

PRINCE EDWARD COUNTY PLANNING COMMISSION September 21, 2021 – 7:00pm

AGENDA

Due to the COVID-19 Emergency, the Prince Edward County Planning Commission is operating pursuant to and in compliance with its "EMERGENCY CONTINUITY OF OPERATIONS ORDINANCE." Effective August 1, 2021, the Board has re-opened meetings to in-person participation by the public; however, there could still be limited available seating. Citizens are strongly encouraged to participate in meetings through in-person participation, written comments, and/or remote participation by calling: **1-844-890-7777**, **Access Code: 390313** (*If busy, please call again.*) Additionally, citizens may view the Board meeting live in its entirely at the County's YouTube Channel, the link to which is provided on the County's website.

Public Participation and Public Hearing comments for Planning Commission meetings will be subject to the "Citizen Guide for Providing Input During Public Participation and Public Hearings For Prince Edward County Government Meetings" effective August 1, 2021.

7.00 p.m. 1. The Chairman will call the September 21, 2021 meeting to order 2. Approve Minutes 3 9 3. Public Hearing - Special Use Permit - Commercial Dumpster Service -Joseph Ryan Hall 4. Public Hearing - FY 2022-2024 Capital Improvement Plan (CIP) 23 5. Review of Supervisors Actions 6. Old Business

Next Meeting: Tuesday, October 19, 2021 at 7:00 p.m.

7.

New Business

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County of Prince Edward
Planning Commission
Agenda Summary

		-
M	eeting	Date:

September 21, 2021

Item No.:

2

Department:

Planning and Community Development

Staff Contact:

Robert Love

Issue:

Approval of Minutes

Summary:

For approval.

Attachments:

June 16, 2020 Draft Planning Commission meeting minutes.

Motion	Paige	Hunt	Jones
Second	Sandlin	Gilliam	Watson
Prengaman	Jenkins	Leatherwood	Peery



Prince Edward County Planning Commission Meeting Minutes August 17, 2021 7:00 pm

Members Present:

John Prengaman, Chair

John "Jack" W. Peery, Jr., Vice Chairman

Robert "Bobby" Jones

Clifford Jack Leatherwood

Whitfield M. Paige

Teresa Sandlin

Cannon Watson

Henry Womack

Absent:

Preston L. Hunt

Mark Jenkins

Staff Present:

Robert Love, Planning/Zoning Director

Douglas P. Stanley, County Administrator

Due to the COVID-19 Emergency, the Prince Edward County Board of Supervisors is operating pursuant to and in compliance with its "EMERGENCY CONTINUITY OF OPERATIONS ORDINANCE." Effective August 1, 2021, the Board has re-opened meetings to in-person participation by the public; however, there could still be limited available seating. Citizens are strongly encouraged to participate in meetings through in-person participation, written comments, and/or remote participation by calling: 1-844-890-7777, Access Code: 390313 (If busy, please call again.) Additionally, citizens may view the Board meeting live in its entirely at the County's YouTube Channel, the link to which is provided on the County's website.

Public Participation and Public Hearing comments for Planning Commission meetings will be subject to the "Citizen Guide for Providing Input During Public Participation and Public Hearings For Prince Edward County Government Meetings" effective August 1, 2021.

Chairman Prengaman called the August 17, 2021 meeting to order at 7:00 p.m.

In Re: Approval of Minutes

Commissioner Peery made a motion, seconded by Commissioner Sandlin, to approve the meeting minutes from June 15, 2021 as presented; the motion carried:

Aye:

John Prengaman

Nay:

(None)

cure to the

Clifford Jack Leatherwood Whitfield M. Paige

John "Jack" W. Peery, Jr.

Teresa Sandlin Cannon Watson Henry Womack

Absent:

Preston Hunt Mark Jenkins

Robert M. Jones

Commissioner Robert M. Jones entered the meeting via telephone at this time.

In Re: FY 2002-2024 Capital Improvement Planning (CIP) Project Final Draft Review

The Capital Improvement Plan (CIP) is intended as a guide to assist the Board of Supervisors in the development of the County's budget. The CIP process began with the submission of fourteen (14) capital expenditure requests from County Departments and associated agencies.

Mr. Love listed the projects, in order:

- 1. Prince Edward County Animal Control, New Animal Shelter
- 2. Prince Edward County Public School System, Elementary School Renovation/Replacement
- 3. VDOT Revenue Sharing Program
- 4. Prince Edward County Public Works, Landfill Compactor Replacement
- 5. Prince Edward County Emergency Management, Emergency Communications Radio System
- 6. Prince Edward County Buildings & Grounds, Courthouse Chiller Replacement
- 7. Prince Edward County Public Works, Convenience Site Upgrades
- 8. Prince Edward County Public School System, Prince Edward County High School Track Restoration
- 9. Prince Edward County Administration, Courthouse Lawn Renovation
- 10. Prince Edward County Cannery, Cannery Boiler Replacement
- 11. Prince Edward County Public Works, Purchase of a Skid Steer
- 12. Prince Edward County Buildings & Grounds, Courthouse Telephone System
- 13. Prince Edward County Administration, Electronic Document Management System
- 14. Prince Edward County Voter Registrar, Purchase of Voting Machines

The Prince Edward County CIP includes major capital projects that are: 1) Non-recurring 2) Should have a "useful life" of five years or more 3) The estimated cost of the expenditure must exceed \$50,000 for a general government project and \$100,000 for a school project. All figures used represent estimated expenditures by the County.

The Commission determined a recommended priority for the various projects at the prior meeting and the draft Plan was finalized by staff. The next step will be a public hearing to be held on the proposed CIP before making a formal recommendation to the Board of Supervisors.

Commissioner Jones stated that during the June meeting, the Elementary School project was listed at \$34 million and now is listed at about \$53 million; he said he believes that is due to the debt service, but questioned the change in the amount.

Mr. Stanley said the 20-year bond is calculated at a 5% interest rate. He said currently the rate is lower but there are no guarantees it will remain at the current rate. He said following the sales tax referendum next year, in November of 2022, which is approximately 16-18 months from now, there will be a much clearer indication of cost. Mr. Stanley said the rate could be higher than the current rate of 2-2.5% when it is time to borrow the funds.

Commissioner Jones said figures should be done with the current rates, and the Commissioners were not presented with the interest numbers previously. He said the sales tax referendum could reduce the need for borrowing for the Capital Improvement projects. He said it needs to be determined if the elementary school will be a renovation or a rebuild of the school, and lock in the rate.

Chairman Prengaman asked if the citizens will be given the options of renovation or rebuild at the public hearing. Mr. Stanley said the Chair and Vice-Chair of both the Board of Supervisors and School Board will be meeting next week with the architect. He said it will be a joint decision between the Board of Supervisors and the School Board. Mr. Stanley said the worst-case scenario could be building a new school, but it could just need a heavy renovation, but the Board of Supervisors and School Board would have to agree upon this determination. Discussion followed.

Mr. Stanley said the architect may be able to help in the determination between renovation and building a new school. He added the American Rescue Plan may cover HVAC upgrades, but the determination of plans for the school must come first. Further discussion followed.

Mr. Love stated these projects all tie in with the Comprehensive Plan.

Commissioner Jones stated Emergency Communication Services can likely get help with the radio system. Mr. Stanley said the County will be receiving \$4.4 million in American Rescue Plan funding; he said indications are that funds from the American Rescue Plan could be used for that project. He said there could be a five- to ten-year lease/purchase option but the final price is not yet known, but is estimated between \$3 million to \$5 million. He said up to half of the cost could be from American Rescue Plan funds.

Commissioner Jones asked if the County is still dependent upon Leigh Mountain. Mr. Stanley said Motorola is seeking other alternatives.

Commissioner Jones then questioned the increase in expected expenditure from \$4.7 million to \$6.1 million. Mr. Stanley said the interest and finance costs have been added into the total. He said if the County pays cash, there will be no finance costs. Discussion followed.

Commissioner Womack made a motion, seconded by Commissioner Peery, to direct staff to advertise a Public Hearing for the FY2022-2024 Capital Improvements Plan to be held at the September 21, 2021 regular meeting of the Planning Commission; the motion carried:

Aye: John Prengaman

Robert M. Jones

Clifford Jack Leatherwood

Whitfield M. Paige

John "Jack" W. Peery, Jr.

Teresa Sandlin Cannon Watson

Henry Womack

Absent: Preston Hunt

Mark Jenkins

In Re: Review of Supervisors Actions

Mr. Love reported the rezoning application from Hampden-Sydney [College] was withdrawn; he said they intend to return to the Planning Commission in the future with their Master Plan for the college.

Mr. Love then stated the new Citizen's Guide for Public Input in County Meetings has been distributed; he said currently all meetings are open to in-person attendance as of August 9. He said masks are required, and with the rise of cases due to the Delta variant, things may change.

In Re: Old Business

(None)

New Business

Mr. Love said an upcoming project for the Commission is to review the updated draft of the Highway Corridor Overlay District. He said further information will be available at the next Commission meeting, and will include possible inclusion down Farmville Road and Commerce Road.

Mr. Stanley said this will seek to enhanced design criteria on the Corridor. He said there is existing activity on Route 15 and Farmville Lake Road, and there could be extension up Commerce Road or Dominion Road. He asked the Commissioners for feedback.

Mr. Love stated there is a lot of commercial interest in properties along Route 15. Chairman Prengaman stated there will be a dramatic change with the round-about and turn lanes complete. Mr. Love added he is aware of a potential commercial store at Worsham. He said this will likely increase property values and stated the Corridor Overlay will provide guidance for the development of the Corridor. Discussion followed.

Mr. Love stated there may be a Special Use Permit application upcoming.

Chairman Prengaman declared the meeting adjourned at 7:35 p.m.

Next Meeting: Tuesday, September 21, 2021 at 7:00 p.m.

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County of Prince Edward
Planning Commission
Agenda Summary

Meeting Date:

September 21, 2021

Item No.:

3

Department:

Planning and Community Development

Staff Contact:

Robert Love

Issue:

Special Use Permit - Commercial Dumpster Service

Summary:

The County has received an application for a Special Use Permit from Joseph Ryan Wood for a Special Use Permit (SUP) to operate a commercial dumpster service on 37.19 acres, denoted as Tax Map Parcel numbers 036-A-2B, 036-A-2C, 036-A-5, & 036-A-6, located at 765 Restful Acres Lane, Farmville, VA., Attachment (1). This parcel is in an A1, Agricultural Conservation zoning district and trash and refuse services are allowed in the district only after approval of a special use permit.

