



Before the
Colonial Beach Town Council

Held at
Colonial Beach Town Center
22 Washington Avenue, Colonial Beach, VA 22443

Saturday, February 10, 2018 at 8:00 a.m.

Town Council Work Session

AGENDA

1. Call To Order

2. Roll Call of Members

3. Approval of the Agenda

4. Presentations

Legislative Update, Andrea Erard

5. Old Business

- Discussion of development of Eleanor Trailer Park (Tab A)

6. New Business

- Approval of contract for Town Manager
- Draft Res #__-18, Appoints Marcia Feldman to the Redevelopment & Housing Authority (Tab B)
- Draft Res #__-18, Authorizes Sale of a portion of Vernon Street at the intersection of Monroe Bay Avenue and Vernon Street, adjoining next to 325 Monroe Bay Avenue to Chris Lovejoy (*Public Hearing scheduled for February 21, 2018*) (Tab C)
- Discussion of proposed Amendments to Zoning Ordinance, Article 12, Signs (TabD)

7. Status Items

- Status of Lot line adjustment, Hawthorn Street
- Status of Outstanding VMRC Citations in the Town
- Status of No Wake Zone, Monroe Bay
- Status of Vacant Foreclosed Property Registration
- Status of Ord re: Town Code, Chapter 21, Water & Sewer
- Status of North End of the Boardwalk
- Status of Down the River Up the Bay
- Status of Comprehensive Parking Plan for the Town
- Status of Piers
- Status of Ordinance #682

8. Items Submitted by Council Members

- Vehicle Parking Stickers - New placement and future billing (Submitted by B. Dellar)
- Town Salary Banding (Submitted by B. Dellar) **(Tab E)**
- CFO Position (Submitted by B. Dellar)

9. Closed Meeting, pursuant to Code of Virginia, Section 2.2-3711(7), consultation with legal counsel pertaining to actual or probable litigation**10. Reconvene/Certification****11. Adjournment/Recess**

ATTACHMENT TO AGENDA**Items from Planning Commission Ready for Town Council Review**

- Referral of amendments to the Zoning Ordinance
- Amendments-Article 13 Parking
- Amendments-Article 24 Landscaping
- Amendments-Article 10 Agricultural
- Vacant Property Study-Wilder Avenue Parking Lot
- Vacant Property Study-Town Hill

Tab A

RESOLUTION # 56-17, Intent of Town Council to consider the development of the property formerly known as Eleanor Mobile Home Park

WHEREAS there is a piece of property located at the intersection of Irving Avenue, Dandridge Lane, and Lossing Avenue and which consists of 1.89 acres and is identified as Tax Parcel 3A1-2-9-1, commonly also known as Eleanor Trailer Park; and

WHEREAS on July 8, 2006 the Colonial Beach Town Council approved Resolution #33-06 and voted to pursue the sale of the property known as Eleanor Trailer Park; and

WHEREAS on June 12, 2014 the Colonial Beach Town Council approved Resolution #39-14 which authorized an appraisal for Eleanor Trailer Park and, upon receipt of the appraisal, identification of the process for the sale of Eleanor Trailer Park; and

WHEREAS on August 14, 2014 the Colonial Beach Town Council approved Resolution #53-14 which required that the Town Manager advertise Eleanor Trailer Park for sale and stated that Eleanor Trailer Park be sold at the appraised value; and

WHEREAS the Colonial Beach Town Council wishes to consider the possibility of making certain improvements to Eleanor Trailer Park so as to maximize the amount of the potential return if and when the property is decided to be sold.

NOW THEREFORE BE IT RESOLVED by the Colonial Beach Town Council at its regular monthly meeting on November 9, 2017 that the Colonial Beach Town Council states its intent to explore the feasibility of developing Eleanor Mobile Home Trailer Park into buildable lots, which lots will then be sold individually; and

BE IT FURTHER RESOLVED that whether or not to develop Eleanor Trailer Park is a decision that will be made after a thorough cost-benefit analysis; and

BE IT FURTHER RESOLVED that the Director of Planning and Community

Development in conjunction with the Director of Public Utilities are directed to prepare a subdivision Concept Plan for Eleanor Trailer Park; and

BE IT FURTHER RESOLVED that the Concept Plan shall be accompanied by an estimated timeline and associated costs necessary to approve the subdivision, installation of utility infrastructure and the like; and

BE IT FINALLY RESOLVED that the draft Concept Plan along with all associated costs shall be approved by formal vote of the Town Council prior to the preparation of a preliminary subdivision plan.

THIS IS TO CERTIFY THIS IS A TRUE COPY OF AN ORIGINAL RESOLUTION, adopted by the Town Council at a Regular Meeting of Council held Thursday, November 9, 2017 at the Colonial Beach Town Center, with a quorum of Council being present.


Kathleen Flanagan, Town Clerk

Upon motion made by Mr. Alger and seconded by Mr. Leamon, Resolution 56-17, as amended, passed with a unanimous vote.

	<u>Aye</u>	<u>Nay</u>
Blunt	X	
Leamon	X	
Alger	X	
Cirbee	X	
Dellar	X	
Lyburn	X	
Rogers	X	

Tab B

COUNCIL PAPER

At the regular meeting held on Wednesday, , 2018 at the Colonial Beach Town Center

**RESOLUTION #__-18, Appoints Marcia Feldman to the
Redevelopment & Housing Authority**

WHEREAS, there are vacancies on the Redevelopment and Housing Authority;
and

WHEREAS, Marcia Feldman has indicated her willingness to serve and has
submitted an application; and

WHEREAS, the Redevelopment and Housing Authority has considered the
submitted application and recommends that Marcia Feldman be appointed to serve on the
Redevelopment and Housing Authority.

NOW, THEREFORE, the Town Council, meeting on _____
hereby appoints Marcia Feldman to the
Redevelopment and Housing Authority, for a four-year term expiring on February 28,
2021.

Moved By _____ Seconded By _____

	AYE	NAY		AYE	NAY
Mayor Eddie Blunt	___	___	Steve Cirbee	___	___
Dallas Leamon	___	___	Bill Dellar	___	___
Frank Alger III	___	___	Burkett Lyburn	___	___
			Phil Rogers	___	___

Adopted _____ Tabled _____

Kathy Flanagan

From: Judi Morris <judedocm@aol.com>
Sent: Tuesday, February 06, 2018 11:18 AM
To: kflanagan@colonialbeachva.net
Subject: Re: Emailing: Marcia Feldman ---application for appointment

Mis Flanagan,
Thank you for your response. Yes could you please put on the council's agenda to appoint Ms. Feldman to the RHA, as requested by the chair (me, Judi Morris) for approval. Thank you again.

This list is the current members:

Current members can choose to continue for another 3 years as they wish

Judi Morris
Term ends 12/2018
Andrea Clement
Term ends 12/2018
Gary McIrvine
Term ends 12/2020

Thanks,
Judi Morris

-----Original Message-----

From: Kathy Flanagan <kflanagan@colonialbeachva.net>
To: judedocm <judedocm@aol.com>
Cc: 'Cindy Vaughan' <cvaughan@colonialbeachva.net>
Sent: Tue, Feb 6, 2018 10:58 am
Subject: RE: Emailing: Marcia Feldman ---application for appointment

Re: Appointment of Marcia Feldman to the Redevelopment & Housing Authority

Good morning,

For Town Council to appoint Ms. Feldman, we would need a written request (email is fine) from the Chair of the RHA. Please feel free to email it to me for processing.

Also, if you could send a current membership roster with term dates for our records, I would appreciate it.

Thank you,

Kathleen Flanagan
Town Clerk
Town of Colonial Beach
315 Douglas Avenue
Colonial Beach, VA 22443
804-224-7181
kflanagan@colonialbeachva.net

From: Cindy Vaughan [<mailto:cvaughan@colonialbeachva.net>]
Sent: Tuesday, February 06, 2018 10:30 AM

To: kflanagan@colonialbeachva.net

Subject: FW: Emailing: Marcia Feldman ---application for appointment

See email below.

Cindy

From: Judi Morris [<mailto:judedocm@aol.com>]

Sent: Monday, February 05, 2018 7:16 PM

To: cvaughan@colonialbeachva.net

Subject: Re: Emailing: Marcia Feldman ---application for appointment

Thank you Cindy. Will her application go before the council this month then?

Dr. Judi

-----Original Message-----

From: Cindy Vaughan <cvaughan@colonialbeachva.net>

To: judedocm <judedocm@aol.com>

Sent: Mon, Feb 5, 2018 4:11 pm

Subject: Emailing: Marcia Feldman ---application for appointment

Please see attachment

Cindy Vaughan

Receptionist

Town Hall

315 Douglas Ave.

Colonial Beach, Va. 22443

Tab C

PLANNING & COMMUNITY DEVELOPMENT STAFF REPORT

PROJECT NAME: Vernon Street Property Sale	Town Council Work Session Date: 02/21/2018	
Case Number: Resolution # XX-18	Applicant: Chris Lovejoy, 325 Monroe Bay Avenue, Colonial Beach, VA 22443	
Project Status: <input type="checkbox"/> Preliminary Sketch Application <input type="checkbox"/> Rezoning <input type="checkbox"/> Preliminary Plat Use <input type="checkbox"/> Conditional Use <input type="checkbox"/> Preliminary Final Plat Plans <input type="checkbox"/> Concept Plans <input type="checkbox"/> Final Plat <input type="checkbox"/> Text Amendment <input checked="" type="checkbox"/> Sale of Town-owned Property <input type="checkbox"/> Vacation Property	Current Owner: Town of Colonial Beach	
	Location: At the terminus of Vernon Street, west of Monroe Bay Avenue	
	Voting District: NA	
	Parcel Number: NA	
	Total Site Area: 4,691 square feet	
	Site Area Developed: Undeveloped	
	Additional Site Data:	
	Plat by ABS, dated 11-10-2010 vacated the portion of the Vernon Street R.O.W., which is located to the west of Monroe Bay Avenue and an old 10' storm drainage easement and 20' access & storm drainage easement, as shown in Layout #1	
	Plat by ABS, dated 9-11-2017 created a 10' storm drainage & access easement and a variable-width access easement, as shown in Layout #2	
	Town of Colonial Beach, recorded the vacated property in Westmoreland County, 12-30-2010	
Existing Structures: None	CBPA: Resource Protection Area	
Flood Hazard: AE (Elevation 6)		
Current Zoning: R-2		
Action Request: 1 st Review	Staff: K. De Jesus	Date: 02/10/2018

Prior Actions / Case History

Rezoning: NA
Conditional Use Permit: NA
Variances: NA
Subdivisions: NA
Other Data: NA

BACKGROUND:

Mr. Lovejoy has expressed a continued interest in the purchase of a parcel of land referred to as "the Vernon Street Property." All necessary steps to relinquish the public right of way and establish a 10' storm drainage & access easement and a variable-width access easement and have been taken by the Town.

DISCUSSION:

December 30, 2010, the Town of Colonial Beach vacated a Town-owned parcel, the Vernon Street Property. As requested by the Town, Mr. Lovejoy engaged the services of a surveyor and an appraiser.

The plat, dated 9-11-2017, created by ABS, P.C., shows a 10' storm drainage & access easement and a variable-width access easement for continued Town-use.

Based on the \$14,000.00 appraisal, Mr. Lovejoy received by the Fredericksburg Appraisal Group, he is making an offer to purchase the vacated land for the specified amount.

STAFF RECOMMENDATION:

Staff looks upon the sale with a favorable recommendation.

PROPOSAL TO PURCHASE REAL ESTATE

Date – January 18, 2018

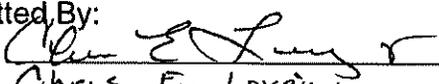
Mr. Chris Lovejoy
325 Monroe Bay Ave
Colonial Beach, VA 22443

**RE: Portion of Vernon Street
At the intersection of Monroe Bay Ave and Vernon Street, adjoining next to 325
Monroe Bay Ave, Colonial Beach, VA.**

Dear Kelly Franklin De Jesus:

This letter constitutes a proposal to purchase by Chris E. Lovejoy, ("Buyer"), for the real property as noted above Portion of Vernon Street adjoining next to 325 Monroe Bay Ave, from The Town of Colonial Beach or an affiliate ("Seller") in response to the RFP (Request for Proposals) tendered by the Seller on the following terms and conditions

1. TOTAL PURCHASE PRICE: _____ Dollars (\$14,000.00)
2. The subject property is offered strictly on an "as is" basis. The Town of Colonial Beach, or any related companies, offers no warranties, specific or implied, as to the condition on the property.
3. Any information provided by the Seller, or the Seller's representatives with respect to the property has been acquired from sources believed reliable, but it is not guaranteed.
4. Buyer makes this proposal with knowledge and concurrence that either party reserves the right in its sole and absolute discretion, not to make or reject any or all proposals, to decline to furnish information and either party can terminate discussions and negotiations with the other at any time.

Submitted By:
Buyer: 
Name: Chris E. Lovejoy
Date: 1-18-2018

APPRAISAL GROUP OF FREDERICKSBURG
6320 FIVE MILE CENTRE PARK SUITE 323
FREDERICKSBURG, VA. 22407
(540) 786-2198

01/11/2018

CHRIS LOVEJOY

Re: Property: MONROE BAY AVENUE
COLONIAL BEACH, VA 22443
Borrower: N/A
File No.: A17312-1.RWD

Opinion of Value: \$ 14,000
Effective Date: 05/25/2017

In accordance with your request, we have appraised the above referenced property. The report of that appraisal is attached.

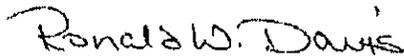
The purpose of the appraisal is to develop an opinion of market value for the property described in this appraisal report, as improved, in unencumbered fee simple title of ownership.

This report is based on a physical analysis of the site and improvements, a locational analysis of the neighborhood and city, and an economic analysis of the market for properties such as the subject. The appraisal was developed and the report was prepared in accordance with the Uniform Standards of Professional Appraisal Practice.

The opinion of value reported above is as of the stated effective date and is contingent upon the certification and limiting conditions attached.

It has been a pleasure to assist you. Please do not hesitate to contact me or any of my staff if we can be of additional service to you.

Sincerely,



RONALD W. DAVIS
LICENSED RESIDENTIAL
License or Certification #: 4001001363
State: VA Expires: 02/28/2018
rdavis@bestappraisal.com

INVOICE

FROM:
 Appraisal Group of Fredericksburg & Northern Virginia
 6320 Five Mile Centre Park
 Suite 323
 Fredericksburg, VA 22407
 Telephone Number: (540) 786-4500 Fax Number: (540) 785-5604

TO:
 CHRIS LOVEJOY
 325 MONROE BAY AVENUE
 COLONIAL BEACH, VA 22443

 E-Mail:
 Telephone Number: Fax Number:
 Alternate Number:

INVOICE NUMBER	
A17312-1	
DATES	
Invoice Date:	01/11/2018
Due Date:	
REFERENCE	
Internal Order #:	
Lender Case #:	
Client File #:	
FHA/VA Case #:	
Main File # on form:	A17312-1.RWD
Other File # on form:	
Federal Tax ID:	54-1067588
Employer ID:	

DESCRIPTION

Lender: CHRIS LOVEJOY Client: CHRIS LOVEJOY
 Purchaser/Borrower: N/A
 Property Address: MONROE BAY AVENUE
 City: COLONIAL BEACH
 County: WESTMORELAND State: VA Zip: 22443
 Legal Description: N/A

FEES	AMOUNT
------	--------

APPRAISAL UPDATE FEE	350.00
SUBTOTAL	
	350.00

PAYMENTS	AMOUNT
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Check #:	Date:	Description:	
Check #:	Date:	Description:	
Check #:	Date:	Description:	
SUBTOTAL			
TOTAL DUE			\$ 350.00

APPRAISAL OF REAL PROPERTY



LOCATED AT

MONROE BAY AVENUE
COLONIAL BEACH, VA 22443
N/A

FOR

CHRIS LOVEJOY

OPINION OF VALUE

\$14,000

AS OF

05/25/2017

BY

RONALD W. DAVIS
APPRAISAL GROUP OF FREDERICKSBURG
6320 FIVE MILE CENTRE PARK SUITE 323
FREDERICKSBURG, VA. 22407
(540) 786-2198
rdavis@bestappraisal.com

Borrower	N/A	File No.	A17312-1.RWD
Property Address	MONROE BAY AVENUE		
City	COLONIAL BEACH	County	WESTMORELAND
		State	VA
		Zip Code	22443
Lender/Client	CHRIS LOVEJOY		

