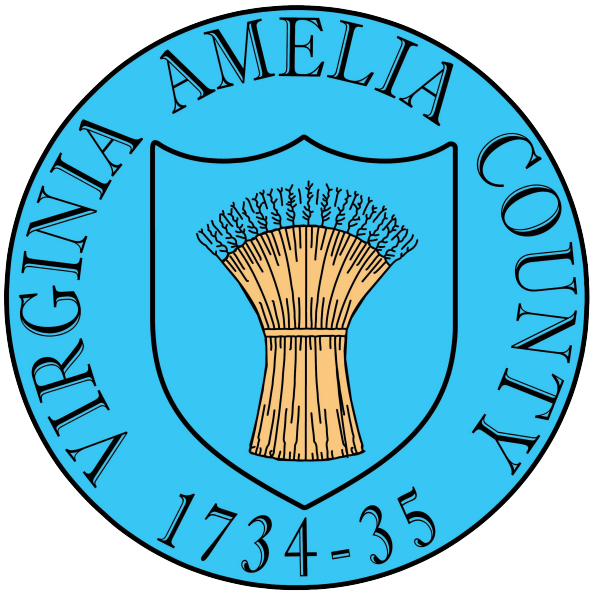


Amelia County
Planning Commission
Meeting

Monday, January 27, 2025

7:30PM

AMELIA COUNTY PLANNING COMMISSION
Regular Meeting
County Administration Conference Room
16360 Dunn Street,
Amelia, Virginia 23002

Monday, January 27, 2025
7:30 P.M.

	AGENDA	**Action Needed**
1.	**Call to Order and Welcome of Guests:** Larkin Moyer, Chairman	Call to Order
2.	**Determination of Quorum**	Quorum
3.	**Organizational Meeting**	
	A. Elections: Chairman & Vice Chairman	Motion
	B. Establishment of Dates, Times, and Places for Regular Planning Commission Meetings.	Motion
	C. Rules/Protocols of the Planning Commission	Motion
	D. Review Planning Commission Member Terms and Information	
	E. Assignment of Planning Commission Subcommittees	
4.	**Approval of Minutes**	
	A. **Regular Meeting November 25, 2024**	Motion
	B. **No Meeting December 2024**	Motion
5.	**Old Business**	
6.	**New Business**	
	A. Public Hearing - Special Exception Request- SEP24-07 Hinden: Wedding Events and Gatherings	Motion
	B. Public Hearing- Rezoning Request- RZN24-08 Good Deed, LLC (R-1 Residential District to B-1 (Business District)	Motion
7.	**Chairman Comments**	
8.	**Informational**	
	A. Disclosure of Real Estate Holdings	
	B. FY26 Capital Improvement Plan Update and Process Discussion	
	C. Detached Dwelling Units in Subdivisions	
	D. Comprehensive Plan Update	

9. Adjournment

SPEAKER RULES OF PROCEDURE
Please respect all speakers and allow all opinions to be expressed in a tolerant atmosphere.

a) Speakers may speak only once during a specific comment time and all comments should be directed to the Planning Commission.
b) Speakers should approach the podium so they may be visible and audible to the Commission.
c) Each speaker should clearly state his/her name and address.
d) All questions should be directed to the Chairman. Speakers are encouraged to contact staff regarding unresolved concerns or to receive additional information.
e) Speakers should be brief and avoid repetition of previously presented comments.

Planning Commission

Larkin Moyer- Chairman
John Aaron
Jerry "Whit" Morris
Dennis Ramsey
Juan Whittington
Roy Easter
Jennifer Harris
Michael Bates
Travis Barnard
Richard Cumbie, Jr.

David Felts, Jr.
Board of Supervisors Representative

Clarence C. Monday
COUNTY ADMINISTRATOR

16360 Dunn Street, Suite 101
Post Office Box A
Amelia Court House, Virginia 23002

Telephone: (804) 561-3039

Facsimile: (804) 561-6039
Website: www.ameliacova.com

TO: Planning Commission

FROM: Ashley Gunn

SUBJECT: Election of Chairman and Vice-Chairman

After determination of Quorum, Chairman Moyer may turn the meeting over to Ashley Gunn, Administrative Assistant, to conduct the nominations for the position of Chairman of the County of Amelia Planning Commission for calendar year 2025.

The following is the process that should be used for election of Chairman and Vice-Chairman.

- Administrative Assistant opens the floor for nominations of Chairman.
- Motion by a Commission for a nomination for the position of Chairman
- Vote on the motion by the Planning Commission Member. Chairman is then elected by majority vote.
- Administrative Assistant turns the meeting over to Chairman Elect.
- Chairman Elect opens the floor for nominations of Vice-Chairman
- Motion by a Commissioner for a nomination for the position of Vice-Chairman
- Vote on the motion by the Planning Commission Members. Vice-Chairman is then elected by majority vote.

BOARD OF SUPERVISORS

Larkin Moyer- Chairman
John Aaron
Jerry "Whit" Morris
Dennis Ramsey
Juan Whittington
Roy Easter
Jennifer Harris
Michael Bates
Travis Barnard
Richard Cumbie, Jr.

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Telephone: (804) 561-3039
Facsimile: (804) 561-6039
Website: www.ameliacova.com

TO: Planning Commission

FROM: ASHLEY GUNN

SUBJECT: ESTABLISHMENT OF DATES, TIMES AND PLACES FOR REGULAR PLANNING COMMISSION MEETINGS

As part of the Commission's Organizational Meeting, the Commission will need to establish dates, times and places for regular meetings. The fourth Monday of each month was established for 2025. If the Commission desires to continue having their regular meetings on the fourth Monday of each month, then the following will need to be accepted by the Commission for calendar year 2025.

Place: Amelia County Administration Conference Room
16360 Dunn Street
Amelia, Virginia 23002

Time: Fourth Monday of Each Month – 7:30 pm

2025 Meeting Dates:

January 27
February 24
March 24
April 28
May 26
June 23
July 28
August 25
September 22
October 27
November 24
December 22

County of Amelia, Virginia
Rules of the Planning Commission

The following Rules of Order are adopted to ensure the efficient organization and management of the meetings of the Amelia County Planning Commission and further establish a clear understanding of the process and procedures to be observed in conducting the County's business.

The current version of this document will always be available on the County's website for review by citizens.

I. ATTENDANCE AND ADJOURNMENT

All members shall make a reasonable effort to attend meetings of the Board. If unable to attend, a member shall notify the Chairman or County Administrator.

- A majority of the members of the Board shall constitute a quorum and must be present to proceed to business.

- If a quorum is not met, a smaller number of members may adjourn or send for absentees and delay the start of the meeting, if necessary.

- Special meetings of the Board may be called in accordance with §15.2-1418 of the Code of Virginia, 1950, as amended.

The Chairman shall take the Chair at the hour set by the Commission for regular or special meetings. The Chairman shall immediately call the meeting to order and determine if a quorum is present; if so, the Chairman shall have the minutes of the preceding meeting submitted. Any errors or omissions shall, upon motion made and carried, then be corrected. The minutes, being found correct, shall be signed by the Chairman and Administrative Assistant and shall be the authentic record of the proceedings of the Planning Commission.

II. CHAIRMAN AND VICE-CHAIRMAN

At the first meeting in January of each year, the Planning Commission shall elect one of its members as Chairman and one other of its members as Vice-Chairman. The term of office for the Chairman and Vice-Chairman shall be for one year, but they may be re-elected.

The Chairman shall preside at all meetings at which he/she is present. The Vice-Chairman shall preside at all meetings at which the Chairman is absent and may discharge any other duty of the Chairman during his/her absence or disability.

The day, time, and place of regular Commission meetings shall be determined at the January organizational meeting.

III. **Amelia County, Public Hearings and Public Information Sessions Protocol Policy**

To help maintain and assure public decorum, meeting efficiency and to better allow citizens time to address the Amelia County Planning Commission during Public Hearings, Public Information Sessions, the Planning Commission hereby accepts the following Policies for the conduct of Meetings.

To speak at any Amelia County Planning Commission Public meeting please be advised:

1. A "Public Hearing" in the Commonwealth of Virginia has legal connotations that require strict compliance.

2. Anyone wishing to speak at a Planning Commission Public Hearing is encouraged whenever practicable, to provide the County Administrator with a written summary of their comments prior to their appearance before the Board of Supervisors. If the speaker cannot provide such written comments prior to the Board Meeting, he/she is encouraged to provide a written summary before or after their presentation/comments to the Board, whenever practicable.

3. For the public record, all speakers must give their name and address in order to speak.

4. All comments must be made at the lectern and be directed to the Chairman, unless otherwise instructed by the chairman.

5. Limit speaking time to a maximum of three (3) minutes, unless otherwise directed by the Chairman.

6. Speakers may speak once during a specific hearing unless otherwise directed by the Chairman.

7. Be respectful of speakers at all times and allow all opinions to be expressed in a tolerant and calm atmosphere.

8. When there is a large number of speakers on a common topic, they should select a spokesperson to present their comments. The spokes person should ask all persons supporting his or her comments to stand in lieu of repetitive comments. Persons representing a group maybe granted additional time at the discretion of the Chairman.

9. Speakers may be answered during the Board Comment Period or by the Board or Staff at a later date.

Member	Term – 4 Years		District	Contact Information
	Begin	Expire		
Board Representative David M. Felts Jr. 11265 Reed Rock Rd Amelia, VA 23002	1/01/2025	12/31/2025	1	david.felts@ameliacova.com
Board Alternate Representative Dexter Jones 13487 Dykeland Road Amelia, VA 23002	1/01/2025	12/31/2025	2	dexter.jones@ameliacova.com
Jerry Whitaker Morris 7100 Morris Lane Jetersville, VA 23083	12/31/2024	12/31/2027	1	Jerry.morris@ameliacova.com
Larkin Moyer 16140 Giles Road Amelia, VA 23002	1/01/2022	12/31/2025	2	larkin.moyer@ameliacova.com
Travis Barnard 12401 Little Patrick Road Amelia, VA 23002	1/01/2021	12/31/2025	3	travis.barnard@ameliacova.com
Richard A. Cumbie, Jr. 5841 Dennisville Road Amelia, VA 23002	1/01/2022	12/31/2025	3	richard.cumbie@ameliacova.com
Roy E. Easter 9081 Oak Forest Drive Amelia, VA 23002	1/01/2022	12/31/2025	4	roy.easter@ameliacova.com
Jennifer Harris 8930 N. Five Forks Road Amelia, VA 23002	1/01/2022	12/31/2025	4	jennifer.harris@ameliacova.com
Michael Bates 3100 Esnoro Lane Church Road, VA	12/31/2024	12/31/2027	5	michael.bates@ameliacova.com
Dennis Ramsey 22840 Rocky Ford Road Jetersville, VA 23083				dennis.ramsey@ameliacova.com
John Aarron 3011 Crayton Lane Amelia, VA 23002				John.aaron@ameliacova.com

Planning Commission Members and Subcommittee Assignments - 2024						
	Capital Improvements	Comp Plan	Land Use	Zoning	Subdivision	VDOT Studies
David Felts 11351 Reed Rock Road Amelia, VA 23002 david.felts@ameliacova.com Board Representative	X	X		X	X	X
Jerry "Whit" Morris 7100 Morris Lane Jetersville, VA 23083 Jerry.W.Morris@altria.com District 1-Expires 12/31/24	X		X		X	
Dennis Ramsey 22840 Rocky Ford Road Jetersville, VA 23083 john.ramsey@tdstelecom.com District 1-Expires 12/31/26	X		X			
Juan W. Whittington 13941 Genito Road Amelia, VA 23002 juanwwhit@gmail.com District 2-Expires 12/31/27		**X**	X		X	
Larkin Moyer 16140 Giles Road Amelia, VA 23002 lmoyer@tds.net District 2-Expires 12/31/24	X	**X**	X	X	X	X
Travis Barnard 12401 Little Patrick Road Amelia, VA 23002 Travis@TravisBarnard.com District 3-Expires 12/31/24		**X**	X	X		
Richard Cumbie, Jr. 5841 Dennisville Road Amelia, VA 23002 District 3-Expires 12/31/24		**X**	X		X	
Jennifer Harris 8930 N. Five Forks Road Amelia, VA 23002 District 4-Expires 12/31/26		**X**	X			X
Roy E. Easter P.O. Box 252 Amelia, VA 23002 reeinc@tds.net District 4-Expires 12/31/24		**X**		X	X	X
John Aaron 3011 Crayton Lane Amelia, VA 23002 jca2675@aol.com District 5-Expires 12/31/27	X					X
Michael Bates 3100 Esnora Lane Church Road, VA 23833 mob328@gmail.com District 5-Expires 12/31/24				X	X	X

Planning Commission

Staff Summary Report

Meeting Date:	January 27, 2025
Agenda Item:	Approval of Minutes
Agenda Item #:	**4.**
OVERVIEW:	There are two sets of minutes to review and approve. • *November 25, 2024- Regular Meeting* • *December 2024- No Meeting was held*.
BOARD OPTIONS:	**Approve**
Motion:	I move to authorize the Chairman to approve both the November 25, 2024 regular meeting minutes and the December 2024 no meeting minutes.

VIRGINIA: AT A REGULAR MEETING OF THE AMELIA COUNTY PLANNING COMMISSION HELD IN THE CONFERENCE ROOM OF THE COUNTY ADMINISTRATION BUILDING ON MONDAY, NOVEMBER 25, 2024, AT 7:30 P.M.

PRESENT: LARKIN MOYER- Chairman
ROY EASTER – Vice-Chairman
JERRY "WHIT" MORRIS
JOHN AARON
JUAN WHITTINGTON
RICHARD CUMBIE, JR
MICHAEL BATES
DAVID RAMSEY
TRAVIS BARNARD
JENNIFER HARRIS
DAVID FELTS, JR – Board of Supervisors Representative

Amelia County Planning Commission

ASHLEY GUNN, Administrative Assistant

MICHAEL ZEHNER, Berkley Group Planning Consultant

1. CALL TO ORDER

Chairman Moyer called the meeting of the Amelia County Planning Commission to order at 7:30 p.m.

2. DETERMINATION OF QUORUM

Chairman Moyer declared there was a quorum with 11 of 11 members present at 7:30 p.m.

3. APPROVAL OF MINUTES

- **Commissioner Whittington motioned, seconded by Commissioner Bates, to approve the minutes with the recommended edits for the October 28, 2024 Regular Meeting Minutes. 11-0; motion passed unanimously.**

4. OLD BUSINESS

5. NEW BUSINESS

A. Detached Dwelling Unit Ordinance- Subdivision

- Supervisor Felts discussed the Board of Supervisors desire for the ordinance to be reviewed and amended to not allow second dwellings

in subdivisions due to VDOT considerations.

- The commissioners discussed sending this to the zoning committee to review.

B. Public Hearing- Rezoning Request- RR-3 toM-2 (Modular Homes LLC- Dennis Tatum)

- Mr. Michael Zehner provided the staff report for the rezoning request. He gave a detailed overview of the property with an analysis of the GIS imagery, possible flood impacts, and provided insight into the potential intention of the application.
- Chairman Moyer asked what the applicant was interested in M-2 and not B-1.
- Mr. Zehner suggested that the applicant discussed potentially making use of the railroad in the future but wasn't something that he had planned now.
- Commissioner Barnard inquired about the zoning of the surrounding lots.
- Chairman Moyer discussed there are no M-2 adjacent to the lot on the application, but there are several B-1 zonings.
- Commissioners and Mr. Zehner discussed other concerns with the application as it is currently presented.

- Chairman Moyer opened the public hearing at 7:43pm.
  - Olan Hardy: Opposed request but would be for a B-1 Zoning.
  - Donna White: Opposed request.
  - Steven White: Opposed request.
  - Billy Capps: Opposed request.
  - Marlene Paxton: Opposed request.
  - Caleb Capps: Spoke in favor of business expansion, but opposed request as presented.
  - Larry Barthurst: Opposed request.
  - David Worsham: Opposed request.
  - Kimberly Capps: Opposed request.

- Chairman Moyer closed the public hearing at 8:07pm
- Mr. Zehner provided more details on the difference between the B-1 and M-2 zoning. He mentions that in the Zoning Ordinance it states an M-2 zoning should not be allowed in any area adjacent to residential districts.
- Chairman Moyer discussed receiving input from VDOT.
- Commissioner Easter discussed his concerns for M-2 or B-1 without any mention of a specific use or purpose.
- Commissioner Harris inquired, if the application is denied for M-2 can the applicant come back and apply for B-1 rezoning.
- Mr. Zehner confirmed that he can do so/ Alternatively, the board could rezone it to B-1 even though it's not specifically requested.

- **Commissioner Easter motioned, seconded by Commissioner Ramsey, to recommend the Board of Supervisors deny the rezoning request. 11-0; motion passed unanimously.**

6. CHAIRMAN'S COMMENTS

7. INFORMATIONAL

A. Comprehensive Plan Update Process & Staff Update
   - Chairman Moyer

B. Budget Planning
   - Chairman Moyer inquired about the CIP planning schedule and Mr. Felts was able to fill him in on discussions that have occurred with the staff.

8. ADJOURNMENT

There being no further business to come before the Planning Commission, Chairman Moyer adjourned the Meeting at 8:42pm.

ATTEST:

_____ _____

Larkin Moyer, Chairman
Amelia County Planning Commission

VIRGINIA: THERE WAS NO REGULAR MEETING
OF THE AMELIA COUNTY PLANNING COMMISSION FOR THE
MONTH OF DECEMBER 2024.

_____
Larkin Moyer, Chairman

ATTEST:

_____
Ashley Gunn, Administration Assistant

AMELIA COUNTY
DEPARTMENT OF COMMUNITY DEVELOPMENT
SUMMARY REPORT – SEP2024-07

Planning Commission
Meeting Date: January 27, 2025

SUBJECT

Weston and Lori Hinden (the "Applicants") requests a Special Exception Permit to operate an "Assembly Hall" use at property located off of Five Forks Road (Route 38), identified as TM 42-84 on the *Amelia County Real Property Identification Map* and known as 15901 Five Forks Road. The "Assembly Hall" use is permitted by Special Exception in the RR-3 Rural Residential District per Section 325-8.3 of the Amelia County Zoning Ordinance. Additionally, per Section 325-3.14, in the RR-3 zoning district, a Special Exception Permit is required to conduct any permitted use that exceeds two permitted uses per parcel; the "Assembly Hall," in addition to the single-family dwelling and home occupation uses conducted on the property, would constitute three uses conducted on the property.