The public hearing notice was published in the September 8 and September 15, 2021 editions of the Farmville Herald, Attachment (2). The list of adjoining property owners and the sample letter sent to each can be found in Attachments (3) and (4). Attachment (5) is a copy of the tax map page that depicts the tax map parcel of the existing building and surrounding property. The parcel is outlined in blue.

The purpose of the Special Use is to allow for the location of a commercial dumpster service. County staff is of the opinion the use is compatible with the zoning district and will have minimal impact on surrounding properties. County staff has prepared a list of Potential Conditions for consideration for the SUP, Attachment (6). Section 4-200.15 of the Zoning Ordinance requires buffering and screening for the proposed use, specifically stating "Any exterior area used for storage, service, maintenance, repair, processing, manufacturing, fabrication, salvage, refuse disposal, or other similar use that is visible from a public street right-of-way or adjoining property, shall be screened with a buffer yard, screening and plantings meeting type A option 1 standards listed in this section, and shall be provided in a manner which screens the use from view. Any area so used shall also be similarly screened from view of adjoining residences and business." This has been incorporated into the staff recommended conditions.

Attachments:

- 1. Special Use Permit Application
- 2. Notice of Public Hearing
- 3. List of adjoining property owners
- 4. Sample Letter sent to adjoining property owners
- 5. Plat of Tax Parcel
- 6. Potential Conditions

Motion	Paige	Hunt	Jones
Second	Sandlin	Womack	Watson
Prengaman	Jenkins	Leatherwood	Peery



County of Prince Edward Planning Commission Agenda Summary

Recommendation 1. Conduct the Pu		decision concerning the reque	est for the Special Use Permit.
Recommended 1	Motions:		
		nmend approval of the Specia rice with the following conditi	l Use Permit request by Joseph ons:
	lanning Commission recon commercial dumpster serv	nmend denial of the Special Uice due to the following:	se Permit request by Joseph
	lanning Commission table oster service until the next 1	-	st by Joseph Ryan Wood for a
(usi reasons)			
Motion Second Prengaman	Sandlin	Womack	Jones Watson Peery

COMMENTS:		PERMIT/APPLICATION NO	
		ZONING DISTRICT	
		MAGISTERIAL DISTRICT	
		DATE SUBMITTED	
DI EADE DOWN OF THE	County of Pri	nce Edward	
PLEASE PRINT OR TYPE	NCE EDWARD COL	NITY ADDI IO ATION	
FR	FOR SPECIAL (
TO: PRINCE EDWARD COUNTY VIA: ZONING ADMINISTRATOR	PLANNING COMMIS	SSION SPECIAL EXCEPTION REQU	JESTED:
The undersigned owner of the for provided in Section 5-124 of Article V, Sit Standards of the Zoning Ordinance of Pri	e Plan requirements an	erty hereby applies for a Special Use permit as e found in Section 4-100 of Article IV Developmorginia.	ent
Applicant's Name: Joseph Rya	word		
Applicant's Address: 765	Rostly Acres 1	are Farmu, lle, VA 23901	
Applicant's relephone Number: (434)	41-3565	are parmit lie, vi 25401	
Present Land Use: Private Re	sidence		
Legal Description of Property with Deed I	3ook and Page No. or I	nstrument No. 170300 198	
DB 244 P.9	DB 249	P 48 W. H. Ph. I	
Tax Map# 36-A-18 36-A-1	C 36-A-5 36	-A -C Acreage: 37	
			sheet if
necessary.) There will be	no effects or	oise, odor, dust, fumes, etc.): (Attach additiona	
		3 1 1	
Statement of general compatibility with ac	liacent and other prope	rties in the zoning district., (Attach additional sl	
necessary.) _ I have \$600 ca	the mil neigh	cors and every Dody is clear a	a the
THE PARTY	000	, , ,	
Height of Principal Building (s): Feet	, ,	Stories // /A	
APPLICANT'S STATEMENT: (if not owned			
complete and correct to the best of my	luthority to make the i	oregoing application, that the information ເ development and/or construction will confo	jiven is
the regulations as set forth in the Prince	e Edward County Zor	ling Ordinance as written and also with the	ATTENDED
description contained in this permit ap	plication.	111	
Joseph Kum Wood		8/3/2021	
Signature of Applicant (if not property own	ner) Da	te	
PROPERTY OWNER(S) STATEMENT:			
I hereby certify that I/We own the	e above described pr	operty, that the information given is comple	ete and
complete permission of the undersione	id the above person(s	i), group, corporation, or agent has the full opplication for a Conditional Use permit as s	and
the Prince Edward County Zoning Ordi	nance as written.	pplication for a Conditional Ose permit as s	et torth i
THON BLA	1 hope of	33-31	
Signature of Property Owner(s)	Da	te	
VASIO IVAN		G-2-01	
Signature of Property Owner(s)			Million and designation of
orginature of Property Owner(s)	Di	ate	
Signature of Property Owner(s)	D	ate	
NOTE: THIS PERMIT APPLICATION IS I	NOT VALID UNLESS A	LL PROPERTY OWNER(S) SIGNATURES AF	₹E
		Romboue Pote 9/1/	202.
Application Fee \$300.00	Fee Received by	Date	- 484

The above mentioned application charges are nonrefundable, regardless of whether the permit application is approved or denied once submitted.

All checks for payment should be made payable to: Treasurer, Prince Edward County, Virginia.

Mail to: Department of Planning & Community Development P. O. Box 382 Famville, VA 23901 (434) 392-8837



COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION 4219 CAMPBELL AVENUE LYNCHBURG, VIRGINIA 24501-4801

Stephen C. Brich, P. E. COMMISSIONER

REV: 2/16/2018

COMMISSIONER	Д
	DATE ISSUED: 8-3-2/
APPLICANT	
Ryan Wood	
765 Restful Acros Cane	
Favaville VA 23901 CITY STATE ZIP CODE	•
(434) 321- 2365 PHONE NUMBER	
LOCATION 643	073- Prince Educid
A Low Volume Commercial Entrance exist Volume Commercial Entrance has been pr standard.	ts leading to the above noted property. The Low reviously permitted and/or is constructed to
WITNESS the following signatures and sea	als:
Owner Signed	(Seal)
VDOT Representative	Seal)
Agent for County	Date
Note: This may be presented to the County date issued.	only once and expires sixty (60) days after the

VirginiaDOT.org WE KEEP VIRGINIA MOVING 8/26/2021

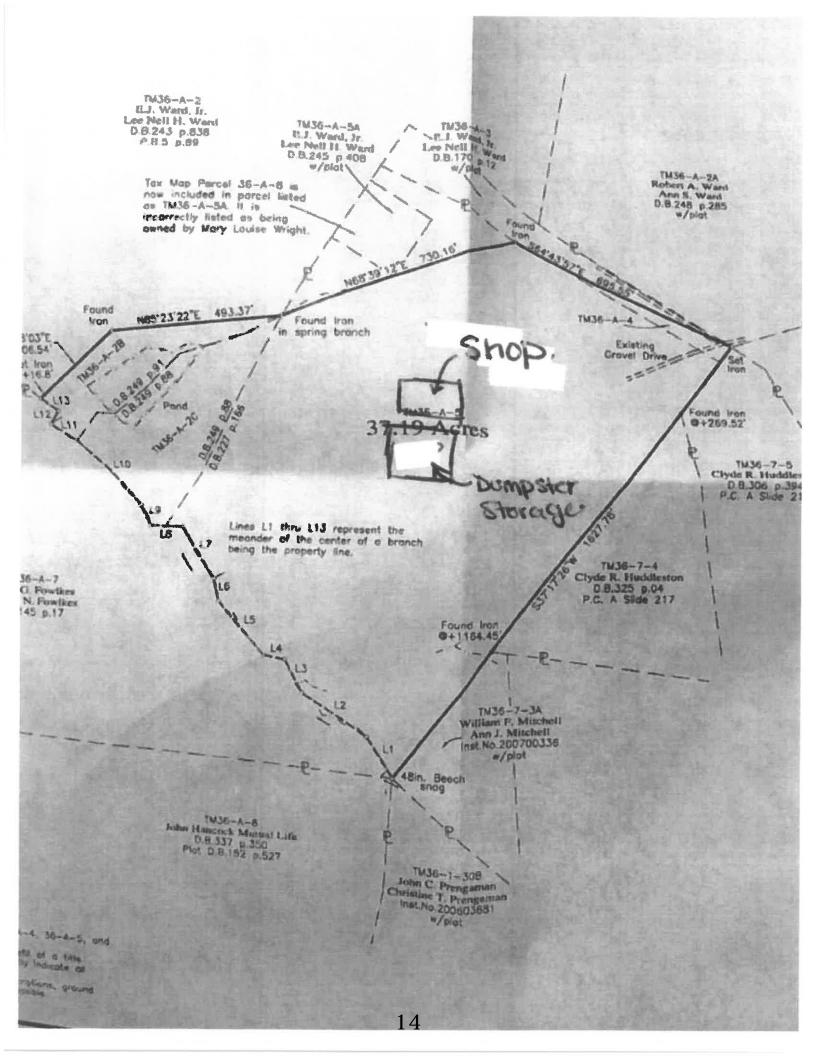
To whom this may concern:

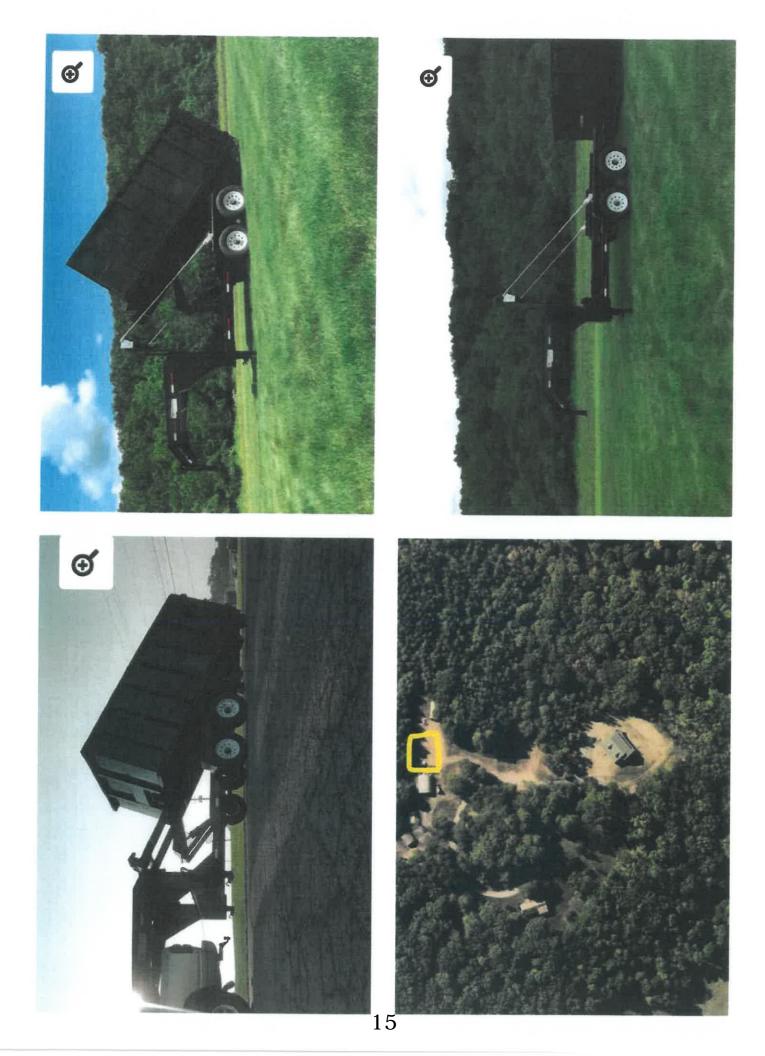
Wood Property Services LLC is in the process of purchasing a roll off dumpster trailer and (3) 15 yard dumpsters. We will be looking to serve Prince Edward and surrounding counties with roll off dumpster services. This business will target small and large contractors for renovations, demolitions, evictions, cleanouts, etc. I look to handle no hazardous waste with this business. Attached are photos of the trailer and the roll off containers. I plan to store these bins behind my existing shop on the property. Please see attached map for layout.

This is a side business for me and plan to be the only employee as of right now. I currently work full time as a lineman for Verizon. With that being said, hours of operation will be early mornings, late evenings and weekends depending on my schedule of my full time job. The debris that is being hauled will be dumped at an approved landfill. Also, with me running outside of landfill hours, I will possibly need to store materials that are in the dumpsters in my dedicated storage area overnight to be dumped the following business day.

On the property where the shop and storage location is, this cannot be seen by neighbors and is out of sight of any public roads. In the future, if my business were to pick up, I would like to expand and look to have no more than 15 containers on the property. Again, this is a side business for me and I look forward to servicing Prince Edward County with small competitively priced dumpster rentals.

Ryan Wood







Please publish the following public hearing notice in THE FARMVILLE HERALD on Wednesday September 8, 2021 and Wednesday, September 15, 2021.



NOTICE OF PUBLIC HEARINGS

The Prince Edward County Planning Commission will hold PUBLIC HEARINGS on **Tuesday**, **September 21, 2021 at 7:00 p.m.** in the Board of Supervisors Room located on the 3rd Floor of the Prince Edward County Courthouse, 111 N. South Street, Farmville, Virginia, to receive citizen input prior to considering the following:

1. A request by Joseph Ryan Wood for a Special Use permit to operate a commercial dumpster service on 37.19 acres, denoted as Tax Map Parcel numbers 036-A-2B, 036-A-2C, 036-A-5, & 036-A-6, located at 765 Restful Acres Lane, Farmville, VA.

2. Pursuant to Va. Code § 15.2-2239, a public hearing on the proposed Fiscal Year 2022-2024 Capital Improvements Program (CIP).

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Citizen input for Public Hearings of the Board of Supervisors will be received by Karin Everhart, Deputy Clerk to the Planning Commission, using one of the following methods:

- In-Person Participation: While county meetings have re-opened to the public, there is still limited seating. To enter the Prince Edward County Courthouse, individuals are required to wear a mask at all times and socially distance. The Planning Commission appreciates the public's patience as County staff continue to adapt to the public safety recommendations and guidelines of the Virginia Department of Health and the CDC.
- 2. <u>Written Comments</u>: Please limit word count to no more than 500 words. Comments must be received by 2:00 p.m. the day of the meeting.

a. Mailed: Planning Commission

P.O. Box 382, Farmville, VA 23901.

b. **E-Mailed**: info@co.prince-edward.va.us

- 3. Remote Participation: Citizens may participate remotely during the meeting. To call in to the meeting, please dial: 1-844-890-7777. When prompted for an Access Number: 390313. Citizens are encouraged to pre-register with the County Administrator's Office at 434-392-8837 by 2:00 p.m. the day of the meeting. Callers must be on the line and ready to speak when called upon by the Chair. Please state your name and district of residence. Based upon the # of speakers, the Chair will determine the time allotted to each speaker.
- 4. <u>County YouTube Channel</u>: Citizen may also view the monthly Planning Commission meeting live (no public input) at the County's YouTube Channel: (link is also on County website under Meetings & Public Notices.) <a href="https://www.youtube.com/channel/UCyfpsa5HEjlWejBSc5XwplA/featured">https://www.youtube.com/channel/UCyfpsa5HEjlWejBSc5XwplA/featured</a>.

A copy of the SUP application and proposed CIP with a complete list of projects are available for public review in the office of the Prince Edward County Administrator, 111 N. South Street, 3<sup>rd</sup> Floor, Farmville, VA, or on the county website at <a href="https://www.co.prince-edward.va.us">www.co.prince-edward.va.us</a>. It is the County's intent to comply with the Americans with Disabilities Act. Should you have questions or require special accommodations, please contact the County Administrator's Office at 434-392-8837.

###

## **Prince Edward County**

## **SUP Request**

Applicant:

Joseph Ryan Wood

Tax Map:

036-A-2B, 036-A-2C, 036-A-5, & 036-A-6

## Schedule B

List of adjoining Property owners and mailing addresses for the property for a SUP proposed for a commercial refuse service.

| Parcel ID             | Owner                           | Address                                              | Note |
|-----------------------|---------------------------------|------------------------------------------------------|------|
|                       | LEE NELL WARD                   | 931 RESTFUL ACRES LANE FARMVILLE,                    |      |
| A-5A                  |                                 | VA 23901                                             |      |
| 036-A-2A              | ANN S. WARD                     | 642 RESTFUL ACRES LANE FARMVILLE,<br>VA 23901        |      |
| 036-A-33              | RESTFUL ACRES INC.              | 7505 GREENBROOK DRIVE GREENBELT,<br>MD 20770         |      |
| 036-7-5, 036-<br>7-4  | CLYDE R. HUDDLESTON             | 4228 BACK HAMPDEN SYDNEY ROAD<br>FARMVILLE, VA 23901 |      |
| 036-A-3, 036-<br>7-3A | WILLIAM F. & ANN J. MITCHELL    | 543 TIMBERCREEK DRIVE FARMVILLE,<br>VA 23901         |      |
| 036-A-30B             | JOHN C. & CHRSTINE T. PRENGAMAN | 481 TIMBERCREEK DRIVE FARMVILLE,<br>VA 23901         |      |
| 036-A-7               | SHIRLEY N. FOWLKES FAMILY LLC   | 301 BELL STREET BURKEVILLE, VA<br>23922              |      |
|                       |                                 |                                                      |      |
|                       |                                 |                                                      |      |
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PLANNING COMMISSION
John Prengaman
Chairman

Chairman
Robert M. Jones
Board Representative
Henry Womack
Preston L. Hunt
Mark Jenkins
lifford Jack Leatherwood

Mark Jenkins Clifford Jack Leatherwood Whitfield Paige John "Jack" W. Peery, Jr. Teresa Sandlin

**Cannon Watson** 



## **COUNTY OF PRINCE EDWARD, VIRGINIA**

**Director of Planning and Community Development** 

Robert Love

Post Office Box 382
111 N. South Street, 3<sup>rd</sup> Floor
Farmville, VA 23901

Office: (434) 392-8837 Fax: (434) 392-6683

rlove@co.prince-edward.va.us www.co.prince-edward.va.us

September 8, 2021

To: Property Owners

From: Robert Love, Director of Planning and Community Development

Subject: Special Use Request - Prince Edward County

The Prince Edward County Planning Commission will hold a public hearing on September 21, 2021 at 7 p.m. to receive citizen input on a request by Joseph Ryan Wood for a Special Use permit to operate a commercial dumpster service on 37.19 acres, denoted as Tax Map Parcel numbers 036-A-2B, 036-A-2C, 036-A-5, & 036-A-6, located at 765 Restful Acres Lane, Farmville, VA. This parcel is located in the A1 (Agricultural Conservation) zoning district. This use requires approval of a Special Use Permit in this zoning District.

You are receiving this notice because you own land in the vicinity of the property requested to be approved for the special use permit. Following the hearing the Prince Edward County Planning Commission may vote to approve or deny the requests.

Due to the Coronavirus and to ensure the safety of the public and County Boards/Commissions the Board of Supervisors adopted an Emergency Ordinance modifying procedures for public meetings and public hearing practices. Instructions of how to listen or participate in the meeting and public hearing are contained on the reverse side of this letter.