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LAND APPRAISAL REPORT

File No.: A17312-1.RWD

Property Address: MONROE BAY AVENUE		City: COLONIAL BEACH		State: VA		Zip Code: 22443																																																																																																					
County: WESTMORELAND		Legal Description: N/A																																																																																																									
SUBJECT	Assessor's Parcel #: N/A		Tax Year: N/A		R.E. Taxes: \$ N/A		Special Assessments: \$ 0																																																																																																				
	Market Area Name: COLONIAL BEACH		Map Reference: N/A		Census Tract: 0104.00																																																																																																						
	Current Owner of Record: TOWN OF COLONIAL BEACH		Borrower (if applicable): N/A																																																																																																								
	Project Type (if applicable): <input type="checkbox"/> PUD <input type="checkbox"/> De Minimis PUD <input checked="" type="checkbox"/> Other (describe) TOWNSHIP		HOA: \$ 0		<input type="checkbox"/> per year		<input type="checkbox"/> per month																																																																																																				
	Are there any existing improvements to the property? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		If Yes, indicate current occupancy: <input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Vacant <input type="checkbox"/> Not habitable																																																																																																								
If Yes, give a brief description: NO IMPROVEMENTS ON SITE																																																																																																											
ASSIGNMENT	The purpose of this appraisal is to develop an opinion of: <input checked="" type="checkbox"/> Market Value (as defined), or <input type="checkbox"/> other type of value (describe)																																																																																																										
	This report reflects the following value (if not Current, see comments): <input checked="" type="checkbox"/> Current (the Inspection Date is the Effective Date) <input type="checkbox"/> Retrospective <input type="checkbox"/> Prospective																																																																																																										
	Property Rights Appraised: <input checked="" type="checkbox"/> Fee Simple <input type="checkbox"/> Leasehold <input type="checkbox"/> Leased Fee <input type="checkbox"/> Other (describe)																																																																																																										
	Intended Use: THE INTENT OF THIS APPRAISAL IS TO EVALUATE THE SUBJECT FOR MARKET VALUE, FOR PERSONAL USE BY THE CLIENT, FOR POSSIBLE PURCHASE. APPRAISAL VALUE BASED ON NEW PLAT OF EASEMENTS.																																																																																																										
	Intended User(s) (by name or type): CHRIS LOVEJOY																																																																																																										
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Appraiser: RONALD W. DAVIS		Address: 6320 FIVE MILE CENTRE, SUITE 323, FREDERICKSBURG, VA 22407																																																																																																									
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Adequacy of Public Transportation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																																																																																						
Recreational Facilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																																																																																						
Market Area Comments: THE SUBJECT IS LOCATED IN THE TOWN OF COLONIAL BEACH, VA AND LIES ON THE SHORES OF MONROE BAY WHICH IS A TRIBUTARY OF THE POTOMAC RIVER. AREA CONSISTS OF A MIXTURE OF HOUSING DESIGNS RANGING FROM AVERAGE-GOOD QUALITY. AREA APPEARS TO BE WELL MAINTAINED. ALL SUPPORT FACILITIES ARE CONVENIENT TO THE SUBJECT AND THERE ARE NO ADVERSE FACTORS PRESENT. THE CURRENT MARKET APPEARS TO BE INCREASING OVER THE PAST 24-36 MONTHS WITH A SLIGHT SHORTAGE OF INVENTORY. FORECLOSURE SALES AND SHORT SALES ARE NOT A FACTOR. CONVENTIONAL LOANS AND GOVERNMENT BACKED/SECURED LOANS ARE TYPICAL. MARKETING TIME IS 0-6 MONTHS.																																																																																																											
Dimensions: SEE ATTACHED		Site Area: 4,691 Sq.Ft.																																																																																																									
Zoning Classification: R-1, RESIDENTIAL		Description: RESIDENTIAL																																																																																																									
Do present improvements comply with existing zoning requirements? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> No Improvements																																																																																																											
Uses allowed under current zoning: RESIDENTIAL USES.																																																																																																											
Are CC&Rs applicable? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Unknown Have the documents been reviewed? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Ground Rent (if applicable) \$ _____ /																																																																																																											
Comments:																																																																																																											
Highest & Best Use as improved: <input type="checkbox"/> Present use, or <input checked="" type="checkbox"/> Other use (explain) THE HIGHEST AND BEST USE OF THE SUBJECT IS TO ASSEMBLE WITH THE ADJOINING PROPERTY OWNERS.																																																																																																											
Actual Use as of Effective Date: UNIMPROVED RIGHT OF WAY Use as appraised in this report: UNIMPROVED RIGHT OF WAY																																																																																																											
Summary of Highest & Best Use: THE CURRENT USE OF THE SUBJECT IS A RESIDENTIAL RIGHT OF WAY THAT IS CURRENTLY OWNED BY THE TOWN OF COLONIAL BEACH. THE HIGHEST AND BEST USE OF THE SUBJECT IS TO ASSEMBLE WITH THE ADJOINING PROPERTY OWNERS (BECAUSE THE SUBJECT IS NOT A BUILDABLE LOT, BY ITSELF, IT WILL BECOME EXCESS LAND).																																																																																																											
SITE DESCRIPTION	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th>Utilities</th> <th>Public</th> <th>Other</th> <th>Provider/Description</th> <th>Off-site Improvements</th> <th>Type</th> <th>Public</th> <th>Private</th> <th>Frontage</th> </tr> <tr> <td>Electricity</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>PUBLIC</td> <td>Street</td> <td>PAVED</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>STREET/MONROE BAY AVE.</td> </tr> <tr> <td>Gas</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>PUBLIC</td> <td>Width</td> <td>TYPICAL 2 LANES</td> <td></td> <td></td> <td>LEVEL/OPEN</td> </tr> <tr> <td>Water</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>PUBLIC</td> <td>Surface</td> <td>PAVED</td> <td></td> <td></td> <td>ADEQUATE</td> </tr> <tr> <td>Sanitary Sewer</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>PUBLIC</td> <td>Curb/Gutter</td> <td>NONE</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>RECTANGULAR</td> </tr> <tr> <td>Storm Sewer</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>PUBLIC</td> <td>Sidewalk</td> <td>NONE</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>APPEARS ADEQUATE</td> </tr> <tr> <td>Telephone</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>PUBLIC</td> <td>Street Lights</td> <td>INCANDESCENT</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>WATERFRONT</td> </tr> <tr> <td>Multimedia</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td>PUBLIC</td> <td>Alley</td> <td>NONE</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td></td> </tr> </table>		Utilities	Public	Other	Provider/Description	Off-site Improvements	Type	Public	Private	Frontage	Electricity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PUBLIC	Street	PAVED	<input checked="" type="checkbox"/>	<input type="checkbox"/>	STREET/MONROE BAY AVE.	Gas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PUBLIC	Width	TYPICAL 2 LANES			LEVEL/OPEN	Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PUBLIC	Surface	PAVED			ADEQUATE	Sanitary Sewer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PUBLIC	Curb/Gutter	NONE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	RECTANGULAR	Storm Sewer	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PUBLIC	Sidewalk	NONE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	APPEARS ADEQUATE	Telephone	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PUBLIC	Street Lights	INCANDESCENT	<input checked="" type="checkbox"/>	<input type="checkbox"/>	WATERFRONT	Multimedia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PUBLIC	Alley	NONE	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Other site elements: <input checked="" type="checkbox"/> Inside Lot <input type="checkbox"/> Corner Lot <input type="checkbox"/> Cul de Sac <input checked="" type="checkbox"/> Underground Utilities <input type="checkbox"/> Other (describe)																																
	Utilities	Public	Other	Provider/Description	Off-site Improvements	Type	Public	Private	Frontage																																																																																																		
	Electricity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PUBLIC	Street	PAVED	<input checked="" type="checkbox"/>	<input type="checkbox"/>	STREET/MONROE BAY AVE.																																																																																																		
	Gas	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PUBLIC	Width	TYPICAL 2 LANES			LEVEL/OPEN																																																																																																		
	Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PUBLIC	Surface	PAVED			ADEQUATE																																																																																																		
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	Multimedia	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PUBLIC	Alley	NONE	<input checked="" type="checkbox"/>	<input type="checkbox"/>																																																																																																			
	FEMA Spec'l Flood Hazard Area <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No FEMA Flood Zone AE FEMA Map # 51193C0077E FEMA Map Date 4/16/2015																																																																																																										
Site Comments: THERE ARE NO APPARENT ADVERSE EASEMENTS OR ENCROACHMENTS THAT WOULD NEGATIVELY AFFECT THE VALUE. THE STREETS WITHIN COLONIAL BEACH ARE USED FOR PUBLIC USE. THE SUBJECT CONSISTS OF A VACANT LOT THAT IS CURRENTLY UTILIZED BY THE TOWN OF COLONIAL BEACH AS A RIGHT OF WAY AND FRONTS MONROE BAY. ACCORDING TO SHERRI WILKERSON, ASSISTANT TO THE TOWN MANAGER OF COLONIAL BEACH, THE SUBJECT HAS NOT RECEIVED A TAX MAP IDENTIFICATION NUMBER AND HAS NOT BEEN ASSESSED FOR TAX PURPOSES. BASED ON THE INFORMATION PROVIDED FROM THE CLIENT, THE SUBJECT CONTAINS APPROXIMATELY 4691 SQ.FT. AND IS CURRENTLY ZONED RESIDENTIAL. CONTINUED IN THE ADDENDUM.																																																																																																											



LAND APPRAISAL REPORT

File No.: A17312-1.RWD

My research did did not reveal any prior sales or transfers of the subject property for the three years prior to the effective date of this appraisal.

Data Source(s): PUBLIC TAX RECORDS

1st Prior Subject Sale/Transfer Analysis of sale/transfer history and/or any current agreement of sale/listing: SUBJECT'S SALES HISTORY: THE SUBJECT IS CURRENTLY A VACANT LOT THAT IS UTILIZED BY THE TOWN OF COLONIAL BEACH AS A RIGHT OF WAY LOCATED IN THE RESIDENTIAL SECTION OF THE TOWN. THE CURRENT OWNER IS THE TOWN OF COLONIAL BEACH. THERE HAVE BEEN NO TRANSFERS OF THE SUBJECT PROPERTY IN THE PRIOR 36 MONTHS, PER COUNTY RECORDS.

2nd Prior Subject Sale/Transfer

FEATURE	SUBJECT PROPERTY	COMPARABLE NO. 1	COMPARABLE NO. 2	COMPARABLE NO. 3
Address	MONROE BAY AVENUE COLONIAL BEACH, VA 22443	Monroe Bay Ave (Tax ID #20229) Colonial Beach, VA 22443	Monroe Bay Ave (Tax ID #26446) COLONIAL BEACH, VA 22443	8th St. (TAX ID# 22283) Colonial Beach, VA 22443
Proximity to Subject		0.26 miles S	0.79 miles S	1.31 miles N
Sale Price	\$ N/A	\$ 138,500	\$ 220,000	\$ 85,000
Price/ Sq.Ft.	\$	\$ 13.85	\$ 26.63	\$ 11.33
Data Source(s)	INSPEC/P. REC.	MRIS# WE7936698 DOM;1093	MRIS# WE9558049 DOM;506	MRIS# WE9764709 DOM; 224
Verification Source(s)	COUNTY RECORD	COUNTY RECORDS	COUNTY RECORDS	COUNTY RECORDS
VALUE ADJUSTMENT	DESCRIPTION	DESCRIPTION	DESCRIPTION	DESCRIPTION
Sales or Financing	N/A	Arms Length	Arms Length	Arms Length
Concessions	N/A	OTHER	CASH	CASH
Date of Sale/Time	N/A	C:09/15, S:11/15	C:09/15, S:12/15	C:04/17, S:05/17
Rights Appraised	Fee Simple	Fee Simple	Fee Simple	Fee Simple
Location	COLONIAL BEACH	COLONIAL BEACH	COLONIAL BEACH	COLONIAL BEACH
Site Area (In Sq.Ft.)	4,691	10,000	8,260	7,500
WATER FRONTAGE	MONROE BAY	MONROE BAY	MONROE VIEW	POTOMAC VIEW
SITE WORK	NOT CLEARED	LEVELED, CLEAR	LEVELED, CLEAR	LEVELED, CLEAR
ZONING	RESIDENTIAL	RESIDENTIAL	MIXED USE	RESIDENTIAL
BUILDABLE POTENTIAL	UNUSABLE	USEABLE	USEABLE	USEABLE
OTHER	NONE	PIER	PIER	
Net Adjustment (Total, in \$)		\$ -110,800	\$ -197,967	\$ -55,234
Net Adjustment (Total, in % of \$ / Sq.Ft.)		(-80 % of \$/Sq.Ft.)	(-90 % of \$/Sq.Ft.)	(-65 % of \$/Sq.Ft.)
Adjusted Sale Price (in \$ / Sq.Ft.)		\$ 2.77	\$ 2.66	\$ 3.97

Summary of Sales Comparison Approach THE SALES PRICES FOR THE COMPARABLES AND ALL ADJUSTMENTS IN THE SALES COMPARISON GRID ARE ON A SQUARE FOOT BASIS. ADDITIONALLY, ALL OF THE SUBJECT'S COMPARABLES ARE LOCATED WITHIN THE SAME AREA AS THE SUBJECT. ACCORDING TO GARY MITCHELL, DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT FOR THE TOWN OF COLONIAL BEACH, THAT THE LOT IS UNUSABLE DUE TO CHESAPEAKE BAY BUILDING RESTRICTIONS.

The original 10' storm drainage easement and 20' access & storm drainage easement has been replaced with a newer variable width easement that will improve overall storm water drainage from Monroe Bay Avenue and Vernon Street. The presence of this improved drainage easement renders the subject property to be approximately 70% of the site that cannot be used or developed.

PROJECT INFORMATION FOR PUDs (If applicable) The Subject is part of a Planned Unit Development.

Legal Name of Project:

Describe common elements and recreational facilities:

Indicated Value by: Sales Comparison Approach \$ 14,000

Final Reconciliation AFTER ADJUSTMENTS WITH MOST EMPHASIS BEING PLACED ON COMPARABLE 1, THE INDICATED VALUE IS \$3.00 PER SQUARE FOOT FOR THE SUBJECT'S 4691 SQ.FT. OR \$14,073. (4691 Sq.Ft. x \$3.00 Sq.Ft.) ROUNDED TO \$14,000.

This appraisal is made "as is", or subject to the following conditions: DIRECT SALES APPROACHES THE PRIMARY METHOD USED FOR VACANT LAND APPRAISALS.

This report is also subject to other Hypothetical Conditions and/or Extraordinary Assumptions as specified in the attached addenda.

Based upon an inspection of the subject property, defined Scope of Work, Statement of Assumptions and Limiting Conditions, and Appraiser's Certifications, my (our) Opinion of the Market Value (or other specified value type), as defined herein, of the real property that is the subject of this report is: \$ 14,000 as of: 05/25/2017, which is the effective date of this appraisal.

If indicated above, this Opinion of Value is subject to Hypothetical Conditions and/or Extraordinary Assumptions included in this report. See attached addenda.

A true and complete copy of this report contains 17 pages, including exhibits which are considered an integral part of the report. This appraisal report may not be properly understood without reference to the information contained in the complete report, which contains the following attached exhibits:

Limiting cond./Certifications Narrative Addendum Location Map(s) Flood Addendum Additional Sales

Photo Addenda Parcel Map Hypothetical Conditions Extraordinary Assumptions

Client Contact: CHRIS LOVEJOY Client Name: CHRIS LOVEJOY

E-Mail: Address: 325 MONROE BAY AVENUE, COLONIAL BEACH, VA 22443

APPRAISER

Ronald W. Davis

Appraiser Name: RONALD W. DAVIS

Company: APPRAISAL GROUP OF FREDERICKSBURG

Phone: (540) 786-2198 Fax (540) 786-9652

E-Mail: rdavis@bestappraisal.com

Date of Report (Signature): 01/11/2018

License or Certification #: 4001001363 State: VA

Designation: LICENSED RESIDENTIAL

Expiration Date of License or Certification: 02/28/2018

Inspection of Subject: Did Inspect Did Not Inspect (Desktop)

Date of Inspection: 05/25/2017

SUPERVISORY APPRAISER (if required) or CO-APPRAISER (if applicable)