SUMMARY OF INFORMATION

The Applicant is requesting a Special Exception Permit to operate an assembly hall, along with a Special Exception Permit to conduct more than two (2) uses on a parcel. The property is currently used as a single-family dwelling, as well as a home occupation, both uses being permitted 'by-right' within in the RR-3 zoning district. Through communications, but not referenced in the Application, the Applicant has indicated their intent to use the proposed assembly hall for small gatherings such as weddings (under 75 guests), birthday parties, baby showers and events of similar nature. The Applicant has indicated that the property has sufficient off-street parking and three points of ingress and egress, noting that all have good visibility to east and west bound traffic on Rt 38.

PUBLIC HEARINGS

Planning Commission Public Hearing: January 27, 2025
Board of Supervisors Public Hearing: *To be determined*

SUMMARY OF FACTS

Applicant:	Weston and Lori Hinden
Landowner:	Weston and Lori Hinden
Proposed Use:	Assembly Hall; 3 uses on the property
Location:	The property is located off of Five Forks Road (Route 38), identified as TM 42-84 on the Amelia County Real Property Identification Map. The property is zoned RR-3 Rural Residential, and the Amelia County

	Comprehensive Plan shows the property is located in the Rural and Agricultural Preservation Area
Acreage:	7.73
Existing Zoning:	RR-3 Rural Residential
Proposed Zoning:	NA; no change requested
Comprehensive Plan:	This property is located in the Rural and Agricultural Preservation Area
Surrounding Zoning:	RR-3 Rural Residential, and M-1 Industrial District
Utilities:	n/a
Wetlands Impact:	n/a
Zoning History:	RR-3 Rural Residential

APPLICABLE ZONING ORDINANCE PROVISIONS

- Article VIII, *RR-3 Rural Residential District*, Section 325-8.1, *Intent*, of the Zoning Ordinance, indicates the intent of the RR-3 zoning district is as follows:

  This residential district is intended to preserve and enhance the essential character and resources of rural portions of the County where agriculture and forest uses exist, but in which rural residential uses are expected to predominate. This district is expected to contain numerous non-farm uses, especially dwellings in attractive rural surroundings, located in general proximity to major road corridors and/or village settlements as shown in the Comprehensive Plan. This district is expected to provide an orderly and protected transition between general agriculture areas and areas experiencing more intensive residential development. While this district is expected to remain rural in character, it is also expected to absorb a significant proportion of rural residential development in the County, and to gradually transition to mainly rural residential uses. It is the second top priority area (after the R-3 District) for such rural residential development and growth.

- Section 325-2.1, *Definitions*, of the Zoning Ordinance defines the following terms:

  ASSEMBLY HALL
  A building or portion of a building in which facilities are provided for civic, educational, political, religious, or social purposes.

- Per Section 325-8.5, the required setbacks in the RR-3 zoning district are as follows:

  - *Front, (a) Primary: 100 feet, (b) Accessory: 100 feet, (c) Agricultural: 150 feet*

- *Side, (a) Primary: 20 feet, (b) Accessory: 10 feet, (c) Agricultural: 100 feet*
- *Rear, (a) Primary: 40 feet, (b) Accessory: 10 feet, (c) Agricultural: 100 feet*

- Per Section 325-8.6, applicable building height limits in the RR-3 zoning district are as follows:

    - *D. No accessory building which is less than 20 feet from any lot line shall be more than one story high.*
    - *E. All accessory buildings shall be less than the main building in height except when located on a parcel of 10 acres or more.*

- With regard to parking, Section 325-3.6, *Minimum off-street parking*, requires 1 parking space per dwelling unit for one/single-family dwellings, and 1 parking space per each 200 square feet of business floor space in a building for any other commercial building not specifically listed erected, converted or structurally altered.

COMPREHENSIVE PLAN

The *Future Land Use Plan* in the *Amelia County Comprehensive Plan 2017* identifies the property as being located in the *Rural and Agricultural Preservation Area* planning area; the policies/strategies for the *Rural and Agricultural Preservation Area* are as follows:

- Re-evaluate the current Agricultural and Rural Preservation Area boundaries.
- Merge planning areas; establish a consolidated plan for agricultural and rural land uses.
- Promote existing farming, agricultural industry and companion land uses to include, but not limited to, utility scale solar energy systems or other like "green" energy generation systems (Amended 9/18/2019).
- Strengthen rezoning policy and requirements for the planning area.
- Promote cluster development for new subdivisions.
- Establish density bonuses for well planned, agriculture sensitive cluster development.
- Establish enhanced design and open space guidelines for cluster subdivisions.
- Promote and develop incentives for the establishment of conservation easements.
- Encourage property consolidation to improve critical mass of farms.
- Establish a long-range transportation improvements plan for the rural area.
- Revise proffer study and establish proffer expectations that discourage rural rezoning.

In addition, the following goals, objectives, and strategies are relevant to the proposed use:

- Community Character and Vision - Protect the rural character, cultural heritage and scenic beauty of the County. Recognize that these are valuable and irreplaceable resources.
    - Establish regulations that work together to protect the scenic, cultural, ecological and environmental character of the County's rural and agricultural areas.

  - Establish clearly defined geographical Planning Areas that recognize the areas for (1) active, fully served development and (2) agricultural and conservation area preservation.

- Agriculture, Forestry and Natural Resources - Agriculture and forestry industries represent the foundation of the County's economy and its most significant natural resource. Their stewardship, support, protection and continuation should guide Amelia's future land use and zoning decisions.

  - Land use decisions should respect the goals and policies of the Comprehensive Plan's revised rural and agricultural planning areas.

- Economic Development - Work to attract new businesses that employ Amelia citizens and contribute to the local tax base, through business-friendly regulatory practices and other incentives in growth areas.

  - Encourage a diversified economic base that respects existing businesses as well as the goals and policies for the rural and agricultural planning areas.
  - Develop plans that promote tourism and agri-business in the rural and agricultural areas.

SPECIAL EXCEPTION PERMIT CRITERIA AND STANDARDS

Section 325-4.2 *General Guidelines and Standards*, A., of the Zoning Ordinance sets forth certain criteria which should be adequately addressed before issuance of a special exception, as follows:

- A special exception may be approved by the governing body only if it is permitted as a special exception in the district regulations of the zoning district in which it is located or otherwise provided in this article;

- That the location is appropriate and not in conflict with the Comprehensive Plan and the statement of intent for the district in which it is located;

- That the public health, safety, and general welfare will not be adversely affected;

- That necessary safeguards will be provided for the protection of surrounding property, persons, and neighborhood values; and

- That the additional standards, as set by the governing body, have been complied with.

In addition to the above, Special Exception Permits are subject to the following standards:

- In approving a special exception permit, the Board of Supervisors may impose (and the Planning Commission may recommend) such reasonable conditions as it believes necessary to accomplish the objectives of the Zoning Ordinance with respect to use, screening, lighting, hours of operation, noise control, maintenance, operation, or other requirements; otherwise, the special exception permit will be denied.

- Any special exception permit may be authorized and issued for either a limited or indefinite period of time. Special exception permits shall be subject to revocation at any time by the governing body for failure of the permit holder to adhere to or maintain the applicable stated conditions, if the actual conditions generated by the use granted are found to have a deleterious effect on the specific neighborhood, or there is a violation of imposed conditions.

- Unless otherwise specified in this chapter, or specified as a condition of approval, the height limits, yard spaces, lot area, and sign requirements shall be the same as for other uses in the district in which the proposed special exception permit is located.

- A special exception permit goes with the property. If a special exception permit is not used, or ceases to be used, for more than 24 months, then the permit shall be considered null and void and a new special exception permit shall be required to renew the operation. All work must be completed within 60 months; however, the Board of Supervisors may impose more stringent time limits, if it deems necessary.

- It shall be a condition of all such permits that the permit holder and landowner consent to reasonable administrative inspections by the Zoning Administrator to determine compliance with the permit.

RECOMMENDATION

Planning Commission Recommendation: Pending

Staff Recommendation: Both the "Assembly hall" and conducting more than two uses on the property are permitted in the RR-3 zoning district with the issuance of a Special Exception Permit. To ensure that the uses, as proposed to be located, are not in conflict with the Comprehensive Plan or the statement of intent for the RR-3 zoning district, that the public health, safety, and general welfare will not be adversely affected, and that necessary safeguards will be provided for the protection of surrounding property, persons, and neighborhood values, staff would recommend that the Planning Commission consider the following conditions if issuing a recommendation of approval:

1. The proposed use shall be developed and operated in generally conformity with the "Layout" plan (page 9 of the application) and statements contained in the Application.

2. Events conducted on the property shall be limited to a maximum of 75 guests.

3. Events shall be limited to a maximum of twenty-four (24) within any calendar year.

4. Events shall be prohibited between the hours of 10:00pm to 8:00am, Sunday through Thursday, and between the hours of 11:00pm to 8:00am, Friday and Saturday.

5. While the special exception permit is valid and exercised, the permit holder/landowner shall allow reasonable administrative inspections by the Zoning Administrator to determine compliance with the permit; the Zoning Administrator shall provide no less than seven (7) days' notice to the permit holder/landowner of an intent to conduct an inspection.

6. Prior to commencement of the assembly hall use, the permit holder/landowner shall apply for and receive a Zoning Permit, as well as Building Permit and/or Change of Use/Occupancy classification, if necessary. Application and issuance of a Zoning Permit shall be subject to the following:

    a. Submission of a parking plan ensuring that no vehicles will be parked in the right-of-way of Five Forks Road and that there is safe egress/ingress for vehicles accessing the property and circulating the property.

    b. That VDOT has reviewed and approved all ingress/egress points proposed to be used in association with the assembly hall use.

    c. That the Department of Health has reviewed the proposed use and identified any operational/licensing requirements.

DRAFT PLANNING COMMISSION ACTIONS

Option 1 – Recommend Approval with Conditions

Based upon a finding that the proposed use is permitted by special exception in the regulations for the RR-3 zoning district, that the location is appropriate and not in conflict with the Comprehensive Plan and the statement of intent for the district in which it is located, that the public health, safety, and general welfare will not be adversely affected, and that necessary safeguards will be provided for the protection of surrounding property, persons, and neighborhood values, as conditioned, I move to recommend approval of the the Special Exception request to allow an assembly hall and more than two uses to be conducted on the property as proposed with the following conditions: *Conditions as noted*

Option 2 - Deferral of the application

I move to defer action on a recommendation on the Special Exception to allow an assembly hall and more than two uses to be conducted on the property until the Planning Commission's meeting to be held on MONTH DAY, 2025.

Option 3 - Denial

I move to recommend denial of the Special Exception request to allow an assembly hall and more than two uses to be conducted on the property, based upon the location being inappropriate and in conflict with the Comprehensive Plan and the statement of intent for the district in which it is located, that the public health, safety, and general welfare will be adversely affected, and that necessary safeguards are not provided for the protection of surrounding property, persons, and neighborhood values, such concerns unable to be addressed through reasonable conditions.

PAID

NOV 15 2024

Treasurer-Amelia Co.

Application for Special Exception Permit

Date: 11/6/24 **File Number:** SEP 2024-07

Application Fee Paid: $500.00

Applicant: Weston and Lori Hinden Phone: 804-382-1507

Applicant Address: 15901 Five Forks Road

Email: westonlori@comcast.net

Owner: Weston and Lori Hinden Phone: 804-382-1507

Property Address: 15901 Five Forks Road

Email: westonlori@comcast.net

Property Information:

Tax Map Number: 42-84 Acreage: 7.37

Subdivision: YES (NO) Zoning District: RR-3 Deed restrictions: YES (NO)

Access to Property (easement, public road, private road): n/a

The applicant requests a permit to locate the following use on the above-referenced property, as permitted by Section 325-8.3(F) of the Amelia County Zoning Ordinance.

- 325-8.3 (F)
- Our plan is to host weddings and gatherings (small events)

FOR OFFICE USE ONLY:

Public Notice Dates: _____ Board of Supervisors Mtg Date: _____

Planning Commission Hearing Date: _____ Board of Supervisors Decision: _____

Planning Commission Recommendation: _____ Permit Signed by Applicant/Owner: _____

IMPROVEMENTS PROPOSED

Describe briefly the improvements proposed on the property. State whether new buildings are to be constructed, existing buildings are to be used and/or renovated or additions are to be made to existing buildings. Please include a plat, conceptual layout, and/or sketch plan demonstrating the proposed improvements.

- All structures existing at time of this application

PROTECTION TO ADJOINING PROPERTY

Describe the effects of the proposed use on adjacent properties and the surrounding neighborhood. What protection will be offered to adjoining property owners?

- Vehicles using Route 38.
- Stringent guidelines on potential events

ENHANCEMENT OF COUNTY

How will this requested change be advantageous to the County?

- Visitors can explore Amelia County
- Benefits to other local businesses (lodging, restaurants, shops)
- Business-to-business relationships created
- Support of small, local business ("shop local")
- See below please

PLAN

Furnish a plan showing boundaries and dimensions of the property, width of abutting rights-of-way, location and size of buildings on the site, roadways, walks, off street parking and loading spaces, landscaping, etc. A conceptual layout of the proposed changes is also required.

Our desire as "newcomers" to Amelia County has been, and will continue to be an asset to the community, as we were in Powhatan County for many years. We believe in supporting our community in many ways. We support our Volunteer Fire and EMS crews; This will be our 3rd year of not only donating to the Community Thanksgiving Dinner, but helping Noell Berry and dozens of other volunteers in food prep the day before; we buy local, we attend many community events and support vendors. We both have servant's hearts and have given our time, talents and resources to neighbors, friends, and those in need, anywhere we've lived over the years. Our intentions are pure - to share this lovely property with others. We value the historical significance of the log cabin home, and health reasons have also factored in our decision for this type of business. We welcome you to visit and chat anytime. Thank you

STATEMENT FOR VALIDITY OF INFORMATION

Every applicant shall sign the following document to substantiate the validity of submitted information.

STATE OF VIRGINIA
COUNTY OF AMELIA **to wit**

I, Weston E Hinden Lori K. Hinden, being duly sworn, depose and say that I am the lessee/owner of the property involved in the application. If I am not the Lessee/Owner, I will produce a copy of a contract to purchase the property or I will present written certification contract To purchase the property or I will present written certification from the owner granting me the right to submit this application. I, declare that I have familiarized myself with the rules and regulations pertaining to preparing and filing this application. I further declare that the foregoing statements and answers provided throughout the various sections of this application are in all respects true and correct to the best of my knowledge and belief.

Signed: _____

Print Name: Weston E Hinden Lori K Hinden

Subscribed and sworn before me this 6th day of November, 2024.

_____
Notary Public

07/31/2026
My Commission Expires

Ginger P. Ferguson
Commonwealth of Virginia
Notary Public
Commission No. 7047764
My Commission Expires 7/31/26

STATE OF VIRGINIA
COUNTY OF AMELIA to wit

I, Weston E. Hinden and Lori K. Hinden, being duly sworn, deposed and say that I am the Lessee/Owner of the property involved in the application. If I am not the Lessee/Owner, I will produce a copy of a contract to purchase the property or right to submit this application. I further declare that I have familiarized myself with respect to preparing and filing the application and that the foregoing statements and answers herein contained and the information on the attached sheets thoroughly and to the best of my ability present the argument on behalf of the applicant herewith requested and that the statements and information above referred to are in all respects true and correct to the best of my knowledge and belief.

Signed: Weston E Hinden

Subscribed to and sworn before me on this 6th day of November 2024.

Ginger P. Ferguson
Commonwealth of Virginia
Notary Public
Commission No. 7047764
My Commission Expires 7/31/26

Ginger P. Ferguson
Notary Public

07-31-2026
My Commission Expires

OWNERSHIP DISCLOSURE

Please list below the names and addresses of all owners or parties in interest of the land subject to this request:

NOTE: If this request is in the name of a corporation, artificial person, joint venture, trust, or other form of ownership, all officers, directors, and any stockholders owning ten percent or more of such stock much be listed.

NAME:	ADDRESS:
Weston E. Hinden	15901 Five Forks Rd. Amelia, VA 23002
Lori K. Hinden	15901 Five Forks Rd. Amelia, VA 23002

I, Weston Hinden + Lori Hinden, do hereby swear and affirm that to the best of my knowledge and belief, the above information is true and that I am the applicant for this request for parcel number(s) 84 of tax map number(s) 42 requesting a Special Exception Permit. If the information above changes at any time while this request is being considered, I will provide the County with an updated list.

Signature: [signature]

STATE OF VIRGINIA
COUNTY OF AMELIA to wit

This day Weston E. Hinden Lori K. Hinden personally appeared before me, Ginger P. Ferguson a Notary Public in and for the County and State aforesaid, and swore or affirmed that the matters stated in the foregoing Ownership Disclosure are true to the best of his/her knowledge and belief.

Given under my hand this 6th day of November, 2024.

[signature]
Notary Public

My Commission Expires: 07/31/2026

Ginger P. Ferguson
Commonwealth of Virginia
Notary Public
Commission No. 7047764
My Commission Expires 7/31/26

LIMITED POWER OF ATTORNEY

KNOW ALL MEN BY THESE PERSONS:

1. That I/We
(Name) _____ Phone: _____
(Address) _____

(Name) _____ Phone: _____
(Address) _____

(Name) _____ Phone: _____
(Address) _____

(Name) _____ Phone: _____
(Address) _____

(Name) _____ Phone: _____
(Address) _____

Being all of the owner(s) of the property described as County Tax Map Numbers:
_____

And authorized to take such action, do hereby make, constitute, and appoint:

2. (Name) _____ Phone: _____
(Address) _____

to act as my/our true and lawful attorney-in-fact for and in my/own name, place and stead with full power and authority I/we would have if acting personally to seek rezoning, conditional use, or variance, and to set forth and offer such legally acceptable voluntarily proffered conditions including any additions, amendments, modifications or deletions thereto that in his or her discretion are deemed reasonable, appropriate· and necessary except as follows:

3. _____
_____

4. In witness whereof, I/we have hereto set my/our hand and seal this _____ day of _____, 20____.

_____ _____
Signature Signature

Witnessed by: _____ Witnessed by: _____

APPLICANT'S PERMISSION FOR INSPECTION OF PROPERTY

I, Weston E Hinden and Lori K Hinden, hereby grant access to the Planning Director, Zoning Administrator, or assigns thereof, to enter my property during reasonable hours without prior notice to make inspections as deemed necessary for the evaluation of my application for

(Circle One) Special Exception Permit Rezoning Variance

Applicant's Signature

11/6/24
Date

Subscribed and sworn to before me this 6th day of November, 20 24.