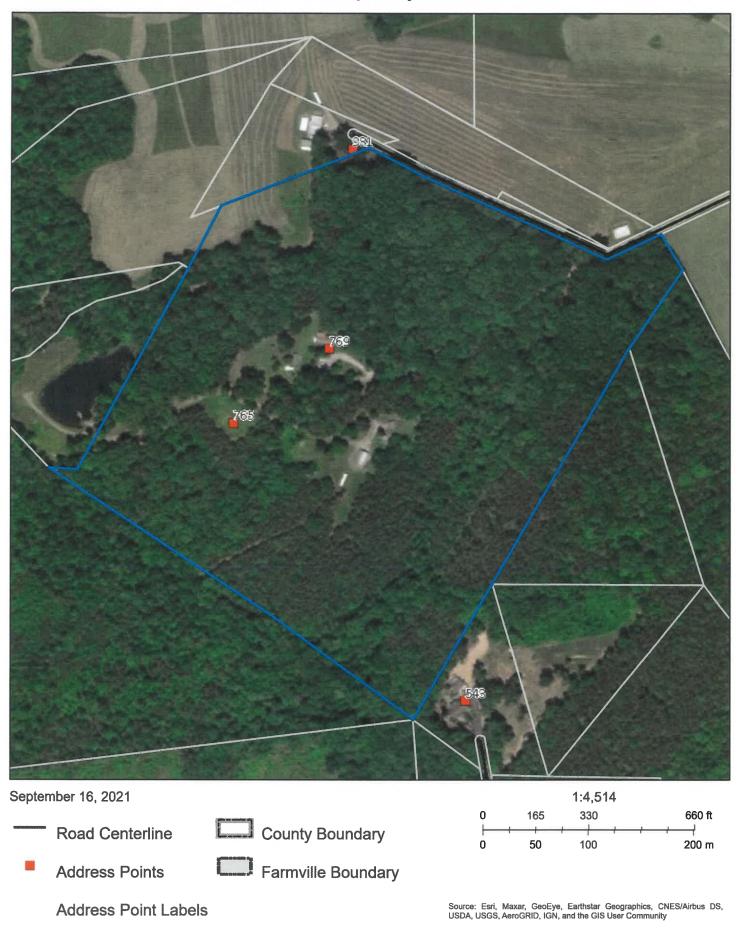
If you have any questions, please do not hesitate to contact me at 434-392-8837.

Respectfully,

Robert Love

Director of Planning and Community Development

SUP - Joseph Ryan Wood



## JOSEPH RYAN WOOD SUP POTENTIAL CONDITIONS

## SITE PLAN

- 1. Development activities on the site shall be limited to those as specified in the Special Use Permit Application and Site Plan. The final locations of incidental facilities may be adjusted provided no such adjustment violates any buffers, setbacks, or other statutory requirement. The concepts reflected in the filed special use permit dated 8/3/2021 are hereby made part of these development conditions.
- 2. Any proposed expansion of the operation, change of activities or additional facilities or activities shall be submitted to the Prince Edward County Planning and Community Development office for review prior to implementation. Any changes may be subject to Permit amendment procedures, including Public Hearings.

## **ENVIRONMENTAL**

- 3. All pollution control measures, erosion and sediment control measures, storm water control facilities, and all construction activities shall comply with the requirements of the appropriate federal, state, and local regulations and ordinances.
- 4. All facilities for the provision of potable water and sanitation and wastewater disposal systems shall be approved by the Virginia Department of Health.
- 5. Any development activities of structural of land disturbing nature not specifically addressed by these Conditions shall be in conformance with applicable provisions of federal, state, and local statues and regulations.

## **TRANSPORTATION**

- 6. All entrance permits must be authorized by the Virginia Department of Transportation.
- 7. All internal roads used for public access shall be of compacted earth, or have a minimum of a four (4) inch stone base, or shall be paved.
- 8. Adequate area shall be provided on site to accommodate parking of all employees and patrons. It shall be the responsibility of the Permittee to assure that employees and patrons park only on site and not on any highway right-of-way, or on adjoining or adjacent parcels unless written consent is provided by the owner or owners thereof.

## **GENERAL**

- 9. All exterior lighting shall be designed and installed so as to minimize glare onto adjoining properties or any public access road. All lighting shall be full cut-off type fixtures.
- 10. Outdoor storage of dumpster / trash containers shall be situated at the rear of buildings and shall be appropriately screened per Prince Edward Zoning Ordinance, Section 4-200.15.
- 11. The Permittee is responsible for the appearance of the site including litter pick-up and other orderly site appearance.

- 12. This Permit is non-transferable, except and unless written notice from the Permittee regarding the transfer, and a signed document from the proposed new Permittee is received by the Planning and Community Development Office which states that the new Permittee agrees to comply with all terms and Conditions imposed with the original Permit Issuance. If the proposed new Permittee desires to amend the original Permit Conditions, amendments must be addressed by the Prince Edward County Planning Commission and Board of Supervisors through the Special Use Permit process.
- 13. Failure of Permittee to full conform to all terms and conditions may result in revocation of this Special Use Permit if said failure or failures are not corrected or addressed to the satisfaction, not to be unreasonably withheld, of the County within thirty (30) days of written notice from the County.

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County of Prince Edward Planning Commission Agenda Summary

Meeting Date:

**September 21, 2021** 

Item No.:

4

Department:

**Planning and Community Development** 

**Staff Contact:** 

Douglas Stanley / Robert Love

Issue:

Public Hearing – FY 2022-2024 Capital Improvement Plan (CIP)

## Summary:

The Capital Improvement Plan (CIP) is intended as a guide to assist the Board of Supervisors in the development of the County's budget. The CIP process began with the submission of fourteen (14) capital expenditure requests from County Departments and associated agencies.

The Prince Edward County CIP includes major capital projects that are: 1) Non-recurring 2) Should have a "useful life" of five years or more 3) The estimated cost of the expenditure must exceed \$50,000 for a general government project and \$100,000 for a school project. All figured used represent estimated expenditures by the County.

It should be noted that the CIP is *strictly advisory*. Once the plan is adopted, individual project priorities may change throughout the course of the year. It is quite possible that a certain project may not be funded during the year indicated in the CIP.

The Commission determined a recommended priority for the various projects at the prior meeting and the reviewed the final draft CIP at the August meeting, Attachment (1). The public hearing notice was published in the September 8 and September 15, 2021 editions of the Farmville Herald, Attachment (2).

## **Attachments:**

- 1. Final CIP Draft
- 2. Public Hearing Notice

## Recommendations:

1. Conduct the Public Hearing and render a decision on the CIP.

## **Recommended Motions:**

I move that the Planning Commission adopt the proposed FY 2022-2024 Capital Improvement Plan and forward it to the Board of Supervisors with the recommendation of approval.

## OR

I move that the Planning Commission table the proposed FY 2022-2024 Capital Improvement Plan for further discussion at a work session.

| Motion    | Paige   | Hunt        | Jones  |
|-----------|---------|-------------|--------|
| Second    | Sandlin | Womack      | Watson |
| Prengaman | Jenkins | Leatherwood | Peery  |



Please publish the following public hearing notice in THE FARMVILLE HERALD on Wednesday September 8, 2021 and Wednesday, September 15, 2021.



## **NOTICE OF PUBLIC HEARINGS**

The Prince Edward County Planning Commission will hold PUBLIC HEARINGS on **Tuesday**, **September 21, 2021 at 7:00 p.m.** in the Board of Supervisors Room located on the 3<sup>rd</sup> Floor of the Prince Edward County Courthouse, 111 N. South Street, Farmville, Virginia, to receive citizen input prior to considering the following:

~~~~

- A request by Joseph Ryan Wood for a Special Use permit to operate a commercial dumpster service on 37.19 acres, denoted as Tax Map Parcel numbers 036-A-2B, 036-A-2C, 036-A-5, & 036-A-6, located at 765 Restful Acres Lane, Farmville, VA.
- 2. Pursuant to Va. Code § 15.2-2239, a public hearing on the proposed Fiscal Year 2022-2024 Capital Improvements Program (CIP).

~~~~

Citizen input for Public Hearings of the Board of Supervisors will be received by Karin Everhart, Deputy Clerk to the Planning Commission, using one of the following methods:

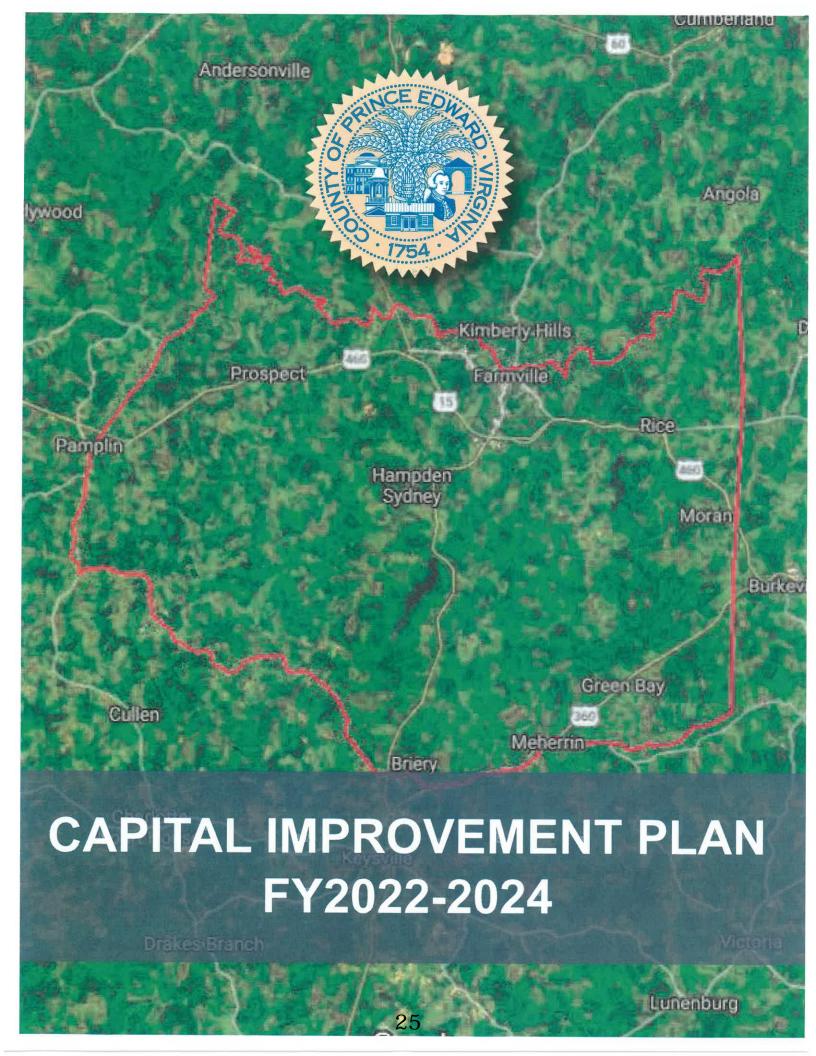
- In-Person Participation: While county meetings have re-opened to the public, there is still limited seating. To enter the Prince Edward County Courthouse, individuals are required to wear a mask at all times and socially distance. The Planning Commission appreciates the public's patience as County staff continue to adapt to the public safety recommendations and guidelines of the Virginia Department of Health and the CDC.
- 2. <u>Written Comments</u>: Please limit word count to no more than 500 words. Comments must be received by 2:00 p.m. the day of the meeting.
  - a. Mailed: Planning Commission

P.O. Box 382, Farmville, VA 23901.