Christian P. Kaila

Supervisory or Co-Appraiser Name: CHRISTIAN P. KAILA, MAI, SRA, GAA

Company: CHRISTIAN P. KAILA & ASSOCIATES

Phone: (540) 786-2198 Fax (540) 786-9652

E-Mail: KAILA@BESTAPPRAISAL.COM

Date of Report (Signature): 01/11/2018

License or Certification #: 4001000099 State: VA

Designation: CERTIFIED GENERAL APPRAISER

Expiration Date of License or Certification: 10/31/2019

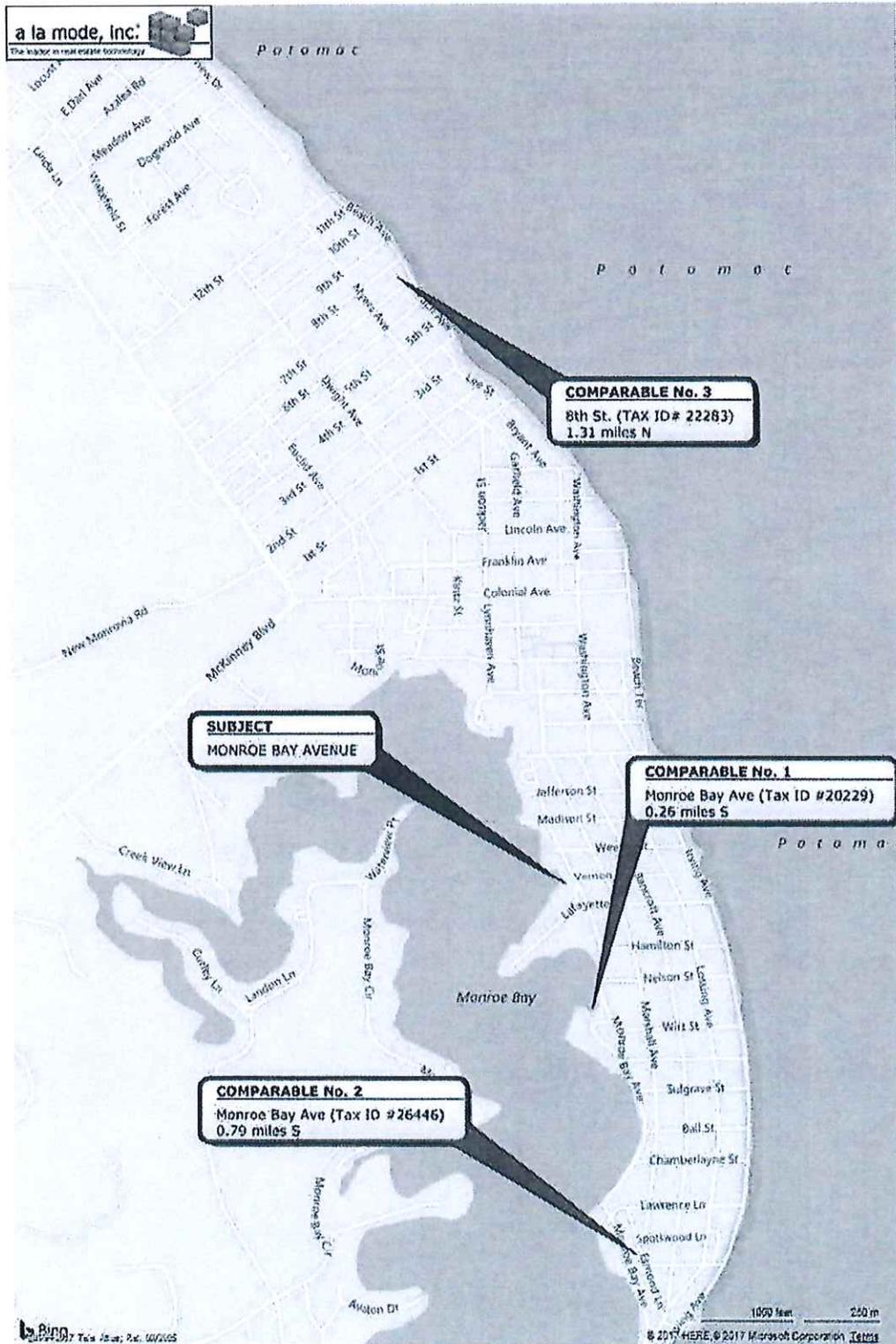
Inspection of Subject: Did Inspect Did Not Inspect

Date of Inspection:



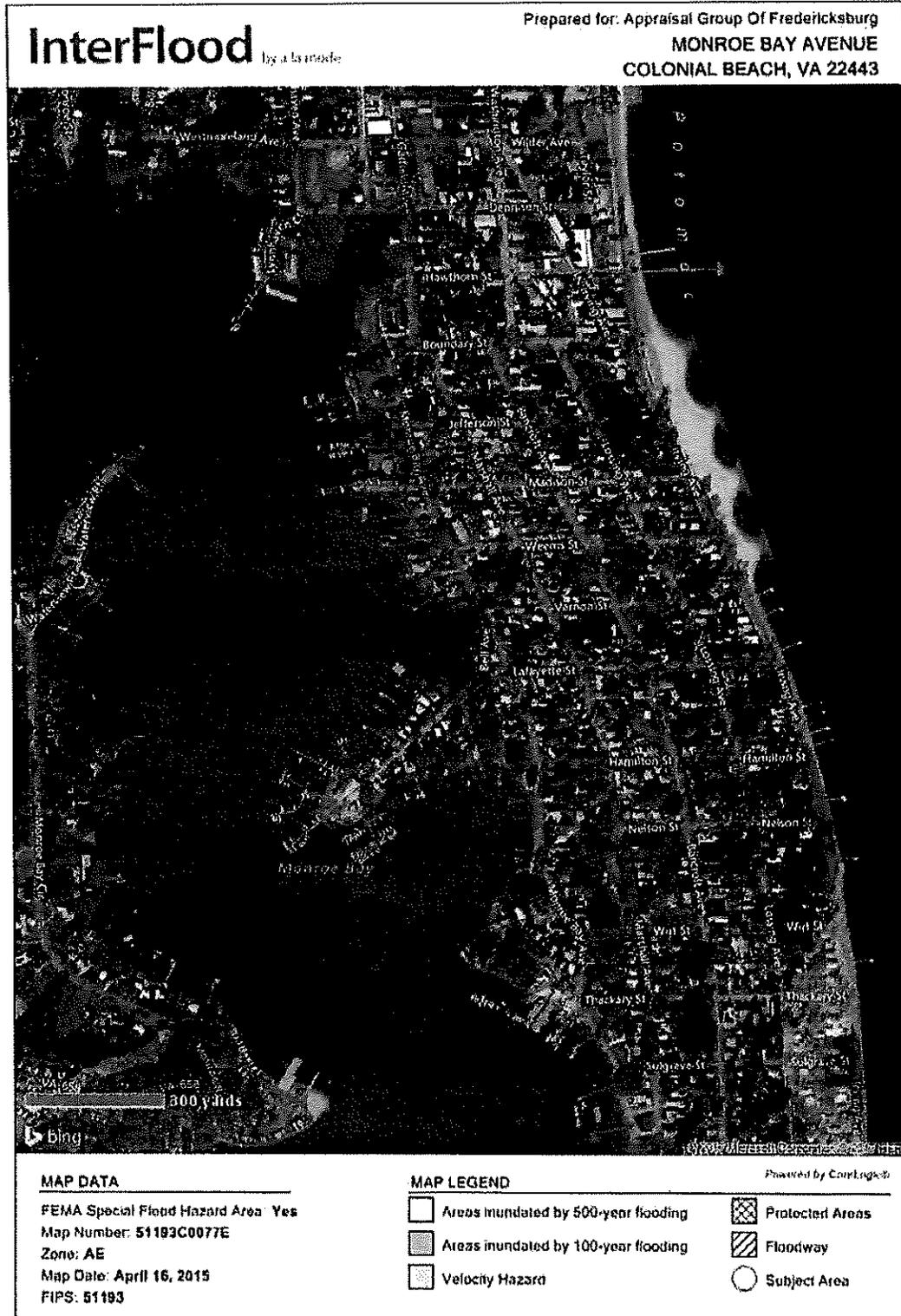
Comparable Sales Map

Borrower	N/A						
Property Address	MONROE BAY AVENUE						
City	COLONIAL BEACH	County	WESTMORELAND	State	VA	Zip Code	22443
Lender/Client	CHRIS LOVEJOY						



Flood Map

Borrower	N/A				
Property Address	MONROE BAY AVENUE				
City	COLONIAL BEACH	County	WESTMORELAND	State	VA Zip Code 22443
Lender/Client	CHRIS LOVEJOY				



Photograph Addendum

Borrower	N/A				
Property Address	MONROE BAY AVENUE				
City	COLONIAL BEACH	County	WESTMORELAND	State	VA Zip Code 22443
Lender/Client	CHRIS LOVEJOY				



VIEW OF MONROE BAY AVENUE LOOKING SOUTH (SUBJECT ON RIGHT)



VIEW OF MONROE BAY AVENUE LOOKING NORTH (SUBJECT ON LEFT)



VIEW OF INTERIOR OF SUBJECT

Photograph Addendum

Borrower	N/A				
Property Address	MONROE BAY AVENUE				
City	COLONIAL BEACH	County	WESTMORELAND	State	VA Zip Code 22443
Lender/Client	CHRIS LOVEJOY				



VIEW OF INTERIOR OF SUBJECT



VIEW OF MONROE BAY



VIEW OF DRAINAGE EASEMENT ON THE SUBJECT

Comparable Photo Page

Borrower	N/A				
Property Address	MONROE BAY AVENUE				
City	COLONIAL BEACH	County	WESTMORELAND	State	VA
Lender/Client	CHRIS LOVEJOY			Zip Code	22443



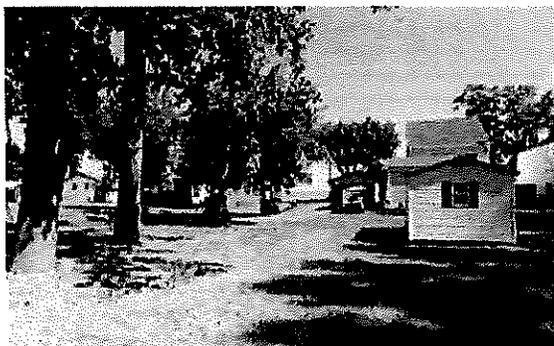
Comparable 1

Monroe Bay Ave (Tax ID #20229)
 Prox. to Subject 0.26 miles S
 Sales Price 138,500
 Gross Living Area
 Total Rooms
 Total Bedrooms
 Total Bathrooms
 Location COLONIAL BEACH
 View
 Site 10,000.
 Quality
 Age



Comparable 2

Monroe Bay Ave (Tax ID #26446)
 Prox. to Subject 0.79 miles S
 Sales Price 220,000
 Gross Living Area
 Total Rooms
 Total Bedrooms
 Total Bathrooms
 Location COLONIAL BEACH
 View
 Site 8,260
 Quality
 Age



Comparable 3

8th St. (TAX ID# 22283)
 Prox. to Subject 1.31 miles N
 Sales Price 85,000
 Gross Living Area
 Total Rooms
 Total Bedrooms
 Total Bathrooms
 Location COLONIAL BEACH
 View
 Site 7,500
 Quality
 Age

Supplemental Addendum

File No. A17312-1,RWD

Borrower	N/A			
Property Address	MONROE BAY AVENUE			
City	COLONIAL BEACH	County	WESTMORELAND	State VA Zip Code 22443
Lender/Client	CHRIS LOVEJOY			

ADDENDUM TO APPRAISAL**PURPOSE, SCOPE & SYNOPSIS**

The scope of the appraisal basically provides for a thorough physical inspection of the subject property and its environs sufficient to gather all pertinent data to form a market value conclusion. The attributes of the subject property are compared to the most comparable data available including properties presently offered for sale, properties currently under contract for sale and sold properties where title has fully transferred (i.e. closed sales). An exterior inspection of the comparable sales is made. Specifics regarding physical features of the comparable properties and the terms of sale are verified with parties to the transaction, public records of the jurisdiction and public reporting subscriptions services such as DATOR, MSI, REDI, LUSK and VARED. The subject and comparable properties are compared regarding the four major elements of comparison (i.e., location, date of sale, physical characteristics, improvements and conditions of sale), including all sub-elements. The necessary market extracted adjustments are then utilized to derive an indicated value by direct sales comparison. The cost and income approach were also considered, but were not considered applicable. After considering all three approaches to value, the appraiser follows a thoughtful and thorough reconciliation process to arrive at the market value estimate, as defined as of the effective date of the appraisal as stated in the report.

The comments in this addendum are intended to expand on what the appraiser feels are the areas of most importance to the reader to fully understand the appraisal report and methodology. The expanded narrative allows the appraiser to provide additional comments where sufficient space is not available on the appraisal form. The market has been thoroughly searched and the sales reported are in the appraiser's opinion the best sales available that weigh the four major elements of comparison.

FLOOD HAZARD ZONES

The appraiser has personally examined the most current flood/hazard zone sources (HUD/FEMA and/or local municipal maps/documents) for the subject vicinity in order to estimate whether any portion of the subject site is located in a "special" flood hazard area as defined by HUD/FEMA. Unless otherwise noted in the body of the report or the attached addendum, the subject property is considered by the appraiser to be in zone "C" or "X" which is not a "special" flood area requiring flood insurance. Flood maps are general in nature and the appraiser strongly suggests the examination of the current survey of the property. Current survey will usually denote more precise data relative to a specific site than the general flood maps provided by HUD/FEMA which oftentimes do not identify flood zones on individual parcels. Most jurisdictions will provide flood zone information on the survey report including the denotation of any "special" flood hazard lines on the specific site and their relationship to any improvements.

COMPARABLE SOLD OVER 6 MONTHS AGO

It was necessary to analyze comparable sales that may have occurred over 6 months prior to the appraisal date. This was necessary to properly balance the four major elements of comparison. The older sales, after adjustments, are considered to best reflect the subject's current market value. Other sales would have required less desirable adjustments and would have reduced the reliability of the subject's indicated value.

NET ADJUSTMENTS EXCEED 40%

Net adjustments for Comparable(s) #1, 2 & 3 exceed 40%. The adjustment is larger than optimum, but the sales selected are considered to be the best available from the market search that balance the four major elements of comparison. Other sales analyzed would have introduced other less desirable adjustments that would, in the opinion of the appraiser, reduce the reliability of the subject's indicated value.

GROSS ADJUSTMENTS EXCEED 75%

Gross adjustments for Comparable(s) #1, 2 & 3 exceed 75%. The adjustment is larger than optimum, but the sales selected are considered to be the best available from the market search that balanced the four major elements of comparison. Other sales analyzed would have introduced other less desirable adjustments that would, in the opinion of the appraiser, reduce the reliability of the subject's indicated value.

CREATIVE FINANCING and/or SALES CONCESSIONS

To the best knowledge of the appraiser, all comparable sales were sold with no special or creative financing or sales concessions. Closing costs paid by the sellers of these comparable properties are equivalent to typical financing terms offered by third institutional lenders in the local market. In the appraiser's opinion, these sales represent market financing transactions and reflect the value of the real estate. The sales prices are not considered to be inflated due to special or excessive financing concessions. The indicated values of the comparable sales reflect the value of the subject real estate and include only those seller closing costs normally paid by tradition or law in the market area.

PHOTOGRAPHS OF SUBJECT AND/OR COMPARABLES

In the preparation of this appraisal, some or all of the photographs may be digitized. In no case have the photographs been altered or manipulated in any manner. All photographs are accurate representation of the properties.

ENVIRONMENTAL DISCLAIMER

The appraiser has not been informed, nor has the appraiser any knowledge of the existence of any environmental or health impediment, which if known, could have a negative impact on the market value of the subject property. The valuation contained herein is not valid if any hazardous items are found in the subject property and not stated within the appraisal report, including but not limited to: Ureaformaldehyde Foam Insulation, Radon Gas, Asbestos Products, Lead or Lead Based Products, Toxic Waste Contaminates.

Borrower	N/A		File No. A17312-1.RWD	
Property Address	MONROE BAY AVENUE			
City	COLONIAL BEACH	County	WESTMORELAND	State VA Zip Code 22443
Lender/Client	CHRIS LOVEJOY			

APPRAISAL AND REPORT IDENTIFICATION

This Report is one of the following types:

- Appraisal Report (A written report prepared under Standards Rule 2-2(a), pursuant to the Scops of Work, as disclosed elsewhere in this report.)
- Restricted Appraisal Report (A written report prepared under Standards Rule 2-2(b), pursuant to the Scops of Work, as disclosed elsewhere in this report, restricted to the stated intended use by the specified client or intended user.)

Comments on Standards Rule 2-3

I certify that, to the best of my knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- Unless otherwise indicated, I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
- Unless otherwise indicated, I have performed no services, as an appraiser or in any other capacity, regarding the property that is the subject of this report within the three-year period immediately preceding acceptance of this assignment.
- I have no bias with respect to the property that is the subject of this report or the parties involved with this assignment.
- My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- My analyses, opinions, and conclusions were developed, and this report has been prepared, in conformity with the Uniform Standards of Professional Appraisal Practice that were in effect at the time this report was prepared.
- Unless otherwise indicated, I have made a personal inspection of the property that is the subject of this report.
- Unless otherwise indicated, no one provided significant real property appraisal assistance to the person(s) signing this certification (if there are exceptions, the name of each individual providing significant real property appraisal assistance is stated elsewhere in this report).

Comments on Appraisal and Report Identification

Note any USPAP related issues requiring disclosure and any State mandated requirements:

Digital Signatures: This appraisal has been signed with a password protected digital signature. Electronically affixing a signature to a report carries the same level of authenticity and responsibility as an ink signature on a paper copy report. This digital signature can only be affixed to, or removed from, the appraisal report by the signatory by means of a confidential password. Not other individual has any knowledge of the password or is authorized to affix or delete such digital signature from the appraisal report or any attachments thereto. The appraiser certifies that these safeguards, for the protection and affixation of the signature, have been observed.

Digital Images: Digitized images, such as photographs, maps, exhibits, etc., contained in this report, are unaltered from their original likeness. Digital images may, however, have been modified for formatting, for example: cropping, brightness or resolution. These modifications are made only to reduce file size or enhance readability and do not manipulate the original likeness. Some photos were taken from various multiple listing services and are considered to best represent the comparable sales at the time of the listing.

