



## 316 - RESIDENCY REQUIREMENT

### I. POLICY

The City Manager, the City Attorney, Assistant City Managers shall establish and maintain residency in the City of Newport News within one year of appointment.

All persons employed in the role of Department Directors or Assistant to the City Manager are required to establish and maintain residency in Newport News within one year of appointment. However, the City Manager may extend the one year relocation requirement for temporary periods for Department Directors who are promoted from within the City organization. Such determination will be made on an individual case-by-case basis in consideration of compelling temporary need such as family illness, or a child in high school. Should an extension be granted, the Department Head is required to establish residency within Newport News upon resolution of the situation for which the extension was granted, or when the City Manager determines the extension is no longer appropriate. Extension of the relocation period shall not exceed four years from the date the Department Head was appointed to the position.

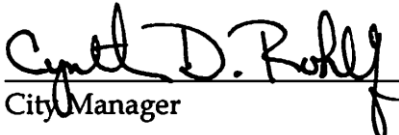
To meet the test of residency the incumbent must have clearly established principal residency in Newport News for themselves and their family, when appropriate, utilize Newport News as their place of residence for income tax and personal property purposes and register all motor vehicles titled solely in the name of the Department Head, with the City.

Exceptions to this residency requirement are made for Department Directors appointed prior to July 1, 1995 who are governed by the policy in effect at the time of their appointment.

Department Directors who reside in Newport News may not relocate their residency to another jurisdiction during their tenure and those who reside in another jurisdiction under applicable policy may not change residences during their tenure unless they establish residency in Newport News.

*Supersedes/Amends: 316, 12/01/2007*

Approved:

  
City Manager