



PLANNING COMMISSION MEETING AGENDA

November 19, 2024

The Prince Edward County Planning Commission encourages citizens participation in public 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 Commission meeting live in its entirety at the County's YouTube Channel, the link to which is provided on the County's website.

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**AGENDA**

- 7:00 P.M.**
1. The Chair will call to order the October meeting of the Planning Commission to order.
  2. Invocation
  3. Pledge of Allegiance
  4. Conflict of Interest Disclosures
  5. Approval of Minutes 3
  6. Capital Improvement Plan (CIP) 2025-2027 – Final Draft Review 13
  7. Review of Supervisors Actions
  8. Old Business
  9. New Business
  10. Next Meeting:  
Regular Meeting - Tuesday, November 19, 2024 at 7:00 p.m.
  11. Adjournment

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**Planning Commission  
Agenda Summary**

**Meeting Date:** November 19, 2024  
**Item No.:** 5  
**Department:** Planning and Community Development  
**Staff Contact:** Robert Love  
**Issue:** Approval of Minutes

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**Summary:**  
For approval.

**Attachments:**  
October 15, 2024 Draft Planning Commission meeting minutes  
October 23, 2024 Draft Comprehensive Plan Joint meeting minutes

|              |               |                 |               |
|--------------|---------------|-----------------|---------------|
| Motion _____ | Fuller _____  | Paige _____     | Sandlin _____ |
| Second _____ | Gilliam _____ | Peery _____     | Weiss _____   |
|              |               | Prengaman _____ | Womack _____  |



**Prince Edward County Planning Commission  
Meeting Minutes  
October 15, 2024  
6:00 pm**

Members Present: Brad Fuller Llew W. Gilliam, Jr.  
Whitfield M. Paige John "Jack" W. Peery, Jr.  
John Prengaman Teresa Sandlin  
Rhett Weiss Henry Womack

Staff Present: Robert Love, Planning/Zoning Director Doug Stanley, County Administrator

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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" revised October 12, 2022.

Chairman Prengaman called the October 15, 2024 meeting to order at 6:00 p.m., established there was a quorum, gave the invocation and led the Pledge of Allegiance.

**In Re: Approval of Minutes**

Commissioner Peery made a motion, seconded by Commissioner Paige, to approve the meeting minutes from August 20, 2024 and August 29, 2024; the motion carried:

|      |                           |      |        |          |                |
|------|---------------------------|------|--------|----------|----------------|
| Aye: | Brad Fuller               | Nay: | (None) | Abstain: | Teresa Sandlin |
|      | Llew W. Gilliam, Jr.      |      |        |          | Rhett Weiss    |
|      | Whitfield M. Paige        |      |        |          |                |
|      | John "Jack" W. Peery, Jr. |      |        |          |                |
|      | John Prengaman            |      |        |          |                |
|      | Henry Womack              |      |        |          |                |

**In Re: Capital Improvement Plan (CIP) Projects – Review and Scoring**

Mr. Love stated 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 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 CIP process began with the submission of ten (10) capital expenditure requests from County Departments and associated agencies. The Commission, using the provided criteria scoring sheets, determined a recommended priority for the various projects, and the draft Plan will be finalized by staff. Following the completion of scoring the projects, the final draft Plan will be ready for review at the November meeting with an anticipated advisory Public Hearing to be held on the final draft Plan in December.

FY2025-2027 Capital Improvements Plan – Staff received 10 applications; discussion and rating followed on these projects:

- Animal Control - New Animal Shelter
- Administration - VDOT Revenue Sharing Project
- Voter Registration & Elections Office - Voting Equipment
- Emergency Management - Fire/Rescue SCBA Air Trailer
- Emergency Management - Fire/Rescue Knox Box Project
- General Services - Courthouse Generator Replacement
- Solid Waste - Convenience Site Upgrade (Prospect/Tuggle)
- Solid Waste - Convenience Site Upgrade (Worsham)
- Solid Waste - Scale House/Landfill Office Replacement
- Solid Waste - Compactor Replacement

**In Re: Review of Supervisors Actions**

(None)

**In Re: Old Business**

Mr. Love reported that an application has been received from Gabriel Solar, which is the Falkland Road site. This is an 800-acre total site with 21 landowners; there are proposed 600 acres of panels with a six (6) acre battery storage facility and a substation. This is currently under review by our engineer who will finalize their report to us by Monday. This is in Leigh District. He said the site includes buffer, and will be an 80mw site with battery storage. There will be six (6) acres under roof with the battery and substation which will tie into Dominion Power.