Exposure Time 6-12 months: the estimated length of time that the property interest being appraised would have been offered on the market prior to the hypothetical consummation of a sale at market value on the effective date of the appraisal. Marketing time is considered to be 6 to 12 months for the subject based on market research.

I have previously performed an appraisal on the subject as of 05/25/2017 to determine value for the client mentioned above for possible purchase from the town of Colonial Beach. This appraisal addresses the new plat which shows an increase in the easement area.

APPRAISER:

Signature: Ronald W. Davis
 Name: RONALD W. DAVIS
LICENSED RESIDENTIAL
 State Certification #: _____
 or State License #: 4001001363
 State: VA Expiration Date of Certification or License: 02/28/2018
 Date of Signature and Report: 01/11/2018
 Effective Date of Appraisal: 05/25/2017
 Inspection of Subject: None Interior and Exterior Exterior-Only
 Date of Inspection (if applicable): 5/25/2017

SUPERVISORY or CO-APPRAISER (if applicable):

Signature: Christian P. Kaila
 Name: CHRISTIAN P. KAILA, MAI, SRA, GAA
CERTIFIED GENERAL APPRAISER
 State Certification #: 4001 000099
 or State License #: _____
 State: VA Expiration Date of Certification or License: 10/31/2019
 Date of Signature: 01/11/2018
 Inspection of Subject: None Interior and Exterior Exterior-Only
 Date of Inspection (if applicable): _____

DEFINITION OF MARKET VALUE: The most probable price which a property should bring in a competitive and open market under all conditions requisite to a fair sale, the buyer and seller, each acting prudently, knowledgeably and assuming the price is not affected by undue stimulus. Implicit in this definition is the consummation of a sale as of a specified date and the passing of title from seller to buyer under conditions whereby: (1) buyer and seller are typically motivated; (2) both parties are well informed or well advised, and each acting in what he considers his own best interest; (3) a reasonable time is allowed for exposure in the open market; (4) payment is made in terms of cash in U.S. dollars or in terms of financial arrangements comparable thereto; and (5) the price represents the normal consideration for the property sold unaffected by special or creative financing or sales concessions* granted by anyone associated with the sale.

* Adjustments to the comparables must be made for special or creative financing or sales concessions. No adjustments are necessary for those costs which are normally paid by sellers as a result of tradition or law in a market area; these costs are readily identifiable since the seller pays these costs in virtually all sales transactions. Special or creative financing adjustments can be made to the comparable property by comparisons to financing terms offered by a third party institutional lender that is not already involved in the property or transaction. Any adjustment should not be calculated on a mechanical dollar for dollar cost of the financing or concession but the dollar amount of any adjustment should approximate the market's reaction to the financing or concessions based on the appraiser's judgement.

STATEMENT OF LIMITING CONDITIONS AND APPRAISER'S CERTIFICATION

CONTINGENT AND LIMITING CONDITIONS: The appraiser's certification that appears in the appraisal report is subject to the following conditions:

1. The appraiser will not be responsible for matters of a legal nature that affect either the property being appraised or the title to it. The appraiser assumes that the title is good and marketable and, therefore, will not render any opinions about the title. The property is appraised on the basis of it being under responsible ownership.
2. The appraiser has provided a sketch in the appraisal report to show approximate dimensions of the improvements and the sketch is included only to assist the reader of the report in visualizing the property and understanding the appraiser's determination of its size.
3. The appraiser has examined the available flood maps that are provided by the Federal Emergency Management Agency (or other data sources) and has noted in the appraisal report whether the subject site is located in an identified Special Flood Hazard Area. Because the appraiser is not a surveyor, he or she makes no guarantees, express or implied, regarding this determination.
4. The appraiser will not give testimony or appear in court because he or she made an appraisal of the property in question, unless specific arrangements to do so have been made beforehand.
5. The appraiser has estimated the value of the land in the cost approach at its highest and best use and the improvements at their contributory value. These separate valuations of the land and improvements must not be used in conjunction with any other appraisal and are invalid if they are so used.
6. The appraiser has noted in the appraisal report any adverse conditions (such as, needed repairs, depreciation, the presence of hazardous wastes, toxic substances, etc.) observed during the inspection of the subject property or that he or she became aware of during the normal research involved in performing the appraisal. Unless otherwise stated in the appraisal report, the appraiser has no knowledge of any hidden or unapparent conditions of the property or adverse environmental conditions (including the presence of hazardous wastes, toxic substances, etc.) that would make the property more or less valuable, and has assumed that there are no such conditions and makes no guarantees or warranties, express or implied, regarding the condition of the property. The appraiser will not be responsible for any such conditions that do exist or for any engineering or testing that might be required to discover whether such conditions exist. Because the appraiser is not an expert in the field of environmental hazards, the appraisal report must not be considered as an environmental assessment of the property.
7. The appraiser obtained the information, estimates, and opinions that were expressed in the appraisal report from sources that he or she considers to be reliable and believes them to be true and correct. The appraiser does not assume responsibility for the accuracy of such items that were furnished by other parties.
8. The appraiser will not disclose the contents of the appraisal report except as provided for in the Uniform Standards of Professional Appraisal Practice.
9. The appraiser has based his or her appraisal report and valuation conclusion for an appraisal that is subject to satisfactory completion, repairs, or alterations on the assumption that completion of the improvements will be performed in a workmanlike manner.
10. The appraiser must provide his or her prior written consent before the lender/client specified in the appraisal report can distribute the appraisal report (including conclusions about the property value, the appraiser's identity and professional designations, and references to any professional appraisal organizations or the firm with which the appraiser is associated) to anyone other than the borrower, the mortgagee or its successors and assigns, the mortgage insurer, consultants, professional appraisal organizations, any state or federally approved financial institution, or any department, agency, or instrumentality of the United States or any state or the District of Columbia, except that the lender/client may distribute the property description section of the report only to data collection or reporting service(s) without having to obtain the appraiser's prior written consent. The appraiser's written consent and approval must also be obtained before the appraisal can be conveyed by anyone to the public through advertising, public relations, news, sales, or other media.

APPRAISER'S CERTIFICATION:

The Appraiser certifies and agrees that:

1. I have researched the subject market area and have selected a minimum of three recent sales of properties most similar and proximate to the subject property for consideration in the sales comparison analysis and have made a dollar adjustment when appropriate to reflect the market reaction to those items of significant variation. If a significant item in a comparable property is superior to, or more favorable than, the subject property, I have made a negative adjustment to reduce the adjusted sales price of the comparable and, if a significant item in a comparable property is inferior to, or less favorable than the subject property, I have made a positive adjustment to increase the adjusted sales price of the comparable.
2. I have taken into consideration the factors that have an impact on value in my development of the estimate of market value in the appraisal report. I have not knowingly withheld any significant information from the appraisal report and I believe, to the best of my knowledge, that all statements and information in the appraisal report are true and correct.
3. I stated in the appraisal report only my own personal, unbiased, and professional analysis, opinions, and conclusions, which are subject only to the contingent and limiting conditions specified in this form.
4. I have no present or prospective interest in the property that is the subject to this report, and I have no present or prospective personal interest or bias with respect to the participants in the transaction. I did not base, either partially or completely, my analysis and/or the estimate of market value in the appraisal report on the race, color, religion, sex, handicap, familial status, or national origin of either the prospective owners or occupants of the subject property or of the present owners or occupants of the properties in the vicinity of the subject property.
5. I have no present or contemplated future interest in the subject property, and neither my current or future employment nor my compensation for performing this appraisal is contingent on the appraised value of the property.
6. I was not required to report a predetermined value or direction in value that favors the cause of the client or any related party, the amount of the value estimate, the attainment of a specific result, or the occurrence of a subsequent event in order to receive my compensation and/or employment for performing the appraisal. I did not base the appraisal report on a requested minimum valuation, a specific valuation, or the need to approve a specific mortgage loan.
7. I performed this appraisal in conformity with the Uniform Standards of Professional Appraisal Practice that were adopted and promulgated by the Appraisal Standards Board of The Appraisal Foundation and that were in place as of the effective date of this appraisal, with the exception of the departure provision of those Standards, which does not apply. I acknowledge that an estimate of a reasonable time for exposure in the open market is a condition in the definition of market value and the estimate I developed is consistent with the marketing time noted in the neighborhood section of this report, unless I have otherwise stated in the reconciliation section.
8. I have personally inspected the interior and exterior areas of the subject property and the exterior of all properties listed as comparables in the appraisal report. I further certify that I have noted any apparent or known adverse conditions in the subject improvements, on the subject site, or on any site within the immediate vicinity of the subject property of which I am aware and have made adjustments for these adverse conditions in my analysis of the property value to the extent that I had market evidence to support them. I have also commented about the effect of the adverse conditions on the marketability of the subject property.
9. I personally prepared all conclusions and opinions about the real estate that were set forth in the appraisal report. If I relied on significant professional assistance from any individual or individuals in the performance of the appraisal or the preparation of the appraisal report, I have named such individual(s) and disclosed the specific tasks performed by them in the reconciliation section of this appraisal report. I certify that any individual so named is qualified to perform the tasks. I have not authorized anyone to make a change to any item in the report; therefore, if an unauthorized change is made to the appraisal report, I will take no responsibility for it.

SUPERVISORY APPRAISER'S CERTIFICATION:

If a supervisory appraiser signed the appraisal report, he or she certifies and agrees that: I directly supervise the appraiser who prepared the appraisal report, have reviewed the appraisal report, agree with the statements and conclusions of the appraiser, agree to be bound by the appraiser's certifications numbered 4 through 7 above, and am taking full responsibility for the appraisal and the appraisal report.

ADDRESS OF PROPERTY APPRAISED:

MONROE BAY AVENUE, COLONIAL BEACH, VA 22443

APPRAISER:

Signature: Ronald W. Davis
 Name: RONALD W. DAVIS
 Date Signed: 01/11/2018
 State Certification #: _____
 or State License #: 4001001363
 State: VA
 Expiration Date of Certification or License: 02/28/2018

SUPERVISORY APPRAISER (only if required):

Signature: Christian P. Kaila
 Name: CHRISTIAN P. KAILA, MAI, SRA, GAA
 Date Signed: 01/11/2018
 State Certification #: 4001 000099
 or State License #: _____
 State: VA
 Expiration Date of Certification or License: 10/31/2019

Did Did Not Inspect Property

COMMONWEALTH of VIRGINIA
 Department of Professional and Occupational Regulation
 9950 Westwood Drive, Suite 400, Richmond, VA 23233
 Telephone: (804) 367-8339

REAL ESTATE APPRAISER BOARD
 LICENSED RESIDENTIAL REAL ESTATE APPRAISER

RONALD W DAVIS
 437 LAUREL AVENUE
 FREDERICKSBURG, VA 22408

APR 21 2018

Ronald W. Davis
 Secretary of the Board

EXPIRES ON
02-28-2018

NUMBER
4001001363

License can be verified at <http://www.dor.virginia.gov>

EXPIRES ON
10-31-2019

NUMBER
4001000099

COMMONWEALTH of VIRGINIA

Department of Professional and Occupational Regulation
9960 Mayland Drive, Suite 400, Richmond, VA 23233
Telephone: (804) 367-8500

REAL ESTATE APPRAISER BOARD
CERTIFIED GENERAL REAL ESTATE APPRAISER



CHRISTIAN PAUL KALLA
10711 TEALWING COVE
FREDERICKSBURG, VA 22407-0000



James W. ...
Secretary

Statement can be verified at <http://www.dpor.virginia.gov>

Tab D

PLANNING & COMMUNITY DEVELOPMENT STAFF REPORT	
PROJECT NAME: Article 12-Sign Ordinance	Town Council Work Session Date: 02/10/18
Case Number: ZOA-01-2018	Applicant: Town
Project Status: <input type="checkbox"/> Preliminary Sketch Application <input type="checkbox"/> Rezoning <input type="checkbox"/> Preliminary Plat Use <input type="checkbox"/> Conditional <input type="checkbox"/> Preliminary Final Plat Plans <input type="checkbox"/> Concept <input type="checkbox"/> Final Plat <input checked="" type="checkbox"/> Text Amendment <input type="checkbox"/> Vacation	Owner: NA
	Location: NA
	Voting District: NA
	Parcel Number: NA
	Total Site Area: NA
	Site Area Developed: NA
Existing Structures: NA	CBPA: NA
Flood Hazard: NA	Additional Site Data: NA
Current Zoning: NA	
Action Request: 1st Review	
	Staff: K. De Jesus Date: 02/10/18

Prior Actions / Case History

Rezoning: NA
Conditional Use Permit: NA
Variances: NA
Subdivisions: NA
Other Data: NA

BACKGROUND:

Recently, the Town began the installation of murals on a few buildings in the business district as part of the Business Revitalization Grant. Since then, the Town Council has tasked the Planning Commission to write a mural ordinance to regulate murals in the future. Staff and the Planning Commission reviewed mural ordinances in other localities as well as a Supreme Court ruling from Reed v. Gilbert concerning municipality's regulations on content based regulations.

DISCUSSION:

On June 18, 2015, a ruling from the Supreme Court in the case Reed v. Gilbert stated "The provisions of a municipality's sign code that impose more stringent restrictions on signs directing the public to the meeting of a non-profit group than on signs conveying other messages are content-based regulations of speech that cannot survive strict scrutiny." In simpler terms, municipalities can no longer regulate signs

based on the message that the sign conveys. For example, the current Colonial Beach sign ordinance regulates temporary signs based on the message they convey. Political signs are regulated differently from contractor signs or real estate signs in size, time limitations, etc. According to Reed v. Gilbert, all temporary signs must be regulated the same no matter what message they convey. This ruling would apply to murals as well as any other types of signs. Staff reviewed the current sign ordinance and added murals and also made the necessary amendments to come into conformance with the Supreme Court ruling. Planning Commission then created a Sign Ordinance Committee to review the ordinance and staff recommendations. The redline document provided outlines the recommended amendments.

STAFF RECOMMENDATION:

After the Town Council reviews and considers the proposed amendments and provides staff with any changes or revisions, staff recommends holding a public hearing in to receive public input.

<p><u>Key</u></p> <p>Staff additions</p> <p>Staff deductions</p> <p>Additional Planning Commission Amendments</p>

**ARTICLE 12
SIGNS**

Statement of Intent

The purpose of this article is to regulate the size, location, height and construction of all signs; to protect the public health, safety, convenience and general welfare; to facilitate the creation of a convenient, attractive, and harmonious community; to protect property values; and to further the goals, objectives and policies of the Comprehensive Plan. This article is intended to promote signs that are:

- 1) Compatible with the landscape/streetscape and architecture of surrounding buildings, and promote a favorable aesthetic quality of the Town **and its unique character**;
- 2) Properly designed, constructed, installed and maintained, in order to limit driver and pedestrian distraction and otherwise to promote general public safety;
- 3) Legible, relevant and appropriate to the activity to which they pertain;
- 4) Limited in size, placement and frequency, so as to provide a fair avenue for advertisement while maintaining the general value of property.

12-1 Administration

- A. The application and enforcement of the provisions herein shall be the responsibility of the Department of Planning & Community Development. The Planning Director shall reserve the authority to designate an agent to perform these responsibilities on his/her behalf, if and where needed.
- B. The Planning Director shall have the authority to cause the immediate removal of any signs which are not constructed and maintained in accordance with the provisions of this Article or in accordance with the applicable provisions of the Virginia Uniform Statewide Building Code (USBC).
- C. Signs deemed unsafe shall be regulated by the following provisions, as prescribed in § 15.2-906 of the Code of Virginia, as amended :
 1. Whenever, in the opinion of the Planning Director, a sign becomes structurally unsafe or endangers the public safety, such sign shall be ordered to be made safe and to comply with this ordinance or removed, as the case may be. The order shall be sent by certified mail and shall be complied with within thirty (30) days from the date of receipt. Failure to comply with the order shall constitute grounds for the Director to have the sign removed, the cost of which shall be paid by the property owner.
 2. Whenever, in the opinion of the Planning Director, an unsafe sign poses an imminent threat of serious injury to person or property, and it is impracticable to give notice as required by subparagraph (1), the Director may cause the sign to be immediately made safe or removed, and the cost thereof shall be paid by the property owner.

- D. In the event that special site conditions exist, such as those related to topography, building size, location, or orientation, etc., the Planning Director shall reserve the authority to grant approval for signage so long as the subject signage meets the intent of the ordinance.

12-2 General Provisions

- A. *Definitions.* Definitions of various items pertaining to this Article are set forth in the *Definitions* section of this Zoning Ordinance.
- B. *Applicability.* The standards, procedures, exemptions and other requirements of this article shall apply to all signs constructed, erected, moved, enlarged, illuminated, or substantially altered within the municipal limits of the Town.
- C. *Construction.* In addition to the standards set forth in this article, all signs and their structures shall conform to all applicable provisions of the USBC and all amendments thereto.
- D. *Maintenance.* All signs, and their structural and/or electrical components, shall be kept in a generally maintained state at all times.
- E. *Comprehensive Plan.* This article shall be in accordance with the Goals and Objectives of the Comprehensive Plan, notably the objective to “Improve the Town’s aesthetic quality to make a positive and lasting impression on visitors to the community and enhance the quality of life for residents.”
- F. *Conflict.* In the case of conflicting regulations, the most restrictive standard shall apply.

