recreational Substance Establishments**.

Review board: The Smithfield Board of Historic and Architectural Review.

Right-of-way lines: Lines which separate private property from dedicated public property containing or proposed to contain publicly owned street surfaces, curb and gutter, sidewalks and planted strips. Where a public street is designated on the major thoroughfare plan, all requirements of this chapter which relate to rights-of-way shall be measured from the indicated proposed right-of-way lines.

Rooming house: see **Boardinghouse**.

Salvage yard: Any space or area or portion of lots used for the storage, sale, keeping or abandonment of junk or waste materials, including used building material, for the dismantling, demolition, sale or abandonment of automobiles and other vehicles, machinery or parts thereof.

Semi-permeable or Permeable Materials: Grid and modular pavements, consisting of bricks or blocks designed to allow water percolation, and other semi-permeable or permeable surfacing materials, such as permeable asphalt or gravel, shall be used for any required parking areas, and low traffic areas and driveways, unless otherwise approved by the Zoning Administrator.

Service stations: Buildings and premises wherein the primary use is the supply and dispensation at retail of gasoline, oil, grease, batteries, tires and motor vehicle accessories, and where in addition, the services for minor engine repair, tire servicing, exhaust systems, washing, brake repairs, and other minor repair activities may be rendered and sales made, but only as accessory and incidental to the primary occupation.

Setback: In this Ordinance, the term setback is not used, as such term represents a distance that is established in like manner as that for a **Yard** in the minimum yard requirements.

Shipping Container: An industrial, standardized reusable metal vessel that was originally, specifically, or formerly designed for or used in the packing, shipping, movement, or transportation of freight, articles, goods, or commodities by commercial trucks, tractor trailers, trains, and/or ships. A shipping container modified in a manner that would preclude future use by a commercial transportation entity shall be considered a shipping container for purpose of this definition. This definition includes, but is not limited to, the following terms, “shipping container,” “freight container,” “Conex Box," “Container Express,” “Transporters,” “ISO Container,” “Bicon,” "Sea Cans," and “Tractor Trailers” for this Ordinance.

Shopping center: Any group of two (2) or more commercial uses which (a) are designed as a single commercial group, whether or not located on the same lot, (b) are under common ownership or management, (c) are connected by party walls, partitions, canopies or other structural members to form one continuous structure, or if located in separate buildings, are interconnected by walkways and accessways designed to facilitate customer interchange between the uses, (d) share a common parking area, and (e) otherwise present the appearance of one (1) continuous commercial area.

Short-term rental: The provision of a dwelling unit, or any portion thereof, for rent to transient persons for fewer than thirty (30) consecutive days as a principal use, known as a short-term rental, or as an accessory use, known as a homestay.

Shrink-swell soil: Expansive and contracting soil composed largely of clay and as further defined by geotechnical evaluation of soils subject to land development activity in the Town. The soil will expand generally in an upward direction when water from any source is interspersed into a shrink/swell soil. When a shrink/swell soil dries, cracks and voids are sometimes created between the soil and constructed footings, which can subsequently lead to foundation settlement.

Sign: A name, display or illustration which is affixed to, or represented, directly or indirectly, upon a building, structure, parcel or lot which directs attention to an object, place, activity, institution, organization, or business located on the premises. The term “sign” shall not be deemed to include official court or governmental notices nor the flag, emblem or insignia of a nation, political unit, school or religion, or directional aids for traffic flow and other public safety purposes.

Silvicultural Activity: Any forest management activity, including but not limited to the harvesting of timber, the construction of roads and trails for forest management purposes, and the preparation of property for reforestation that are conducted in accordance with the silvicultural best management practices developed and enforced by the State Forester pursuant to § 10.1-1105 of the Code of Virginia and are located on property defined as real estate devoted to forest use under § 58.1-3230 of the Code of Virginia.

Site plan: A required submission, prepared and approved in accordance with the provisions of Article 11 of this Ordinance, which is a detailed engineering drawing of the proposed improvements required in the development of a given lot or lots.