Mr. Stanley added the battery storage component increases the value significantly, and would be a few million dollars of capital [improvement] up front. He said this would be \$150,000+ per year annual revenue plus a few million dollars siting agreement funding, with a 40-year lifespan would be significant. This will likely be scheduled for the December meeting. Discussion followed.

**In Re: New Business**

Mr. Love reported that Mr. Jack Leatherwood has submitted his letter of resignation due to mobility issues, effective immediately. He said Mr. Leatherwood began his service to the County on the Planning Commission in 2006. Discussion followed on preparation of a Resolution to recognize Mr. Leatherwood's many years of service. Discussion of a potential replacement followed.

Mr. Love then reminded the Commissioners of the upcoming joint Comprehensive Plan work session with the Board of Supervisors to be held Wednesday, October 23, 2024 at 6:00 p.m. at the Moton Museum.

On motion of Commissioner Paige, seconded by Commissioner Peery, and adopted by the following vote:

Aye: Brad Fuller  
Llew W. Gilliam, Jr.  
Whitfield M. Paige  
John "Jack" W. Peery, Jr.  
John Pregelman  
Teresa Sandlin  
Rhett Weiss  
Henry Womack

Nay: (None)

the meeting was adjourned at 7:41 p.m.

**Next Meetings: Wednesday, October 23, 2024 (Comp Plan), and Tuesday, November 19, 2024.**

DRAFT

October 23, 2024

At the special meeting of the Board of Supervisors of Prince Edward County, held at the Robert Russa Moton Museum, 900 Griffin Boulevard, Farmville, Virginia, thereof, on Thursday, the 23<sup>rd</sup> day of October, at 6:00 p.m., there were present:

Pattie Cooper-Jones  
J. David Emert  
Llew W. Gilliam, Jr.,  
Victor "Bill" Jenkins  
E. Harrison Jones  
Odessa H. Pride,  
Jerry R. Townsend

Brad Fuller  
Whitfield Paige  
John "Jack" W. Peery, Jr.  
John Prengaman  
Rhett Weiss  
Henry Womack

Absent: Cannon Watson, Teresa Sandlin

Also present: Douglas P. Stanley, County Administrator; Robert Love, Director of Planning & Community Development; Benjamin W. Tripp, CECd, AICP, CZO, Senior Planner, Berkley Group; Brooke Frink, CZA, Planner I, Berkley Group; and Patrick Murphy, Department of Forestry.

Mr. Douglas P. Stanley, County Administrator, stated this is the fifth Comprehensive Plan work session and will cover Land Use and Development, and turned the meeting over to Mr. Benjamin W. Tripp from the Berkley Group.

Board of Supervisors Chair Cooper-Jones called the special meeting to order.

Planning Commission Chairman Prengaman called the special meeting to order.

In Re: Joint Comprehensive Plan Work Session

Brooke Frink, Berkeley Group, stated discussion would be on Land Use, and presented an overview on Chapter 8: Community Character and Development.

Ms. Frink then reviewed a proposed goal statement: "*Prince Edward County will preserve and enhance its rural character while also creating opportunities for strategic growth, resulting in a stronger, more vibrant and prosperous community.*" The Board of Supervisors and Planning Commission members approved of this statement.

Ms. Frink reviewed Strategies to Protect Rural Character; Mr. Stanley stated a concern would be to keep the High Bridge Trail from overlooking build-up of development. He added it needs to maintain a healthy buffer and protect the scenic vistas.

Ms. Frink then reviewed Strategies to Support Development. Commissioner Weiss questioned 8.2.2, “alternative transportation infrastructure.” Mr. Tripp said it could include anything from a sidewalk, a connection to a sidewalk, or a bike lane – anything the members would determine to be the level of connection. Mr. Stanley added it could include a bus shelter. Commissioner Weiss requested the definition be added to the document.

Commissioner Weiss then asked what the “standards” are in 8.2.4. Mr. Tripp stated the members would want to make sure there are standards in place to protect the County, and to be able to regulate them later, such as screening, landscaping, and sound limitations.

Commissioner Weiss cautioned the group to not single out data centers for different or extra restrictions or constraints.

Mr. Stanley stated if there is a Special Use Permit in place, regulations can be set for each [project] of buffer, building height and others. Discussion followed.

Mr. Tripp stated that from an economic development standpoint, designers like to know the rules in advance rather than have to negotiate in the contract.

Ms. Frink then continued the review of Regional Collaboration, 8.3.