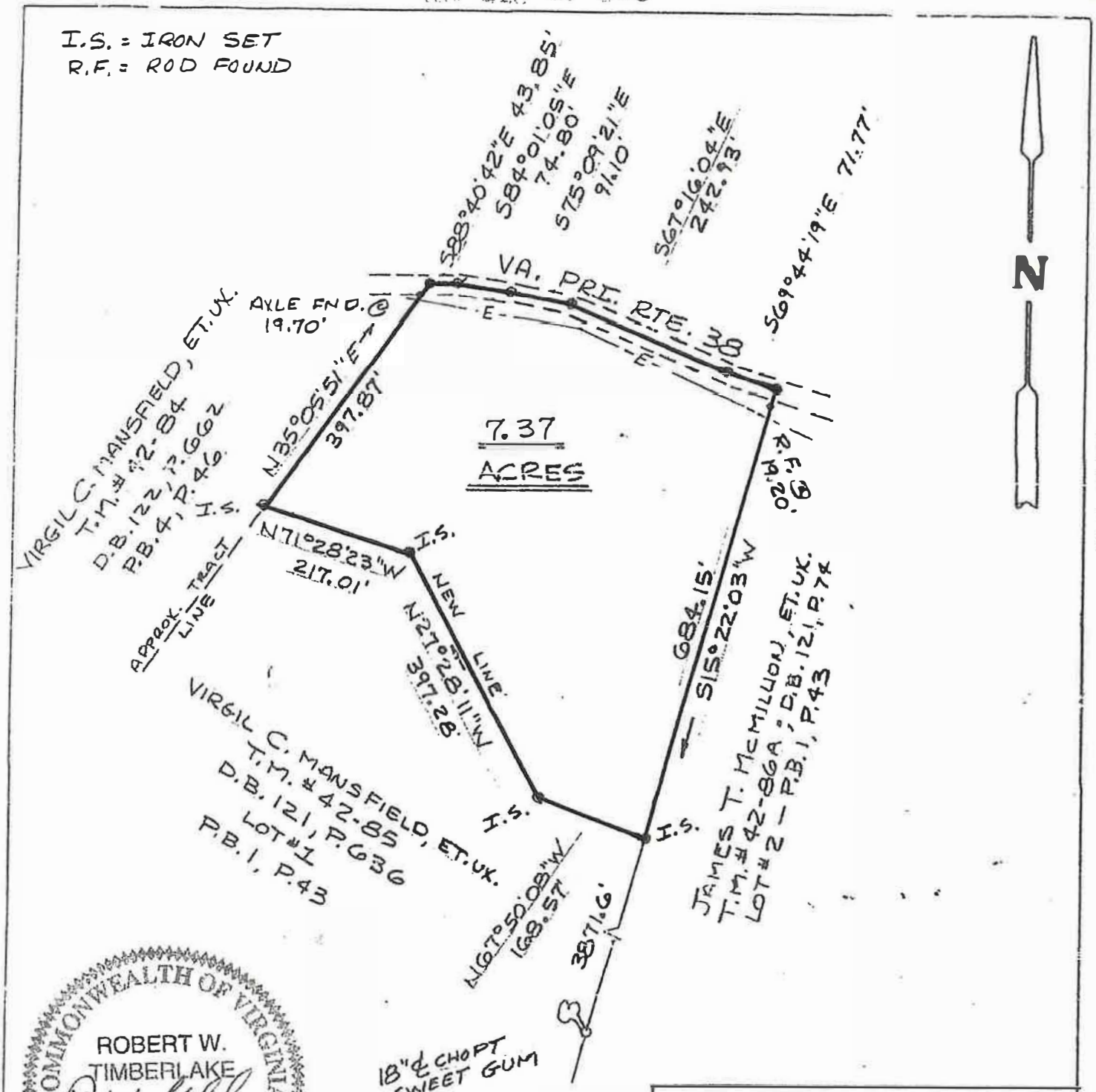
Ginger P. Ferguson
Notary Public

07/31/2026
Commission Expiration Date

7047764
Notary Registration Number

Ginger P. Ferguson
Commonwealth of Virginia
Notary Public
Commission No. 7047764
My Commission Expires 7/31/26

480' *See attachment*



INDEXED PLAN Nº L-94-59

COMMONWEALTH OF VIRGINIA
ROBERT W. TIMBERLAKE
CERTIFICATE No. 1248
LAND SURVEYOR

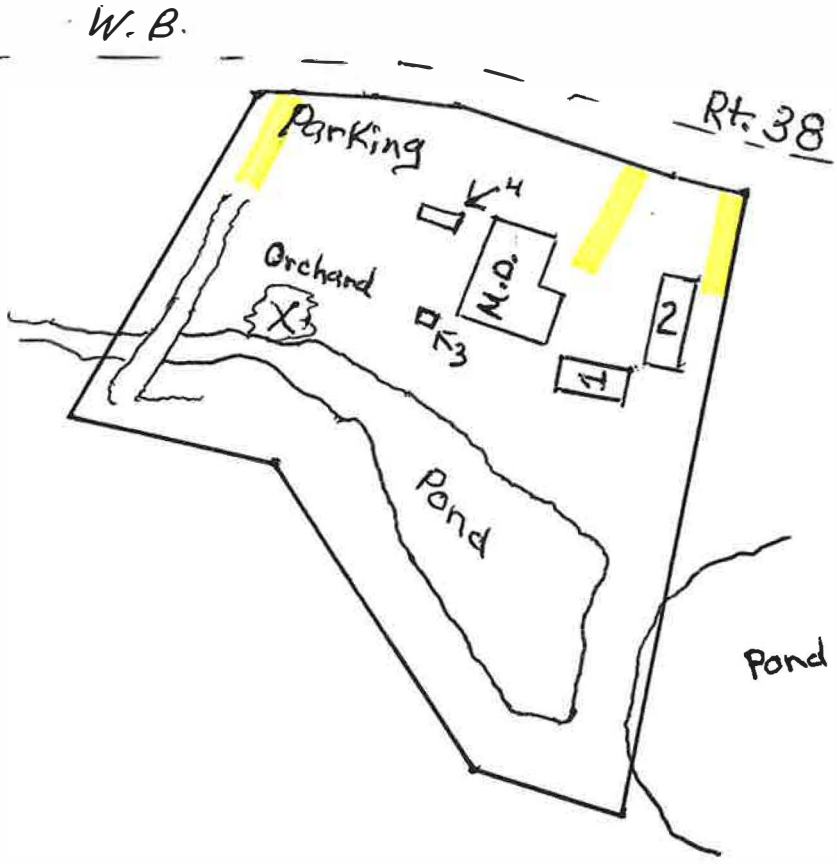
PLAT OF SURVEY SHOWING PROPERTY BELONGING TO

VIRGIL C. MANSFIELD ET. UX.

LOCATED IN GILES MAG. DIST. AMELIA COUNTY, VA.

SCALE: 1"=200' | 23 AUG. 1994

TIMBERLAKE
RT. 1, BOX 800,
CREWE, VA. 23930
804-645-7628



M.D.-Main Dwelling
#1.-Maint. Bldg
#2.-Accessory Bldg
#3.-Garden Shed
#4.-Chicken Coop
{X}-Tent site
-Access/Egress

T A X R E C E I P T

Ticket #:00001380001 @@

STEPHANIE GOUGH COLEMAN
TREASURER AMELIA COUNTY
P O BOX 730
AMELIA CH VA 23002

Date : 11/15/2024
Register: AW /APRILG0
Trans. #: 19695
Dept # : CACONU
Acct# :

CTY ADMIN SPECIAL EXCEPTION PERMIT
42-84 11/15/24

Previous Balance	$ .00
Principal Being Paid	$ 500.00
Penalty	$ .00
Interest	$ .00
Amount Paid	$ 500.00
*Balance Due	$ .00

HINDEN WESTON & LORI
15901 FIVE FORKS RD
AMELIA, VA 23002

Pd by HINDEN WESTON & LORI Check 500.00 # CBT3672
BALANCE DUE INCLUDES PENALTY/INTEREST THRU THE MONTH 11/2024

Details hide

Identify Adjoining Parcels

Select Features by Buffer

Parcels

Zoom To | Unhighlight | Highlight | Clear

Export to KML | Export to SHP

Account: 1879
Parcel ID (formatted): 42-84
Tax Map: 42
Lot: 84
Owner: HINDEN WESTONIE ETUX
15901 FIVE FORKS RD
AMELIA COURT HOUSE V 23002
Physical Address:
15901 FIVE FORKS RD
AMELIA COU
Deed Book: 215
Deed Page: 496
Description 3: 7.370 AC
Acres: 4.70
Total Value: $45,700
Total Improvements Value : $347,300
Total Value: $393,000

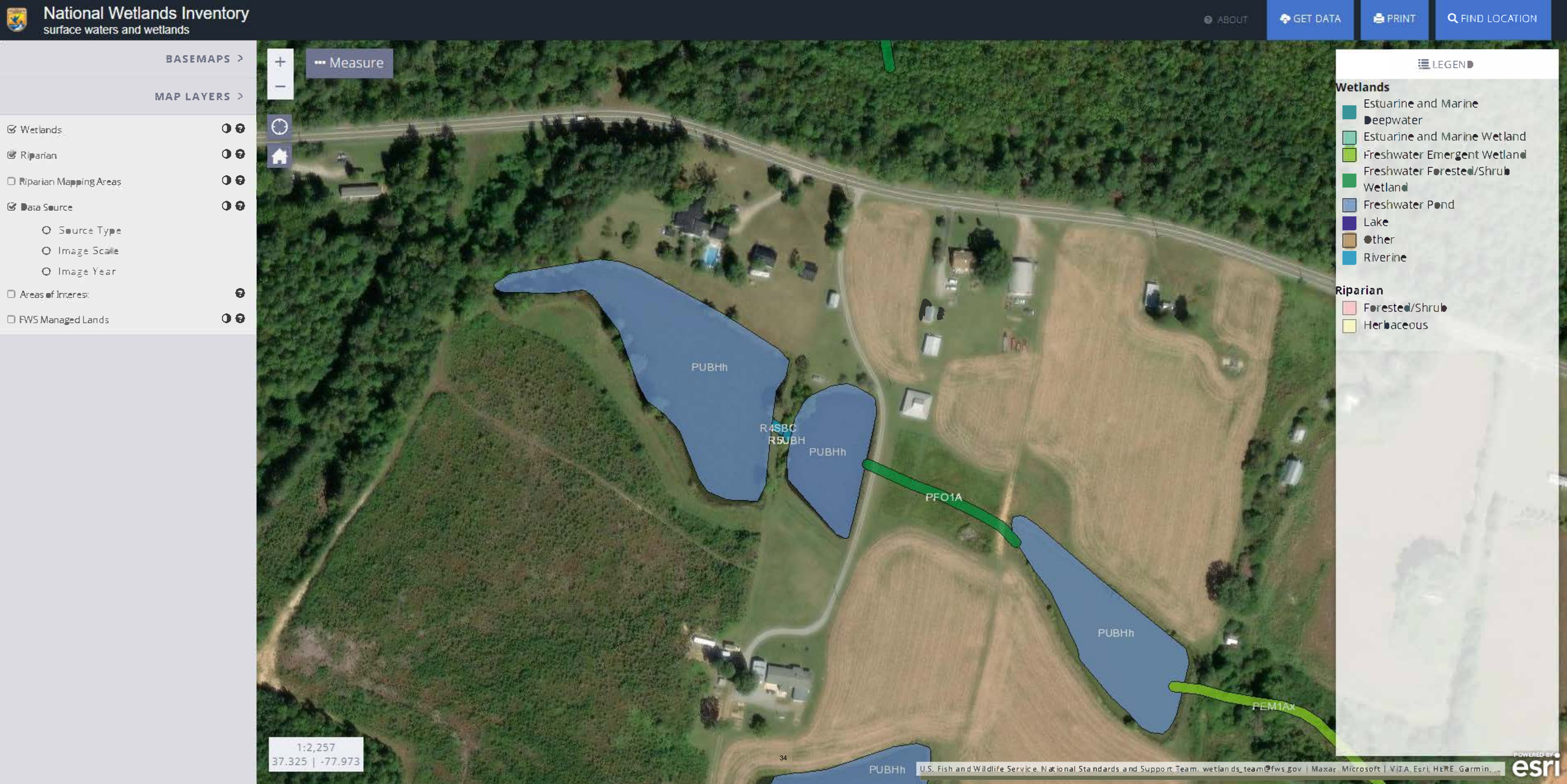
Property Card

Mailable Link (right-click to copy)
View in GoogleMaps
Amelia County Census Dashboard

Attributes at point: N: 3642347, E: 11636909
District Boundary 2021
DistName: 3
Emergency Service Network
ESN: 202
FIRE: FIRE CO. 1 -3 -2 -4
Zoning
Zoning: RR-3

DAYBREAK DR
SPRING HILL LN
COUNTRY LN
PEGRAM LN
FIVE FORKS RD
EMBELTON DR
32


Search Google Maps
Restaurants
Hotels
Things to do
Museums
Transit
Pharmacies
ATMs
38
Five Forks Rd
38
Five Forks Rd
15821
15901
15901
15901
33


National Wetlands Inventory
surface waters and wetlands
ABOUT
GET DATA
PRINT
FIND LOCATION
BASEMAPS >
MAP LAYERS >
Wetlands
Riparian
Riparian Mapping Areas
Data Source
Source Type
Image Scale
Image Year
Areas of Interest
FWS Managed Lands
Measure
LEGEND
Wetlands
Estuarine and Marine Deepwater
Estuarine and Marine Wetland
Freshwater Emergent Wetland
Freshwater Forested/Shrub Wetland
Freshwater Pond
Lake
Other
Riverine
Riparian
Forested/Shrub
Herbaceous
PUBHh
R4SBC
R5UBH
PUBHh
PFO1A
PUBHh
PEM1Ax
PUBHh
1:2,257
37.325 | -77.973
U.S. Fish and Wildlife Service National Standards and Support Team, wetlands_team@fws.gov | Maxar, Microsoft | VITA, Esri, HERE, Garmin, ...
esri

Details hide

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Select Features by Buffer

Parcels

Zoom To | Unhighlight | Highlight | Clear

Export to KML | Export to SHP

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Lot: 84
Owner: HINDEN WESTON E ETUX
15901 FIVE FORKS RD
AMELIA COURT HOUSE V 23002
Physical Address:
15901 FIVE FORKS RD
AMELIA COU
Deed Book: 215
Deed Page: 496
Description 3: 7.370 AC
Acres: 470
Total Value: $45,700
Total Improvements Value : $347,300
Total Value: $393,000

Property Card

Mailable Link (light-click to copy)
View in GoogleMaps
Amelia County Census Dashboard

Attributes at point: N: 3642347, E: 11636909
District Boundary 2021
DistName: 3
Emergency Service Network
ESN: 202
FIRE: FIRE CO. 1 -3 -2 -4
Zoning
Zoning: RR-3

COURT ST
CHURCH ST
JEFFERSON ST
GOODES BRIDGE RD
MHP
DUNN ST
HILL LN
R-2
VIRGINIA ST
IRVING LN
GREEN ST
DEEKENS ST
OTTERBURN RD
N FIVE FORKS RD
R-1
RR-3
DAYBREAK DR
ANDERSON LN
CEDARBROOK DR
SPRING HILL LN
COUNTRY LN
ER-1
FIVE FORKS RD

Details hide

Identify Adjoining Parcels

Select Features by Bufer

Parcels

Zoom To | Unhighlight | Highlight | Clear

Export to KML | Export to SHP

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DistName: 3
Emergency Service Network
ESN: 202
FIRE: FIRE CO.1 -3 -2 -4
Zoning
Zoning: RR-3

90A
C-77J

42-90A

15580

FIVE FORKS RD
Five Forks Rd

15931 15921 15901 15821 15801 15721 15701 15641 15601

42-84
84
215-498

86
129-353
42-86

89A

42-84A

42-87

42-88

42-89

15655

42-86A 15831

42-85

42B-1-24

42B-1-23

8160

8190

24

PEGRAM LN

16101 79A 79 42-79 16060

16030 16020 80 42-80

81A 81F 16041 8205 8151 8117

76M 42-76M 8141 8037 42-83A

83A 169-508 82 42-82 8033 8031 8121 42-76N 8101

ER-1 81 42-81C 81C 8191 8131 42-81B 81D 222-148

County Ln

PEMBELTON DR

8110

36

100m

N: 3642933, E: 11636197 81

AMELIA COUNTY
DEPARTMENT OF COMMUNITY DEVELOPMENT
SUMMARY REPORT – RZN2024-08

Planning Commission
Meeting Date: January 27, 2025

SUBJECT

Good Deed LLC/Barnard (the "Applicant") requests a rezoning of approximately 0.300 acres of Parcel 31A-1-81 (an approximately 1.5 acre parcel) from R-1 Residential to B-1 Business; additionally, the Applicant is seeking approval of a "use not provided for" in the Zoning Ordinance pursuant to Section 325-3.4 of the Zoning Ordinance, specifically to allow a tow lot/business and to allow such use in the B-1 zoning district, either permitted by-right or subject to special exception.

SUMMARY OF INFORMATION

The Applicant is requesting a rezoning from R-1 to B-1 Business of approximately .300 acres of Parcel 31A-1-81. Additionally, the Applicant is seeking approval of a "use not provided for" to allow for a tow lot/business. Parcel 31A-1-81 is currently a wooded vacant undeveloped land along the southern side of Patrick Henry Highway. Zoning districts in the immediate vicinity of the subject parcel include R-1 and B-1.