- b. **E-Mailed**: info@co.prince-edward.va.us
- 3. Remote Participation: Citizens may participate remotely during the meeting. To call in to the meeting, please dial: 1-844-890-7777. When prompted for an Access Number: 390313. Citizens are encouraged to pre-register with the County Administrator's Office at 434-392-8837 by 2:00 p.m. the day of the meeting. Callers must be on the line and ready to speak when called upon by the Chair. Please state your name and district of residence. Based upon the # of speakers, the Chair will determine the time allotted to each speaker.
- 4. <u>County YouTube Channel</u>: Citizen may also view the monthly Planning Commission meeting live (no public input) at the County's YouTube Channel: (link is also on County website under Meetings & Public Notices.) <a href="https://www.youtube.com/channel/UCyfpsa5HEjlWejBSc5XwplA/featured">https://www.youtube.com/channel/UCyfpsa5HEjlWejBSc5XwplA/featured</a>.

A copy of the SUP application and proposed CIP with a complete list of projects are available for public review in the office of the Prince Edward County Administrator, 111 N. South Street, 3<sup>rd</sup> Floor, Farmville, VA, or on the county website at <a href="https://www.co.prince-edward.va.us">www.co.prince-edward.va.us</a>. It is the County's intent to comply with the Americans with Disabilities Act. Should you have questions or require special accommodations, please contact the County Administrator's Office at 434-392-8837.

###





## Capital Improvement Plan FY2022-2024

## PRINCE EDWARD COUNTY BOARD OF SUPERVISORS

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Teresa Sandlin
Cannon Watson

## PLANNING DEPARTMENT

Henry Womack

Robert Love, Planning Director









## Capital Improvement Plan FY2022-2024

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## Capital Improvement Plan FY2022-2024

## **Introduction**

Section 15.2-2239 of the Code of Virginia assigns the responsibility for capital outlay programs to the local planning commissions. The Code states that the local commission may, and at the direction of the governing body shall, prepare and revise annually a capital improvement program based on the comprehensive plan of the county or municipality for a period not to exceed the ensuing five years.

At their meeting on March 9, 2021, the Prince Edward County Board of Supervisors authorized the Planning Commission and staff to develop a Capital Improvement Plan (CIP) for fiscal years 2022-2024. The CIP is to be updated on an annual basis with individual projects removed and added from the plan as they are completed or as priorities change. The plan is intended as a guide to assist the Board of Supervisors in the development of the County's annual budget.

The CIP process began with the submission of capital expenditure requests from County Departments and associated agencies in April. These requests were evaluated by the Planning Commission, using a list of twelve criteria. These criteria are similar to those developed by the Virginia Department of Housing and Community Development and those used by other jurisdictions for evaluating capital projects. The use of evaluation criteria provides objectivity to the evaluation process.

The Commission, using the criteria scores, determined a recommended priority for the various requests. Representatives of departments making expenditure requests were invited to comment on the proposed plan. The Planning Commission then held a public hearing on the proposed CIP before making a formal recommendation to the Board of Supervisors.

It should be noted that the CIP is *strictly advisory*. Once the plan is adopted, individual project priorities may change throughout the course of the year. It is quite possible that a certain project may not be funded during the year indicated in the CIP. Individual project funding requests must be submitted annually by the requesting department as part of the County's budget process.

The Prince Edward County CIP includes major capital projects that are: non-recurring; should have a "useful life" of five years or more; and the estimated cost of the expenditure must exceed \$50,000 for a general government project and \$100,000 for a school project. Expenditures above this amount will be considered "capital", and those below it "operating". Projects included in this document address facilities development and/or improvement, infrastructure and large equipment needs.

Each project is associated with a specific operating department and will include prior funding, estimated expenditures over the next five years and the total estimated cost of the project. All figures used represent estimated expenditures of the County. Also included for each project is a complete description, justification, possible funding source, impact on departmental operating budget and the project's relationship to the County's Comprehensive Plan.

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| Department:                         |      |            | Project   | Title:             |      |             |
|-------------------------------------|------|------------|-----------|--------------------|------|-------------|
| Prince Edward County Animal Control |      |            | l New An  | New Animal Shelter |      |             |
|                                     |      |            |           |                    |      |             |
|                                     |      |            |           |                    |      |             |
| Prior Approved                      | Est  | imated Exp | enditures | by Fiscal Y        | ear  | Estimated   |
| Funding                             | 2022 | 2023       | 2024      | 2025               | 2026 | Total Costs |
|                                     |      |            | 1,500,000 |                    |      | \$1,500,000 |

The project aims to replace the current municipal animal shelter located at 255 County Shop Road. The current shelter was constructed in the 1970's and has been added onto and modified multiple times to try and adapt to changing state requirements. The current shelter is masonry block construction with concrete floors. The main building has five rooms. There is a separate room attached to the back of the building. The shelter can accommodate 9 cats and 11 dogs legally. Both the State Veterinarian and the County's overseeing veterinarian have made comments on inspection and suggested replacement in light of failing to meet all state regulations for an animal shelter. The isolation room and euthanasia room do not meet current state requirements.

## **JUSTIFICATION**

The current shelter facility is too small to meet current and project needs. The shelter stays full for long periods of time and as a result, staff is unable to take in animals when needed. There is no adequate storage space for supplies or equipment. The block construction promotes high humidity and causes issues with electronics and the ability of paint to adhere to walls and floors. Staff is unable to modify the shelter to meet current needs or mandated requirements of the state. Repair costs to the shelter are beginning to reach the point of becoming unjustifiable in comparison to replacement. A new shelter would allow the County to house more animals in a better environment without the threat of fines or shutdown due to existing deficiencies.

The Prince Edward County Animal Shelter serves all citizens of Prince Edward County. The shelter is jointly used by the Town of Farmville. On average, the shelter brings in 400-500 animals per year. The shelter has less than a 1% euthanasia rate which means that they are able to adopt out or transfer most animals.

## **FUNDING SOURCES**

The project would be funded from the County's general fund. There may also be the potential for private donations, grants, and a contribution from the Town of Farmville.

## **OPERATING BUDGET IMPACT**

While the new facility will be larger it will incorporate energy saving features so there should be a minimal impact on the operating budget.

## RELATIONSHIP TO COMPREHENSIVE PLAN

The Comprehensive Plan lists as a goal to: "To increase the quality of life in the County through the provision of a wide range of high quality public facilities and services that are easily accessible to all citizens." As an objective, the plan states to, "Provide adequate government facilities to accommodate the expanding service needs of citizens."



| Department:               |               |              | Project 7                                                       | Project Title:       |            |                          |
|---------------------------|---------------|--------------|-----------------------------------------------------------------|----------------------|------------|--------------------------|
| Prince Edward Cou         | ınty Public S | chool System | Prince Edward County Elementary School – Renovation/Replacement |                      |            | School –                 |
| Prior Approved<br>Funding | 2022          | stimated Exp | penditures<br>2024                                              | by Fiscal Ye<br>2025 | ar<br>2026 | Estimated<br>Total Costs |
|                           |               | 34,000,000   |                                                                 |                      |            | \$45,255,164             |

<sup>\*</sup>Total project(s) cost is undetermined.

The Prince Edward County Elementary School was constructed in several phases as the needs of the school community grew. There are seven sections of the elementary school, the first of which was constructed in school year (SY) 1969-1970. The building has been in continuous use since its construction and shows significant structural wear, in spite of consistent maintenance efforts. Thus, based on the age, condition, and functional inefficiencies of the elementary building, the School System is requesting a new elementary school building, or, at minimum, a significant renovation to the facility.

## JUSTIFICATION

The elementary school is the center for early learning and houses over 800 students and 60 staff members and volunteers. It is the location for parent nights, celebrations, dances, professional development, parent/community resource centers, and many other activities which bring several communities together.

The buildings, though well maintained, continue to demonstrate wear from not only use but also weather. Ice, rain, and wind storms, and aging waterpipes have plagued the buildings for several years. Although roof areas have been patched and repaired, the roofing structures continue to deteriorate causing leaks, damaged tiles, and warped wall and floor times throughout the buildings. Without significant renovations and/or construction of a replacement building(s), the elementary school will not meet the public health and safety needs of our children and staff.

## **FUNDING SOURCES**

Funding would be provided from the County's general fund. The County has started to put aside capital improvement funding and is looking to some additional funding sources including meals tax and a possible 1% additional local sales tax to generate additional revenue for the project.

## **OPERATING BUDGET IMPACT**

There would be a reduced impact on the County's operating budget.

## RELATIONSHIP TO COMPREHENSIVE PLAN

The Comprehensive Plan lists as an objective to: "Work cooperatively with the school board on planning the new location of any new public schools in the County."







| Department:                         | epartment: Project Title:                            |         |              |         |         |             |
|-------------------------------------|------------------------------------------------------|---------|--------------|---------|---------|-------------|
| Prince Edward County Administration |                                                      | VDOT R  | evenue Shari |         |         |             |
|                                     |                                                      |         |              |         |         |             |
| Prior Approved                      | Prior Approved Estimated Expenditures by Fiscal Year |         |              |         |         | Estimated   |
| Funding                             | 2022                                                 | 2023    | 2024         | 2025    | 2026    | Total Costs |
|                                     | 75,000                                               | 100,000 | 125,000      | 150,000 | 150,000 | \$600,000   |

The Virginia Department of Transportation has a matching program whereby localities may pay 50% of the cost of construction of transportation improvements. These funds can be used outside of the County's Primary and Secondary road improvement plans to make necessary improvements.