Mr. Tripp discussed the following land use types: Rural Conservation, Residential, Educational, Commercial, Industrial, Mixed Use, Parks and Natural Conservation, Village Centers, Priority Corridors, a Technology Overlay District, and Urban Development Areas. Discussion followed on Smart Scale projects. Mr. Tripp led a review of the Future Land Use Map. Further discussion followed.

Patrick Murphy, Department of Forestry, indicated the areas set forth on the map as Parks and Natural Conservation do not include all the areas. He said he will provide that information to Mr. Tripp. Mr. Stanley added that he will submit VEDP parcels shapefiles to add that information to the map. Mr. Tripp asked for any other information that can be added to update the Future Land Use map.

Mr. Tripp then led a discussion on Chapter 9, Planning and Implementation. He presented an overview of the Implementation Matrix, which is a tool that shows what is going to happen, who will do it, and when the various stages would be completed. Mr. Tripp said this matrix shows accountability, builds trust, and provides a guide for the annual budget; it also ensures that the state mandated responsibilities are met.



Supervisor Jones questioned Section 3.1.2 which discusses Alternative Energy Facilities. He said it seems contradictory that to maintain the rural rustic character, we are looking to encouraging development of commercial scale solar facilities specifically on land that is agricultural.

Mr. Tripp said that will be a determination the County needs to make. He suggested that, regardless of whether you want to have these facilities, the County should have some regulations and language in place because it is better off engaging it and having it “on the ground” in order to have something to work with should that come up.

Supervisor Jones said in 40 years’ time, at the end of a solar project’s lifetime, other alternative options may be available, such as nuclear [power]; he said he doesn’t feel [solar] is in the County’s best interest.

Supervisor Emert questioned the paragraph that states, “In 2020, the Virginia Clean Economy Act was signed into law by the Governor. The Act establishes a mandatory Renewable Portfolio Standard (RPS), mandating that Dominion Energy and Appalachian Power Company, the state’s two largest investor-owned utility companies, produce 100% renewable electricity by 2050.” He stated that is impossible.

Supervisor Jones said perhaps the state meets that goal or doesn’t, but Prince Edward County is not responsible for generating the state’s electricity.

Supervisor Emert stated that if the state is mandating this, the County must safeguard itself, and cautioned that Prince Edward County doesn’t turn into the place for everyone to go to for solar or wind.

Supervisor Jones said people come to the meetings to praise this one form of energy; he said most of them are being paid by the particular form of energy company. He said take into account the pocketbook of the person talking to you. Some further discussion followed.

Supervisor Townsend said the County’s current regulations are some of the best around. He said the elderly that cannot farm still need that income and this would provide an opportunity to ease their financial burden. He said each case must be decided separately, and suggested a set percentage of land used for solar [facilities]; he added there needs to be a cap. He stated if you don’t farm, you don’t eat.

Patrick Murphy, Department of Forestry, stated he was told by a solar executive that if each county contributed “1.5% of their open land to solar, we could power America.” He said that the Forestry Department’s responsibility to Prince Edward County, he figured [there should be] roughly 1,264 acres of

solar. He said Charlotte County has a proposed site that's larger than that. He said he would prefer to keep the rural character [inaudible] of the Comprehensive Plan of years gone by, yet keep the rural character, he doesn't see a problem with small-scale solar projects, but not to exceed that 1.5%. He said he would love to discuss this with the Board.

Mr. Stanley said we look at Capital Improvement Plans, solar in right location, properly screened, proper stormwater management, can provide revenue that a forested piece of land cannot. He stated the forested land in Prince Edward County will generate about \$7.00 per year in real estate taxes. He said [if you take] 10 of those acres, it would be \$70.00 a year in taxes. That same 10 acres, turned into a 1mw [solar project] and it would generate \$1,400.00 per year in revenue for the County. That is a 20-fold increase. He said it is important we protect the rural character and scenic vistas, but it does provide an additional revenue source to help pay for the things we have to pay for. Mr. Stanley said currently in Darlington Heights and Five Forks [Roads], they are stripping lots off of timbered parcels, and almost every lot is being converted to residential [zoning]. He said you are going to lose farms and forest land, it is just happening in a different manner.

Mr. Robert Love thanked everyone for their comments, and said that we need to address the issue for the Comprehensive Plan. He said this is to identify what you want and don't want in this Plan; he said the County needs to set forth a limit which is currently at 4% in the Zoning Ordinance.