PUBLIC HEARINGS

Planning Commission Public Hearing: January 27, 2025
Board of Supervisors Public Hearing: *To be determined*

SUMMARY OF FACTS

Applicant:	Good Deed LLC/Barnard
Landowner:	Good Deed LLC
Proposed Use:	Tow Lot/Business
Location:	The property is zoned R-1 Residential, and the Amelia County Comprehensive Plan shows the property is located in the Amelia Courthouse (Town Center) Development Area.
Acreage:	Approximately .300 acres of Parcel 31A-1-81 (an approximately 1.5-acre parcel)
Existing Zoning:	R-1 Residential
Proposed Zoning:	B-1 Business District

Comprehensive Plan: This property is located in the Amelia Courthouse (Town Center) Development Area

Surrounding Zoning: R-1 Residential and B-1 Business

Utilities: n/a

Wetlands Impact: n/a

Zoning History: R-1 Residential

APPLICABLE ZONING ORDINANCE PROVISIONS

- Article XVIII, *B-1 Business District,* Section 325-18.1, *Intent,* of the Zoning Ordinance, indicates the intent of the B-1 zoning district is as follows:

  The B-1 Business District this district covers that portion of the community intended for the conduct of general business to which the public requires direct and frequent access, but which is not characterized either by constant and heavy trucking, other than stocking and delivery of light retail goods, or by any nuisance factors other than occasioned by incidental light and noise of congregation of people and passenger vehicles. This includes such uses as retail stores, banks, theaters, business offices, newspaper offices, printing presses, restaurants, public garages and service stations. In addition, the manufacture, compounding, processing, or treatment of products is prohibited in this district unless it is clearly incidental and essential to a use permitted by right and unless all such products are customarily sold at retail on the premises. In addition, this district is designed to exclude manufacturing, compounding, processing, or treatment of products and operations which are objectionable because of odor, dust, smoke, noise, vibration, or other similar nuisances.

  Per Section 325-18.2, the permitted by-right uses in the B-1 zoning district are as follow:

  - *Accessory structures and uses.*
  - *Administrative, executive and editorial offices.*
  - *Adult-care facilities.*
  - *Antique shop.*
  - *Antique mall.*
  - *Assembly hall.*
  - *Auction barn.*
  - *Automobile, motor vehicle sales.*
  - *Bed-and-breakfast.*
  - *Bowling alley.*
  - *Building materials, plumbing and electrical sales yard.*
  - *Cabinet and furniture making.*
  - *Car wash.*

- *Country general store/convenience store.*
- *Country inn.*
- *Day-care center and nursery.*
- *Distillery with tours, tastings and retail sales. [Added 1-19-2022 by Ord. No. 21-011*
- *Farm machinery sales and service.*
- *Feed and seed store.*
- *Financial and general offices.*
- *Flea markets.*
- *Funeral homes.*
- *Golf driving range.*
- *Greenhouse and nursery.*
- *Meat and poultry shop.*
- *Medical and dental offices.*
- *Microbrewery with tours, tastings, and retail sales. [Amended 4-15-2015]*
- *Motels and hotels.*
- *Off-street parking.*
- *Poolroom and billiard hall.*
- *Professional services.*
- *Public utilities (extension).*
- *Residence within or above business.*
- *Restaurants.*
- *Retail business.*
- *Retail food store.*
- *Rooming house or boardinghouse, tourist or rest home.*
- *School, churches, library.*
- *Service and repair of farm, yard and garden tools and equipment.*
- *Special care hospital.*
- *Subdivisions. [Added 2-17-2021 by Ord. No. 21-002]*
- *Truck stops.*
- *Veterinary clinic and hospital.*
- *Wayside stand.*
- *Wholesale business, storage warehouse.*
- *Wireless support structures up to 80 feet. [Amended 2-21-2018]*

- Per Section 325.18.3, the permitted uses by special exception are as follows:

  - *Amusement park and commercial recreational facility.*
  - *Automotive/boat mechanical repair. [Amended 7-21-1999]*
  - *Automobile fuel station.*
  - *Cemeteries.*
  - *Contractor's equipment storage yard.*
  - *Dance hall.*
  - *Dog kennel.*
  - *Drive-in theater.*

- *Mini warehouse storage. [Amended 4-20-2005]*
- *Public utilities (new).*
- *Wireless support structures in excess of 80 feet. [Amended 2-21-2018]*

- Per Section 325-18.4, the required setbacks in the B-1 zoning district are as follows:

  - *Front, (a) ten feet for streets/roads 50 feet or more right of way, B thirty-five feet for streets/roads with less than 50 feet right of way.*
  - *Side, none.*
  - *Rear, none.*

- Per Section 325-18.5, applicable building height limits in the B-1 zoning district are as follows:

  - *Thirty-five feet maximum for occupied structures.*

- As noted, the Applicant is seeking approval of a "use not provided for" in the Zoning Ordinance pursuant to Section 325-3.4 of the Zoning Ordinance and further states the following:

  > *If, in any district established under this chapter, a use is not specifically permitted and an application is made by a property owner or owners to the Zoning Administrator for such use, the Administrator shall refer the application to the Planning Commission which shall make its recommendation to the governing body within 90 days. If the recommendation of the Planning Commission is approved by the governing body, this chapter shall be amended to list the use as a permitted use in the district, henceforth. Both the Planning Commission and the governing body shall hold a public hearing after advertising in accordance with § 15.2-2204, Code of Virginia 1950, as amended.*

COMPREHENSIVE PLAN

Staff believes that the *Future Land Use Plan* in the *Amelia County Comprehensive Plan 2019* identifies the property as being located in the *Amelia Courthouse (Town Center) Development Area* ; policies of this planning area include:

- *Respect the historic and cultural importance of the Courthouse complex.*
- *Respect the character and scale of the existing mixed retail and services uses.*
- *Recognize the potential for in-fill development within Courthouse residential areas.*
- *Promote higher density residential, with a mix of single and multi-family units.*
- *Encourage both affordable and upper market units of various types and sizes.*
- *Provide for densities in the range of 4 units/acre (single family) to 12+ units/ac (multi-family).*
- *Establish an attractive Entrance Corridor plan for village access from Rt. 360.*
- *Require public utilities and urban infrastructure for future developments.*

- *Develop a detailed Town Center design plan upon adoption of the new Comprehensive Plan.*
- *Establish a wider range of permitted land uses in the village.*
- *Draft contemporary districts that embrace performance-zoning and form-based criteria.*
- *Limit the location of future school and public facilities to the Courthouse area.*

REZONING CRITERIA AND STANDARDS

Section 325-30.1., *Amendments*, G., of the Zoning Ordinance indicates that "Among the factors to be taken into account in consideration of any rezoning request are the location, nature and extent of the proposed activity or use and the possible adverse effects of the said rezoning."

RECOMMENDATION

Planning Commission Recommendation: Pending

Staff Recommendation. The Applicant's intent of the rezoning and "use not provided for" as stated in the Application is to operate a tow lot/business on this property.

With respect to the rezoning, based on the zoning and use of the abutting properties, staff would recommend approval of the rezoning of .300 acres of Parcel 31A-1-81 (an approximately 1.5-acre parcel) to B-1. Rezoning to B-1 would be consistent with abutting and nearby properties and allow for uses that would be more compatible with adjacent uses. It is important to note, the request by the Applicant is not "conditional zoning"; therefore, there are no proffers or commitments to the use of the properties. All uses and development rights allowed within the applicable zoning district will be eligible.

With respect to the "use not provided for" request, staff would recommend approval of an amendment to the Zoning Ordinance to allow this use in the B-1 zoning district as a "permitted uses by special exception;" staff would additionally recommend inclusion of the following term and definition in Section 325-2.1., *Definitions*:

> TOW LOT – A use that provides vehicle towing services and temporary storage (30 days or less) for towed vehicles. Stored vehicles may be damaged and/or in need of repair, but all stored vehicles shall be operable and maintain a current state inspection sticker, County sticker or state vehicle tag, and shall not be dismantled or demolished.

Inclusion of this use is consistent with other uses in the zoning district, specifically the "automotive/boat mechanical repair" use, which is permitted in the B-1 district subject to a special exception. If this amendment is approved, a subsequent special exception permit application will need to be made.

DRAFT PLANNING COMMISSION ACTIONS

Option 1 - Recommend Approval to B-1; Amendment of the Zoning Ordinance

Based upon the location of the property, nature and extent of the proposed activity or use, and consideration of the possible adverse effects of the rezoning, I move to recommend approval of the rezoning request from R-1 to B-1 and amendment of the Zoning Ordinance to include "Tow Lot" as a permitted use by special exception in the B-1 zoning district, and incorporation of the term "Tow Lot" and the following definition in Section 325-2.1: "TOW LOT – A use that provides vehicle towing services and temporary storage (30 days or less) for towed vehicles. Stored vehicles may be damaged and/or in need of repair, but all stored vehicles shall be operable and maintain a current state inspection sticker, County sticker or state vehicle tag, and shall not be dismantled or demolished."

Option 2 - Deferral of the application

I move to defer action on a recommendation on the rezoning until the Planning Commission's meeting to be held on MONTH DAY, 2024.

Option 3 - Denial

Based upon the location of the property, nature and extent of the proposed activity or use, and consideration of the possible adverse effects of the rezoning, I move to recommend denial of the rezoning request from R-1 to B-1 and the amendment of the Zoning Ordinance to include "Tow Lot" as an allowed use.

Rezoning $300.00 (CAREZ)

APPLICATION FOR REZONING
COUNTY OF AMELIA
P.O. BOX A
AMELIA, VA 23002
(804)561-3039

FOR OFFICE USE ONLY
Application No. RZN24-08
Date Application Filed 11/18/2024
Date and Time of Hearing
PC MEETING 1/27/2025 7:30 PM

Applicant: Good Deed, LLC
Address: P.O. Box 77 Amelia Courthouse, VA 23002
Phone No.: (804) 514-3976

PROPERTY DESCRIPTION

Location: .300 Acres on Goodes Bridge Rd.
Owner/Lessee: Good Deed, LLC
Tax Map No: Section 31A-1 Lot No. 81 Subdivision
Magisterial District [ ] Leigh [ ] Jackson [✓] Giles Public Road Access: yes
No. of Parcels: 1 Acreage: .3 Deed Book/Page: Instrument # 202400194 Plat Book:
Date Acquired: 2/9/24 Zoning District: Courthouse Zoning District
Are there any deed restrictions? [ ]Yes [✓]No, if yes, attach copy of deed restrictions.
Date restrictions expire: N/A

NECESSITY OF REQUEST

The applicant requests a change of zoning classification for the above-described property from R-1 zone to B-1 zone. Describe the proposed use and the reason for the proposed zoning request.

Applicant is seeking a use, permitted or permitted by special exception, for a tow lot/business, which is currently a "use not provided for" within Amelia County's Land Use Ordinances. Applicant was directed that the stated use might go under the county's B-1 zoning.

PROFFERS

List proffer(s), if the rezoning request is a conditional rezoning.

N/A

PAID
NOV 18 2024
TREASURER OF AMELIA CO.

REQUIREMENTS AND INSTRUCTIONS FOR FILING APPLICATION FOR REZONING

The following must be filled out completely and submitted by the applicant.

1. The application form must be filled out completely with full answers to every statement and question. The application may be signed by an agent or attorney or by the lessee, owner, or owners in front of a Notary Public in the space provided on Page 4. Additional sheets may be attached, as necessary.

2. Furnish a site plan for any cases involving expansion of an existing structure or construction of a new building. The plan shall consist of the following:

   a. Plot plan or survey plat showing the dimensions of the property drawn to an appropriate scale.

   b. Location and dimensions of existing structures, right-of-ways, easements, boundaries, water courses, and bodies of water.

   c. Location and dimensions of proposed development including structures, types of uses, access drives, setbacks, easements, etc.

   d. In the case of commercial and industrial developments, sketches and plans for proposed off-street parking and loading areas, signage, outdoor lighting, buffers and screening.

APPLICATION FEE

The application fee required by Section 1-6 of the Amelia County Zoning Ordinance is $300.00. This fee must be paid at the time of the filing of the application. This fee only partially covers the County's costs for advertising and processing the application through the various stages. Make checks payable to "Treasurer of Amelia County."

PHOTOGRAPHS

Photographs of the property involved (not over 8½ X 11 inches) to illustrate the conditions of the property under consideration are always helpful and are suggested as exhibits to accompany this application.

LEGAL DESCRIPTION

Legal description of the area to be rezoned shall be submitted with the application.

.300 Acres of TM #31A-1-81 on survey by JL Surveying, LLC dated 10-17-2024.

IMPROVEMENTS PROPOSED

Describe briefly the improvements proposed. State whether new buildings are to be constructed, existing buildings are to be used and/or renovated or additions are to be made to existing buildings.

Partial clearing and graveling of lot for intermittent parking of towed vehicles. One small building to be placed as a lot office.

PROTECTION TO ADJOINING PROPERTY

Describe the effects of the proposed use on adjacent property and the surrounding neighborhood. What protection will be offered adjoining property owners?

The effect would be minimal to adjacent properties as most are within a B-2/commercial zoning. The effect on the surrouding neighborhood would be minimal as well due to the quiet nature of such a business.

ENHANCEMENT OF COUNTY

Why does the applicant believe that this requested change will be advantageous to the County? (Please substantiate with facts)

This request conforms to the Amelia County Comprehensive Plan in keeping development in the target development areas as defined in Chapter 5 while also protecting the Community Character, as defined, in placing a business within the Courthouse area and by other like kind zoning.

PLAN

Furnish a plot plan showing boundaries and dimensions of property, width of abutting right-of-ways, location and size of buildings on the site, roadways, walks, off street parking and loading space, landscaping, etc. Architect's sketches showing elevations of proposed buildings and complete plans are desirable.

(See attached Survey/Plat)

STATE OF VIRGINIA)
COUNTY OF AMELIA) to wit

I, Scott Barnard, being duly sworn, deposed and say that I am the Lessee/Owner of the property involved in the application. If I am not the Lessee/Owner, I will produce a copy of a contract to purchase the property or right to submit this application. I further declare that I have familiarized myself with respect to preparing and filing the application and that the foregoing statements and answers herein contained and the information on the attached sheets thoroughly and to the best of my ability present the argument on behalf of the applicant herewith requested and that the statements and information above referred to are in all respects true and correct to the best of my knowledge and belief.

Signed Scott Barnard

Phone Number (804) 514-3876

Subscribed and sworn to before me this 12 Day of November 2024

Notary Public

Allison Rachel Wilburn
Commonwealth of Virginia
Notary Public
Commission No. 8037575
My Commission Expires 06/30/2027

06/30/2027
My Commission Expires

ADJACENT PROPERTY OWNER'S LIST

Section/Lot	Owner	Address
TM 31A-1-82	Swash LLC	16121 Goodes Bridge Rd Amelia, VA 23002
TM 31 430A	Commonwealth of Virginia	N/A / 16101 Goodes Bridge Rd Amelia, VA
TM 31A-1-78	Maceo M. Jones JR. Etal	16141 / 16201 Goodes Bridge Rd Amelia, VA

STATEMENT FOR VALIDITY OF INFORMATION

Every applicant shall sign the following document to substantiate the validity of submitted information.

State of Virginia
County of **to wit**

I, Scott Barnard, being duly sworn, depose and say that I am the Lessee/Owner of the property involved in the application. If I am not the Lessee/Owner, I will produce a copy of a contract to purchase the property or I will present written certification contract to purchase the property or I will present written certification from the owner granting me the right to submit this application.

I, declare that i have familiarized myself with the rules and regulation pertaining to preparing and filing this application. I further declare that the foregoing statements and answers provided throughout the various sections of this application are in all respects true and correct to the best of my knowledge and belief.

Signed _____

Print Name Scott Barnard

Subscribed and sworn to before me this 12 day of November 2024.

_____
Notary Public

Allison Rachel Wilburn
Commonwealth of Virginia
Notary Public
Commission No. 8037575
My Commission Expires ~~Oct 31, 2024~~

06/30/2027
My Commission Expires

OWNERSHIP DISCLOSURE

Please list below the names and addresses of all owners or parties in interest of the land subject to this request:

NOTE: If this request is in the name of a corporation, artificial person, joint venture, trust, or other form of ownership, all officers, directors, and any stock holders owning ten percent or more of such stock must be listed.

NAME	ADDRESS (Include Zip Code)
Scott Barnard	1311 Sunrise Bluff Rd Midlothian, VA 23112
Lauren Barnard	1311 Sunrise Bluff Rd Midlothian, VA 23112

I, Scott Barnard, do hereby swear and affirm that to the best of my knowledge and belief, the above information is true and that I am the applicant for this request for parcel number(s) 81 of tax map number(s) 31A-1 requesting Rezoning, Conditional Use Permit, and Variance/Appeal. **(Please circle one)**

If the above information changes at any time while this case is being considered, I will provide the County with an updated list.

Signature

STATE OF VIRGINIA
COUNTY OF to wit:

This day 12, NOV, 2024 personally appeared before me, ~~Scott Barnard~~ Allison Rachel Wilburn, a Notary Public in and for the County and State aforesaid, and swore or affirmed that the matters stated in the foregoing Ownership Disclosure Affidavit are true to the best of his/her knowledge and belief.

Given under my hand this 12 day of November 2024

Notary Public

My commission expires: 06/30/2027

Allison Rachel Wilburn
Commonwealth of Virginia
Notary Public
Commission No. 8037575
My Commission Expires 06/30/27

LIMITED POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

1. That I/We
(Name) N/A Telephone _____

(Address)_____

(Name) _____ Telephone _____

(Address)_____

(Name) _____ Telephone _____

(Address)_____

(Name) _____ Telephone _____

(Address)_____

being all of the owner(s) of the property described as County tax map numbers:

_____

_____

_____

and authorized to take such action, do hereby make, constitute and appoint:

2. (Name) _____ Telephone _____

(Address)_____

to act as my/our true and lawful attorney-in-fact for and in my/own name, place and stead with full power and authority I/we would have if acting personally to seek rezoning, conditional use, or variance, and to set forth and offer such legally acceptable voluntarily proffered conditions including any additions, amendments, modifications or deletions thereto that in his discretion are deemed reasonable, appropriate and necessary except as follows:

3. _____

_____

_____

4. In witness whereof, I/we have hereto set my/our hand and seal this

____ day of _____ 20___.

_____

Signature(s)

_____

Signature(s)

_____

Signature(s)

_____

Signature(s)

Witnessed by:_____

Witnessed by:_____

NOTE: This document, with original signatures, shall be filed with the application and become a permanent part thereof.

APPLICANT'S PERMISSION FOR INSPECTION OF PROPERTY

I, Scott Barnard, hereby grant access to the Planning Director, Zoning Administrator, or assigns thereof, to enter my property during reasonable hours without prior notice to make inspections as deemed necessary for the evaluation of my application for Rezoning (Specify type of request – rezoning, conditional use permit, private road, variance, etc.).

Applicant's Signature

11/12/24
Date

Subscribed and sworn to before me this 12 **day of** November, 2024.

