



SMITHFIELD TOWN COUNCIL AGENDA

September 2, 2025 at 6:30 PM

220 North Church Street

- 1. Call To Order**
- 2. Pledge Of Allegiance**
- 3. Closed Session**
 - a. Closed Session for the Purpose of Discussing Personnel Matters, more specifically, the Four Appointed Positions by Town Council as follows: Town Manager, Town Treasurer, Town Clerk, and Town Attorney, Pursuant to Section 2.2-3711 A1 of the Code of Virginia.
 - b. Closed Session for the Purpose of Cost Negotiations for Red Point Taphouse Right of Way Valuations Pursuant to 2.2-3711 A3 of the Code of Virginia
 - c. Closed Session for the Discussion of Acquisition / Disposition of Real Property, more specifically, The Grange @ 10Main Pursuant to 2.2-3711 A3 of the Code of Virginia
- 4. Informational Reports**
 - a. Town Manager's Activity Reports
 - b. Committee Summary Reports
- 5. Upcoming Meetings And Activities**
 - September 1 - Town Offices are Closed in Observance of Labor Day
 - September 2 - 6:30 p.m. - Town Council Meeting
 - September 9 - 6:30 p.m. - Planning Commission Meeting
 - September 13 - 6:30 p.m. - Board of Historic and Architectural Review
 - September 16 - 7:30 p.m. - Board of Zoning Appeals
 - September 22 - 3:00 p.m. - Town Council Committee Meetings
 - September 23 - 6:30 p.m. - Special Planning Commission Meeting

NOTE: All of the above public meetings will be held at the Smithfield Center, unless otherwise noted.

6. Presentations

- a. Swear-In New Police Officer, Ava Abbott
- b. Resolution of Appreciation - Terry Andrews

7. Public Comments

8. Council Comments

NOTICE OF INTENT TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT (ADA) Reasonable efforts will be made to provide assistance or special arrangements to qualified individuals with disabilities in order to participate in or attend Planning Commission meetings. ADA compliant hearing devices are available for use upon request. Please call 1-(757)-365-4200 at least twenty-four (24) hours prior to the meeting date so that proper arrangements may be made.

9. Consent Agenda Items

- a. Motion to Amend the Town's Pay and Classification Plan
Finance Committee Chair, Jeff Brooks
- b. Resolution to Appropriate Funds to the 2025/2026 General Fund Operating Budget for Vehicle Purchase
Finance Committee Chair, Jeff Brooks
- c. Invoices Over \$20,000 Requiring Council Authorization:
Finance Committee Chair, Jeff Brooks
 - i. The Peterbuilt Store - New Public Works Truck \$129,324.00
 - ii. The Blair Brothers, Inc. - Sykes Court Paving \$ 41,450.00
- d. Resolution to Accept St, Andrews, Royal Blackheath, Ayrshire Loop and St. Annes located in Cypress Creek Phase 6 into the Town's Maintenance System for Funding
Public Works Committee Chair, Bill Harris
- e. Motion to Accept the Proffer Amendment for Battery Park Storage
Public Buildings and Welfare Committee Chair, Valerie Butler

10. Action Items

- a. PUBLIC HEARING: Conditional Rezoning and Special Use Permit - The Promontory
Tammie Clary, Director of Community Development and Planning
- b. PUBLIC HEARING: Text Amendments to the following sections of the Zoning Ordinance
Tammie Clary, Director of Community Development and Planning
 - i. Article 2.Q and P Reclassify Accessory Apartments as Accessory Dwelling Units and Clarify Regulations

- ii. Article 3.O Update the Floodplain Overlay
 - iii. Article 3.S Create the Pinewood Heights Industrial Park Overlay
- c. Motion to Approve the Town Council Summary Minutes from August 5th, 2025
[William H. Riddick, III, Town Attorney](#)

11. New Business

- a. Additional Invoice Received Since Finance Committee Requiring Council Authorization:
[Michael Stallings, Town Manager](#)
 - i. Lewis Construction of Virginia - Cypress Creek Bridge \$ 25,923.60
Waterline Work

12. Old Business

13. Additional Discussion

14. Adjournment