Mr. Stanley said Prince Edward County currently has about 0.2% of land area of solar. Discussion followed regarding setting the use of "Power Generation" in general and not one specific type (e.g. solar, nuclear, etc.).

Mr. Tripp then reviewed the next steps in the process; he asked that Board of Supervisors and Planning Commission members provide comments on the Comment Tracker on Chapter 8 and 9 by Friday, November 1 (2024) to county staff. The next meetings will include a Public Open House Review, a VDOT 729 Review, and a final Review Joint Work Session, with a review of the Compiled Draft Plan and Public Comments Received, during December and January. A Planning Commission Public Hearing will be scheduled in March 2025 and a Board of Supervisors Public Hearing will be held in April 2025.

On motion of Supervisor Emert, seconded by Supervisor Townsend, and adopted by the following vote:

|         |                       |           |
|---------|-----------------------|-----------|
| Aye:    | Pattie Cooper-Jones   | Nay: None |
|         | J. David Emert        |           |
|         | Llew W. Gilliam, Jr.  |           |
|         | Victor "Bill" Jenkins |           |
|         | E. Harrison Jones     |           |
|         | Odessa H. Pride       |           |
|         | Jerry R. Townsend     |           |
| Absent: | Cannon Watson         |           |

the Board of Supervisors meeting was adjourned at 7:34 p.m.

Planning Commission Chair Prengaman declared the Planning Commission meeting adjourned at 7:34 p.m.

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**Planning Commission  
Agenda Summary**

**Meeting Date:** November 19, 2024  
**Item No.:** 6  
**Department:** Planning and Community Development  
**Staff Contact:** Robert Love/Doug Stanley  
**Issue:** Capital Improvement Plan (CIP) Projects – Final Draft Review

**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 ten (10) 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 figures used represent estimated expenditures by the County.

The Commission determine 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.

**Attachments:**

- 1. Final CIP Draft

**Recommendations:**

- 1. Review Final Draft for any necessary changes to Plan before holding a Public Hearing at the Regular September meeting.

**Recommended Motions:**

I move that the Planning Commission direct staff to advertise a Public Hearing for the FY2025-2027 Capital Improvements Plan to be held at the December 17, 2024 Regular Meeting of the Planning Commission.

Motion \_\_\_\_\_  
Second \_\_\_\_\_

Fuller \_\_\_\_\_  
Gilliam \_\_\_\_\_

Paige \_\_\_\_\_  
Peery \_\_\_\_\_  
Prengaman \_\_\_\_\_

Sandlin \_\_\_\_\_  
Weiss \_\_\_\_\_  
Womack \_\_\_\_\_

## Capital Improvements Plan Prince Edward County 2025-2027

### 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.

## Implementation of Previous Capital Improvement Plans

This is the fourteenth year of the County Capital Improvement planning process. Since the 2022-2023 Fiscal Year, the County has been able to fund a number of projects with the limited funds available. The following tables represent the projects that have been funded and/or deleted from the Capital Improvement Plans:

| <b>CIP YEAR</b> | <b>PROJECT</b>                                           | <b>COST OF PROJECT</b> | <b>YEAR COMPLETED</b> |
|-----------------|----------------------------------------------------------|------------------------|-----------------------|
| 2022-2024       | Rice Site Compactor Replacement                          | \$985,540              | 2023                  |
| 2022-2024       | Prince Edward County Emergency Communications Center     | \$ 6,369,668           | 2024                  |
| 2022-2024       | Courthouse Chiller Replacement                           | \$433,592              | 2022                  |
| 2022-2024       | PEC Middle School Track Replacement                      | \$340,604              | 2023                  |
| 2022-2024       | Courthouse Lawn Renovation                               | \$421,845              | 2022                  |
| 2022-2024       | Cannery Boiler Replacement                               | \$101,917              | 2022                  |
| 2022-2024       | Landfill Equipment – Skid Steer                          | \$68,101               | 2022                  |
| 2022-2024       | Landfill Equipment - Loader                              | \$446,606              | 2023                  |
| 2022-2024       | Landfill Equipment - Compactor                           | \$180,000              | 2022                  |
| 2022-2024       | Courthouse – Telephone System Replacement                | \$37,985               | 2022                  |
| 2022-2024       | Document Management Software                             | \$79,150               | 2022                  |
| 2022-2024       | VDOT Revenue Sharing Program – Manor House Drive Project | \$3,000,000            | 2030                  |
| 2024-2025       | Prince Edward County Elementary School Renovation        | \$61,358,000           | 2027                  |
|                 | <b>Total</b>                                             | <b>\$73,823,008</b>    |                       |
|                 | <b>Total PECPS</b>                                       | <b>\$61,698,604</b>    | <b>84%</b>            |