12-3 Permit Required for Signs

- A. Except for signs exempted from regulation, every sign shall be constructed, erected, moved, enlarged, illuminated or substantially altered only in accordance with a sign permit issued by the Planning Director.
- B. Prior to the issuance of any sign permit, an application for a sign permit shall be submitted to the Department of Planning and Community Development for review. The application shall be accompanied by a rendering, or “cut sheets,” of the sign face, and a scaled drawing or survey which shows the following information:
 - 1. All dimensions of the sign and its structure, if applicable;
 - 2. The area of the actual sign face;
 - 3. The proposed location of the sign in reference to property lines, existing structures and other site characteristics;
 - 4. Proposed manner of illumination, if applicable;
 - 5. Method of construction, if applicable, to meet the requirements of the USBC.
- C. A sign permit shall become null and void if the sign is not erected within six (6) months after the date of issuance. Upon written request and for good cause shown, one (1) six-month extension may be granted, pursuant to any required permit renewal fee.

12-4 Signs Excluded from Regulation

The following signs are excluded from regulation under this article, ~~but shall conform to the provisions set forth in Article 12-7:~~

- A. Signs of a duly constituted governmental body, such as, but not limited to, traffic, warning, directional, street, regulatory signs, Red Cross (as prescribed in § 33.1-355 of the Code of Virginia, as amended), or governmental signs which are directly related to the health, safety, convenience or welfare of the community.
- B. Signs with a total area of four (4) ft² or less, **provided the signs conform to the provisions set forth in section 12-7 and** provided that multiples of such signs are not installed in a manner which resembles a larger sign.
- C. ~~Murals and various applied wall art which are purely noncommercial in nature.~~
- D. Bulletin boards, such as those commonly found at community centers, churches, and the like, as well as menu/daily special signs for eating establishments, provided they are no more than twelve (12) ft² in total area, are affixed to a building façade, are not illuminated, and only one is erected per property.
- E. Flags of the Town of Colonial Beach, Commonwealth of Virginia, United States of America, and any other flag of a government entity flown for noncommercial purposes, or a single flag displaying only a corporate logo, and any other horizontally-oriented flags which are purely ornamental and do not promote a commercial activity.
- F. Seasonal displays or decorations which do not advertise products or services. ~~Such signs shall be removed within seven (7) days following the holiday.~~
- G. Signs not visible from a public right-of-way.
- H. Signs on a currently licensed truck, bus or other vehicle while in the normal course of business and provided that such is not parked for display purposes.
- I. ~~Campaign or other political signs.~~
- J. ~~Parking lot entrance, exit, and wayfinding signs, provided that such signs do not exceed 6 (six) ft² in area per sign.~~
- K. Window signs taking up no more than 30% of the total window area.
- L. ~~Signs advertising garage sales, estate sales, and the like, provided they are removed immediately following completion of the event.~~

12-5 **Directional Off-Premise Signs**

- A. **Directional** off-premise signs which only contain the business name and a directional arrow shall be permitted.
- B. The **directional** off-premise sign shall **be up to not exceed** four (4) ft² in area and shall not be more than four (4) feet in height.
- C. The sign shall be located at least five (5) feet from the public right-of-way(s) and shall not interfere with any required sight triangles for property entrance(s) or adjacent roadways.
- D. A zoning permit is required for such signs.
- E. A notarized letter from the property owner(s) is to accompany the permit application indicating the property owner's permission to erect the directional sign on their property.

12-6 **Real Estate, Contractor, & Financing Signs** **Temporary Yard Signs**

- A. ~~Real estate and contractor signs~~ **Temporary Yard Signs** are exempt from permitting requirements and are regulated as follows:
 1. One (1) **yard sign** ~~real estate sign and one (1) developer/contractor sign for each street frontage advertising residential real estate for sale, lease or an open house~~ provided that such sign is located on the premises, is non-illuminated, and does not exceed six (6) ft² in area. Maximum sign area of the sum of all such signs shall not exceed fifty (50) ft² in total area. ~~Such signs must be removed within seven (7) days of the sale, lease or completion of the improvement.~~ **Reworded: Yard signs shall not exceed (6) ft² in area. No more than 5 yard signs shall be permitted on any property at one time.**
 2. ~~Two (2) general real estate, contractor, and/or financing signs (non-residential projects):~~
 - a. ~~Such signs may advertise commercial real estate for sale or lease, contractor(s) performing the work, and source of financing.~~

- ~~b.— Maximum sign area all such signs shall not exceed fifty (50) ft² in total area.~~
- ~~c.— All such signs must be removed prior upon issuance of a Certificate of Occupancy or within seven (7) days of completion of the improvement or construction.~~
- 3. Signs shall be setback a minimum of three (3) feet from any property line(s) and shall not interfere with any required sight triangles for property entrance(s) or adjacent roadways.
- 4. Signs shall not exceed eight (8) feet in height.
- 5. Temporary yard signs must be temporary in nature.
- 6. Temporary yard signs must be removed within seven (7) days of the activity in which the sign is advertising.

12-7 Temporary Signs

- A. In addition to the provisions set forth in Articles 12-4 and 12-7, temporary signs and banners are permitted provided such signs conform to the following provisions:
 - 1. Temporary signs and banners are subject to a zoning permit fee, as prescribed in the adopted Town Fee Schedule.
 - 2. Not more than one (1) such sign shall be located on any lot, except when such lot contains multiple establishments or uses, one (1) temporary sign or banner shall be permitted for each separately identifiable establishment or use located thereon.
 - 3. In cases where there are multiple businesses there shall not be more than 1 temporary sign per 25-feet of road frontage with a maximum number of six (6) temporary signs
 - 4. No single temporary sign shall exceed eighteen ~~(18) ft²~~ (32) ft² (enlarged to make up for “advertising grand openings”, etc. as listed in strike through below) in total area nor shall the sum of all temporary signs exceed fifty (75) ft².
 - 5. Permitted temporary signs or banners may be erected for a period of no more than thirty (30) consecutive days, and no establishment or use may erect six (6) temporary signs or banners in a calendar year.
 - 6. The temporary sign shall not be illuminated.
 - 7. The minimum setback distance shall be ten (10) feet from the right-of-way of any state primary route; this distance shall be a minimum of three (3) feet from the right-of-way of all other roadways.
 - 8. Temporary signs shall be maintained in a neat, clean and orderly fashion. Tattered and torn temporary signs shall not be permitted.
 - 9. The sign meets all other applicable provisions of this article.

~~B.— Temporary signs/banners advertising a grand opening, soon to open business, new management, going out of business sale, and the like, are not subject to a zoning permit fee and shall be no larger than thirty two (32) ft². Such signs shall be erected for no longer than thirty (30) days.~~

- C. Temporary signs shall not be included in the computation of permitted sign area.

12-8 Signs Prohibited

Notwithstanding any other provision of this article, the following signs are prohibited and subject to immediate removal by the Town:

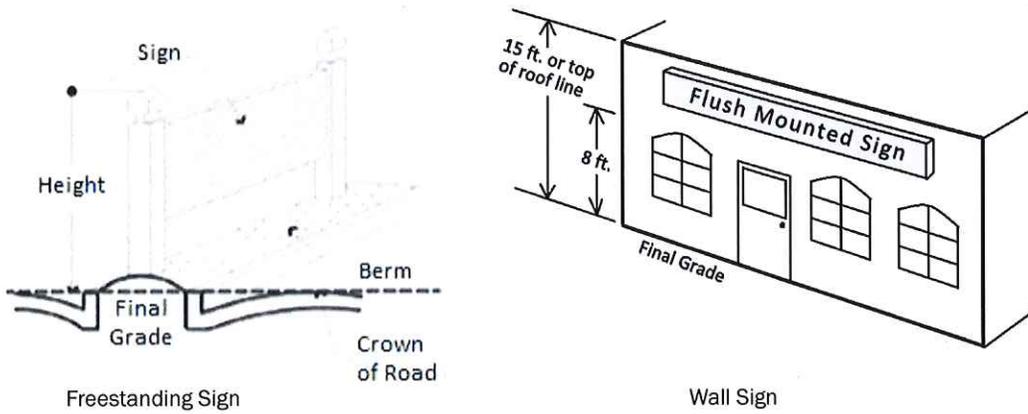
- A. Signs that flutter, rotate, or otherwise move for the purpose of attracting attention, or those which produce sound, odor, liquid or visible matter such as smoke or vapor.
- ~~B.— Off premises advertising signs including billboards.~~
- C. Signs that imitate or obscure those of a duly constituted governmental body.
- D. Any sign that is displayed on a stationary motor vehicle or trailer when the vehicle or trailer is used primarily for the purpose of, and serving the function of, a portable sign
- E. Signs which advertise illegal activities under federal, state or local laws or regulations.
- F. Temporary signs located in any public right-of-way or attached to any utility pole or structure.

- G. Signs which are placed or located so as to impede vision or contravene other requirements of applicable traffic ordinances or statutes.
- H. Signs, not being an integral part of the building design, which are fastened to, supported by, or on the roof of a building.
- I. Signs that extend over or above the roof line or parapet wall of a building.
- J. All other signs not expressly permitted in this ordinance.

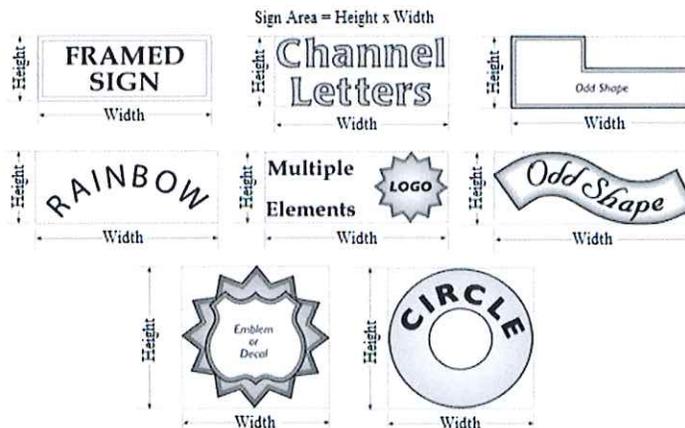
12-9 Calculation of Sign Dimensions

A. General Dimensional Standards:

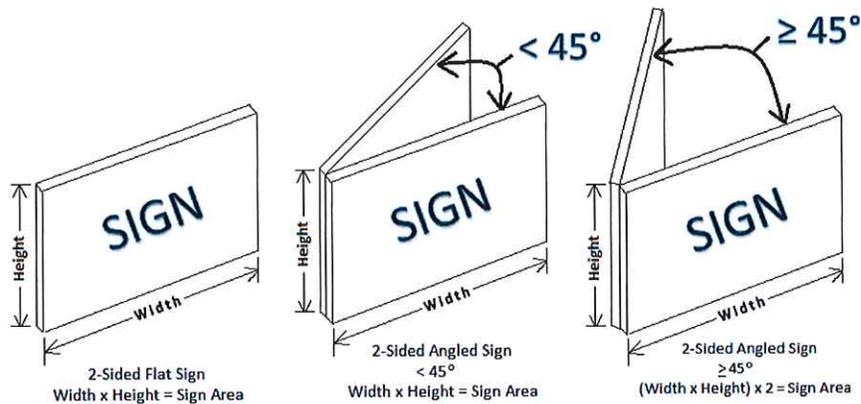
1. *Height.* The height of a sign shall be measured from the final grade around the sign to the highest physical point of the sign excluding supporting structure, framework, base, or bracing.



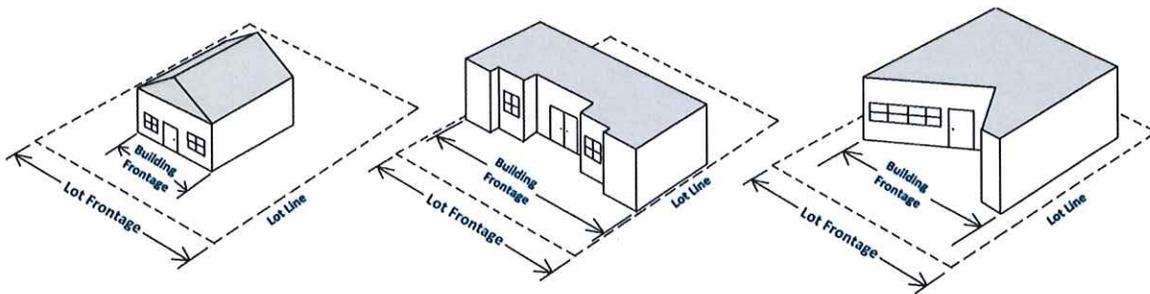
2. *Area.* The area of a sign face shall be established by determining the square footage of all text, representations, colors, emblems, and other displays contained in a sign. The area shall not include any supporting structure, framework, base, or bracing.



3. *Faces.* Where the sign faces of a double-faced sign are parallel, or the interior angle formed by the faces is less than 45°, only one (1) display face shall be used to compute the sign area. If the angle is greater than or equal to 45°, the area of both sign faces shall be used to compute the sign area. If the two (2) faces of a double faced sign unequal in area, the area of the larger face shall be used.



4. *Building/Lot Frontage.* A building's frontage is the horizontal length of a building on the side containing the primary entrance. If the wall is straight, then the frontage shall be the length of the wall. If the wall is not straight, the frontage shall be measured as a straight line from corner to corner of the front building face. The lot frontage is the linear distance between points where the side property lines meet the street right-of-way.

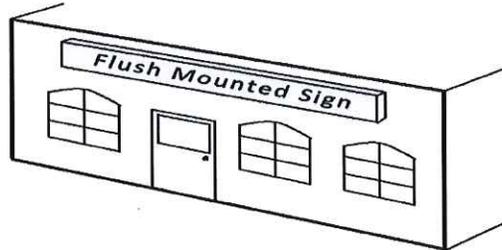


12-10 Sign Types

- A. *Wall Signs.* Permitted variations of wall signs include: flush mounted, suspended, marquee, canopy/awning.
1. *General Standards.*
 - a. Such signs are permitted on the wall(s) of the building frontage which are visible from a public right-of-way.
 - b. A building frontage may have up to two (2) of the permitted wall sign types, so long as the total aggregate sign area per frontage does not exceed seventy-five (75) ft² per establishment.
 - c. On a multi-occupancy building, each occupant with a separate outside entrance to the general public may be permitted to have one (1) separate wall sign above said entrance provided the total sign area does not exceed 75 ft².
 - d. Roofing elements within 30° of vertical, e.g. a "mansard" roof, may be considered a wall for the purposes of this ordinance.
 - e. A wall sign and/or its supporting structure may project into or above a public right-of-way no more than three (3) feet, but shall not project into or over any roadway.
 - f. Such signs shall be constructed of materials and in a manner that represents a finished appearance, e.g. no unfinished raw materials, exposed fasteners, unpainted surfaces or those otherwise unprotected from the elements, or any other aspect that may signify incomplete construction.

2. *Flush Mounted Wall Signs.* General standards for flush mounted wall signs are as follows:

- a. The area of an individual flush mounted wall sign shall be one (1) ft² for every one (1) linear foot on building frontage, up to a maximum of seventy-five (75) ft².
- b. No such sign may project outward more than one (1) foot from the building façade on which it is attached.



Zoning / Land Use	Flush Mounted Wall Signs			
	Permitted?	Maximum Sign area	Minimum Height	Maximum Height
R-1, R-2, R-2A, R-3, R-4*	✓	3 ft ²	4 ft.	8 ft.
CR	✓	75 ft ²	8 ft.	15 ft.
RC	✓	75 ft ²	8 ft.	15 ft.
C-1, C-2	✓	75 ft ²	8 ft.	15 ft.
MC	✓	75 ft ²	8 ft.	15 ft.

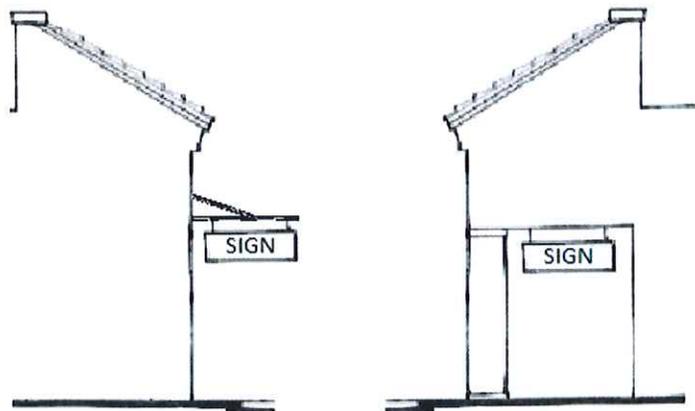
* Single-family homes are permitted one (1) wall sign only in accordance with an approved home occupation permit.

3. *Projecting Wall Signs.* General standards for projecting signs are as follows:

- a. No part of any projecting sign shall be lower than eight (8) feet from final grade.
- b. No part of any projecting sign shall project farther than three (3) feet from the building façade on which it is attached.

i. *Suspended Signs.*

- a) All suspended blade signs shall be installed 90° from the building façade on which they are attached.