## **JUSTIFICATION**

The County has an estimated 100 miles of dirt/gravel roads. Current VDOT funding levels allow for the tar and chipping of 2-3 miles per year. Based on this schedule, it will take 30-50 years to hard surface all of Prince Edward's roads. Application through the revenue sharing program for \$150,000 of funding per year (with increases for inflation) would allow the County to cut that time in half by completing 4-6 miles per year.

The road improvement projects that could be funded under this program have the potential to serve the entire community. Improved roads provide better access for property owners, reduce damage to vehicles, enhance property values and improve public safety response times. One of the most significant issues identified as a community need has been the upgrading of substandard roads.

## **FUNDING SOURCES**

This project would be funded from the County's general fund.

## **OPERATING BUDGET IMPACT**

There will be a minimal impact on the operating budget.

## RELATIONSHIP TO COMPREHENSIVE PLAN

The Comprehensive Plan lists as a goal to: "To provide for the efficient, safe, and economic movement of people and goods within the County." To meet this goal, one of the adopted objectives includes, "Promote transportation system improvements that are beneficial to the economic health of the County."

| Department:                       |              |               | Project 1                      | Project Title: |             |           |  |  |  |  |
|-----------------------------------|--------------|---------------|--------------------------------|----------------|-------------|-----------|--|--|--|--|
| Prince Edward County Public Works |              | Landfill (    | Landfill Compactor Replacement |                |             |           |  |  |  |  |
|                                   | Estimated Ex | xpenditures b | y Fiscal Year                  |                |             | Estimated |  |  |  |  |
| Funding 2022 2023                 |              | 2024          | 2025                           | 2026           | Total Costs |           |  |  |  |  |
|                                   |              |               | 750,000                        |                |             | \$750,000 |  |  |  |  |

Replace Landfill Compactor, Now we are operating a Cat 816B with over 15,000 hours on it and it is on its second engine and transmission. The machine is still in operating condition but its age and hours are starting to show.

The compactor is the most important piece of equipment at the landfill. It compacts the trash. It is operated from 8:00 am to 4:00 pm every day of the week.

Estimated price for replacement \$750,000

## **JUSTIFICATION**

Updating equipment for less down time and more effective work. Newer equipment will run more efficient less fuel cost less repair cost. A newer Compactor would also have a second machine in case one goes down we would have a back up to continue taking trash.

This will serve the entire county as it will prolong the life of the landfill cells. The compaction of the daily trash taking in reduces the amount of air space, meaning the cells will last longer.

## **FUNDING SOURCE**

Funding would come from the County's landfill fund.

## **OPERATING BUDGET IMPACT**

There will be no impact on the operating budget.

## RELATIONSHIP TO COMPREHENSIVE PLAN

There is no reference to the proposed project in the comprehensive plan.



| Department:                                           | *            |                |                                       | Project Title: |      |             |  |  |  |  |
|-------------------------------------------------------|--------------|----------------|---------------------------------------|----------------|------|-------------|--|--|--|--|
| Prince Edward County Emergency Management             |              | Emergen        | Emergency Communications Radio System |                |      |             |  |  |  |  |
| Prior Approved                                        | Estimated Ex | xpenditures by | y Fiscal Year                         | •              |      | Estimated   |  |  |  |  |
| Funding         2022         2023           4,793,418 |              |                | 2024                                  | 2025           | 2026 | Total Costs |  |  |  |  |
|                                                       |              |                |                                       |                |      | \$5,619,346 |  |  |  |  |

This project will overhaul and replace the currently outdated emergency communications radio system for emergency services agencies countywide. The current Fire/Rescue radio system operates on an antiquated UHF analog frequency off one tower site on Leigh Mountain. This will also increase the coverage for Prince Edward Sheriff's Office. Their current system operates off one tower site at Hampden-Sydney Water Tower with coverage issues countywide. The proposed UHF Digital system will use a maximum of 5 tower sites countywide to achieve 95% handheld portable coverage. In addition, this system will mirror systems put in place in surrounding counties and the Town of Farmville furthering the interoperability between responders both in-county and out.

## **JUSTIFICATION**

The current system in place for both Fire/Rescue and the Sheriff's Office leave coverage issues all over the County. These coverage issues do not give responders the ability to communicate effectively with the dispatch office. The proposed Digital UHF system will have multiple repeater sites all over the County, thus giving our responders the security they need to be able to use the radio system when needed. The existing system is outdated and becoming obsolete and currently only has one channel. The proposed system will provide Fire/Rescue two repeated channels. On large incidents, the current system can become overwhelmed with traffic causing delays in radio transmissions. Overall the proposed radio system will increase safety off all responders by providing a reliable platform to effectively respond to and mitigate emergencies in Prince Edward County.

The proposed communications system will serve all emergency responders with reliable equipment and system to be able to get vital information to mitigate the emergencies in Prince Edward County. Not only will the system and equipment serve the responders, it will be the reliable link between 911 and the responders when citizens call for help. Furthermore, the system will allow mutual aid agencies the ability to coordinate response seamlessly when requested to assist on an incident inside the County. Overall, the communications system will serve everyone in the County, from first responders to citizens, by insuring a reliable communications system and equipment is operable when an emergency arises.

## **FUNDING SOURCES**

The project would be funded from the County's general fund.

## **OPERATING BUDGET IMPACT**

There will be an impact on the County's operating budget due to an increased number of tower/antennae sites.

## RELATIONSHIP TO COMPREHENSIVE PLAN

The Comprehensive Plan lists as a goal to: "Ensure the provision of high quality public safety services to all County citizens." As a strategy, the plan states to,: "Continually ascertain the capital needs of the County's emergency service departments, and establish funding priorities to address those needs."

| Department:       |               | Project '     | Project Title: |                |           |             |  |  |  |
|-------------------|---------------|---------------|----------------|----------------|-----------|-------------|--|--|--|
| Prince Edward Cor | unty Building | s and Ground  | s Courthou     | use Chiller Re | placement |             |  |  |  |
|                   |               |               |                |                |           |             |  |  |  |
| Prior Approved    | Estimated Ex  | penditures by | Fiscal Yea     | r              |           | Estimated   |  |  |  |
| Funding           | 2022          | 2023          | 2024           | 2025           | 2026      | Total Costs |  |  |  |
|                   | 230,000       |               |                |                |           | \$230,000   |  |  |  |

Replacement of McQuay 220-ton chiller, originally installed in 1979. This chiller provides the cooling for the courthouse building and court rooms, approximately 63,000 square feet, visitors, and 70 employees.

## **JUSTIFICATION**

The Chiller was installed in 1997. Since then, two of the three compressors have been replaced. 24 years is exceeding the life of the equipment (15-20 years) and planned replacement would cause less disruption in the daily operation of the courthouse and be less costly than emergency replacement.

This chiller serves the whole 7 floors (3 floors north, 4 floors south) of the Prince Edward County Courthouse. It is getting more difficult to find replacement parts for a unit of it age. If the chiller were to go down it would be during the heat of summer when it is most needed, affecting not only operations of county government and Sheriff's Office but also our court systems, Judges, Commonwealth Attorney, Clerks of the courts, and court room operations.

The new unit will be more energy efficient resulting in significant energy savings for the county.

## **FUNDING SOURCES**

This project would be funded from the County's general fund.

## **OPERATING BUDGET IMPACT**

It would be anticipated that a new HVAC would be more efficient heating.

## RELATIONSHIP TO COMPREHENSIVE PLAN

The Comprehensive Plan lists as an objective to: "Provide adequate government facilities to accommodate the expanding service needs of citizens."



| Department:                       | •                             |           |              | Project Title: |        |             |  |  |  |  |  |
|-----------------------------------|-------------------------------|-----------|--------------|----------------|--------|-------------|--|--|--|--|--|
| Prince Edward County Public Works |                               | Conveni   | ence Site Up | ogrades        |        |             |  |  |  |  |  |
|                                   | 1                             |           |              |                |        |             |  |  |  |  |  |
| Prior Ap-                         | <br> Estimated                | d Expendi | tures by F   | iscal Year     |        | Estimated   |  |  |  |  |  |
| proved Fund-<br>ing               | Estimated Expenditu 2022 2023 |           | 2024         | 2025           | 2026   | Total Costs |  |  |  |  |  |
|                                   | 75,000                        | 75,000    | 75,000       | 75,000         | 75,000 | \$375,000   |  |  |  |  |  |

The County has a total of six convenience sites to serve its citizens for solid waste disposal dispersed throughout the County in Rice, Green Bay, Worsham, Prospect, Darlington Heights, and Virso. In addition, the County operates the Tuggle site which is located adjacent to the landfill.

The current sites are primitive with few amenities. The County is looking to upgrade each of the sites to provide a better customer experience. Upgrades would include paving, new fencing, signage, concrete pads for compactors, and site lighting.

## JUSTIFICATION

Current convenience sites are unpaved, typically have potholes, and do not have adequate screening/lighting. They are uninviting to the public and reflect poorly on the community.

These improvements would serve the entire community with those living outside Farmville town limits getting the most benefit.

## **FUNDING SOURCES**

The project would be funded from the County's general and solid waste funds.

## **OPERATING BUDGET IMPACT**

The project should provide a slight reduction in operating budgets given the reduction in staff time required to maintain the current gravel surface at each of the sites due to washouts.

## RELATIONSHIP TO COMPREHENSIVE PLAN

The Comprehensive Plan lists as an objective to: "Provide adequate government facilities to accommodate the expanding service needs of citizens."





| Department:               | •              |                     |                       | Project Title:           |            |                          |  |  |  |  |
|---------------------------|----------------|---------------------|-----------------------|--------------------------|------------|--------------------------|--|--|--|--|
| Prince Edward Co          | unty Public So | chool System        | Prince Ed<br>Track Re | dward County<br>novation | High Schoo | 1 –                      |  |  |  |  |
| Prior Approved<br>Funding | Estimated Ex   | xpenditures by 2023 | y Fiscal Year<br>2024 | 2025                     | 2026       | Estimated<br>Total Costs |  |  |  |  |
|                           | 297,704        |                     |                       |                          |            | \$297,704                |  |  |  |  |

Renovation/replacement of the Prince Edward County High School Track facility to include but not limited to:

Removal and disposal of existing rubberized track

Filling of asphalt cracks

Installation of Petromat Paving Fabric

Installation of field, turf, and fence protection

## **JUSTIFICATION**

The Prince Edward County High School tracks is used year round by the students of Prince Edward County High School and Prince Edward County Middle School during the school day and after school. During the school day the track can be used by over 750 students in physical education classes. The track is used after school for cross country (25 athletes), Indoor Track – Winter (35 athletes), Outdoor Track – Spring (40 athletes), and Middle School Track (35 athletes). The County also hosts Cross Country meets with approximately 75 runners as well as track meets with over 100 participants. The Hampden-Sydney Track and Cross County teams as well as the Longwood Track and Cross Country teams use the track. The Special Olympics also use the track annually for their track and field event as well as Relay-for-Life for their fundraising event. The track is used daily by the public on weekends, before and after school and during the day as long as students are not on the track.