|                                                           |                                              |                                             |             |             |             |                              |
|-----------------------------------------------------------|----------------------------------------------|---------------------------------------------|-------------|-------------|-------------|------------------------------|
| <b>Department:</b><br>Prince Edward County Animal Control |                                              | <b>Project Title:</b><br>New Animal Shelter |             |             |             |                              |
| <b>Prior Approved Funding</b>                             | <b>Estimated Expenditures by Fiscal Year</b> |                                             |             |             |             | <b>Estimated Total Costs</b> |
|                                                           | <b>2025</b>                                  | <b>2026</b>                                 | <b>2027</b> | <b>2028</b> | <b>2029</b> |                              |
|                                                           |                                              |                                             | 7,000,000   |             |             | \$10,628,510                 |

**DESCRIPTION**

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 it failing to meet all state regulations for an animal shelter. The isolation room and euthanasia room also do not meet current state requirements.

The proposed site for the new shelter is IDA-owned property on Commerce Road between the Social Security Building and FACES. The site would provide municipal water and sewer and would significantly enhance the visibility of the shelter for adoptions. As the property is owned by the IDA, there would be no site acquisition cost for the project.

**JUSTIFICATION**

The current shelter facility is too small to meet current and projected 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 inadequate storage space for supplies and 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 enable the County to house more animals in a better environment without the threat of state 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 and on public utilities, 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.”

| <b>Department:</b><br>Prince Edward County Emergency Management |                                       |         | <b>Project Title:</b><br>SCBA Air Trailer |      |      |                       |
|-----------------------------------------------------------------|---------------------------------------|---------|-------------------------------------------|------|------|-----------------------|
| Prior Approved Funding                                          | Estimated Expenditures by Fiscal Year |         |                                           |      |      | Estimated Total Costs |
|                                                                 | 2025                                  | 2026    | 2027                                      | 2028 | 2029 |                       |
|                                                                 |                                       | 150,000 |                                           |      |      | \$150,000             |

\*Total project(s) cost is undetermined.

**DESCRIPTION**

The Prince Edward Area Firefighters Association is currently operating an outdated and mechanically plagued 1996 International Air and Light Utility Truck that was purchased from DeKalb County, Georgia. The current apparatus is unreliable and unable to fill the new Self-Contained Breathing Apparatus (SCBA) fully that the county fire departments transitioned to. This project would replace the current truck with a towable enclosed trailer outfitted with a new air compressor filling station, bottles, generator, and lights. By switching to a trailer, the need for upkeep and maintenance on the vehicle is eliminated, thus lowering operating and maintenance costs over the life of the trailer.

**JUSTIFICATION**

This project benefits all emergency service personnel in Prince Edward County along with the estimated 22,000 citizens they protect daily, including both Longwood University and Hampden Sydney College.

Due to the consistent mechanical issues faced with the current Air/Utility Truck owned by the Prince Edward Firefighters Association, along with the outdated air compressor system, it has become unreliable when needed for any emergency. The ability to maintain vital air supply to fill SCBA bottles at the scene of a structure fire allows firefighters to continuously work to extinguish the fires, search for victims, or save valuable property. With the ability to refill SCBA bottles on scene the departments are able to place apparatus back in service quicker making them available for the next emergency.

**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 minimal impact on the County’s operating budget.

**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.”

|                                                         |                                              |                                                             |             |             |             |                              |
|---------------------------------------------------------|----------------------------------------------|-------------------------------------------------------------|-------------|-------------|-------------|------------------------------|
| <b>Department:</b><br>Prince Edward County Public Works |                                              | <b>Project Title:</b><br>Convenience Site Upgrade (Worsham) |             |             |             |                              |
| <b>Prior Approved Funding</b>                           | <b>Estimated Expenditures by Fiscal Year</b> |                                                             |             |             |             | <b>Estimated Total Costs</b> |
|                                                         | <b>2025</b>                                  | <b>2026</b>                                                 | <b>2027</b> | <b>2028</b> | <b>2029</b> |                              |
|                                                         | 800,000                                      |                                                             |             |             |             | \$800,000                    |

**DESCRIPTION**

The County is proposing to upgrade the Worsham Convenience Site to provide citizens with better customer service and experience. Upgrades will include paving, new fencing, signage, concrete pads for compactors, leachate collection, open top dumpsters, sites security, and site lighting.