Special exception: A yard exception or height exception specifically listed in the Zoning Ordinance which may be permitted in a specified district or in all districts in accord with terms of the Ordinance by the Board of Zoning Appeals under certain conditions, such conditions to be determined in each case by the terms of this Ordinance and by the Board of Zoning Appeals.

Special use: A use that, owing to some special characteristics attendant to its size, siting, intensity, operation or installation, is permitted in a district after site specific review and subject to special conditions approved by the Town Council.

Spot zoning: The zoning of land for the convenience of the owner and without reference to the land use plan or pattern of development.

Storage yard: The use of any space, whether inside or outside a building, for the storage or keeping of construction equipment, machinery, vehicles or parts thereof, boats and / or farm machinery, and inventory which, due to its physical character, is not normally stored within a structure.

Story: That part of a building between the level of one (1) finished floor and the level of the next higher finished floor or, if there is no higher finished floor, then part of the building between the level of the highest finished floor and the top of the roof beams.

Street: A strip of land intended primarily for vehicular traffic and providing the principal means of access to property, including but not limited to road, lane, drive, avenue, highway, boulevard or any other thoroughfare.

Street, arterial: A street which carries the major portion of the trips entering and leaving an urban area, as well as the majority of through movements desiring to bypass the Downtown Area. Because of the nature of travel served by an arterial street, almost all fully and partially controlled

access streets are a part of this functional class, including freeways, major thoroughfares, inter states and expressways.

Street, collector: A street which provides for principal internal movements at moderate operating speeds within residential developments, neighborhoods, and commercial or industrial districts. It also provides the primary means of circulation between adjacent neighborhoods and can serve as a local bus route. A collector street functions to distribute trips from arterioles to local and other collector streets. Conversely, it collects traffic from local streets and channels it into the arterial system. The collector street provides for the dual purpose of land access and local traffic movement.

Street line: The dividing line between a street and a lot; same as a right-of-way line of a public street, or the curb line of a parking bay, travel lane or private street.

Street, local: A street which primarily provides direct access to residential, commercial, industrial or other abutting property. The local street system includes all facilities not classified as a principal arterial, minor arterial or collector street. A local street offers the lowest level of mobility and may not serve a bus route. Overall operating speeds are low in order to permit frequent stops or turning movements is deliberately discouraged.

Street, principal highway: Any highway so classified by the Virginia Department of Highways and Transportation, which serves as a multi-lane arterial devoted purely to traffic movement.

Street, private: A local or collector street, not a component of the State primary or secondary system, which is guaranteed to be maintained by a private corporation and is subject to the provisions of this Ordinance.

Street, public: A platted street, dedicated for the use of the general public, graded and paved in order that every person has the right to pass and to use it at all times, for all purposes of travel, transportation or parking to which it is adapted and devoted.

Street, service drive: A public street paralleling and contiguous to a major thoroughfare, designed primarily to promote safety by providing free access to adjoining property and limited access to major thoroughfares. All points of ingress and egress are subject to approval by the appropriate local authorities and the Virginia Department of Highways and Transportation.

Street tree: Any tree which grows in the street right-of-way or on private property abutting the street right-of-way.

Structure: That which is built or constructed, the use of which requires permanent location on the ground or attachment to something having a permanent location on the ground.

Subdivider: Any person who subdivides land pursuant to the Subdivision Ordinance of the Town of Smithfield.

Subdivision: The division of any parcel of land into two (2) or more lots or parcels. The term shall include all changes in lot lines, the creation of new lots involving any division of an existing lot or lots and, if a new street is involved in such division, any division of a parcel of land. When appropriate to the context, the term shall also include the process of subdividing and the territory subdivided.

Subdivision, cluster: An alternate means of subdividing a lot premised on the concept of reducing lot size, yard and bulk requirements in return for the provision of common open space and recreational improvements within the development. Cluster subdivisions are often permitted at higher net densities in comparison to conventional developments, but leave more open space by reducing lot sizes.