Zoning / Land Use	Suspended Signs			
	Permitted?	Maximum Sign area	Minimum Height	Maximum Height
CR	✓	15 ft ²	8 ft.	15 ft.
RC	✓	15 ft ²	8 ft.	15 ft.
C-1, C-2	✓	15 ft ²	8 ft.	15 ft.
MC	✓	15 ft ²	8 ft.	15 ft.

ii. *Marquee Signs.*

- a) All vertical marquee signs shall be installed 90° from the building façade on which it is attached.



Vertical Marquee Sign



Horizontal Marquee Sign

Zoning / Land Use	Vertical Marquee Signs				Horizontal Marquee Signs			
	Permitted?	Maximum Sign area	Minimum Height	Maximum Height	Permitted?	Maximum Sign area	Minimum Height	Maximum Height
RC	✓	15 ft ²	8 ft.	15 ft.	✓	75 ft ²	8 ft.	15 ft.
C-1, C-2	✓	15 ft ²	8 ft.	15 ft.	✓	75 ft ²	8 ft.	15 ft.

iii. *Canopy/Awning Signs.*

- a) Any lettering and/or images comprising the sign area on an awning or canopy shall be located on the face of the awning or canopy, parallel to the building.
- b) Internal illumination is not permitted on canopy/awning signs.



Zoning / Land Use	Canopy/Awning Signs			
	Permitted?	Maximum Sign area	Minimum Height	Maximum Height
CR	✓	15 ft ²	8 ft.	15 ft.
RC	✓	15 ft ²	8 ft.	15 ft.
C-1, C-2	✓	15 ft ²	8 ft.	15 ft.
MC	✓	15 ft ²	8 ft.	15 ft.

B. *Freestanding Signs.* Permitted variations of primary freestanding signs include: double pole, hanging blade and monument. Permitted variations of secondary freestanding signs include: “a-frame” and “h-frame” as well as vertical flag signs.

1. *General Standards.*

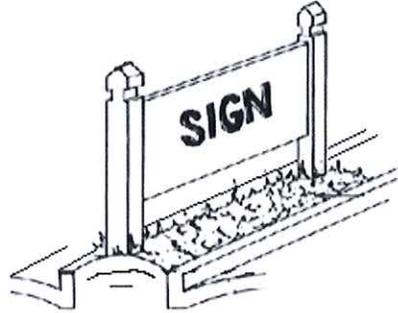
- a. Such signs may be double-sided, but the sides shall be identical.
- b. The setback distance shall be a minimum of three (3) feet from the property line, except along a state primary route for which the minimum shall be five (5) ten feet, and adequate to clear sight triangles for the property entrance(s).
- c. No part of any freestanding sign or its supporting structure may project into or above any public right-of-way.
- d. Such signs shall be constructed of materials and in a manner that represents a finished appearance, e.g. no unfinished raw materials, exposed fasteners, unpainted surfaces or those otherwise unprotected from the elements, or any other aspect that may signify incomplete construction.

2. *Primary Freestanding Signs.*

- a. No property shall be permitted more than one (1) primary freestanding sign, except if the property has a secondary entrance on a separate public road. Such a property may have one (1) additional primary freestanding sign for the secondary entrance, provided that the secondary lot frontage is at least as long as the primary lot frontage.
- b. All primary freestanding signs shall be located in a mulched and landscaped bed, exclusive of any landscaping required in Article 24 of this Ordinance.

c. Outparcels located in shopping centers shall not have a primary freestanding sign.

i. Double Pole Signs.



Zoning / Land Use	Double Pole Signs		
	Permitted?	Maximum Sign area	Maximum Height
Multi-Family Use*	✓	24 ft ²	6 feet
Church / Institutional	✓	32 ft ²	12 feet
CR	✓	32 ft ²	12 feet
RC	✓	32 ft ²	12 feet
C-1, C-2	✓	32 ft ²	12 feet
MC	✓	32 ft ²	12 feet
A-1, M-1	✓	32 ft ²	12 feet

* Such signs shall only be permitted to identify the business

ii. Hanging Blade Signs.



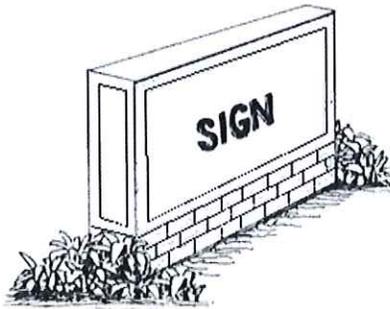
Zoning / Land Use	Hanging Blade Signs		
	Permitted?	Maximum Sign area	Maximum Height
Multi-	✓	24 ft ²	6 feet

Family Use*			
Church / Institutional	✓	24 ft ²	8 feet
CR	✓	24 ft ²	8 feet
RC	✓	24 ft ²	8 feet
C-1, C-2	✓	24 ft ²	8 feet
MC	✓	24 ft ²	8 feet
A-1, M-1	✓	24 ft ²	8 feet

* Such signs shall only be permitted to identify the business

iii. **Monument Signs.**

- a) Such signs shall be constructed with a masonry base and/or supporting structure. The materials used shall reflect the architecture of the principal structure(s) on the property.

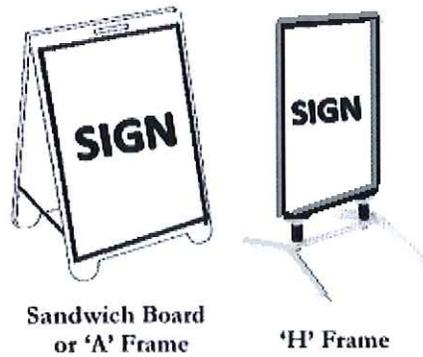


Zoning / Land Use	Monument Signs		
	Permitted?	Maximum Sign area	Maximum Height
Multi-Family Use	✓	32 ft ²	8 feet
Major Subdivision	✓	32 ft ²	8 feet
Church / Institutional	✓	32 ft ²	8 feet
PUD-R	✓	64 ft ²	8 feet
CR	✓	32 ft ²	8 feet
RC	✓	32 ft ²	8 feet
C-1, C-2*	✓	32 ft ²	8 feet
MC	✓	32 ft ²	8 feet
A-1, M-1	✓	32 ft ²	8 feet

* Shopping centers in these districts may have a monument sign with a max. height of 12 feet and a max sign area of 60 ft².

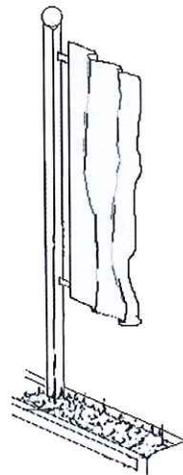
3. **Secondary Freestanding Signs.** General standards for all secondary freestanding signs are as follows:

- a. An individual property may be permitted one (1) secondary freestanding sign in addition to any primary freestanding sign as specified in part d –i below.
 - b. Such signs shall be exempt from permit requirements, but shall conform to all other applicable provisions in this article.
 - c. Such signs shall not be illuminated.
 - d. Such signs shall be removed at the end of each business day.
- i. *A-Frame & H-Frame Signs.*
 - a) Each tenant within a shopping center may erect one (1) A-Frame or H-Frame sign, provided the sign is located in front of the business, does not occupy any required parking space and provides at least thirty-six (36) inches of clearance for pedestrians.



Zoning / Land Use	A-Frame & H-Frame Signs		
	Permitted?	Maximum Sign area	Maximum Height
Multi-Family Use	✓	8 ft ²	4 feet
Major Subdivision	✓	8 ft ²	4 feet
Church / Institutional	✓	8 ft ²	4 feet
CR	✓	8 ft ²	4 feet
RC	✓	8 ft ²	4 feet
C-1, C-2	✓	8 ft ²	4 feet
MC	✓	8 ft ²	4 feet

- ii. *Vertical Flag Signs.*
 - a) Shopping centers are permitted as provided in Section 12-7 of this article



Zoning / Land Use	Vertical Flag Signs		
	Permitted?	Maximum Sign area	Maximum Height
CR	✓	24 ft ²	12 feet
RC	✓	24 ft ²	12 feet
C-1, C-2	✓	24 ft ²	12 feet
MC	✓	24 ft ²	12 feet

C. *Murals (Commercial and Non-Commercial).* General standards for murals are as follows:

1. *Mural size shall not exceed 50% of the wall on which it is designed.*
2. *Murals shall be maintained in good repair, free from peeling paint or damage due to age, weather, vandalism or the like.*

Reworded as the following:

4. Murals (Commercial and Non-Commercial). General standards for murals are as follows:
 - a. Murals shall be restricted that, by their content, threaten the public health, safety and general welfare of the residents of Colonial Beach.
 - b. Murals shall be maintained in good repair, free from peeling paint or damage due to age.
 - c. Murals that are primarily non-commercial in nature are not subject to any size restrictions relative to the surface on which they are painted or adhered.
 - d. Murals that are primarily commercial in nature are subject to the same size restrictions as other commercial signage contained herein.

12-11 Maximum Aggregate Sign Area

- A. The maximum aggregate sign area of all permitted sign types on a single property shall be seventy-five (75) ft², except as provided for in Section 12-12. For multi-occupancy buildings and

shopping centers, this maximum area shall be per business or occupant, exclusive of any respective sign area on a shared sign structure.

12-12 Changeable Copy Signs

- A. Any primary freestanding sign may have up to an additional fifty (50) percent of its sign area as traditional changeable copy.
- B. Any secondary freestanding sign(s) are not permitted except as provided in Section 12-10 Section B-3, d ,i & ii.
- C. Digital changeable copy or digital billboard type signs shall be incorporated into a monument sign as specified in section 12-10, Section B-2-c-iii.

12-13 Sign Illumination

- A. No flashing or intermittent illumination shall be used on any sign or structure. Scrolling text may be permitted on a digital sign in accordance with Article 12-12 above.
- B. Any sign permitted by this Article may be internally or externally illuminated, provided the illumination is installed in such a manner as to prevent the undiffused light rays from being cast upon adjacent properties, upon any public right-of-way or the night sky.
- C. Illuminated signs shall require an electrical permit in addition to a standard zoning permit.

12-14 Removal of Vegetation Around Signs

- A. No person shall destroy or remove or trim any trees, shrubs or other vegetation for the purpose of increasing or enhancing the visibility of any sign if the subject vegetation is:
 - 1. Within any public right-of-way, unless the work is done by an agency having jurisdiction over such area;
 - 2. On property that is not under the ownership or control of the person responsible for such work, unless authorization is provided by the property owner where the subject vegetation is located;
 - 3. Required landscaping, as prescribed in the *Landscaping* article of this Zoning Ordinance;
 - 4. Regulated or otherwise protected under the provisions of the *Chesapeake Bay Preservation Area Overlay District* article of this Zoning Ordinance.
- D. Limbs on the underside of any tree may be pruned, i.e. "up-limbed", to a maximum height of twelve (12) feet in order to enhance visibility of any sign.
- E. No tree may be "topped," i.e. have its upper limbs removed, in order to enhance visibility of any sign.

12-15 Nonconforming Signs

- A. Any sign lawfully in existence on the date of enactment of this ordinance may be maintained as nonconforming until the related building occupant or use ceases operations in the space.
- B. No nonconforming sign may be enlarged or altered in such a manner as to expand the nonconformity, nor may illumination be added to any nonconforming sign.
- C. A nonconforming sign may not be moved or replaced except to bring the sign into complete conformity with this article.
- D. A nonconforming sign destroyed by any cause may not be repaired, reconstructed or replaced except in conformity with this article. For the purposes of this section, a nonconforming sign is destroyed if damaged to an extent that the cost of repairing the sign to its former condition or replacing it with an equivalent sign equals or exceeds the value of the sign so damaged.
- E. The message of a nonconforming sign may be changed so long as this does not create any new non-conformity.

12-16 Abandoned/Obsolete Signs

- A. Signs advertising a business or use that have been discontinued for a period of at least two (2) years shall be deemed abandoned/obsolete. Such signs shall be brought into conformity with this Article, or removed in their entirety, as prescribed in § 15.2-2307 of the Code of Virginia, as amended.

To Be Added to Article 20 Definitions:

Murals: a commercial or non-commercial painting or other work of art attached or painted to a wall.

Yard Sign: Temporary signs that are typically placed in the front yard of a residence. Examples of yard signs include but are not limited to Real Estate and Contractor signs.

**ARTICLE 12
SIGNS**

Statement of Intent

The purpose of this article is to regulate the size, location, height and construction of all signs; to protect the public health, safety, convenience and general welfare; to facilitate the creation of a convenient, attractive, and harmonious community; to protect property values; and to further the goals, objectives and policies of the Comprehensive Plan. This article is intended to promote signs that are:

- 1) Compatible with the landscape/streetscape and architecture of surrounding buildings, and promote a favorable aesthetic quality of the Town and its unique character;
- 2) Properly designed, constructed, installed and maintained, in order to limit driver and pedestrian distraction and otherwise to promote general public safety;
- 3) Legible, relevant and appropriate to the activity to which they pertain;
- 4) Limited in size, placement and frequency, so as to provide a fair avenue for advertisement while maintaining the general value of property.

12-1 Administration

- A. The application and enforcement of the provisions herein shall be the responsibility of the Department of Planning & Community Development. The Planning Director shall reserve the authority to designate an agent to perform these responsibilities on his/her behalf, if and where needed.
- B. The Planning Director shall have the authority to cause the immediate removal of any signs which are not constructed and maintained in accordance with the provisions of this Article or in accordance with the applicable provisions of the Virginia Uniform Statewide Building Code (USBC).
- C. Signs deemed unsafe shall be regulated by the following provisions, as prescribed in § 15.2-906 of the Code of Virginia, as amended :
 1. Whenever, in the opinion of the Planning Director, a sign becomes structurally unsafe or endangers the public safety, such sign shall be ordered to be made safe and to comply with this ordinance or removed, as the case may be. The order shall be sent by certified mail and shall be complied with within thirty (30) days from the date of receipt. Failure to comply with the order shall constitute grounds for the Director to have the sign removed, the cost of which shall be paid by the property owner.
 2. Whenever, in the opinion of the Planning Director, an unsafe sign poses an imminent threat of serious injury to person or property, and it is impracticable to give notice as required by subparagraph (1), the Director may cause the sign to be immediately made safe or removed, and the cost thereof shall be paid by the property owner.
- D. In the event that special site conditions exist, such as those related to topography, building size, location, or orientation, etc., the Planning Director shall reserve the authority to grant approval for signage so long as the subject signage meets the intent of the ordinance.

12-2 General Provisions

- A. *Definitions.* Definitions of various items pertaining to this Article are set forth in the *Definitions* section of this Zoning Ordinance.

- B. *Applicability.* The standards, procedures, exemptions and other requirements of this article shall apply to all signs constructed, erected, moved, enlarged, illuminated, or substantially altered within the municipal limits of the Town.
- C. *Construction.* In addition to the standards set forth in this article, all signs and their structures shall conform to all applicable provisions of the USBC and all amendments thereto.
- D. *Maintenance.* All signs, and their structural and/or electrical components, shall be kept in a generally maintained state at all times.
- E. *Comprehensive Plan.* This article shall be in accordance with the Goals and Objectives of the Comprehensive Plan, notably the objective to "Improve the Town's aesthetic quality to make a positive and lasting impression on visitors to the community and enhance the quality of life for residents."
- F. *Conflict.* In the case of conflicting regulations, the most restrictive standard shall apply.

12-3 Permit Required for Signs

- A. Except for signs exempted from regulation, every sign shall be constructed, erected, moved, enlarged, illuminated or substantially altered only in accordance with a sign permit issued by the Planning Director.
- B. Prior to the issuance of any sign permit, an application for a sign permit shall be submitted to the Department of Planning and Community Development for review. The application shall be accompanied by a rendering, or "cut sheets," of the sign face, and a scaled drawing or survey which shows the following information:
 1. All dimensions of the sign and its structure, if applicable;
 2. The area of the actual sign face;
 3. The proposed location of the sign in reference to property lines, existing structures and other site characteristics;
 4. Proposed manner of illumination, if applicable;
 5. Method of construction, if applicable, to meet the requirements of the USBC.
- C. A sign permit shall become null and void if the sign is not erected within six (6) months after the date of issuance. Upon written request and for good cause shown, one (1) six-month extension may be granted, pursuant to any required permit renewal fee.

12-4 Signs Excluded from Regulation

The following signs are excluded from regulation under this article

- A. Signs of a duly constituted governmental body, such as, but not limited to, traffic, warning, directional, street, regulatory signs, Red Cross (as prescribed in § 33.1-355 of the Code of Virginia, as amended), or governmental signs which are directly related to the health, safety, convenience or welfare of the community.
- B. Signs with a total area of four (4) ft² or less, provided the signs conform to the provisions set forth in section 12-7 and provided that multiples of such signs are not installed in a manner which resembles a larger sign.
- C. Bulletin boards, such as those commonly found at community centers, churches, and the like, as well as menu/daily special signs for eating establishments, provided they are no more than twelve (12) ft² in total area, are affixed to a building façade, are not illuminated, and only one is erected per property.