The track is used by numerous groups for recreation, fitness and competitions throughout the year. PECPS have hosted District and Regional meets at the facility over the years, but in the current condition of the track and high jump runways with the asphalt exposed, pieces of the rubberized surface pulled loose or uneven surface it is becoming a safety issue and is not the quality a track surface needs to be to host District and Regional Championships. The high jump runways have settled in the ground over the years and weeds are growing up through the asphalt. The track needs to be repainted as the paint is fading and missing where parts of the rubberized track have pulled loose.

## **FUNDING SOURCES**

This project would be funded from the County's general fund.

## **OPERATING BUDGET IMPACT**

Completion of this project would have no impact on operational costs.

## RELATIONSHIP TO COMPREHENSIVE PLAN

The Comprehensive Plan lists as a goal to: "Ensure the provision of high quality recreation services to all County citizens."



| Department:                         |           |            | Project     | Title:      |      |                       |
|-------------------------------------|-----------|------------|-------------|-------------|------|-----------------------|
| Prince Edward County Administration |           | Courtho    | use Lawn Ro |             |      |                       |
|                                     |           |            |             |             |      |                       |
| Prior Ap-<br>proved Fund-           | Estimated | l Expendit | tures by I  | Fiscal Year | 2026 | Estimated Total Costs |
| ing                                 | 2022      | 2023       | 2024        | 2023        | 2020 |                       |
|                                     | 109,000   |            |             |             |      | \$109,000             |

The Prince Edward County Courthouse and its front lawn represent the most prominent public space on Main Street. The Courthouse lawn to-date, the County has not done a good job of developing and maintaining the space. The space has the potential to be a public gathering spot, a place for people to come together and celebrate, to remember the past, and to practice their rights to assemble.

The project would renovate the existing Courthouse lawn including reconstruction of plaza, removal of shrub hedge and brick columns, installation of new plaza and walkways, power washing of existing concrete, installation of new landscaping, signage, lighting, flagpoles, and site furniture.

## **JUSTIFICATION**

The existing lawn and plaza are worn and in need of repair. The bricks in the plaza are uneven and present a tripping hazard. The gravel pathways present a maintenance problem due to washing onto the Town sidewalks. The brick columns along the front are crumbling in places and need to be re-pointed or removed. The shrubs are overgrown and the lawn needs to be replanted. Additional site lighting and benches need to be added to improve the visitor experience. Lastly, the flagpoles need to be replaced with more substantial poles befitting the Courthouse lawn.

The project would potentially serve the entire 23,000+ resident of Prince Edward County. As a place of inspiration and reflection for the Community, the Courthouse lawn would also serve as a gathering place for main street including festivals and events.

## **FUNDING SOURCES**

This project would be funded from the County's general fund.

## **OPERATING BUDGET IMPACT**

There will be a minimal impact on the operating budget.

## RELATIONSHIP TO COMPREHENSIVE PLAN

The Comprehensive Plan lists as a goal to: "Enhance community appearance and property maintenance."



| Department:                  | •           |                |            | Project Title: |      |             |  |  |  |  |  |
|------------------------------|-------------|----------------|------------|----------------|------|-------------|--|--|--|--|--|
| Prince Edward County Cannery |             |                | Cannery    | Boiler Replac  |      |             |  |  |  |  |  |
| Prior Approved               | Estimated E | xpenditures by | Fiscal Yea | r              |      | Estimated   |  |  |  |  |  |
| Funding                      | 2022        | 2023           | 2024       | 2025           | 2026 | Total Costs |  |  |  |  |  |
|                              |             | 60,000         |            |                |      | \$60,000    |  |  |  |  |  |

Replace 49-year old boiler used to prepare foods and process canned goods for county residents.

## **JUSTIFICATION**

Cannery serves county residents in processing home grown foods and vegetables, as well as small commercial businesses in the county

## **FUNDING SOURCES**

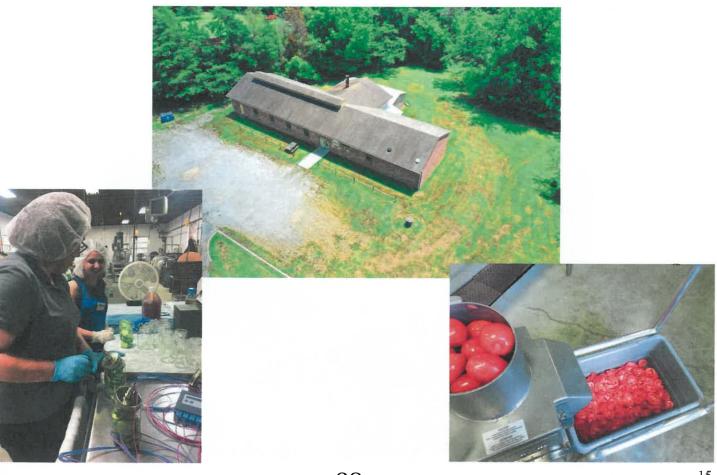
This project would be funded from the County's general fund.

## **OPERATING BUDGET IMPACT**

The project should have a positive impact on the operating budget by providing a more energy-efficient boiler.

## RELATIONSHIP TO COMPREHENSIVE PLAN

The Comprehensive Plan does not discuss the proposed improvements. The proposed improvements would help maintain existing facilities.



| Department:                       | •            |               |               | Project Title: |      |                          |  |  |  |  |
|-----------------------------------|--------------|---------------|---------------|----------------|------|--------------------------|--|--|--|--|
| Prince Edward County Public Works |              | Purchase      | of a Skid Ste |                |      |                          |  |  |  |  |
| Prior Approved<br>Funding         | Estimated Ex | xpenditures b | y Fiscal Year | 2025           | 2026 | Estimated<br>Total Costs |  |  |  |  |
|                                   | 50,000       |               |               |                |      | \$50,000                 |  |  |  |  |

Purchase of a skid steer for use at the landfill, convenience sites, and other County properties.

## **JUSTIFICATION**

This equipment will service the landfill, collection sites and the court house (during snow removal). It will be able to mow the landfill slope without damage to the clay cap on the closed land fill cells. We will be able to grade and sweep the landfill roads for less mud in the State highway. The collection sites will be able to be graded more often and easier than with a large dozer. The County will be able to remove snow with this equipment at its parking lots and shelters, the equipment has a cab on it so the employee operating it will be safer and out of the elements of the weather.

Public Works staff are currently using a farm tractor for all items listed above and the tires are cutting into the clay cap on the older landfill cells making them leak and we have to repair. The farm tractor is very dangerous on the landfill slopes mowing as it has already been turned over one time in the past. The farm tractor is not made for this type of work.

## **FUNDING SOURCES**

The project would be funded from the County's general fund.

## **OPERATING BUDGET IMPACT**

There will be a minimal impact on the operating budget.

## RELATIONSHIP TO COMPREHENSIVE PLAN

There is no reference to the proposed project in the Comprehensive Plan. The proposed purchase would help maintain existing facilities.



| Department:       |               |                |               | Project Title: |             |           |  |  |  |  |
|-------------------|---------------|----------------|---------------|----------------|-------------|-----------|--|--|--|--|
| Prince Edward Co  | unty Building | s and Ground   | s Courthou    | ise Telephone  | e System    |           |  |  |  |  |
| Prior Approved    | Estimated Ex  | kpenditures by | y Fiscal Year | *              |             | Estimated |  |  |  |  |
| Funding 2022 2023 |               | 2024           | 2025          | 2026           | Total Costs |           |  |  |  |  |
|                   | 50,000        |                |               |                |             | \$50,000  |  |  |  |  |

Replacement of current 15-year old telephone system at the Courthouse with a new Voice over internet protocol (VOIP) system. Currently there are 162 telephone lines and 17 fax lines in the Courthouse. There may be the need to replace/upgrade some of the cabling in the building to Category 5/6.

## **JUSTIFICATION**

The current telephone is approximately 15-years old and is no longer supported by the manufacturer (Toshiba). This means that parts, if available, are only available on the secondary market.

A functional telephone system is essential to operations at the Courthouse. The COVID-19 pandemic has only exacerbated the need given the closing of public offices to the general public.

## **FUNDING SOURCES**

This project would be funded from the County's general fund.

## **OPERATING BUDGET IMPACT**

Completion of this project and switchover to a Voice over internet protocol (VOIP) system will have a net decrease on the operating budget.

## RELATIONSHIP TO COMPREHENSIVE PLAN

There is no reference to the proposed project in the Comprehensive Plan.

| Department:                         | •            |          |                                       | Project Title: |      |             |  |  |  |  |
|-------------------------------------|--------------|----------|---------------------------------------|----------------|------|-------------|--|--|--|--|
| Prince Edward County Administration |              | Electron | Electronic Document Management System |                |      |             |  |  |  |  |
|                                     | Estimated Ex | 4        |                                       | ·              |      | Estimated   |  |  |  |  |
| Funding                             | 2022         | 2023     | 2024                                  | 2025           | 2026 | Total Costs |  |  |  |  |
|                                     | 80,000       | ĺ        |                                       |                |      | \$80,000    |  |  |  |  |

Currently County Administration files are unorganized, contain many duplicates, and are hard if not impossible to search. Project would fund the purchase and installation of an electronic document management system. The system would allow users to capture information while automating and transforming business processes. Users find efficiencies by reducing the time processes take and giving users access to information instantaneously, resulting in cost savings for the organization.

## **JUSTIFICATION**

The proposed system will bring the office into the 21st century and improve workflows by providing electronic document storage and management.