**JUSTIFICATION**

These improvements would serve the entire community with those living outside Farmville town limits receiving the most benefit. This is the primary site for citizens living in the Hampden District, southern portions of Farmville District, and northern portions of the Leigh District.

The current site is unpaved; typically, there are potholes or mud due to weather conditions. The site does not currently have adequate lighting, screening, and has no security cameras. It is uninviting to the public and reflects poorly on the community.

Site improvements will take place at the current location with an expanded footprint on county-owned property.

**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 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.”

|                                                         |                                              |             |                                                                     |             |             |                              |
|---------------------------------------------------------|----------------------------------------------|-------------|---------------------------------------------------------------------|-------------|-------------|------------------------------|
| <b>Department:</b><br>Prince Edward County Public Works |                                              |             | <b>Project Title:</b><br>Convenience Site Upgrade (Prospect/Tuggle) |             |             |                              |
| <b>Prior Approved Funding</b>                           | <b>Estimated Expenditures by Fiscal Year</b> |             |                                                                     |             |             | <b>Estimated Total Costs</b> |
|                                                         | <b>2025</b>                                  | <b>2026</b> | <b>2027</b>                                                         | <b>2028</b> | <b>2029</b> |                              |
|                                                         |                                              |             | 1,000,000                                                           |             |             | \$1,000,000                  |

**DESCRIPTION**

The County is proposing to upgrade and consolidate the Prospect and Tuggle Convenience Sites to provide better customer service and experience for our citizens. Upgrades would include a new site location, paving, new fencing, signage, concrete pads for compactors and open top dumpsters, site lighting and security cameras.

**JUSTIFICATION**

These improvements would serve the entire community with those living outside the Farmville town limits getting the most benefit. This would become the primary convenience site for the Prospect District.

The Prospect Convenience Site is located on US 460 just west of Prospect. It is too small and wedged between High Bridge Trail and US 460. There is no opportunity to expand the site footprint. The Tuggle Convenience Site is located at the front entrance of the landfill. With the construction of Cell F, the plan to redesign the entrance into the landfill and with the significant increase in traffic at the landfill, this convenience site is not a safe location for routine citizen traffic. Both sites are unpaved, typically with potholes and/or mud due to weather. The current locations are very hard to maneuver for customers and county truck drivers. These sites do not have adequate lighting and site screening. It is uninviting to the public and reflects poorly on the community. By combining the two sites into one larger site, the citizens of that area of the county will be better served with one safer, larger site and the county will reduce staffing expenses by operating one site, instead of two.

A new site location will need to be selected and purchased in order to consolidate the Prospect and Tuggle sites into one new larger location. The two sites now are just a few miles apart and a new combined location along US 460 would serve the citizens of the County with greater efficiency and be more cost-effective.

**FUNDING SOURCES**

Funding would come from the County’s general/landfill fund.

**OPERATING BUDGET IMPACT**

There will be significant savings for the operating budget through the elimination of one of the sites.

**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.”

|                                                         |                                              |                                                  |             |             |             |                              |
|---------------------------------------------------------|----------------------------------------------|--------------------------------------------------|-------------|-------------|-------------|------------------------------|
| <b>Department:</b><br>Prince Edward County Public Works |                                              | <b>Project Title:</b><br>Scale House Replacement |             |             |             |                              |
| <b>Prior Approved Funding</b>                           | <b>Estimated Expenditures by Fiscal Year</b> |                                                  |             |             |             | <b>Estimated Total Costs</b> |
|                                                         | <b>2025</b>                                  | <b>2026</b>                                      | <b>2027</b> | <b>2028</b> | <b>2029</b> |                              |
|                                                         | 175,000                                      |                                                  |             |             |             | \$175,000                    |

**DESCRIPTION**

Replacement of the landfill scale house with a new 16 x 26 mobile office trailer with 3 offices, a restroom, and a break area/ Kitchen area. This building will have enough capacity for all nine landfill employees and the scale operator. The building will take 12 weeks to build once a purchase order is issued. No other studies are needed.

**JUSTIFICATION**

This new unit will provide restroom, eating area and offices for the solid waste staff. All employees could fit in one building. Well and septic system are already in place.

The current scale house was installed 10 years ago and was a "used construction trailer" when purchased. It is very old and in very poor shape It has many leaks that staff are continually fixing. The doors do not close properly, which is a security/safety issue. The restroom is not up to code. There is no central heat and air in the unit. There is no floor in the unit only plywood. The building has problems with bugs and rodents entering. Dust is a very big issue as the windows have gaps.