- D. Flags of the Town of Colonial Beach, Commonwealth of Virginia, United States of America, and any other flag of a government entity flown for noncommercial purposes, or a single flag displaying only a corporate logo, and any other horizontally-oriented flags which are purely ornamental and do not promote a commercial activity.
- E. Seasonal displays or decorations which do not advertise products or services.
- F. Signs not visible from a public right-of-way.
- G. Signs on a currently licensed truck, bus or other vehicle while in the normal course of business and provided that such is not parked for display purposes.
- H. Window signs taking up no more than 30% of the total window area.

12-5 Off-Premise Signs

- A. Off-premise signs which only contain the business name and a directional arrow shall be permitted.
- B. The off-premise sign shall not exceed four (4) ft² in area and shall not be more than four (4) feet in height.
- C. The sign shall be located at least five (5) feet from the public right-of-way(s) and shall not interfere with any required sight triangles for property entrance(s) or adjacent roadways.
- D. A zoning permit is required for such signs.
- E. A notarized letter from the property owner(s) is to accompany the permit application indicating the property owner's permission to erect the directional sign on their property.

12-6 Yard Signs

- A. Yard Signs are exempt from permitting requirements and are regulated as follows:
 1. Yard signs shall not exceed (6) ft² in area. No more than 5 yard signs shall be permitted on any property at one time.
 2. Signs shall be setback a minimum of three (3) feet from any property line(s) and shall not interfere with any required sight triangles for property entrance(s) or adjacent roadways.
 3. Signs shall not exceed eight (8) feet in height.
 4. Temporary yard signs must be temporary in nature.
 5. Temporary yard signs must be removed within seven (7) days of the activity in which the sign is advertising.

12-7 Temporary Signs

- A. In addition to the provisions set forth in Articles 12-4 and 12-7, temporary signs and banners are permitted provided such signs conform to the following provisions:
 1. Temporary signs and banners are subject to a zoning permit fee, as prescribed in the adopted Town Fee Schedule.
 2. Not more than one (1) such sign shall be located on any lot, except when such lot contains multiple establishments or uses, one (1) temporary sign or banner shall be permitted for each separately identifiable establishment or use located thereon.
 3. In cases where there are multiple businesses there shall not be more than 1 temporary sign per 25-feet of road frontage with a maximum number of six (6) temporary signs
 4. No single temporary sign shall exceed eighteen (32) ft² in total area nor shall the sum of all temporary signs exceed fifty (75) ft².
 5. Permitted temporary signs or banners may be erected for a period of no more than thirty (30) consecutive days, and no establishment or use may erect six (6) temporary signs or banners in a calendar year.
 6. The temporary sign shall not be illuminated.

7. The minimum setback distance shall be ten (10) feet from the right-of-way of any state primary route; this distance shall be a minimum of three (3) feet from the right-of-way of all other roadways.
8. Temporary signs shall be maintained in a neat, clean and orderly fashion. Tattered and torn temporary signs shall not be permitted.
9. The sign meets all other applicable provisions of this article.

B. Temporary signs shall not be included in the computation of permitted sign area.

12-8 Signs Prohibited

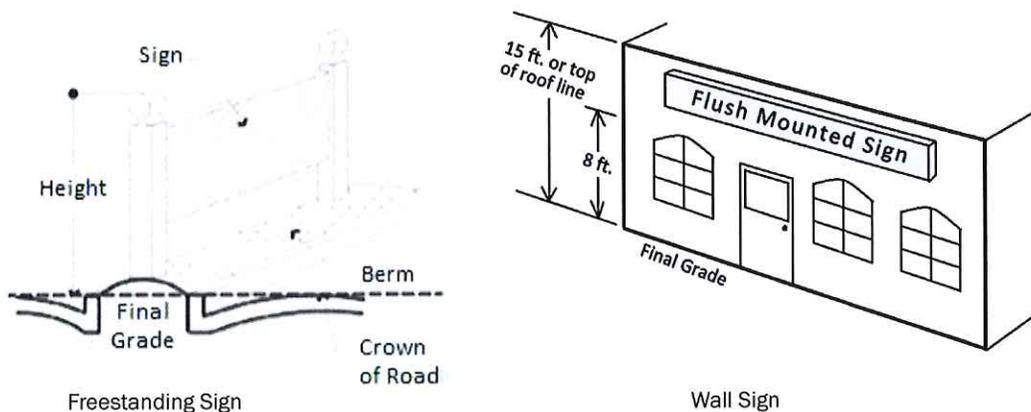
Notwithstanding any other provision of this article, the following signs are prohibited and subject to immediate removal by the Town:

- A. Signs that flutter, rotate, or otherwise move for the purpose of attracting attention, or those which produce sound, odor, liquid or visible matter such as smoke or vapor.
- B. Signs that imitate or obscure those of a duly constituted governmental body.
- C. Any sign that is displayed on a stationary motor vehicle or trailer when the vehicle or trailer is used primarily for the purpose of, and serving the function of, a portable sign
- D. Signs which advertise illegal activities under federal, state or local laws or regulations.
- E. Signs located in any public right-of-way or attached to any utility pole or structure.
- G. Signs which are placed or located so as to impede vision or contravene other requirements of applicable traffic ordinances or statutes.
- H. Signs, not being an integral part of the building design, which are fastened to, supported by, or on the roof of a building.
- I. Signs that extend over or above the roof line or parapet wall of a building.
- J. All other signs not expressly permitted in this ordinance.

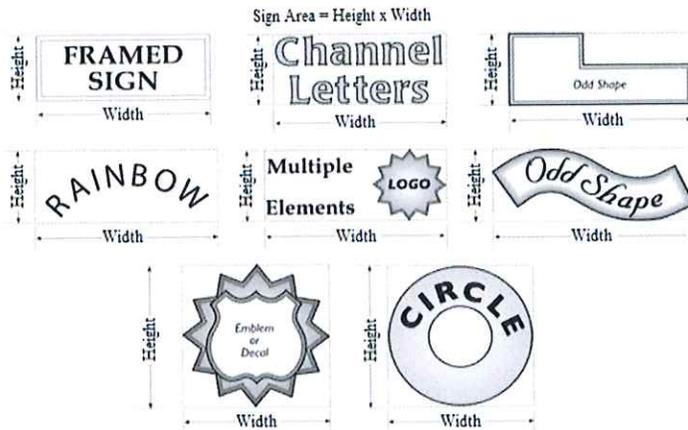
12-9 Calculation of Sign Dimensions

A. General Dimensional Standards:

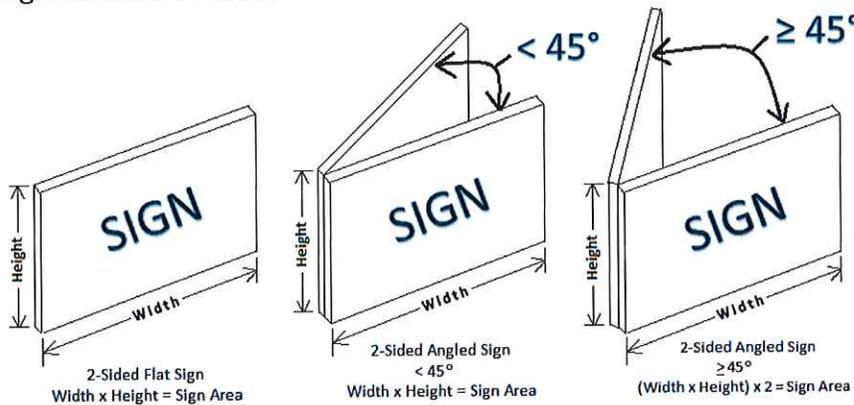
1. *Height.* The height of a sign shall be measured from the final grade around the sign to the highest physical point of the sign excluding supporting structure, framework, base, or bracing.



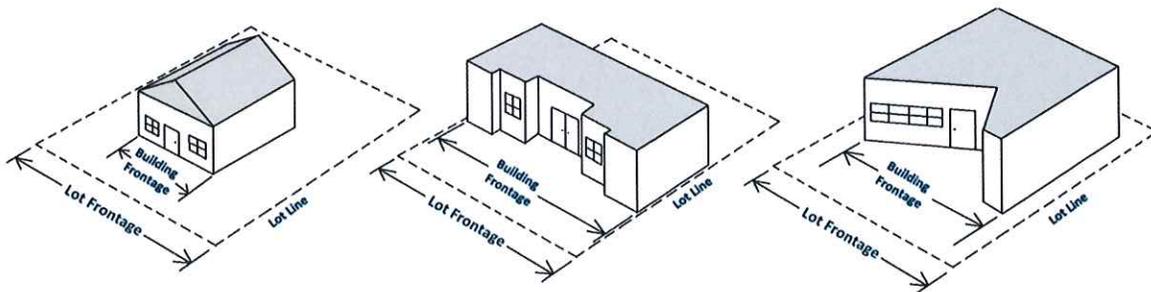
2. *Area.* The area of a sign face shall be established by determining the square footage of all text, representations, colors, emblems, and other displays contained in a sign. The area shall not include any supporting structure, framework, base, or bracing.



3. **Faces.** Where the sign faces of a double-faced sign are parallel, or the interior angle formed by the faces is less than 45°, only one (1) display face shall be used to compute the sign area. If the angle is greater than or equal to 45°, the area of both sign faces shall be used to compute the sign area. If the two (2) faces of a double faced sign unequal in area, the area of the larger face shall be used.



4. **Building/Lot Frontage.** A building's frontage is the horizontal length of a building on the side containing the primary entrance. If the wall is straight, then the frontage shall be the length of the wall. If the wall is not straight, the frontage shall be measured as a straight line from corner to corner of the front building face. The lot frontage is the linear distance between points where the side property lines meet the street right-of-way.



12-10 Sign Types

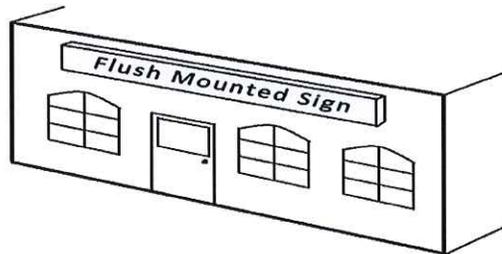
A. *Wall Signs.* Permitted variations of wall signs include: flush mounted, suspended, marquee, canopy/awning.

1. *General Standards.*

- a. Such signs are permitted on the wall(s) of the building frontage which are visible from a public right-of-way.
- b. A building frontage may have up to two (2) of the permitted wall sign types, so long as the total aggregate sign area per frontage does not exceed seventy-five (75) ft² per establishment.
- c. On a multi-occupancy building, each occupant with a separate outside entrance to the general public may be permitted to have one (1) separate wall sign above said entrance provided the total sign area does not exceed 75 ft².
- d. Roofing elements within 30° of vertical, e.g. a “mansard” roof, may be considered a wall for the purposes of this ordinance.
- e. A wall sign and/or its supporting structure may project into or above a public right-of-way no more than three (3) feet, but shall not project into or over any roadway.
- f. Such signs shall be constructed of materials and in a manner that represents a finished appearance, e.g. no unfinished raw materials, exposed fasteners, unpainted surfaces or those otherwise unprotected from the elements, or any other aspect that may signify incomplete construction.

2. *Flush Mounted Wall Signs.* General standards for flush mounted wall signs are as follows:

- a. The area of an individual flush mounted wall sign shall be one (1) ft² for every one (1) linear foot on building frontage, up to a maximum of seventy-five (75) ft².
- b. No such sign may project outward more than one (1) foot from the building façade on which it is attached.



Zoning / Land Use	Flush Mounted Wall Signs			
	Permitted?	Maximum Sign area	Minimum Height	Maximum Height
R-1, R-2, R-2A, R-3, R-4*	✓	3 ft ²	4 ft.	8 ft.
CR	✓	75 ft ²	8 ft.	15 ft.
RC	✓	75 ft ²	8 ft.	15 ft.
C-1, C-2	✓	75 ft ²	8 ft.	15 ft.
MC	✓	75 ft ²	8 ft.	15 ft.

* Single-family homes are permitted one (1) wall sign only in accordance with an approved home occupation permit.

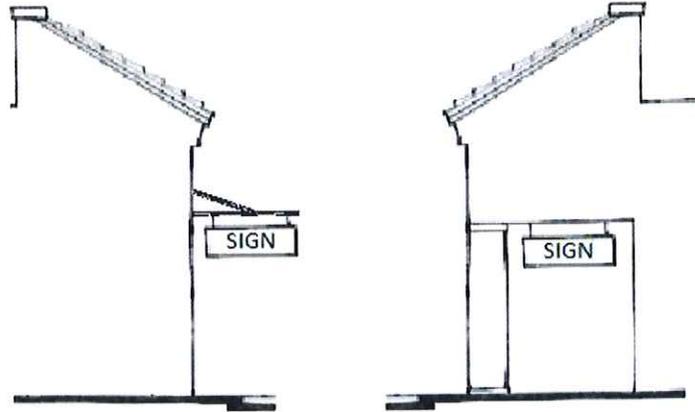
3. *Projecting Wall Signs.* General standards for projecting signs are as follows:

- a. No part of any projecting sign shall be lower than eight (8) feet from final grade.

b. No part of any projecting sign shall project farther than three (3) feet from the building façade on which it is attached.

i. *Suspended Signs.*

a) All suspended blade signs shall be installed 90° from the building façade on which they are attached.



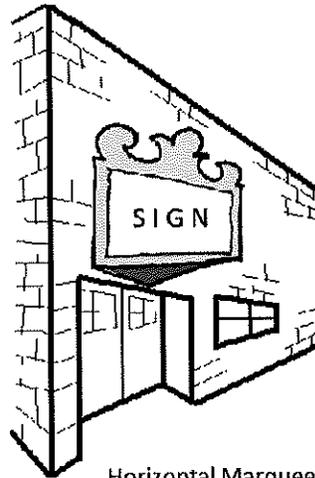
Zoning / Land Use	Suspended Signs			
	Permitted?	Maximum Sign area	Minimum Height	Maximum Height
CR	✓	15 ft ²	8 ft.	15 ft.
RC	✓	15 ft ²	8 ft.	15 ft.
C-1, C-2	✓	15 ft ²	8 ft.	15 ft.
MC	✓	15 ft ²	8 ft.	15 ft.

ii. *Marquee Signs.*

a) All vertical marquee signs shall be installed 90° from the building façade on which it is attached.



Vertical Marquee Sign



Horizontal Marquee Sign

Zoning / Land Use	Vertical Marquee Signs				Horizontal Marquee Signs			
	Permitted?	Maximum Sign area	Minimum Height	Maximum Height	Permitted?	Maximum Sign area	Minimum Height	Maximum Height
RC	✓	15 ft ²	8 ft.	15 ft.	✓	75 ft ²	8 ft.	15 ft.
C-1, C-2	✓	15 ft ²	8 ft.	15 ft.	✓	75 ft ²	8 ft.	15 ft.

iii. *Canopy/Awning Signs.*

- a) Any lettering and/or images comprising the sign area on an awning or canopy shall be located on the face of the awning or canopy, parallel to the building.
- b) Internal illumination is not permitted on canopy/awning signs.



Zoning / Land Use	Canopy/Awning Signs			
	Permitted?	Maximum Sign area	Minimum Height	Maximum Height
CR	✓	15 ft ²	8 ft.	15 ft.
RC	✓	15 ft ²	8 ft.	15 ft.
C-1, C-2	✓	15 ft ²	8 ft.	15 ft.
MC	✓	15 ft ²	8 ft.	15 ft.

B. *Freestanding Signs.* Permitted variations of primary freestanding signs include: double pole, hanging blade and monument. Permitted variations of secondary freestanding signs include: “a-frame” and “h-frame” as well as vertical flag signs.

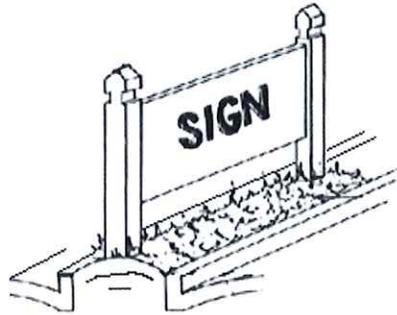
1. *General Standards.*

- a. Such signs may be double-sided, but the sides shall be identical.
- b. The setback distance shall be a minimum of three (3) feet from the property line, except along a state primary route for which the minimum shall be five (5) ten feet, and adequate to clear sight triangles for the property entrance(s).
- c. No part of any freestanding sign or its supporting structure may project into or above any public right-of-way.
- d. Such signs shall be constructed of materials and in a manner that represents a finished appearance, e.g. no unfinished raw materials, exposed fasteners, unpainted surfaces or those otherwise unprotected from the elements, or any other aspect that may signify incomplete construction.