Notary Public's Signature

06/30/2027
Commission Expiration Date

Allison Rachel Wilburn
Commonwealth of Virginia
Notary Public
Commission No. 8037575
My Commission Expires 06/30/27

STATEMENT OF PROFFER **CASE #_____**

Pursuant to Section 15.2-2296 of the Code of Virginia and Article of the County Zoning Ordinance. I do hereby voluntarily proffer, as the owner of record of the property which is the subject of this rezoning request, the following conditions:

None

I hereby acknowledge that the Rezoning of the Subject Property gives rise to the need for these conditions.

Scott Barnard 11/12/24

Owner of Record - Signature Date

Scott Barnard

Type or print name

COMMONWEALTH OF VIRGINIA,
COUNTY OF Amelia, to wit:

Sworn and subscribed to before me a Notary Public in and for the jurisdiction aforesaid by Scott Barnard whose name is signed to the above, on this 12 day of Nov 2024

Allen Rae Wilburn
Notary Public

My Commission expires: 04/30/2027

Allison Rachel Wilburn
Commonwealth of Virginia
Notary Public
Commission No. 8037575
My Commission Expires 04/30/27

APPLICANT'S PERMISSION FOR INSPECTION OF PROPERTY

I, Scott Barnard, hereby grant access to the Planning Director, Zoning Administrator, or assigns thereof, to enter my property during reasonable hours without prior notice to make inspections as deemed necessary for the evaluation of my application for Rezoning (Specify type of request – rezoning, special exception permit, subdivision application, erosion and sediment control permit, variance, etc.).

Applicant's Signature

11/12/24
Date

Subscribed and sworn to before me this 12 **day of** November ,2024

Notary Public's Signature

06/30/2027
Commission Expiration Date

8037575
Notary Registration Number

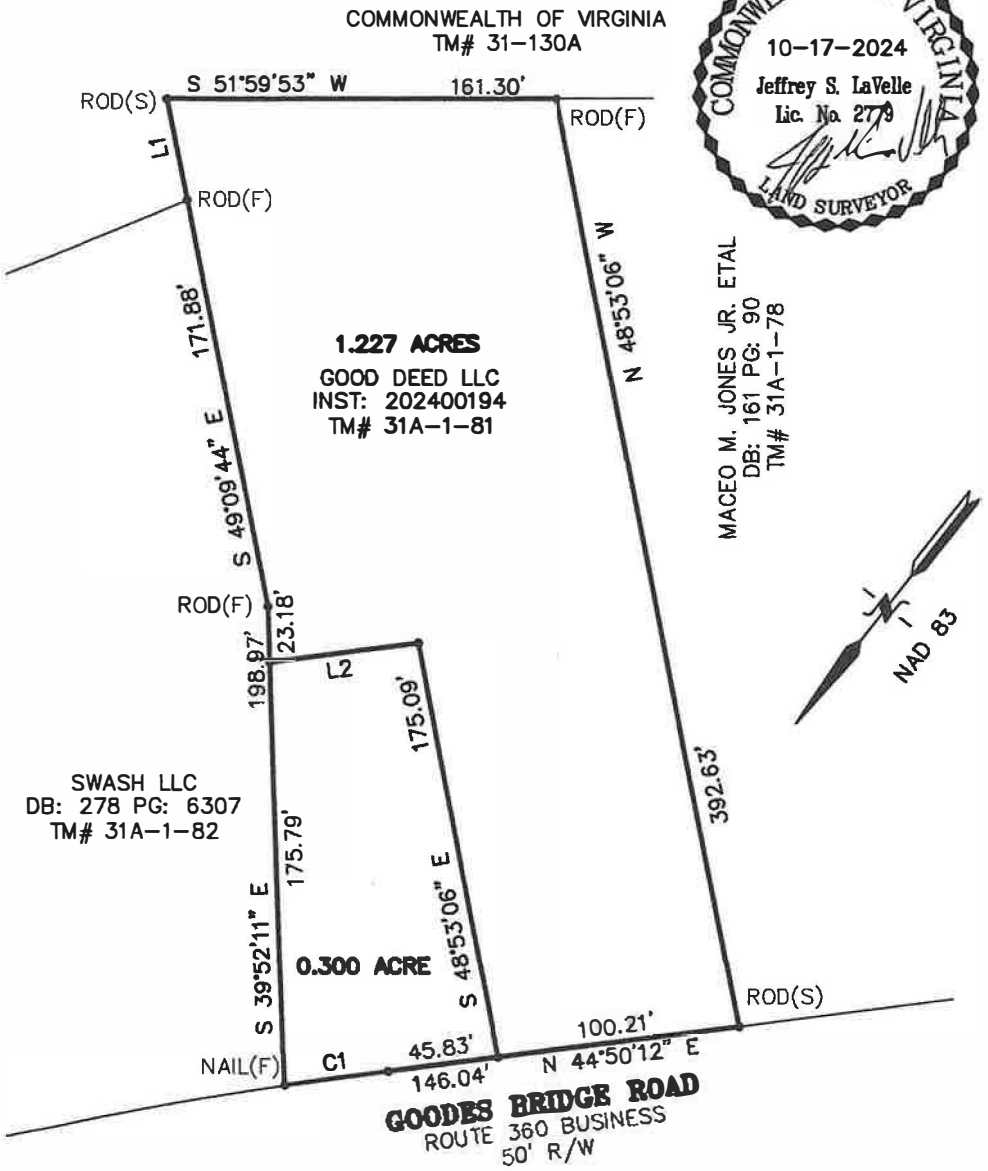
Allison Rachel Wilburn
Commonwealth of Virginia
Notary Public
Commission No. 8037575
My Commission Expires 06/30/27

NOTES:

1) THIS PLAT REPRESENTS A CURRENT FIELD SURVEY.
2) NO TITLE BINDER WAS PROVIDED THEREFORE EASEMENTS MAY EXIST THAT ARE NOT SHOWN.
3) NO CEMETERIES WERE OBSERVED WHILE PERFORMING THIS SURVEY.

LINE	BEARING	DISTANCE
L1	S 49°09'06" E	42.91'
L2	N 44°41'33" E	61.12'

COMMONWEALTH OF VIRGINIA
10-17-2024
Jeffrey S. LaVelle
Lic. No. 2779
LAND SURVEYOR



PLAT SHOWING 2 PARCELS OF LAND LYING EAST OF GOODES BRIDGE ROAD

GILES DISTRICT * AMELIA COUNTY, VIRGINIA

CURVE	RADIUS	ARC LENGTH	TANGENT	CHORD LENGTH	CHORD BEARING	DELTA ANGLE
C1	1935.00'	42.87'	21.44'	42.87'	S 44°12'07" W	1°16'10"

0 60 120

DATE: OCT. 17, 2024	SCALE: 1" = 60'
CHKD BY: JSL	DRAWN BY: ALK
JOB NO: 24320	FILE: 24320BND

JL SURVEYING, LLC.
365 DEEP CREEK ROAD
CREWE, VIRGINIA 23930
(434) 645-7960 (888) 504-5252 Fax
jeff@jlsurveyingllc.com

T A X R E C E I P T

Ticket #:00001240001 @@

STEPHANIE GOUGH COLEMAN
TREASURER AMELIA COUNTY
P O BOX 730
AMELIA CH VA 23002

Date : 11/19/2024
Register: BW /BWCOUNTRG5
Trans. #: 05873
Dept # : CAREZ
Acct# :

CTY ADMIN ZONING APPLICATION FEES

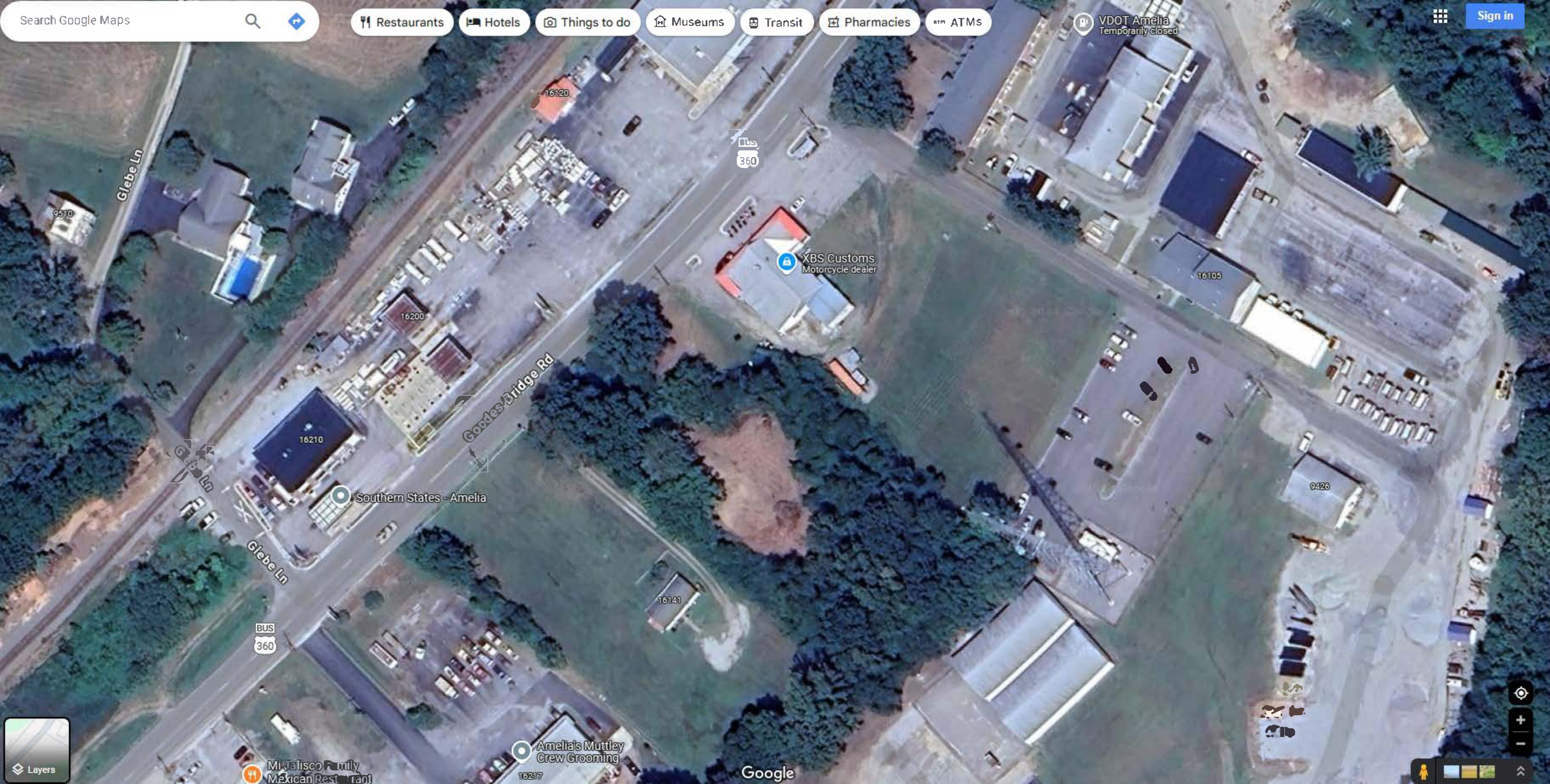
Previous Balance	$ .00
Principal Being Paid	$ 300.00
Penalty	$ .00
Interest	$ .00
Amount Paid	$ 300.00
*Balance Due	$ .00

GOOD DEED LLC
PO BOX 77
AMELIA, VA 23002

Pd by GOOD DEED LLC Check 300.00 # TRUIST1022

BALANCE DUE INCLUDES PENALTY/INTEREST THRU THE MONTH 11/2024


Measure
LEGEND
Wetlands
Estuarine and Marine Deepwater
Estuarine and Marine Wetland
Freshwater Emergent Wetland
Freshwater Forested/Shrub Wetland
Freshwater Pond
Lake
Other
Riverine
Riparian
Forested/Shrub
Herbaceous
R4SBC
PSS1Fh
PFO1C
PFO1A


Search Google Maps
Restaurants
Hotels
Things to do
Museums
Transit
Pharmacies
ATMs
VDOT Amelia
Temporarily closed
Sign in
16120
Glebe Ln
9510
BUS
360
XBS Customs
Motorcycle dealer
16105
16200
Goodes Bridge Rd
16210
Southern States - Amelia
Glebe Ln
9426
16141
BUS
360
Amelia's Muttley Crew Grooming
16217
Google
Layers

Details hide

Identify Adjoining Parcels

Select Features by Buffer

Parcels

Zoom To | Unhighlight | Highlight | Clear

Export to KML | Export to SHP

Account: 6439
Parcel ID (formatted): 31A-1-81
Tax Map: 31A
Double Circle: 1
Lot: 81
Owner: GOOD DEED LLC
13711 SUNRISE BLUFF
MIDLOTHIAN VA 23112
Physical Address:
0
Description 3: 1.500 AC
Acres: 70
Total Value: $67,500
Total Value: $67,500

Property Card

Mailable Link (right-click to copy)
View in GoogleMaps
Amelia County Census Dashboard

Attributes at point: N: 3650090, E: 11635423
District Boundary 2021
DistName: 4
Emergency Service Network
ESN: 203
FIRE: FIRE CO. 1 -3 -4 -2
Sanitary District
In District: Yes
Zoning
Zoning: R-1

PATRICK HENRY HWY
GLEBE LN
GOODES BRIDGE RD
WAYSIDE AVE
HARRIS ST
AMELIA ST
PARK ST
COURT ST
CHURCH ST
FACTORY ST
N FIVE FORKS RD
WASHINGTON ST
VIRGINIA ST
JEFFERSON ST
OTTERBURN RD
DUNNSTON DR
DUNN ST
GREEN ST
Amelia Court House
361 ft
371 ft
350 ft
200m
58
N: 3651310, E: 11634012

Details hide

Identify Adjoining Parcels

Select Features by Buffer

Parcels

Zoom To | Unhighlight | Highlight | Clear

Export to KML | Export to SHP

Account: 6439
Parcel ID (formatted): 31A-1-81
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PATRICK HENRY HWY
GLEBE LN
GOODES BRIDGE RD
WAYSIDE AVE
HARRIS ST
PCD
RP-5
R-1
PCRD
AMELIA ST
PARK ST
COURT ST
CHURCH ST
N FIVE FORKS RD
MHP
M-1
VIRGINIA ST
WASHINGTON ST
JEFFERSON ST
DUNNSTON
DUNN ST

Swipe Left or Click Here

About | Layers | Legend

▸ Edit Symbols

Amelia County

Addresses

Streets

Parcels

Parcel Landhooks

Railroad Crossings

Sanitary District

Waterbody

Zoning

- A-5
- B-1
- ER-1
- M-1
- M-2
- MHS
- PCD
- PCRD
- R-1
- R-10
- R-2
- R-3
- R-5
- RP-5
- RR-3

County Boundary

Details hide

Identify Adjoining Parcels

Select Features by Buffer

Parcels

Zoom To | Unhighlight | Highlight | Clear

Export to KML | Export to SHP

Account: 6439
Parcel ID (formatted): 31A-1-81
Tax Map: 31A
Double Circle: 1
Lot: 81
Owner: GOOD DEED LLC
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Property Card

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Amelia County Census Dashboard

Attributes at point: N: 3650090, E: 11635423
District Boundary 2021
DistName: 4
Emergency Service Network
ESN: 203
FIRE: FIRE CO. 1 -3 -4 -2
Sanitary District
In District: Yes
Zoning
Zoning: R-1

145 | 145C | 31-145 | 31-145C | GLEBE LN | See 139 | 273-8972 | 3-201 | 145B | 141 | See 144 | 144D | 31-139 | 31-133 | 133 | 31-132 | 132 | B-1 | 31-131 | 131 | 31A-1-82 | R-1 | 31A-1-81 | 31-130A | 130A | 31A-1-73 | PCRD | 31-125A | 125A | 31A-1-73A | 31A-1-63 | 31A-1-61 | 31-126A1 | 126A1 | 125 | 31-125 | 121A | 129A | P.B.1. PG.233 | 128E | 31-128E | 126A | 31-126A | D.B.3 PG.2 | 128Q | 230-160 | 31-128Q | 31-128 | 128 | 128L | 31-128J | 128J | 128K | 128F | 31-128A | 128A | 128I | 31-128B | 128B | 128C | 129 | 129B | 135 | 134 | 136 | 137 | 135B | 135C | 128D | 250-815 | 15A | WAYSIDE AVE | HARRIS ST | GOODES BRIDGE RD | AMELIA AVE | AMELIA ST | PARK ST | Goodes Bridge Rd | Goodes Bridge Rd | Harris St | 31-6-1 | 9691 | 15971 | 152-613 | 9661 | 9611 | 9605 | 9601 | 9610 | 16021 | 16031 | 9531 | 9530 | 9521 | 9520 | 9511 | 9510 | 9431 | 9430 | 9400 | 9331 | 9505 | 9506 | 9500 | 16130 | 16101 | 16121 | 16105 | 16210 | 16241 | 16237 | 16223 | 16229 | 16310 | 16316 | 16301 | 16311 | 16321 | 16320 | 16331 | 16351 | 16339 | 16400 | 16410 | 16401 | 16420 | 16430 | 16451 | 16408 | 16442 | 16420 | 9251 | 9241 | 9231 | 9242 | 9220 | 9221 | 9211 | 9210 | 9201 | 16300 | 16320 | 9222 | 9226 | 9215 | 9218 | 9216 | 9202 | 16510 | 16520 | 7A | 15850 | 100m

Planning Commission

Staff Summary Report

Meeting Date:	January 27, 2025
Agenda Item:	Disclosure of Real Estate Holdings
Agenda Item #:	**8. A.**
OVERVIEW:	Each member must file a Disclosure of Real Estate Holdings Annually. These must be turned in no later than February 3, 2025. ***A Filing using the previous version of the forms is not valid and does not satisfy filing requirements.***
BOARD OPTIONS:	Complete and Turn into County Administration to be filed.

VIRGINIA CONFLICT OF INTEREST AND ETHICS ADVISORY COUNCIL

DISCLOSURE OF REAL ESTATE HOLDINGS

Pursuant to subsection G of § 2.2-3115, in each county and city and in towns with populations in excess of 3,500, members of planning commissions and boards of zoning appeals, real estate assessors, and all county, city, and town managers or executive officers shall file this form as a condition to assuming office, and then annually while serving as an officer.