Employees will have an area to clean up after work or if landfill debris get on them and a lunch area for employees to sit down and eat out of the weather and elements. The Solid Waste General Manager and Landfill Supervisor will also each have an office. This will enable the County to remove the old mobile home from the landfill property that currently houses the offices, which will be a cost savings, especially on electricity.

**FUNDING SOURCES**

The project would be funded from the County’s general/landfill fund.

**OPERATING BUDGET IMPACT**

It is anticipated that the new building will be more operationally more efficient than the existing scale house and office trailer.

**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.”

|                                                             |                                              |             |                                                        |             |             |                              |
|-------------------------------------------------------------|----------------------------------------------|-------------|--------------------------------------------------------|-------------|-------------|------------------------------|
| <b>Department:</b><br>Prince Edward County General Services |                                              |             | <b>Project Title:</b><br>Courthouse – Backup Generator |             |             |                              |
| <b>Prior Approved Funding</b>                               | <b>Estimated Expenditures by Fiscal Year</b> |             |                                                        |             |             | <b>Estimated Total Costs</b> |
|                                                             | <b>2025</b>                                  | <b>2026</b> | <b>2027</b>                                            | <b>2028</b> | <b>2029</b> |                              |
|                                                             | 230,000                                      |             |                                                        |             |             | \$230,000                    |

**DESCRIPTION**

Replacement of 400-watt generator at the Prince Edward Couty Courthouse. The current generator was installed when the courthouse was expanded and renovated in 1998. It now has 26 years and 785 hours of use.

Estimated cost does not include the rental of a temporary generator cost during replacement of old unit.

**JUSTIFICATION**

Serves the Courts and all county offices in the courthouse in the event of a power outage. The generator also maintains the operations of the dispatch of law enforcement out in the county in response to 911 calls and the operations of the Sheriff’s department.

The age of the generator makes it a candidate for failure. Planned replacement is preferable to having it fail during a prolonged power outage. Failure of the generator would be crippling to the operations of the Sheriff’s Office.

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 generator would be more energy-efficient.

**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.”

| <b>Department:</b><br>Prince Edward County Administration |                                       |         | <b>Project Title:</b><br>VDOT Revenue Sharing |         |         |                       |
|-----------------------------------------------------------|---------------------------------------|---------|-----------------------------------------------|---------|---------|-----------------------|
| Prior Approved Funding                                    | Estimated Expenditures by Fiscal Year |         |                                               |         |         | Estimated Total Costs |
|                                                           | 2025                                  | 2026    | 2027                                          | 2028    | 2029    |                       |
|                                                           | 75,000                                | 100,000 | 125,000                                       | 150,000 | 150,000 | \$600,000             |

**DESCRIPTION**

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.

It is anticipated that the County will apply for revenue sharing projects each year to upgrade and/or improve public roads to meet the demands of our transportation system.

**JUSTIFICATION**

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.

The County was awarded revenue sharing funding through the program for proposed turn lanes for Manor House Drive. The turn lanes are required for the build-out of the project. The project is currently under design.

**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.”



|                                                                 |                                              |             |                                           |             |             |                              |
|-----------------------------------------------------------------|----------------------------------------------|-------------|-------------------------------------------|-------------|-------------|------------------------------|
| <b>Department:</b><br>Prince Edward County Emergency Management |                                              |             | <b>Project Title:</b><br>Knox Box Project |             |             |                              |
| <b>Prior Approved Funding</b>                                   | <b>Estimated Expenditures by Fiscal Year</b> |             |                                           |             |             | <b>Estimated Total Costs</b> |
|                                                                 | <b>2025</b>                                  | <b>2026</b> | <b>2027</b>                               | <b>2028</b> | <b>2029</b> |                              |
|                                                                 |                                              | 80,000      |                                           |             |             | \$80,000                     |

**DESCRIPTION**

The Prince Edward Area Firefighters Association is currently looking to convert Farmville Fire Department's Knox Box Program into a county-wide, county managed Knox Box Program. The Knox Box System provides responders access to lock boxes on businesses, homes, and solar facilities that will have access cards or keys inside. This system will allow responders access inside the property without having to force their way in, causing property damage.

The equipment needed for fire/rescue for this project is the secure devices that mounts in each apparatus. The equipment locks the access keys in each apparatus until needed and provides accountability each time the keys are used.

**JUSTIFICATION**

This project benefits all emergency service personnel in Prince Edward County along with the estimated 22,000 citizens they protect daily, to include the business community and both Longwood University and Hampden Sydney College.