The current filing system is disorganized and difficult to search. There are files scattered in various offices which makes it more difficult to locate files and respond to inquiries and FOIA requests.

## **FUNDING SOURCES**

This project would be funded from the County's general fund.

## **OPERATING BUDGET IMPACT**

There will be an impact on the operating budget with annual maintenance costs of the programs.

## RELATIONSHIP TO COMPREHENSIVE PLAN

There is no reference to the proposed project in the Comprehensive Plan.

| Department:       |                                                        |                | Project Title: |      |                    |           |  |  |  |  |
|-------------------|--------------------------------------------------------|----------------|----------------|------|--------------------|-----------|--|--|--|--|
| Prince Edward Co  | rior Approved Estimated Expenditures Funding 2022 2023 |                | Purchase       |      |                    |           |  |  |  |  |
| Prior Approved    |                                                        | xpenditures by | Fiscal Year    | r    |                    | Estimated |  |  |  |  |
| Funding 2022 2023 |                                                        | 2024           | 2025           | 2026 | <b>Total Costs</b> |           |  |  |  |  |
|                   |                                                        | 60,000         |                |      | 130,000            | \$190,000 |  |  |  |  |

Prince Edward County currently has 11 voting precincts. The Registrar currently has 13 DS 200 Voting Equipment scanners and two spares. Currently all equipment is used in each election, with two spares as backup. Each location also has an Express Vote ballot marking machine for handicap access. There are currently 11 with two spares as backup. The existing voting equipment was purchased in 2017 and the Vendor ES&S has advised that voting equipment usually has a 10-yhear maximum life span. The Registrar would like to be able to purchase voting equipment as needed or at the maximum life expectancy of the voting equipment. Approximately \$130,000 was spent to purchase the current voting equipment. The Registrar estimates the same cost given there has been no price increases. In addition, electronic poll books may be required to be used at all polling locations by 2022.

## **JUSTIFICATION**

New voting equipment will be needed as old equipment is out dated, unrepairable or decertified by the State. Electronic poll books may be required if new legislation is passed that same day registration is available to voters. This would be the only way to be able to comply with the new laws. Town elections have also been moved to November elections. Possible use of electronic poll books may be the only way to distinguish who gets which ballot style in precincts that will have up to five or six styles/types.

## **FUNDING SOURCES**

The project would be funded from the County's general fund.

## **OPERATING BUDGET IMPACT**

There will be a minimal impact on the operating budget.

## RELATIONSHIP TO COMPREHENSIVE PLAN

There is no reference to the proposed project in the Comprehensive Plan.



# 2022-2024 Prince Edward County Capital Improvement Projects Evaluation Form

Listed by Department in Order of Department Priority

|                                            |   |       |         |      |   | Criteria   | Evaluat | tion Sco | res*   |      |       |            |        |
|--------------------------------------------|---|-------|---------|------|---|------------|---------|----------|--------|------|-------|------------|--------|
| Department/Project                         | 1 | 2     | 3       | 4    | 5 | 6          | 7       | 8        | 9      | 10   | 11    | 12         | Total  |
| Prince Edward County Public Schools        |   |       |         |      |   |            |         |          |        |      |       |            |        |
| Elementary School – Renovation/Replacement | 3 | 0     | 3       | 3    | 3 | 3          | 0       | 0        | 2      | 0    | 0     | 1          | 18     |
| Middle School – Track Renovation           | 2 | 1     | 3       | 2    | 0 | 2          | 0       | 0        | 0      | 0    | 3     | 1          | 14     |
| Buildings and Grounds                      |   |       |         |      |   |            |         |          |        |      |       | L. U.      |        |
| Courthouse - Chiller Replacement           | 0 | 0     | 3       | 3    | 3 | 3          | 0       | 0        | 0      | 0    | 3     | 1          | 16     |
| Courthouse - Telephone System Replacement  | 0 | 0     | 2       | 3    | 0 | 2          | 0       | 0        | 0      | 0    | 3     | 1          | 11     |
| Cannery – Boiler Replacement               | 3 | 0     | 3       | 2    | 0 | 3          | 0       | 0        | 0      | 0    | 0     | 1          | 12     |
| Prince Edward County Administration        | 1 | Des 2 | n E ind |      |   | Ti Ti Cali | (Little | 17.5     |        | 2415 | PART. | over Light | 13 115 |
| Document Management System                 | 0 | 0     | 0       | 1    | 0 | 2          | 1       | 0        | 0      | 0    | 3     | 3          | 10     |
| Courthouse Lawn                            | 2 | 0     | 1       | 3    | 0 | 3          | 1       | 0        | 0      | 0    | 3     | 1          | 14     |
| VDOT Revenue Sharing Program               | 3 | 0     | 2       | 0    | 0 | 3          | 0       | 2        | 3      | 0    | 3     | 2          | 18     |
| Prince Edward County Registrar             |   |       |         |      | E |            |         |          | - 1 12 | 0.00 |       |            |        |
| Voting Machines                            | 0 | 1     | 0       | 1    | 0 | 0          | 0       | 0        | 0      | 0    | 3     | 1          | 6      |
| Prince Edward County Emergency Management  |   |       |         |      |   |            |         |          |        |      |       |            |        |
| Communications System Upgrade              | 3 | 1     | 2       | 1    | 0 | 3          | 0       | 1        | 0      | 0    | 3     | 3          | 17     |
| Public Works                               |   |       | DIFTO   | 1911 |   |            | -71.5   | 0.001    | 81.1-2 |      |       | 3181115    | 17/8/2 |
| Convenience Site Upgrades                  | 1 | 0     | 1       | 3    | 2 | 3          | 1       | 0        | 0      | 0    | 3     | 1          | 15     |
| Skidsteer                                  | 1 | 0     | 2       | 2    | 0 | 3          | 0       | 0        | 0      | 0    | 3     | 1          | 12     |
| Compactor Replacement                      | 2 | 3     | 0       | 2    | 2 | 1          | 0       | 1        | 0      | 0    | 3     | 2          | 18     |
| Prince Edward County Animal Control        |   |       |         |      |   |            |         |          |        | - 1- |       |            | X      |
| New Animal Shelter                         | 3 | 3     | 1       | 1    | 3 | 3          | 0       | 0        | 0      | 0    | 3     | 3          | 20     |

# Prince Edward County

# PRINCE EDWARD COUNTY FY 2022-2024 CAPITAL IMPROVEMENTS PLAN (CIP)

| TOTAL PRO-<br>JECT COST              |               | \$1,500,000               | \$45,255,164                                       | \$600,000                              | \$750,000                     | \$5,619,346                              | \$230,000                                     | \$375,000                              | \$297,704                                   | \$109,000              | \$60,000                             | \$70,000           | \$50,000                                             | \$80,000                             | \$190,000              | \$55,186,214 |
|--------------------------------------|---------------|---------------------------|----------------------------------------------------|----------------------------------------|-------------------------------|------------------------------------------|-----------------------------------------------|----------------------------------------|---------------------------------------------|------------------------|--------------------------------------|--------------------|------------------------------------------------------|--------------------------------------|------------------------|--------------|
| TOTAL<br>COUNTY<br>CONTRIBU-<br>TION |               |                           | 34,000,000                                         |                                        |                               | 4,793,416                                |                                               | 375,000                                | 297,704                                     |                        |                                      |                    |                                                      |                                      |                        | 39,466,120   |
| INTEREST<br>FROM DEBT<br>SERVICE     |               |                           | 11,706,681                                         |                                        |                               | 825,930                                  |                                               |                                        |                                             |                        |                                      |                    |                                                      |                                      |                        | 12,532,611   |
| ESTIMATED COST                       | 2026          |                           |                                                    | 150,000                                |                               |                                          |                                               | 75,000                                 |                                             |                        |                                      |                    |                                                      |                                      | 130,000                | 355,000      |
|                                      | 2025          |                           |                                                    | 150,000                                |                               |                                          |                                               | 75,000                                 |                                             |                        |                                      |                    |                                                      |                                      |                        | 225,000      |
|                                      | 2024          | 1,500,000                 |                                                    | 125,000                                | 750,000                       |                                          |                                               | 75,000                                 |                                             |                        |                                      |                    |                                                      |                                      |                        | 2,450,000    |
|                                      | 2023          |                           | 34,000,000                                         | 100,000                                |                               | 4,793,416                                |                                               | 75,000                                 |                                             |                        | 000,09                               |                    |                                                      |                                      | 000,09                 | 39,088,416   |
|                                      | 2022          |                           |                                                    | 75,000                                 |                               |                                          | 230,000                                       | 75,000                                 | 297,704                                     | 109,000                |                                      | 70,000             | 50,000                                               | 80,000                               |                        | 986,704      |
|                                      | Projects      | PEAC - New Animal Shelter | PECPS - Elementary School – Renovation/Replacement | PECA - VDOT Revenue Sharing<br>Program | PECPW - Compactor Replacement | PECEM - Communications System<br>Upgrade | PECBG - Courthouse – Chiller Re-<br>placement | PECPW - Convenience Site Up-<br>grades | PECPS - Middle School – Track<br>Renovation | PECA - Courthouse Lawn | PECBG - Cannery – Boiler Replacement | PECPW - Skid Steer | PECBG - Courthouse – Telephone<br>System Replacement | PECA - Document Management<br>System | PECR - Voting Machines | TOTALS (\$)  |
| DEPT.                                | PRIORI-<br>TY | 9                         | 1                                                  | 2                                      | 2                             | 1                                        |                                               | 3                                      | 2                                           | 7                      | 3                                    | 1                  | 2                                                    | 9                                    | 5                      |              |
| COUNTY                               | PRIORI-<br>TY | 1                         | 2                                                  | 2                                      | 2                             | ιC                                       | 9                                             | 7                                      | ∞                                           | 8                      | 10                                   | 11                 | 12                                                   | 13                                   | 14                     |              |

Interest is calculated at 3.00% APR based on a 20-year bond. Interest is calculated at 3.00% APR based on a 10-year lease-purchase. PECA (County Administration) PECPS (Public Schools) PECBG (Buildings and Grounds) PECR (Registrat) PECW (Public Works) PECEM (Emergency Management) PECSO (Sheriff's Office) PEAC (Animal Control). 2Additional funding required in out years.