2. *Primary Freestanding Signs.*

- a. No property shall be permitted more than one (1) primary freestanding sign, except if the property has a secondary entrance on a separate public road. Such a property may have one (1) additional primary freestanding sign for the secondary entrance, provided that the secondary lot frontage is at least as long as the primary lot frontage.
- b. All primary freestanding signs shall be located in a mulched and landscaped bed, exclusive of any landscaping required in Article 24 of this Ordinance.
- c. Outparcels located in shopping centers shall not have a primary freestanding sign.

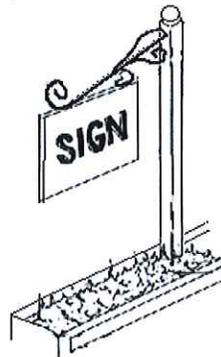
i. Double Pole Signs.



Zoning / Land Use	Double Pole Signs		
	Permitted?	Maximum Sign area	Maximum Height
Multi-Family Use*	✓	24 ft ²	6 feet
Church / Institutional	✓	32 ft ²	12 feet
CR	✓	32 ft ²	12 feet
RC	✓	32 ft ²	12 feet
C-1, C-2	✓	32 ft ²	12 feet
MC	✓	32 ft ²	12 feet
A-1, M-1	✓	32 ft ²	12 feet

* Such signs shall only be permitted to identify the business

ii. Hanging Blade Signs.



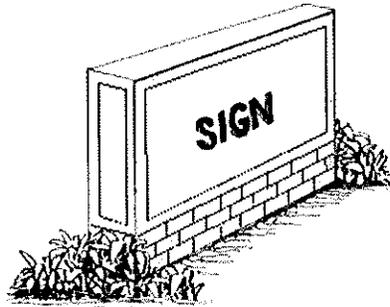
Zoning / Land Use	Hanging Blade Signs		
	Permitted?	Maximum Sign area	Maximum Height
Multi-Family	✓	24 ft ²	6 feet

Use*			
Church / Institutional	✓	24 ft ²	8 feet
CR	✓	24 ft ²	8 feet
RC	✓	24 ft ²	8 feet
C-1, C-2	✓	24 ft ²	8 feet
MC	✓	24 ft ²	8 feet
A-1, M-1	✓	24 ft ²	8 feet

* Such signs shall only be permitted to identify the business

iii. **Monument Signs.**

- a) Such signs shall be constructed with a masonry base and/or supporting structure. The materials used shall reflect the architecture of the principal structure(s) on the property.

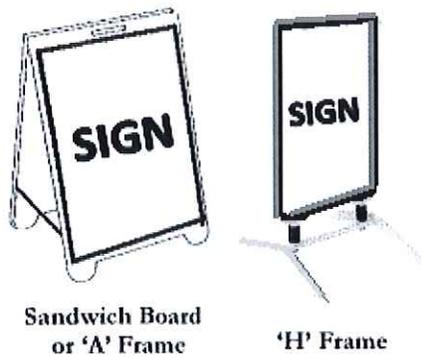


Zoning / Land Use	Monument Signs		
	Permitted?	Maximum Sign area	Maximum Height
Multi-Family Use	✓	32 ft ²	8 feet
Major Subdivision	✓	32 ft ²	8 feet
Church / Institutional	✓	32 ft ²	8 feet
PUD-R	✓	64 ft ²	8 feet
CR	✓	32 ft ²	8 feet
RC	✓	32 ft ²	8 feet
C-1, C-2*	✓	32 ft ²	8 feet
MC	✓	32 ft ²	8 feet
A-1, M-1	✓	32 ft ²	8 feet

* Shopping centers in these districts may have a monument sign with a max. height of 12 feet and a max sign area of 60 ft².

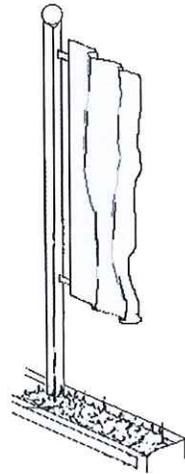
3. **Secondary Freestanding Signs.** General standards for all secondary freestanding signs are as follows:

- a. An individual property may be permitted one (1) secondary freestanding sign in addition to any primary freestanding sign as specified in part d –i below.
 - b. Such signs shall be exempt from permit requirements, but shall conform to all other applicable provisions in this article.
 - c. Such signs shall not be illuminated.
 - d. Such signs shall be removed at the end of each business day.
- i. *A-Frame & H-Frame Signs.*
 - a) Each tenant within a shopping center may erect one (1) A-Frame or H-Frame sign, provided the sign is located in front of the business, does not occupy any required parking space and provides at least .thirty-six (36) inches of clearance for pedestrians.



Zoning / Land Use	A-Frame & H-Frame Signs		
	Permitted?	Maximum Sign area	Maximum Height
Multi-Family Use	✓	8 ft ²	4 feet
Major Subdivision	✓	8 ft ²	4 feet
Church / Institutional	✓	8 ft ²	4 feet
CR	✓	8 ft ²	4 feet
RC	✓	8 ft ²	4 feet
C-1, C-2	✓	8 ft ²	4 feet
MC	✓	8 ft ²	4 feet

- ii. *Vertical Flag Signs.*
 - a) Shopping centers are permitted as provided in Section 12-7 of this article



Zoning / Land Use	Vertical Flag Signs		
	Permitted?	Maximum Sign area	Maximum Height
CR	✓	24 ft ²	12 feet
RC	✓	24 ft ²	12 feet
C-1, C-2	✓	24 ft ²	12 feet
MC	✓	24 ft ²	12 feet

C. *Murals (Commercial and Non-Commercial)*. General standards for murals are as follows:

1. *Murals shall be restricted that, by their content, threaten the public health, safety and general welfare of the residents of Colonial Beach.*
2. *Murals shall be maintained in good repair, free from peeling paint or damage due to age.*
3. *Murals that are primarily non-commercial in nature are not subject to any size restrictions relative to the surface on which they are painted or adhered.*
4. *Murals that are primarily commercial in nature are subject to the same size restrictions as other commercial signage contained herein.*

12-11 Maximum Aggregate Sign Area

- A. The maximum aggregate sign area of all permitted sign types on a single property shall be seventy-five (75) ft², except as provided for in Section 12-12. For multi-occupancy buildings and shopping centers, this maximum area shall be per business or occupant, exclusive of any respective sign area on a shared sign structure.

12-12 Changeable Copy Signs

- A. Any primary freestanding sign may have up to an additional fifty (50) percent of its sign area as traditional changeable copy.

- B. Any secondary freestanding sign(s) are not permitted except as provided in Section 12-10 Section B-3, d ,i & ii.
- C. Digital changeable copy or digital billboard type signs shall be incorporated into a monument sign as specified in section 12-10, Section B-2-c-iii.

12-13 Sign Illumination

- A. No flashing or intermittent illumination shall be used on any sign or structure. Scrolling text may be permitted on a digital sign in accordance with Article 12-12 above.
- B. Any sign permitted by this Article may be internally or externally illuminated, provided the illumination is installed in such a manner as to prevent the undiffused light rays from being cast upon adjacent properties, upon any public right-of-way or the night sky.
- C. Illuminated signs shall require an electrical permit in addition to a standard zoning permit.

12-14 Removal of Vegetation Around Signs

- A. No person shall destroy or remove or trim any trees, shrubs or other vegetation for the purpose of increasing or enhancing the visibility of any sign if the subject vegetation is:
 - 1. Within any public right-of-way, unless the work is done by an agency having jurisdiction over such area;
 - 2. On property that is not under the ownership or control of the person responsible for such work, unless authorization is provided by the property owner where the subject vegetation is located;
 - 3. Required landscaping, as prescribed in the *Landscaping* article of this Zoning Ordinance;
 - 4. Regulated or otherwise protected under the provisions of the *Chesapeake Bay Preservation Area Overly District* article of this Zoning Ordinance.
- D. Limbs on the underside of any tree may be pruned, i.e. "up-limbed", to a maximum height of twelve (12) feet in order to enhance visibility of any sign.
- E. No tree may be "topped," i.e. have its upper limbs removed, in order to enhance visibility of any sign.

12-15 Nonconforming Signs

- A. Any sign lawfully in existence on the date of enactment of this ordinance may be maintained as nonconforming until the related building occupant or use ceases operations in the space.
- B. No nonconforming sign may be enlarged or altered in such a manner as to expand the nonconformity, nor may illumination be added to any nonconforming sign.
- C. A nonconforming sign may not be moved or replaced except to bring the sign into complete conformity with this article.
- D. A nonconforming sign destroyed by any cause may not be repaired, reconstructed or replaced except in conformity with this article. For the purposes of this section, a nonconforming sign is destroyed if damaged to an extent that the cost of repairing the sign to its former condition or replacing it with an equivalent sign equals or exceeds the value of the sign so damaged.
- E. The message of a nonconforming sign may be changed so long as this does not create any new non-conformity.

12-16 Abandoned/Obsolete Signs

- A. Signs advertising a business or use that have been discontinued for a period of at least two (2) years shall be deemed abandoned/obsolete. Such signs shall be brought into conformity with this Article, or removed in their entirety, as prescribed in § 15.2-2307 of the Code of Virginia, as amended.

To Be Added to Article 20 Definitions:

Murals: a commercial or non-commercial painting or other work of art attached or painted to a wall.

Yard Sign: Temporary signs that are typically placed in the front yard of a residence. Examples of yard signs include but are not limited to Real Estate and Contractor signs.

PLANNING COMMISSION PAPER

AT THE REGULAR MEETING HELD, THURSDAY, FEBRUARY 2, 2017 AT THE COLONIAL BEACH TOWN CENTER

This recommended adoption amends Article 12-Signs of the Colonial Beach Zoning Ordinance. Additionally, Article 20, definitions will be amended with added or updated definitions. Whereas, the Colonial Beach Planning Commission finds that public necessity, convenience, general welfare and good zoning practice would be served by the recommending approval of Zoning Text Amendment (ZOA-03-2016);

Now therefore be it resolved that the Colonial Beach Planning Commission hereby recommends approval of Zoning Text Amendment ZOA-03-2016, and forwards the amendment to the Town Council with a favorable recommendation in accordance with § 15.2-2200 of the Code of Virginia, 1950 as amended.

MOVED BY: *Nelson*

SECONDED BY: *Tolson*

	AYE	NAY		AYE	NAY
MS. SCHICK	<u> x </u>	___	MR. NELSON	<u> x </u>	___
MS. McCABE	<u> x </u>	___	MR. BUSICK	<u> x </u>	___
MS. TOLSON	<u> x </u>	___			

ADOPTED BY _____ TABLED FOR _____

Tab E

Town of Colonial Beach

Employee Compensation Plan

The Town Compensation Plan is based on assigning each town employee position to one of five pay bands. The five pay bands are shown in Table 1.

Pay Band assignment is based on the position description for each job title. Factors used in assigning positions to pay bands are (i) knowledge and skills required, (ii) supervision required, (iii) supervisory responsibilities, and (iv) span of control. All Town positions and pay band assignments are shown in Table 2.

General descriptions of the requirements for positions in each pay band and examples of positions in each pay band are shown in Table 3.

Each pay band gives managers and department heads sufficient latitude within the pay band to cover entry level employees and to provide encouragement for employees to move up the pay band based on performance.

TABLE 1**Town Of Colonial Beach****Compensation Plan Pay Bands**

Pay Band	Minimum	Maximum	Hourly
Pay Band 1	\$15,080	\$27,144	\$7.25 - \$13.05
Pay Band 2	\$21,338	\$38,409	\$10.26 - \$18.47
Pay Band 3	\$30,194	\$54,348	\$14.52 - \$26.13
Pay Band 4	\$42,724	\$76,903	\$20.54 - \$36.97
Pay Band 5	\$60,454	\$108,818	\$29.06 - \$52.32

TABLE 2**Town Of Colonial Beach****Compensation Plan Position Titles And Pay Band Assignment**

Position Title	Pay Band	Range
Town Manager / Town Clerk		
Town Manager	Band 5	\$60,454 - \$108,818
Town Manager Administrative Assistant	Band 2	\$21,338 - \$38,409
Town Clerk	Band 4	\$42,724 - \$76,903
Town Receptionist	Band 2	\$21,338 - \$38,409
Chief Financial Officer		
Chief Financial Officer	Band 5	\$60,454 - \$108,818
Accounting Manager	Band 3	\$30,194 - \$54,348
Billing Manager	Band 3	\$30,194 - \$54,348
Account Clerk	Band 2	\$21,338 - \$38,409
Public Works Department		
Director	Band 5	\$60,454 - \$108,818
Administrative Assistant	Band 2	\$21,338 - \$38,409
Senior Building Maintenance Worker	Band 2	\$21,338 - \$38,409
Building Maintenance Worker	Band 1	\$15,080 - \$27,144
Heavy Equipment Operator	Band 2	\$21,338 - \$38,409
Senior Water Department Crew Member	Band 3	\$30,194 - \$54,348
Water Department Crew Member	Band 2	\$21,338 - \$38,409
Senior Refuse Crew Member	Band 2	\$21,338 - \$38,409
Refuse Crew Member	Band 1	\$15,080 - \$27,144
Sewer Department Crew Member	Band 2	\$21,338 - \$38,409
Waste Water Treatment Plant		
WWTP Supervisor	Band 4	\$42,724 - \$76,903
WWTP Senior Operator	Band 3	\$30,194 - \$54,348
WWTP Operator	Band 2	\$21,338 - \$38,409

Police Department			
Chief		Band 5	\$60,454 - \$108,818
Captain		Band 4	\$42,724 - \$76,903
Lieutenant		Band 3	\$30,194 - \$54,348
Detective		Band 3	\$30,194 - \$54,348
Sargeant		Band 3	\$30,194 - \$54,348
Patrol Officer		Band 2	\$21,338 - \$38,409
School Crossing Guard		Band 1	\$15,080 - \$27,144
Administrative Assistant		Band 2	\$21,338 - \$38,409
Building And Zoning Department			
Zoning Administrator		Band 5	\$60,454 - \$108,818
Building Inspector		Band 4	\$42,724 - \$76,903
Office Manager		Band 3	\$30,194 - \$54,348
Code Enforcement Officer		Band 3	\$30,194 - \$54,348

TABLE 3

Town of Colonial Beach Employee Compensation Plan Description of Pay Bands

Pay Band 1.

Limited skills and knowledge required. Directly supervised for defined tasks. Examples are Building Maintenance Crew Member and Refuse Collection Crew Member.

Pay Band 2.

Some specialized skills and knowledge required. Limited supervisory and decision making requirements. Examples are Water and Sewer Department Crew Member, Police Patrol Officer and Senior Building Maintenance Crew Member.

Pay Band 3.

High level of specialized skills and knowledge required. Mid-level management, supervisory, and decision making requirements. Examples are Accounting Manager, Senior Water Department Crew Member and Police Department Lieutenant or Sergeant.

Pay Band 4.

High level of skills and knowledge required. High level supervisory, management and decision making responsibilities required. Examples are Waste Water Treatment Plant Supervisor and Police Department Captain or Major.

Pay Band 5.

Extensive skills and knowledge required. Very high level of responsibility, decision making and supervisory requirements. Examples are Department Heads.

Pay Band	Entry	%	5-10 yr. Past Exp or 5 Yr. Satisfactory or 2-4 Yr. Exemplary	%	10 Yr. Satisfactory Perf and above	%	15 Yr. Satisfactory Perf and above	%	20 Yr. Satisfactory Perf and above
PB1	\$15,457	20.0%	\$18,548	14.3%	\$21,640	12.5%	\$24,731	11.1%	\$27,823
PB2	\$21,871	20.0%	\$26,246	14.3%	\$30,620	12.5%	\$34,995	11.1%	\$39,369
PB3	\$30,949	20.0%	\$37,138	14.3%	\$43,328	12.5%	\$49,517	11.1%	\$55,707
PB4	\$43,792	20.0%	\$52,550	14.3%	\$61,309	12.5%	\$70,067	11.1%	\$78,826
PB5	\$61,965	20.0%	\$74,359	14.3%	\$86,752	12.5%	\$99,145	11.1%	\$111,538
CEO	\$92,948	20.0%	\$111,538	11.2%	\$125,667	11.5%	\$142,026	10.3%	\$158,385

PB1 per HR	\$7.43		\$8.92		\$10.40		\$11.89		\$13.38
PB2 per HR	\$10.52		\$12.62		\$14.72		\$16.82		\$18.93
PB3 per HR	\$14.88		\$17.85		\$20.83		\$23.81		\$26.78
PB4 per HR	\$21.05		\$25.26		\$29.48		\$33.69		\$37.90
PB5 per HR	\$29.79		\$35.75		\$41.71		\$47.67		\$53.62
CEO per HR	\$44.69		\$53.62		\$60.42		\$68.28		\$76.15

CLASSIFICATIONS ASSOCIATED WITH PAY BANDS	
PB1	Unskilled Labor & Trainees
PB2	Lic. Operators, Clerical, Recept, Admin. Assts, Hvy. Equip. Oper., Jr. Technicians, CDL
PB3	Hourly - Office Managers, Town Clerk, Supervisors, Senior Technicians, Senior Operators
PB4	Salaried - Supervisors, Town Clerk, Inspector
PB5	Salaried - Directors, Administrators, Chief Financial Officer, Chief of Police