This project is needed to ensure responders have access to businesses, homes, solar farms, or even access gates to secure facilities. The electronic access key stored on the apparatus has built in security to maintain accountability of the keys use.

**FUNDING SOURCES**

This project would be funded from the County's general fund. The County is looking for potential grants to support the project.

**OPERATING BUDGET IMPACT**

Completion of this project would have minimal impact on operational costs.

**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."

|                                                            |                                              |             |                                                      |             |             |                              |
|------------------------------------------------------------|----------------------------------------------|-------------|------------------------------------------------------|-------------|-------------|------------------------------|
| <b>Department:</b><br>Prince Edward County Voter Registrar |                                              |             | <b>Project Title:</b><br>Purchase of Voting Machines |             |             |                              |
| <b>Prior Approved Funding</b>                              | <b>Estimated Expenditures by Fiscal Year</b> |             |                                                      |             |             | <b>Estimated Total Costs</b> |
|                                                            | <b>2025</b>                                  | <b>2026</b> | <b>2027</b>                                          | <b>2028</b> | <b>2029</b> |                              |
|                                                            |                                              |             |                                                      | 135,000     |             | \$135,000                    |

**DESCRIPTION**

The current Prince Edward County voting equipment was purchased in 2017. The expected life of the equipment is about 10 years. The Registrar’s Office has maintained the equipment to extend its life expectancy. Funds have been set aside each year for the purchase new voting equipment when the time arrives, with approximately \$60,000 in reserve by the expected time of purchase in in FY 2027-2028. New equipment will only be purchased, if needed or mandated.

**JUSTIFICATION**

New voting equipment will be needed once the existing equipment is outdated, irreparable or decertified by the State.

**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.

**2025-2027 Prince Edward County  
Capital Improvement Projects  
Evaluation Form  
Listed by Department in Order of Department Priority**

| Department/Project                         | Criteria Evaluation Scores* |   |   |   |   |   |   |   |   |    |    |    | Total |
|--------------------------------------------|-----------------------------|---|---|---|---|---|---|---|---|----|----|----|-------|
|                                            | 1                           | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 |       |
| <b>Animal Control</b>                      |                             |   |   |   |   |   |   |   |   |    |    |    |       |
| New Animal Shelter                         | 3                           | 3 | 3 | 1 | 3 | 3 | 3 | 1 | 0 | 0  | 3  | 3  | 26    |
| <b>County Administration</b>               |                             |   |   |   |   |   |   |   |   |    |    |    |       |
| VDOT Revenue Sharing Program               | 3                           | 1 | 0 | 2 | 0 | 3 | 3 | 1 | 0 | 0  | 1  | 3  | 17    |
| <b>Emergency Management</b>                |                             |   |   |   |   |   |   |   |   |    |    |    |       |
| SCBA Air Trailer                           | 3                           | 3 | 3 | 3 | 0 | 3 | 0 | 1 | 0 | 0  | 3  | 3  | 22    |
| Knox Box Project                           | 3                           | 0 | 0 | 2 | 0 | 3 | 0 | 0 | 0 | 0  | 3  | 3  | 14    |
| <b>General Services</b>                    |                             |   |   |   |   |   |   |   |   |    |    |    |       |
| Courthouse – Backup Generator              | 3                           | 3 | 3 | 2 | 0 | 3 | 0 | 0 | 0 | 0  | 3  | 2  | 19    |
| <b>Public Works</b>                        |                             |   |   |   |   |   |   |   |   |    |    |    |       |
| Convenience Site Upgrade (Prospect/Tuggle) | 3                           | 0 | 1 | 3 | 3 | 3 | 3 | 0 | 0 | 1  | 1  | 2  | 20    |
| Convenience Site Upgrade (Worsham)         | 3                           | 0 | 3 | 2 | 3 | 3 | 3 | 0 | 0 | 0  | 1  | 3  | 21    |
| Scale House Replacement                    | 3                           | 0 | 3 | 3 | 2 | 3 | 0 | 0 | 0 | 0  | 3  | 3  | 20    |
| <b>Registrar</b>                           |                             |   |   |   |   |   |   |   |   |    |    |    |       |
| Voting Machines                            | 0                           | 3 | 0 | 2 | 0 | 1 | 0 | 1 | 0 | 0  | 3  | 2  | 12    |

\*Criterion scoring corresponds to criteria sheet used by the Planning Commission for FY 2025-2027 CIP.