Subdivision, conventional: The subdivision of a lot in accordance with the lot size requirements and bulk regulations specified in the district regulations.

Substantial alteration: Expansion or modification of a building or development that would result in a disturbance of land exceeding an area of 2,500 square feet in the Resource Management Area only.

Theater: A building or structure designed for the enactment of dramatic and other artistic performances and / or showing of motion pictures. For the purpose of this Ordinance, a dinner theater shall be deemed an **Eating establishment**. A drive-in theater shall be deemed a separate use.

Tidal shore or shore: Land contiguous to a tidal body of water between the mean low water level and the mean high water level.

Tidal wetlands: Vegetated and nonvegetated wetlands. Vegetated wetlands are defined as lands lying between and contiguous to mean low water and an elevation above mean low water equal to the factor one and one-half times the mean tide range at the site of the proposed project in the county, city, or town in question, and upon which is growing any of the following species: saltmarsh cordgrass, saltmeadow hay, saltgrass, black needlerush, saltwort, sea lavender, marsh elder, groundsel bush, wax myrtle, sea oxeye, arrow arum, pickerelweed, big cordgrass, rice

cutgrass, wildrice, bulrush, spikerush, sea rocket, southern wildrice, cattail, three-square, buttonbush, bald cypress, black gum, tupelo, dock, yellow pond lily, marsh fleabane, royal fern, marsh hibiscus, beggar's tick, smartweed, arrowhead, sweet flag, water hemp, reed grass, or switch grass. Nonvegetated wetlands are defined as unvegetated lands lying contiguous to mean low water and between mean low water and mean high water.

Townhouse: An attached residence located on an individually platted lot, in which each dwelling unit shares a common wall (including without limitation the wall of an attached garage or porch) with at least one (1) other dwelling unit, and in which each dwelling unit has living space on the ground floor and a separate, ground floor entrance.

TIA: Traffic Impact Assessment. A traffic impact assessment is a formal evaluation of traffic required of developers by the Town which is used to provide an efficient means for the incorporation of transportation systems analysis for future development projects, including redevelopment activities.

TSM: Transportation Safety Measures. Transportation safety measures are specific transportation applications designed to reduce the potential number of vehicular accidents at a particular intersection or section of road, street or highway.

Trash: see **Refuse**.

Travelway: A private street which is intended to serve the vehicular access requirements of and provides internal access to a private development. A travelway may incorporate perpendicular or parallel parking. Refer to the Town's Design and Construction Standards Manual for geometric requirements and transportation design criteria for travelways.

Tree canopy or tree cover: Shall include all areas of coverage by plant material exceeding five (5) feet in height.

Unrelated person(s): More than one (1) person(s) occupying a dwelling and living as a single housekeeping unit, all of whom are not related by birth, adoption, marriage, guardianship or as distinguished from a family as defined.

Use: An activity on the land other than development including agriculture, horticulture, and silviculture.

Variance: A reasonable deviation from provisions of the zoning ordinance regulating the size or area of a lot or parcel of land, or the size, area, bulk, or location of a building or structure when

the strict application of this chapter would result in inordinate hardship to the property owner. Such need for a variance is site specific and would not be shared generally by other properties, provided such variance is not contrary to the intended spirit and purpose of the zoning ordinance and the Comprehensive Plan, and such variance would result in substantial justice being done to the property owner. The term "variance" shall not include a change in use that would be accomplished by a rezoning or a conditional zoning.

Vehicle service establishment: Buildings and premises wherein mechanical and body work, repair of transmissions and differentials, straightening of body parts, painting, welding or other similar work is performed on vehicles within a completely enclosed structure. Vehicle service establishments shall not be deemed to include **Heavy equipment sale, rental** and **Service establishments**.

Vehicle sale, rental and ancillary service establishment: Any use of land whereon the primary occupation is the sale, rental and ancillary service of any vehicle in operating condition such as an automobile, motorcycle, truck, trailer, ambulance, taxicab, recreational vehicle, mobile home or boat. For the purpose of this Ordinance, vehicle sale, rental and ancillary service establishments shall not be deemed to include **Heavy equipment sale, rental** and **service establishments**.