The filing deadline is February 1 for the prior calendar year. Statements may not be dated or submitted prior to January 1.

You must file this form with the clerk of the appropriate local governing body.

You may provide any additional comments you wish to include with this disclosure at the end of the form. Please note that any such comments are a part of your filing and will be available to the public. You may not add attachments as a substitute for properly filling out any part of this form.

REPORT TO THE BEST OF INFORMATION AND BELIEF Information required on this Disclosure must be provided on the basis of the best knowledge, information, and belief of the individual filing the Disclosure as of the date of this report.

As a condition for assuming an office, this form constitutes a report of real estate holdings at the time of filing.

You must sign and date this form upon completion.

This Disclosure of Real Estate Holdings is open for public inspection, as required by § 2.2-3115.

Name: _____

Address: _____

Please check one: ☐ Officeholder ☐ Employee

Title of Office or Position Held: _____

FOR OFFICE USE ONLY

Date Received:

Received By: _____

Virginia Conflict of Interest and Ethics Advisory Council

DISCLOSURE OF REAL ESTATE HOLDINGS

List all real estate in which you hold an interest. List only that real estate that is located in the county, city, or town in which you are elected, appointed, or employed.

Real Estate Holdings	
Location or Address	**Description**

List each business in which you own an interest or from which you receive income that has a primary purpose of owning, developing, or deriving compensation through the sale, exchange, or development of real estate in the county, city, or town in which you are elected, appointed, or employed.

Dealings in Real Estate	
Name of Corporation/Partnership Business Association	**Address**

I do solemnly swear that the information provided on this disclosure is complete, correct, and true.

Signature **Date**

Additional Information

You may provide any additional information you wish to be included with your Disclosure of Real Estate Holdings on this page. Please note any information you provide on this page will become part of your Disclosure of Real Estate Holdings and will be open to the public. You MAY NOT add attachments as a substitute for properly filling out any part of this form.

Planning Commission

Staff Summary Report

Meeting Date:	January 27, 2025
Agenda Item:	FY26 Capital Improvement Plan Update and Process Discussion
Agenda Item #:	**6. B**
OVERVIEW:	During the Board of Supervisors Regular Meeting on January 22, 2025, the Interim Finance Director presented a draft Capital Improvement Plan.
BOARD OPTIONS:	**Informational Only**

FY2026-2030 CIP Budget

	Project 2026	Department	Cost	Funding Source			Fiscal Year					Notes	
			Main	County	Grant	State	2026	2027	2028	2029	2030	Status	Priority
1	ACHS CTE Facility	School Board	$ 11,030,538	x			x					Frozen	1
2	ACHS Front Lot Paving - NEW	School Board	$ 178,925	x			x					New	2
3	ACHS Track Resurfacing - NEW	School Board	$ 332,580	x			x					New	3
4	ACES Paving - NEW	School Board	$ 121,900	x			x					New	4
5	ACHS Back Paving - NEW	School Board	$ 249,345	x			x					New	5
6	ACHS Track Lighting - NEW	School Board	$ 317,900	x			x					New	6
		Subtotal	*$ 12,231,188*										
7	SBO Building 1 Classroom Renovations	School Board	$ 4,266,872	x				x					1
8	ACMS Back Paving	School Board	$ 185,720	x				x					2
9	ACHS HVAC RTU4 Cafe Replacement	School Board	$ 693,360	x				x					3
10	ACHS RTU1-2 Replacement	School Board	$ 730,810	x				x					4
11	Headstart Windows Replacement	School Board	$ 144,810	x				x					5
12	ACES Gym Floor Replacement	School Board	$ 200,000	x				x					6
13	ACMS Bathroom Renovation Planning	School Board	$ 180,000	x				x					7
14	Bus Shop Field Lights	School Board	$ 209,900	x				x					8
		Subtotal	*$ 6,611,472*										
15	ACHS Bathroom Renovation	School Board	$ 1,444,500	x					x				1
16	ACMS Bathroom Renovations	School Board	$ 1,284,000	x					x				2
17	ACHS New Athletic Complex Planning	School Board	$ 1,395,000	x					x				3
18	ACMS HVAC Replacement Gym	School Board	$ 749,000	x					x				4
19	ACMS New Cafe Planning	School Board	$ 565,000	x					x				5
20	ACHS Plumbing Upgrade	School Board	$ 128,400	x					x				6
		Subtotal	*$ 5,565,900*										
21	ACMS New Cafe Build	School Board	$ 4,013,781	x						x			1
22	ACMS New Kitchen Hood, Equipment Replacement	School Board	$ 350,960	x						x			2
23	ACHS New Athletic Complex Phase 1	School Board	$ 9,951,000	x						x			3
24	ACMS Plumbing Upgrade	School Board	$ 214,000	x						x			4
		Subtotal	*$ 14,529,741*										
25	ACHS New Athletic Complex Phase 2 Planning	School Board	$ 615,000								x		1
26	ACHS Kitchen Hood, Equipment Replacement, Light Re	School Board	$ 560,550								x		2
27	ACMS Bus Canopy Replacement	School Board	$ 168,857								x		3
28	ACES Hot Water Heater Replacement	School Board	$ 67,542								x		4
29	Headstart Ceiling Replacement	School Board	$ 75,985								x		5
30	Headstart Toilet Renovations	School Board	$ 270,170								x		6
31	Headstart Roof/Ventilation/Restroom HVAC	School Board	$ 729,459								x		7
		Subtotal	*$ 2,487,563*										
		Grand Total for All Years	*$ 41,425,864*										
32	New Animal Shelter on Richardson Road	Animal Shelter	$ 1,800,000	x								Frozen	
		Subtotal	*$ 1,800,000*										
		Grand Total	*$ 1,800,000*										
33	Sidewalk Project, Phase I	County Administrator	$ 222,175	x			x					Existing	1
		Subtotal	*$ 222,175*										

		Grand Total		*$ 222,175*											
34	Emergency Squad Building Addition	Emergency		$ 500,000	x			x						Existing	2
		Subtotal		*$ 500,000*											
		Grand Total		*$ 500,000*											
35	Library refurnishing	Library		$ 244,630	x			x							1
		Subtotal		*$ 244,630*											
		Grand Total		*$ 244,630*											
36	County Outdoor Field Upgrages and JOE Paulette Park Equipment Storage Unit	Parks and Recreation		$ 147,647	x			x							1
36.1	Scoreboards for five fields: Hindle, Library, ACES, Bus Shop, and Middle School	Parks and Recreation			x			x							
36.2	Scoreboards only (installation plus structure costs and installation through Public Works	Parks and Recreation			x			x							
36.3	Scoreboard installation only	Parks and Recreation			x			x							
36.4	Structure installation only	Parks and Recreation			x			x							
36.5	6 batting tunnel frame and tunnel 70x14x12 plus shipping TBA	Parks and Recreation			x			x							
36.6	General maintenance and construction	Parks and Recreation			x			x							
36.7	JPP Outdoor Equipment Storage Unit 30X15	Parks and Recreation			x			x							
37	Scoreboards only	Parks and Recreation		$ 44,372	x			x							1
38	Construction, installation and set up are still being reviewed for provision to ACPR	Parks and Recreation		TBA	x			x							
39	Batting cages	Parks and Recreation			x			x							
40	6 batting cages 70x14x12 (Collegiate Tunnel Nets and Varsity Batting Tunnel Frame)	Parks and Recreation		$ 15,840	x			x							
		Subtotal		*$ 207,859*											
43	Weight Room Upgrade	Parks and Recreation		$ 33,306					x						
44	Weight Room Equipment	Parks and Recreation		$ 49,581					x						
45	Weights & Racks	Parks and Recreation		$ 4,456					x						
		Subtotal		*$ 87,343*											
46	JPP and War Memorial Building security system, sound s	Parks and Recreation		$ 215,175						x					
47	Internet data line & router, and installation plus fees for	Parks and Recreation		$ 780						x					
48	JPP Surveillance System and ACPR Building	Parks and Recreation		$ 130,598						x					
49	Keyless entry system	Parks and Recreation		$ 4,664						x					
50	ACPR Building and JPP Field Audio Upgrade	Parks and Recreation		$ 80,175						x					
		Subtotal		*$ 431,392*											
51	JPP Field Building and Facilities Softball-Baseball Field	Parks and Recreation		$ 991,308							x				
		Subtotal		*$ 991,308*											
52	JPP Outdoor Courts	Parks and Recreation		$ 283,646									x		
53	4 Outdorr Pickleball Courts / 2 Basketball Courts	Parks and Recreation		$ 181,047									x		
54	4 Outdorr Pickleball Courts / 1 Basketball Court	Parks and Recreation		$ 166,147									x		
55	4 Gooseneck w/Standard Rim-Paint Brd	Parks and Recreation		$ 5,720									x		
56	Gooseneck goals with poles	Parks and Recreation		$ 14,900									x		
57	2 Outdoor Sand Volleyball Courts	Parks and Recreation		$ 102,599									x		
58	1 Court Volleyball equipment	Parks and Recreation		$ 32,500									x		
59	Sport Equipment	Parks and Recreation		TBA									x		
60	Competition Plus Package	Parks and Recreation		$ 4,800									x		
61	Outdoor volleyball upright poles	Parks and Recreation		$ 4,585									x		
62	Cabana with Bench	Parks and Recreation		$ 3,099									x		
63	Lighting for Pickleball / Basketball Courts	Parks and Recreation		TBA									x		
64	Fencing for Volleyball Courts with 2 gates/fencing	Parks and Recreation		$ 63,000									x		
65	Labor and Installation	Parks and Recreation		$ 3,000									x		

66	Building Materials and Construction	Parks and Recreation	$	3,000									x		
		Subtotal	*$*	*868,043*											
		Grand Total	*$*	*2,585,945*											
67	Wastewater System I & I Study	Public Works/Sanitary District-Sewer	$	50,000	x			x						Existing	1
68	WWTP UV Upgrade	Public Works/Sanitary District-Sewer	$	307,000	x			x						Existing	
69	Groundwater Monitoring Program	Public Works/Sanitary District-Water	$	155,000	x			x						Existing	1
		Subtotal	*$*	*512,000*											
		Grand Total	*$*	*512,000*											
70	Courhouse Window Upgrade	Public Works	$	60,000	x			x						Frozen	1
71	County Park Drainage Improvements Design	Public Works	$	39,000	x			x						Frozen	2
72	Public Works Storage Building	Public Works	$	45,000	x			x						Frozen	2
73	Exhibit Building Improvements	Public Works	$	55,000	x			x						Frozen	2
74	Wellhead Protection Program	Public Works	$	105,000	x			x						Frozen	1
75	Sewer Manhole Repairs, Phase 1	Public Works	$	86,000	x			x						New	1
76	High School Well Replacement	Public Works	$	301,000	x			x						New	1
77	Sidewalk Project, Phase 2	Public Works	$	246,889	x			x						New	1
78	Courthouse Renovations	Public Works	$	156,000	x			x						New	1
79	Health Dept. Floor Replacement	Public Works	$	66,000	x			x						New	1
80	Rescue Squad Generator Replacement	Public Works	$	35,000	x			x						New	2
		Subtotal	*$*	*1,194,889*											
81	Sewer Manhole Repairs, Phase 2	Public Works	$	184,000	x				x					New	1
82	Well Connections	Public Works	$	1,039,000	x				x					New	1
83	Sidewalk Project, Phase 2	Public Works	$	137,036	x				x					New	1
84	Health Department Addition	Public Works	$	500,000	x				x					New	1
85	Livestock Building	Public Works	$	55,000	x				x					New	2
86	Jetersville (Co3) Generator Replacement	Public Works	$	33,000	x				x					New	2
87	Elementar Soccer Filed Improvements	Public Works	$	77,000	x				x						2
88	County Park Fence Improvements	Public Works	$	60,000	x				x						2
89	Jackson Building Basement Improvements	Public Works	$	50,000	x				x						2
		Subtotal	*$*	*2,135,036*											
90	Sewer Manhole Repairs, Phase 3	Public Works	$	224,000	x					x				New	1
91	Greensand Iron Removal System	Public Works	$	1,508,000	x					x				New	1
92	Amelia (Co1) Generator Replacement	Public Works	$	33,000	x					x				New	1
93	EOC/Hindle Building Parking Lot Upgrade	Public Works	$	236,500	x					x					2
94	Superior Way Extension	Public Works	$	975,000	x					x					2
		Subtotal	*$*	*2,976,500*											
95	Water Tank	Public Work	$	1,879,500	x						x				1
96	Water Well Exploration North of 360	Public Work	$	192,500	x						x				2
97	Mattoax Generator Replacement	Public Work	$	33,000	x						x			New	2
		Subtotal	*$*	*2,105,000*											
98	Water Well Development North of 360	Public Work	$	192,500	x								x		2
99	Paineville Generator Replacement	Public Work	$	33,000	x								x	New	
		Subtotal	*$*	*225,500*											
		Grand Total	*$*	*8,636,925*											
	Total		**$**	**55,927,539**											

Amelia County Public Schools Capital Improvement Plan (CIP) 2026

This Capital Improvement Plan (CIP) outlines a strategy for addressing the evolving needs of Amelia County Public Schools. The plan prioritizes facility improvements, infrastructure upgrades, and educational enhancements to ensure a high-quality learning environment for all students.

2026

1. **ACHS CTE Facility $11,030,538:** Construct a new CTE facility to accommodate the growing demand for career and technical education programs. This will improve student outcomes and workforce readiness.
2. **ACHS Front Lot Paving $178,925:** Repair and resurface the deteriorating asphalt surface in the front lot to improve safety, accessibility, and aesthetics.
3. **ACHS Track Resurfacing $332,580:** Resurface the track to address oxidation, wear, and damaged areas, improving safety and performance for athletes.
4. **ACES Paving $121,900:** Repair and resurface the deteriorating parking lot to improve safety, accessibility, and aesthetics.
5. **ACHS Back Paving $249,345:** Repair and resurface the deteriorating area to improve safety, accessibility, and aesthetics.
6. **ACHS Track Lighting $317,900:** Install lighting to enable evening practices and events, increasing facility utilization and community engagement.

2027

1. **SBO Building 1 Classroom Renovations $4,266,872:** Renovate classrooms to provide additional space for alternative education programs and expand additional educational opportunities.
2. **ACMS Back Paving $185,720:** Repair and resurface the deteriorating area to improve safety, accessibility, and aesthetics.
3. **ACHS HVAC RTU4 Cafe Replacement $693,360:** Replace aging HVAC systems to improve indoor air quality, energy efficiency, and overall comfort.
4. **ACHS RTU1-2 Replacement $730,810:** Replace aging HVAC systems to improve indoor air quality, energy efficiency, and overall comfort.
5. **Headstart Windows Replacement $144,450:** Replace aging windows to enhance energy efficiency and reduce maintenance costs.
6. **ACES Gym Floor Replacement $200,000:** Replace the gym floor to improve safety, expand facility usage, and accommodate a wider range of activities.
7. **ACMS Bathroom Renovation Planning $180,000:** Plan renovations to upgrade outdated bathrooms, improve hygiene, and ensure code compliance.
8. **Bus Shop Field Lights $209,900:** Install lighting to enable evening practices and games, increasing facility utilization and community engagement.

2028

1. **ACHS Bathroom Renovation $1,444,500:** Renovate outdated bathrooms to improve hygiene, safety, and code compliance.
2. **ACMS Bathroom Renovations $1,284,000:** Renovate outdated bathrooms to improve hygiene, safety, and code compliance.
3. **ACHS New Athletic Complex Planning $1,395,000:** Plan a new athletic complex to enhance athletic programs, and increase community engagement.

4. **ACMS HVAC Replacement Gym/8th Grade $749,000:** Replace aging HVAC systems to improve indoor air quality, energy efficiency, and overall comfort.
5. **ACMS New Cafe Planning $565,000:** Plan a new cafeteria to address overcrowding, improve food service, and enhance the student experience.
6. **ACHS Plumbing Upgrade $128,400:** Upgrade the aging plumbing system to improve water efficiency, reduce maintenance costs, and prevent potential water damage.

2029

1. **ACMS New Cafe Build $4,013,781:** Construct a new cafeteria to address overcrowding, improve food service, and enhance the student experience.
2. **ACMS New Kitchen Equipment Replacement $350,960:** Replace aging kitchen equipment to improve food quality, increase efficiency, and reduce maintenance costs.
3. **ACHS New Athletic Complex Phase 1 $9,951,000:** Construct the first phase of the new athletic complex, including fields, a field house, and parking, to enhance athletic programs and community engagement.
4. **ACMS Plumbing Upgrade $214,000:** Upgrade the aging plumbing system to improve water efficiency, reduce maintenance costs, and prevent potential water damage.

2030

1. **ACHS New Athletic Complex Phase 2 Planning $615,000:** Plan the second phase of the new athletic complex, including additional fields, to further enhance athletic programs and community engagement.
2. **ACHS Kitchen Equipment Replacement $560,550:** Replace aging kitchen equipment to improve food quality, increase efficiency, and reduce maintenance costs.
3. **ACMS Bus Canopy Replacement $168,857:** Replace the aging bus canopy to improve student safety and protect from the elements.
4. **ACES Hot Water Heater Replacement $67,542:** Replace the aging water heater to improve energy efficiency and reduce maintenance costs.
5. **Headstart Ceiling Replacement $75,985:** Upgrade the Headstart facility to improve safety, hygiene, energy efficiency, and indoor air quality.

6. **Headstart Restroom Renovations $270,170:** Upgrade the Headstart facility to improve safety, hygiene, energy efficiency, and indoor air quality.

7. **Headstart Roof/Ventilation/Restroom HVAC $729,459:** Upgrade the Headstart facility to improve safety, hygiene, energy efficiency, and indoor air quality.

2031 - Future Projects

1. **ACHS New Athletic Complex Phase 2 $4,387,000:** Construct the second phase of the new athletic complex, including additional fields, to further enhance athletic programs and community engagement.
2. **ACES Kitchen Equipment Replacement $200,000:** Replace aging kitchen equipment to improve food quality, increase efficiency, and reduce maintenance costs.
3. **ACHS Ceiling and Lighting Upgrade $837,000:** Upgrade the ceiling and lighting to improve energy efficiency, reduce maintenance costs, and enhance the learning environment.
4. **ACES Cooling Tower and Boiler Replacement $325,000:** Replace aging equipment to improve energy efficiency and reduce maintenance costs.