V/C: Volume to Road Capacity Ratio, where volume represents the number of vehicles passing over a given section of a lane or roadway in a given time, which can be one (1) hour or more and road capacity represents the maximum number of vehicles that can reasonably be expected to pass over a given section of a lane or roadway in one direction, or both directions if so indicated, during a given time (usually one (1) hour) under prevailing roadway and traffic conditions.

Warehouse: A building used primarily for the holding or storage of goods and merchandise.

Water Bodies with Perennial Flow: A body of water that flows in a natural or man-made channel year-round during a year of normal precipitation. This includes, but is not limited to streams, estuaries, and tidal embayments and may include drainage ditches or channels constructed in wetlands or from former natural drainageways, which convey perennial flow. Lakes and ponds, through which a perennial stream flows, are a part of the perennial stream. Generally, the water table is located above the streambed for most of the year and groundwater is the primary source for stream flow.

Water-dependent facility: A development of land that cannot exist outside the resource protection area and must be located on the shoreline by reason of the intrinsic nature of its operation. These facilities my include, but are not limited to:

(a) Ports;
(b) The intake and outfall structures of power plants, water treatment plants, sewage treatment plants and storm sewers;
(c) Marinas and other boat docking structures;
(d) Beaches and other public water-oriented recreation areas;
(e) Fisheries or other marine resources facilities; and

Wetlands: An area as identified on the national Inventory of Wetlands and/or regulated by the Army Corps of Engineers.

Wholesale trade establishment: Any building wherein the primary occupation is the sale of merchandise in gross for resale, and any such building wherein the primary occupation is the sale of merchandise to institutional, commercial and industrial consumers. For the purpose of this Ordinance, a warehouse shall not be deemed a wholesale trade establishment.

Yard: Any open space on the same lot with a building or building group lying between the building or building group and the nearest lot line, unobstructed from the ground upward and unoccupied except by specific uses and structures allowed in such open space by the provisions of this Ordinance. On any lot which is occupied by an attached dwelling, no minimum required yard shall be occupied by any part of a vehicular travel way or parking space that is owned and maintained by a homeowners' association, condominium, or by the public.

Yard, Minimum: The minimum yard requirements set forth in this Ordinance represent that minimum distance which the principal building(s) shall be set back from the respective lot lines. On a lot where a service drive is to be dedicated to the Town, such dedication shall not affect the applicable minimum yard requirements.

Yard, front: A yard extending across the full width of a lot, measured perpendicular to the front lot line and extending to the principal building. On a corner lot, all yards lying between the principal building and the intersecting streets shall be deemed front yards.

Yard, privacy: A small area contiguous to a building and enclosed on at least two (2) sides with either a wall or fence of six (6) feet minimum height.

Yard, rear: A yard extending across the full width of the lot and lying between the rear lot line of the lot and the principal building group.

Yard, side: A yard between the side lot line of the lot and the principal building, and extending from the front yard to the rear yard, or, in the absence of either of such yards, to the front or rear lot lines.

Zoning district: See “District.”

Zoning Administrator: See “Administrator.” Also referred to as “Planning and Zoning Administrator.”
(Ord. of 2000-8-1; Ord. 2000-10-3; Ord. of 2004-4-6; Ord. of 2005-12-6; Ord. of 2019-9-3; Ord. of 2020-09-01; Ord. of 2023-03-07; Ord. of 2023-12-05; Ord. of 2025-04-01; Ord. of 2025-xx-xx)

TOWN COUNCIL COMMITTEES REPORT

ITEM: Pre-Public Hearing Discussion: Text Amendment - Home Occupation

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Notice of Public Hearing- Text Amendment - Home Occupation	Public Hearing	7/22/2025
Staff Report - Home Occupation	Public Hearing	7/22/2025

NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF SMITHFIELD
AMENDMENT & REVISION OF ZONING ORDINANCE

Notice is hereby given that the Town Council of the Town of Smithfield, Virginia will hold a public hearing at the regular meeting of the Town Council in the council chambers in The Smithfield Center, 220 N. Church Street, meeting room A, Smithfield, Virginia, on Tuesday, August 5th, 2025 at 6:30 p.m. to consider the application of the Town of Smithfield, applicant for a text amendment to the provisions of the following: Articles 3.A, 3.B, 3.C, 3.D, 3.E, 3.G 3.H, & 3.J2 to add group homes as a permitted use; Articles 3.D, 3.E & 13 to clarify the requirements and definition of duplex; Article 3.C.F.2.B.2 to increase the side yard setback for cluster lots; Article 2.U to clarify home occupation uses; Article 3.F to remove regulations for attached, townhouse, and duplex units, of the Zoning Ordinance of the Town of Smithfield, Virginia, adopted September 1, 1998, and as amended thereafter,

Any person affected by or interested in the aforesaid application may appear at the hearing and be heard. Copies of the current Zoning Ordinance of the Town of Smithfield, Virginia, adopted Tuesday, September 1st, 1998, and all amendments thereto, along with copies of the text amendment application, are on file and may be examined in the Community Development & Planning Department, 310 Institute St, Smithfield, VA 23430.

TOWN OF SMITHFIELD, VIRGINIA

BY: Lesley G. King, Clerk

Publish: Wednesday, July 23rd, 2025, and Wednesday, July 30th, 2025.

TOWN COUNCIL STAFF REPORT: ARTICLE 2.u. TEXT AMENDMENT
PUBLIC HEARING

TUESDAY, AUGUST 5th, 2025, 6:30 PM

This is a proposed Text Amendment to Article 2.U.15 of the Zoning Ordinance to remove author, composer, computer programmer, salesperson, and telephone answering service as home occupation uses.

15. Within the context of the above requirements, home occupation uses include, but are not limited to, the following:

a. Artist, sculptor or photographer.

b. ~~Author or composer~~.

c. ~~Computer programmer or~~ internet service provider.

d. Home care provider

e. Tailor or seamstress.

f. (Repealed by Ord. 2020-08-04).

g. Tutoring.

h. ~~Salesperson, provided that no retail or wholesale transactions occur on premises.~~ (Repealed by Ord. 2025-xx-xx)

~~i. Telephone answering service.~~ (Repealed by Ord. 2025-xx-xx)

j. Music teacher, limited to two students at any one time.

k. Caterer.

l. Child day care provider (Babysitting for not more than 5 children; however a Special Use Permit may be an option for 6-11 children in some zoning districts.)

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

TOWN COUNCIL COMMITTEES REPORT

ITEM: Town Code Text Amendment - Minimum Width of Sidewalk

FROM: Tammie Clary, Director of Planning and Community Developement

ATTACHMENTS:

Description	Type	Upload Date
Staff Report - Width of Sidewalks	Cover Memo	7/22/2025

TOWN COUNCIL STAFF REPORT: TOWN CODE ARTICLE 3 TEXT AMENDMENT

TUESDAY, AUGUST 5th, 2025, 6:30 PM

This is a proposed text amendment to Articles 3 “Dining on Public Sidewalks” Section 26-294 Minimum width of sidewalk to reduce the minimum width from seven feet to four feet.

Sec. 26-294.- Minimum width of sidewalk.

A licensee shall keep the minimum width of sidewalk from the edge of the curb to the edge of any improvement, fixture or other such element limiting or defining public use area to ~~seven~~ four feet.

Please direct inquiries to Tammie Clary at 1-(757)-365-4200 or tclary@smithfieldva.gov.

TOWN COUNCIL COMMITTEES REPORT

ITEM: Update on Blighted Property - 1502 Magruder Road

FROM: Michael Stallings, Town Manager

TOWN COUNCIL COMMITTEES REPORT