5. **New HS/MS School Planning $6,000,000:** Plan a new high school and middle school to address overcrowding, improve educational facilities, and meet future enrollment needs.

ACHS New Athletic Complex Phase 2 Planning	2030	1	$615,000.00
ACHS Kitchen Hood,Equipment Replacement, Light Renovation	2030	2	$560,550.00
ACMS Bus Canopy Replacement	2030	3	$168,857.00
ACES Hot Water Heater Replacement	2030	4	$67,542.00
Headstart Ceiling Replacement	2030	5	$75,985.00
Headstart Toilet Renovations	2030	6	$270,170.00
Headstart Roof\Ventilation\Restroom HVAC	2030	7	$729,459.00
Totals			$2,487,563.00
Future Projects Below			
ACHS New Athletic Complex Phase 2	2031	1	$4,387,000.00
ACES Kitchen Hood, Equipment Replacement, Light Renovation	2031	2	$200,000.00
ACHS Ceiling and Lighting Upgrade	2031	3	$837,000.00
Replace ACES Cooling Tower and boiler	2031	4	$325,000.00
New HS/MS School Planning	2031	5	$6,000,000.00
Totals			$11,749,000.00

2026 – 2030 CIP Project Request

(1) Office/Department

Department of Emergency Management

Planning Commission Use

(2) Project Title

Emergency Squad Building Addition

Project Priority 2

Year Required 2026

(3) Project Description (Include sketches, appraisals, plans, etc.)

This project would add needed indoor, climate controlled, secure garage space for additional ambulances. Ambulances have gotten larger over the years and the existing space is no longer adequate. Due to other projects ongoing, we have been unable to obtain complete drawings and plans at this time.

Attachment #

(4) Project Justification (Include ramifications if project is not implemented)

We are already out of space in the existing garage area. One ambulance is already being stored outside. An additional ambulance will be received by January 2026. Equipment within the ambulance needs to be climate controlled. Pharmaceuticals within the ambulance need to be secure.

Attachment #

(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction)

Cost estimates are $500,000 to complete the needed engineering and construction. No construction would begin until accurate engineering diagrams were obtained and the project was shown to be able to be completed within the allocated budget.

Attachment # Data Source:

(6) Funding source(s)

◊ Current Revenue _____ ◊ Grant (Type) _____

◊ Revenue Bond _____ ◊ Loan (Type) _____

◊ General Obligation Bond _____ ◊ Special Assessment _____

◊ Capital Reserve Fund _____ ◊ Other _____

Requestor Kent Emerson Date 12/5/2024

Planning Commission Meeting _____

Date/Time

Planning Commission Comments: _____

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department
Animal Control

Planning Commission Use

(2) Project Title

New Animal Shelter

Project Priority: **1**
Year Required: **2025**

(3) Project Description (Include sketches, appraisals, plans, etc.)
The project will construct a new Animal Shelter at a location on Richardson Road.

Attachment #

(4) Project Justification (Include ramifications if project is not implemented)
Existing building is approx. 28 years old and cannot meet the standards of VDACS and provide service to the county. The new location and building plans will ensure we can meet the 2024 standards and provide the citizens/animals of Amelia county with proper care and services.
This was proposed and approved as a priority 1 last year, however the funds were frozen
Attachment #

(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction)

$ 1,800,000.00 Total Request

Attachments, Data Source: B&B Consultants /Solex Architecture

(6) Funding source(s)

◊ Current Revenue _____
◊ Revenue Bond _____
◊ General Obligation Bond _____
◊ Capital Reserve Fund _____
◊ Grant (Type) _____
◊ Loan (Type) _____
◊ Special Assessment _____
◊ Other _____

Requestor: Brian Wootton 11/6/2025

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____
_____
_____
_____

Public Wor Capital Improvements Projects

	Project	Department		Request	Priority	Notes
Existing CIP						
8528	Wastewater System I & I Study	Sanitary Dist., Sewer	$	50,000	1	FY23, B&B has completed the initial manhole surveys
8487	WWTP UV Upgrade	Sanitary Dist., Sewer	$	307,000		FY21, PLC Upgrade (complete) & Sodium Hypochlorite Upgrade
8536	Groundwater Monitoring Program	Sanitary Dist., Water	$	155,000	1	FY24, Project is in design phase, construction to start 6-1-25
8543	Sidewalk Project, Phase I	County Admin.	$	222,175	1	FY24, Project is scheduled to be complete by 12-31-24
	Total		**$**	**734,175**		
2026 CIP						
8526	Courthouse Window Upgrade	Public Works	$	60,000	1	FY23, Project on hold per BOS, Resubmitting
8533	County Park Drainage Improvements Design	Public Works	$	39,000	2	FY24, Project on hold per BOS, Resubmitting
8534	Public Works Storage Building	Public Works	$	45,000	2	FY24, Project on hold per BOS, Resubmitting, w/ increase
8537	Exhibit Building Improvements	Public Works	$	55,000	2	FY24, Project on hold per BOS, Resubmitting, w/ increase
	Wellhead Protection Program	Sanitary Dist., Water	$	105,000	1	Develop an ordinance to protect the county's water system wells
New	Sewer Manhole Repairs, Phase 1	Sanitary Dist., Sewer	$	86,000	1	The rehabilitation of sewer manholes per the I&I study
New	High School Well Replacement	Sanitary Dist., Water	$	301,000	1	Developing a new well to replace existing wells #5 & #2
New	Sidewalk Project, Phase 2	County Admin.	$	246,889	1	County's portion of grant for sidewalk along N. Five Forks Rd.
	Courthouse Renovations	Public Works	$	156,000	1	Renovation of the old Clerk's office and Courthouse
New	Health Dept. Floor Replacement	Public Works	$	66,000	1	Remove asbestos and existing flooring and install new flooring
New	Rescue Squad Generator Replacement	Public Works	$	35,000	2	Remove and Replace the Rescue Squad Generator
	Total		**$**	**1,194,889**		
2027 CIP						
New	Sewer Manhole Repairs, Phase 1	Sanitary Dist., Sewer	$	184,000	1	The rehabilitation of sewer manholes per the I&I study
New	Well Connections	Sanitary Dist., Water	$	1,039,000	1	Connect two existing permitted wells to Water System
New	Sidewalk Project, Phase 2	County Admin.	$	137,036	1	County's portion of grant for sidewalk along N. Five Forks Rd.
New	Health Department Addition	Public Works	$	500,000	1	Addition to Health Department for office space
New	Livestock Building	Public Works	$	55,000	2	Foundation to Livestock Building @ County Park
New	Jetersville (Co3) Generator Replacement	Public Works	$	33,000	2	New Project
	Elementary Soccer Field Improvements	Public Works	$	77,000	2	Drainage Improvements to the Elementary Soccer Field
	County Park Fence Improvements	Public Works	$	60,000	2	Remove existing landscaping and install fencing around
	Jackson Building Basement Improvements	Public Works	$	50,000	2	Historical Society requested to upgrade basement for storage
	Total		**$**	**2,135,036**		
2028 CIP						
New	Sewer Manhole Repairs, Phase 1	Sanitary Dist., Sewer	$	224,000	1	The rehabilitation of sewer manholes per the I&I study
New	Greensand Iron Removal System	Sanitary Dist., Water	$	1,508,000	1	Filter system to remove Iron from the County's Water System
	Amelia (Co1) Generator Replacement	Public Works	$	33,000	1	New Project
	EOC/Hindle Building Parking Lot Upgrade	Public Works	$	236,500	2	Moved back from 2027
	Superior Way Extension	Admin. / EDA	$	975,000	2	Place Holder Project
	Total		**$**	**2,976,500**		

Public Wo[illegible] Capital Improvements Projects

	Project	Department		Request	Priority	Notes
2029 CIP						
	Water Tank	Sanitary Dist., Water	$	1,879,500	1	Moved back from 2028
	Water Well Exploration North of 360	Sanitary Dist., Water	$	192,500	2	Moved back from 2028
New	Mattoax Generator Replacement	Public Works	$	33,000	2	New Project
	Total		**$**	**2,105,000**		
2030 CIP						
	Water Well Development North of 360	Sanitary Dist., Water	$	192,500	2	Moved back from 2029
New	Paineville Generator Replacement	Public Works	$	33,000		New Project
	Total		**$**	**225,500**		

CAPITAL IMPROVEMENT PROJECT REQUEST

	Planning Commission Use
(1) Office/Department **Public Works,** **Buildings & Grounds**	
(2) Project Title **Courthouse Window Upgrade** Project Priority: **1** Year Required: **2023** /26	
(3) Project Description (Include sketches, appraisals, plans, etc.) **The project will upgrade the existing single pane windows in the Circuit Court Building.** **This project was originally requested in 2023, it was approved and funded for FY 2024, funding for the project was froze in January of 2024. This project could be combined with the Courthouse Renovations Project requested for FY2026.** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **The project will replace the existing single pane windows with double pane insulated glass windows. The new windows / glass will maintain the architectural integrity of the building. The existing frames will be retrofitted with a combination of vinyl and aluminum for low maintenance.** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$ 55,000.00** Windows and Glass Work **$ 5,000.00** Painting & Misc. Work **$ 60,000.00** Total Request Attachment Data Source: **Verbal Quote**	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

CAPITAL IMPROVEMENT PROJECT REQUEST

	Planning Commission Use
(1) Office/Department **Public Works,** **Buildings & Grounds**	
(2) Project Title **County Park Improvements Design** Project Priority: **1** Year Required: **2024** 26	
(3) Project Description (Include sketches, appraisals, plans, etc.) **The project will develop a preliminary design for improvements at the County Park. The project will include the study of existing conditions as well as development of a preliminary plan to address needed improvements.** **This project was originally requested in 2024, it was approved and funded for FY 2024, funding for the project was froze in January of 2024.** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **The project will provide a master plan to address handicapped parking, drainage issues and determine locations for building improvements.** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$ 39,000.00** Total Request Attachments, Data Source: **B&B Consultants, Inc.**	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department
Public Works, Buildings & Grounds

Planning Commission Use

(2) Project Title

Public Works Storage Shed

Project Priority: **2**
Year Required: **2024** 12e

(3) Project Description (Include sketches, appraisals, plans, etc.)
The project is for the construction of a 2500 square feet storage shed to be located at the Public Works site. The building will be used to store equipment and materials.

Attachment #

(4) Project Justification (Include ramifications if project is not implemented)
Public Works is currently storing materials and equipment outside or at multiple locations. Currently one bay in the Public Works shop is used for storage. The shed will help protect valuable equipment, provide space to store materials and free up work space.
This project was originally requested FY 2024 as a priority 2 project, it was approved and funded for FY 2024, funding for the project was froze in January of 2024. The funding request was updated to compensate for increased material cost.
Attachment #

(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction)

$ 45,000.00 Total Request

Attachments, **Cost Estimate** Data Source: **Verbal Quotes**

(6) Funding source(s)

◊ Current Revenue _____
◊ Revenue Bond _____
◊ General Obligation Bond _____
◊ Capital Reserve Fund _____
◊ Grant (Type) _____
◊ Loan (Type) _____
◊ Special Assessment _____
◊ Other _____

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Public Works Storage Shed
Cost Estimate
December 1, 2024

Quantity	Description	Cost/Unit		Estimate
2500 SqFt	Building Material and Labor	$ 15.00	SqFt	$ 37,500.00
170 tons	Stone Fill	$ 28.00	tons	$ 4,760.00
1 Ea.	Misc. (Finish, Misc.)	$ 1,000.00	Ea.	$ 1,000.00
		Sub-total		**$ 43,260.00**
5 %	**Contingencies**			**$ 2,163.00**
Construction Total				**$ 45,423.00**

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department
Public Works, Buildings & Grounds

Planning Commission Use

(2) Project Title

Exhibit Building Improvements

Project Priority: **2**
Year Required: **2025** /26

(3) Project Description (Include sketches, appraisals, plans, etc.)
Improvements to the Exhibit Building located at the County Park consist of insulating the building, installation of a new HVAC system and installation of replacement windows.
This project was originally requested FY 2025, it was approved and funded for FY 2024, funding for the project was froze in January of 2024. The funding request was updated to compensate for increased material cost.

Attachment #

(4) Project Justification (Include ramifications if project is not implemented)
The Exhibit Building currently does not have heating or air conditioning. The building is shut down 4 months out of the year because the plumbing is drained to prevent freezing. In the summer months the building often gets to hot for people to use comfortably.

Attachment #

(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction)

$ 55,000.00 Total Request

Attachments, Data Source: Quotes

(6) Funding source(s)

◊ Current Revenue _____
◊ Revenue Bond _____
◊ General Obligation Bond _____
◊ Capital Reserve Fund _____
◊ Grant (Type) _____
◊ Loan (Type) _____
◊ Special Assessment _____
◊ Other _____

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Exhibit Building Improvements
Cost Estimate
December 1, 2026

Quantity	Description	Cost/Unit		Estimate
1 Ls	Insulation	$ 16,000.00	Ls	$ 16,000.00
8 Tons	HVAC	$ 4,000.00	Tons	$ 32,000.00
13 Ea.	Windows	$ 350.00	Ea.	$ 4,550.00
		Sub-total		**$ 52,550.00**
5 %	**Contingencies**			**$ 2,627.50**
Construction Total				**$ 55,177.50**

CAPITAL IMPROVEMENTS PROJECT REQUEST

(1) Office/Department **Amelia County Sanitary District,** **Water Department**	Planning Commission Use
(2) Project Title **Wellhead Protection Plan** Project Priority **1** Year Required **2026**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **Design and implementation of a Wellhead Protection Plan.** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **This project will complete the process of developing a Wellhead Protection Plan. The plan will be developed into an ordinance governing land usage and activities in water well recharge areas.** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$105,000** Attachment # Data Source: **Proposal from Emery and Garrett**	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor **Daryl Gough, Public Works Director** Date: **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

CAPITAL IMPROVEMENT PROJECT REQUEST

	Planning Commission Use
(1) Office/Department **Amelia County Sanitary District,** **Wastewater Department**	
(2) Project Title **Sewer Manhole Improvements** Project Priority: **1** Year Required: **2026**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **The project will repair manholes as needed per the Inflow & Infiltration(I&I) study.** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **This project consist of repairing manholes identified in the I&I study recently completed by B&B Consultants, Inc. The repairs will be made by grout and lining manholes without excavations. The project will be completed in multiple phases by priority over multiple years.** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$86,000.00** Attachment # **Cost Estimate** Data Source: **B&B Consultants, Inc.**	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/24**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Manhole Repairs - Cost Estimate

Amelia County, Virginia

December 1, 2024

Manhole #	Replace Cover	Replace F&C	Install Cover Insert	Reseat & seal Ex F&C	Raise F&C (per VF)	Grout Joint/ Boot	Grout Bench	Grout Point	Line Manhole (per VF)	Traffic Control Req'd	Pavement Repair Req'd	Total Cost
	$500	$2,000	$250	$1,500	$2,500	$2,000	$2,000	$1,200	$850	$3,000	$6,000	
CHB-24						1						$2,000
CHB-35									7.19			$6,112
CHB-44									6	1		$8,100
CHB-46						1						$2,000
CHB-50A		1										$2,000
CHB-51		1										$2,000
CHB-57						1				1		$5,000
CHB-60						1	1					$4,000
CHB-62						2	1			1		$9,000
CHB-70A									3.43			$2,916
CHB-78										1		$3,000
CHB-99						1			4.82			$6,097
CHB-104									5.34			$4,539
CHB-127									3.98			$3,383
CHB-131		1						1	8.05			$10,043
CHB-137						1						$2,000
SE-SMC-1						1			5.13			$6,361
SE-BO-18						1						$2,000
STP-IN-25									6.41			$5,449
											Construction Sub-total	**$85,998**

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department
Amelia County Sanitary District,
Water Department

Planning Commission Use

(2) Project Title

High School Well Replacement

Project Priority: **1**
Year Required: **2026**

(3) Project Description (Include sketches, appraisals, plans, etc.)
The project will drill a new well at the High School to replace existing well #2 and #5.

Attachment #

(4) Project Justification (Include ramifications if project is not implemented)
This project consist of drilling a new well at the High School. The well is needed to compensate for pumping capacity and chlorination ability lost by taking well #5 offline. Well #5 was taken offline due to its high iron content. The existing High School well does not produce enough volume to add chlorination to the Southwestern portion of the water system. The Public Works staff has to continuously flush to maintain chlorination levels on this end of system. Flushing to maintain chlorination levels takes thousands of gallons of water and numerous man hours.

Attachment #

(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction)

$301,000.00

Attachment # **Cost Estimate** Data Source: **B&B Consultants, Inc.**

(6) Funding source(s)

◊ Current Revenue _____
◊ Revenue Bond _____
◊ General Obligation Bond _____
◊ Capital Reserve Fund _____
◊ Grant (Type) _____
◊ Loan (Type) _____
◊ Special Assessment _____
◊ Other _____

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/24**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Alternative No. 5

Well #5 -S1 Replacment

Amelia County, Virginia

Item	Quantity	Unit	Cost/Unit	Cost
Clearing and Grubbing	1	LS	$3,500	$3,500
Gravel Driveway Restoration	40	Ton	$95	$3,800
Remove Current Well Pump for S1	1	LS	$6,000	$6,000
Drill an 8-inch Dia. Well per vane location of well S1	600	VF	$60	$36,000
8-inch Steel Heavy Wall Casing Installation	70	VF	$135	$9,450
Grout Seal-Install to depth of Casing	70	VF	$130	$9,100
48-Hours Aquifer Pump Testing/Recovery	1	EA	$20,000	$20,000
Chemical & Bacteriological Analysis of Well	1	EA	$5,000	$5,000
Disinfection of Well	1	EA	$900	$900
8-inch Well Abandonment	600	VF	$30	$18,000
Pitless Adapter/Plumbing connection/Well Pump1	1	LS	$75,000	$75,000
Electrical	1	LS	$21,990	$21,990
Mobilization	1	LS	$10,437	$10,437
			Construction Subtotal	$219,177
			10% Contingencies	$21,918
			Construction Total	**$241,095**
Engineering (Design, Bidding, CA) 14%				$30,685
Inspection (Part Time) 3.5%				$7,671
			Project Total	**$301,368**

Prepared by
B&B Consultants, Inc.

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department **Public Works,** **Submitted for Administration**	Planning Commission Use
(2) Project Title **Sidewalk Project, Phase II** Project Priority: **1** Year Required: **2026**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **New sidewalk connecting the Elementary School to the existing sidewalk near Amelia Academy.** Attachments, Data Source: **VDOT**	
(4) Project Justification (Include ramifications if project is not implemented) **This project will provide new sidewalk along N. Five Forks between the Elementary School and Amelia Academy. This request if for the County's FY25 and FY26 portion of the VDOT grant. VDOT will provide land acquisition, design and construction services for the project. This will be a multi-year funding request with additional funding being requested for** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$246,889.00** Attachments, Data Source: **VDOT**	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** 12/1/2024

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Appendix A - VDOT Administered

Version: Original

Prepared Date: 7/1/2024

Project Details

UPC: 125357 | State Project #: EN24-004-713 | CFDA #: 20.205 | Locality UEI #: SUSLLK5Z9DL4

Locality: County of Amelia | Address: 16360 Dunn Street, Suite 101, Amelia, VA 23002-4807

Work Description: CONSTRUCT NEW SIDEWALK ON ROUTE 38 (FIVE FORKS ROAD) THIS PROJECT WOULD EXTEND SIDEWALKS FROM THE ELEMENTARY SCHOOL FURTHER UP FIVE FORKS TO CONNECT WITH EXISTING SIDEWALK THAT PROVIDES PEDESTRIAN ACCESS TO THE AMELIA COURT HOUSE VILLAGE.

Project Location (Zip +4): 23002-4807

Project Points of Contact

Locality Project Manager
Name: Taylor Harvie
Phone: 804-561-3039
Email: taylor.harvie@ameliacova.com

VDOT Project Manager
Name: Roy Soto
Phone: 804-609-5239
Email: Roy.Soto@vdot.virginia.gov

Project Financing

Allocated Funds Type	Allocated Funds	Local %	Local Share Total
Transportation Alternatives	$1,919,625	20%	$383,925
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
Funding Totals	$1,919,625		$383,925

Note - The funds order is not indicative of the actual spend order of funds on the project.

Project Estimate

Phase	Cost
Preliminary Engineering	$ 236,250
Right of Way and Utilities	$ 998,193
Construction	$ 685,182
Total Estimate	$ 1,919,625

Payment Schedule

FY25	FY26	FY27	FY28	Total Payment
$ 47,250	$ 199,639	$ 137,036		$ 383,925.00

Payment Terms

- At PE Authorization, VDOT will invoice the LOCALITY for their share of the project costs. The LOCALITY shall make one lump sum payment in the amount of $47,250, to VDOT, no later than 30 days after receipt of VDOT's invoice.
- At RW Authorization, VDOT will invoice the LOCALITY for their share of the project costs. The LOCALITY shall make one lump sum payment in the amount of $199,639, to VDOT, no later than 30 days after receipt of VDOT's invoice and prior to the occurrence of any right of way acquisitions.
- At Construction Award, VDOT will invoice the LOCALITY for their share of the project costs. The LOCALITY shall make one lump sum payment in the amount of $137,036, to VDOT, no later than 30 days after receipt of VDOT's invoice, and prior to the occurence of any Construction work.

This Appendix A supersedes all previous versions signed by VDOT and the LOCALITY for the Project.

Authorized Locality Official _____ Date _____

Printed Name of Locality Official _____

Title of Locality Official _____

Authorized VDOT Official _____ Date _____

Printed Name of VDOT Official _____

Title of VDOT Official _____

This attachment is certified and made an official attachment to this document by the Parties to this Agreement.

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department
Public Works,
Buildings & Grounds

Planning Commission Use

(2) Project Title

Courthouse Renovations

Project Priority: **1**
Year Required: **2026**

(3) Project Description (Include sketches, appraisals, plans, etc.)
Renovation of the space vacated by the Circuit Court Clerks Office and various other areas within the Courthouse.

Attachment #

(4) Project Justification (Include ramifications if project is not implemented)
The project consist of renovating the former Clerk's Office, Law Library, Jury room, Judges office and other areas within the Courthouse. The project will improve security for the courts. It will provide meeting space for attorney's and clients. New holding areas will be developed for Juveniles and Women. The project will create a larger meeting space for Court Jurors.

Attachments: **Cost Estimate**

(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction)

$156,000 Total Request

Attachments, Data Source: **Past Projects**

(6) Funding source(s)

◊ Current Revenue _____
◊ Revenue Bond _____
◊ General Obligation Bond _____
◊ Capital Reserve Fund _____
◊ Grant (Type) _____
◊ Loan (Type) _____
◊ Special Assessment _____
◊ Other _____

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Courthouse Renovation
Cost Estimate
December 1, 2026

Quantity	Description		Cost/Unit			Estimate
2868 SqFt	Demo	$	2.50	SqFt	$	7,170.00
100 LnFt	Wall Construction	$	25.00	LnFt	$	2,500.00
25 LnFt	Security Wall Construction	$	50.00	LnFt	$	1,250.00
10 Ea	Doors (frames, doors, hardware)	$	1,800.00	Ea	$	18,000.00
2868 SqFt	Flooring (demo, material, install)	$	10.50	SqFt	$	30,114.00
2868 SqFt	Ceiling (material & labor)	$	5.00	SqFt	$	14,340.00
2868 SqFt	Electrical (lights, switches, wire, etc.)	$	5.00	SqFt	$	14,340.00
1993 SqFt	HVAC	$	10.00	SqFt	$	19,930.00
1 LS	Plumbing (fixtures, misc. labor)	$	12,000.00	LS	$	12,000.00
2868 Sqft	Painting & Finish	$	4.00	Sqft	$	11,472.00
1 LS	Data/Security (cameras, locks, etc.)	$	10,500.00	LS	$	10,500.00
		Sub-total			**$**	**141,616.00**
10 %	**Contingencies**				**$**	**14,161.60**
Total Estimate					**$**	**155,777.60**

Renovation Area:

Room #	Description/Location	Area (square feet)
101	Lobby/Hallway	275
102	Data Closet	40
103	Clerk/Deputy	240
104	Restroom	50
105	Judge	255
106	Jury Deliberation	740
107	Deputy/Evidence	180
108	Witness	206
109	Juvenile Holding	114
110	Women Holding	114
111	Council	224
112	Witness	110
113	Law Library	320
Total Renovation Area		**2868 ft**

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department **Public Works,** **Buildings & Grounds**	Planning Commission Use
(2) Project Title **Health Department Floor Replacement** Project Priority: **1** Year Required: **2026**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **Removal and replacement of the existing flooring in the Health Department Building.** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **The project consist of removing the existing floor covering from the entire Health Department Building. The existing flooring was installed using adhesive containing asbestos. Currently there are multiple rips and tears throughout the building. This project will be coordinated with building renovations planned by the State Health Department.** Attachments: **Cost Estimate**	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$66,000** Total Request Attachments, Data Source: **Past Projects**	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Health Department
Floor Replacement Cost Estimate
October 28,2024

Quantity	Description		Cost/Unit			Estimate
3310 SqFt	Demo	$	6.00	SqFt	$	19,860.00
3310 SqFt	Flooring (Flooring & Installation)	$	8.00	SqFt	$	26,480.00
3310 SqFt	Cove Base (Demo & Replacement)	$	1.50	SqFt	$	4,965.00
3310 SqFt	Misc.	$	1.00	SqFt	$	3,310.00
1 LS	Environmental Assessment & Monitorir	$	5,000.00	LS	$	5,000.00
		Sub-total			**$**	**59,615.00**
10 %	**Contingencies**				**$**	**5,961.50**
Total Estimate					**$**	**65,576.50**

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department **Public Works,** **Buildings & Grounds**	Planning Commission Use
(2) Project Title **Rescue Squad Generator Replacement** Project Priority: **2** Year Required: **2026**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **Replacement of the existing 30kw Generator** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **The project will consist of removing and replacing the existing 30kw generator at the Rescue Squad Building. The new generator will be relocated away from the building to provide proper ventilation.** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$ 35,000.00** Total Request Attachments, Cost Estimate Data Source: Contractor, Verbal Estimate	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Rescue Squad Generator Replacement
Cost Estimate
December 1, 2024

Quantity	Description	Cost/Unit		Estimate
1 Ls	Demo	$ 1,500.00	Ls	$ 1,500.00
1 Ls	Generator and Transfer Switch	$ 25,000.00	Ls	$ 25,000.00
1 Ls	Generator Pad Construction	$ 3,500.00	Ls	$ 3,500.00
1 Ls	Generator Connection	$ 5,000.00	Ls	$ 5,000.00
		Sub-total		**$ 33,500.00**
5 %	**Contingencies**			**$ 1,675.00**
Construction Total				**$ 35,175.00**

CAPITAL IMPROVEMENT PROJECT REQUEST

	Planning Commission Use
(1) Office/Department **Amelia County Sanitary District,** **Wastewater Department**	
(2) Project Title **Sewer Manhole Improvements, Phase II** Project Priority: **1** Year Required: **2027**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **The project will repair manholes as needed per the Inflow & Infiltration (I&I) study.** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **This project consist of repairing manholes identified in the I&I study recently completed by B&B Consultants, Inc. The repairs will be made by grout and lining manholes without excavations. The project will be completed in multiple phases by priority over multiple years.** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$184,000.00** Attachment # **Cost Estimate** Data Source: **B&B Consultants, Inc.**	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/24**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Manhole Repairs - Cost Estimate

Amelia County, Virginia

December 1, 2024

Manhole #	Replace Cover	Replace F&C	Install Cover Insert	Reseat & seal Ex F&C	Raise F&C (per VF)	Grout Joint/ Boot	Grout Bench	Grout Point	Line Manhole (per VF)	Traffic Control Req'd	Pavement Repair Req'd	Total Cost
	$500	$2,000	$250	$1,500	$2,500	$2,000	$2,000	$1,200	$850	$3,000	$6,000	
CHB-2									6.75			$5,738
CHB-3									6.44			$5,474
CHB-4									10.2			$8,670
CHB-5									11.83			$10,056
CHB-6									5.4			$4,590
CHB-7									6.73			$5,721
CHB-8									4.73			$4,021
CHB-9									6.34			$5,389
CHB-10									5			$4,250
CHB-11									4.4			$3,740
CHB-12									5.14			$4,369
CHB-13									6.93			$5,891
CHB-14									6.23			$5,296
CHB-15									7.5			$6,375
CHB-16									6.8			$5,780
CHB-17									6.33			$5,381
CHB-18									6.71			$5,704
CHB-19									4.84			$4,114
CHB-20									9.04			$7,684
CHB-21									8.18			$6,953
CHB-22									9.04			$7,684
CHB-23									6.33			$5,381
CHB-25									7.13	1		$9,061
CHB-26									5.5			$4,675
CHB-27									5.42			$4,607
CHB-28									5.8			$4,930
CHB-29									5.69			$4,837
CHB-30									6.94			$5,899

CHB-31									6.23			$5,296
CHB-32									5.03			$4,276
CHB-33									5.03			$4,276
CHB-34									4.8			$4,080
CHB-37									4.50			$3,825
CHB-40									4.00			$3,400
CHB-41									4.39			$3,732
CHB-42									8.00			$6,800
CHB-42A									7.77			$6,605
CHB-43									7	1		$8,950
STP-IN-25									6.41			$5,449
											Construction Sub-total	**$184,424**

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department **Amelia County Sanitary District,** **Water Department**	Planning Commission Use
(2) Project Title **Well Connections, X4A & X4B** Project Priority: **1** Year Required: **2027**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **The project consist of converting existing wells X4A & X4B into production wells and connecting them to the County water system.** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **The project will develop and connect wells X4A & X4B the water system. These 2 wells were drilled as reserve wells in 2015. The wells have been permitted by the Office of Drinking Water. Connecting these wells will increase the water system capacity 130 gpm. The additional 130gpm is equal to 332 residential connections.** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$1,039,000.00** Attachment # **Cost Estimate** Data Source: **B&B Consultants, Inc.**	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/24**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Alternative No. 2

Place in Service wells 4A & 4B

Amelia County, Virginia

Item	Quantity	Unit	Cost/Unit	Cost
Clearing and Grubbing	2	LS	$5,000	$10,000
Bacteriological of Well	2	EA	$3,000	$6,000
Disinfection of Well	2	EA	$900	$1,800
Pitless Adapter/Drop PipingWell Pump	2	LS	$85,000	$170,000
Generator for Well	2	LS	$91,000	$182,000
Electrical	2	LS	$35,000	$70,000
4-inch Waterline from Well to Existing Well 41	3,000	LF	$75	$225,000
Possible Well 41 Pump Change Out	1	EA	$35,000	$35,000
Automatic Hydrant Flushers	3	EA	$12,000	$36,000
Mobilization	1	LS	$36,790	$36,790
			Construction Subtotal	$772,590
			10% Contingencies	$77,259
			Construction Total	**$849,849**
Engineering (Design, Bidding, CA) 11.5%				$88,848
Inspection (Part Time) 3%				$23,178
			Project Total	**$1,039,134**

Note

Cost above does include county cost for Dominion Energy providing power to the two wells site.

Prepared by
B&B Consultants, Inc.

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department
Public Works,
Submitted for Administration

Planning Commission Use

(2) Project Title

Sidewalk Project, Phase II

Project Priority: **1**
Year Required: **2027**

(3) Project Description (Include sketches, appraisals, plans, etc.)
New sidewalk connecting the Elementary School to the existing sidewalk near Amelia Academy.

Attachments, Data Source: **VDOT**

(4) Project Justification (Include ramifications if project is not implemented)
This project will provide new sidewalk along N. Five Forks between the Elementary School and Amelia Academy. This request if for the County's FY27 portion of the VDOT grant. VDOT will provide land acquisition, design and construction services for the project. This is multi-year funding request with the initial request made for FY2026.
Attachment #

(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction)

$137,036.00

Attachments, Data Source: **VDOT**

(6) Funding source(s)

◊ Current Revenue _____
◊ Revenue Bond _____
◊ General Obligation Bond _____
◊ Capital Reserve Fund _____
◊ Grant (Type) _____
◊ Loan (Type) _____
◊ Special Assessment _____
◊ Other _____

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Appendix A - VDOT Administered

Version: Original

Prepared Date: 7/1/2024

Project Details

UPC:	125357	*State Project #:*	EN24-004-713	*CFDA #:*	20.205
Locality UEI #:	SUSLLK5Z9DL4				
Locality:	County of Amelia	*Address:*	16360 Dunn Street, Suite 101, Amelia, VA 23002-4807		
Work Description:	CONSTRUCT NEW SIDEWALK ON ROUTE 38 (FIVE FORKS ROAD) THIS PROJECT WOULD EXTEND SIDEWALKS FROM THE ELEMENTARY SCHOOL FURTHER UP FIVE FORKS TO CONNECT WITH EXISTING SIDEWALK THAT PROVIDES PEDESTRIAN ACCESS TO THE AMELIA COURT HOUSE VILLAGE.				
Project Location (Zip +4)	23002-4807				

Project Points of Contact

Locality Project Manager	
Name:	Taylor Harvie
Phone:	804-561-3039
Email:	taylor.harvie@ameliacova.com

VDOT Project Manager	
Name:	Roy Soto
Phone:	804-609-5239
Email:	Roy.Soto@vdot.virginia.gov

Project Financing

Allocated Funds Type	Allocated Funds	Local %	Local Share Total
Transportation Alternatives	$1,919,625	20%	$383,925
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
			$0
Funding Totals	$1,919,625		$383,925

Note - The funds order is not indicative of the actual spend order of funds on the project.

Project Estimate

Phase	Cost
Preliminary Engineering	$ 236,250
Right of Way and Utilities	$ 998,193
Construction	$ 685,182
Total Estimate	$ 1,919,625

Payment Schedule

FY25	*FY26*	*FY27*	*FY28*	Total Payment
$ 47,250	$ 199,639	$ 137,036		$ 383,925.00

Payment Terms

- At PE Authorization, VDOT will invoice the LOCALITY for their share of the project costs. The LOCALITY shall make one lump sum payment in the amount of $47,250, to VDOT, no later than 30 days after receipt of VDOT's invoice.
- At RW Authorization, VDOT will invoice the LOCALITY for their share of the project costs. The LOCALITY shall make one lump sum payment in the amount of $199,639, to VDOT, no later than 30 days after receipt of VDOT's invoice and prior to the occurrence of any right of way acquisitions.
- At Construction Award, VDOT will invoice the LOCALITY for their share of the project costs. The LOCALITY shall make one lump sum payment in the amount of $137,036, to VDOT, no later than 30 days after receipt of VDOT's invoice, and prior to the occurence of any Construction work.

This Appendix A supersedes all previous versions signed by VDOT and the LOCALITY for the Project.

Authorized Locality Official — Date

Authorized VDOT Official — Date

Printed Name of Locality Official

Printed Name of VDOT Official

Title of Locality Official

Title of VDOT Official

This attachment is certified and made an official attachment to this document by the Parties to this Agreement.

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department **Public Works,** **Buildings & Grounds**	Planning Commission Use
(2) Project Title **Health Department Addition** Project Priority: **1** Year Required: **2027**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **Building addition to the Amelia County Health Department** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **The project consist of adding an addition to the Health Department. The addition could be used to house the Voter Registrars Office or other County Offices. Several departments have asked for additional office space. This addition would provide 1,500 square feet of additional space.** Attachments: **Cost Estimate**	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$500,000** Total Request Attachments, Data Source: **Past Projects**	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Health Department
Addition Cost Estimate
October 28,2024

Quantity	Description	Cost/Unit		Estimate
1500 SqFt	Demo	$ 10.00	SqFt	$ 15,000.00
1500 SqFt	Construction	$ 255.00	SqFt	$ 382,500.00
1 LS	Site Work	$ 15,000.00	LS	$ 15,000.00
	Sub-total			**$ 412,500.00**
1 LS	**Design/Engineering**			**$ 41,250.00**
10 %	**Contingencies**			**$ 45,375.00**
Total Estimate				**$ 499,125.00**

CAPITAL IMPROVEMENT PROJECT REQUEST

	Planning Commission Use
(1) Office/Department **Public Works,** **Buildings & Grounds**	
(2) Project Title **Livestock Building Renovation/Repairs** Project Priority: **2** Year Required: **2027**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **Renovation and improvements to the Livestock Barn located at the County Park.** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **The project consist of repairing the building's foundation, improving drainage and installing new doors. The buildings foundation has cracks in multiple locations and water from the roof runs back into the building making it difficult to use. The project would improve the usage of the building during the County Fair and other events.** Attachments: **Cost Estimate**	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$156,000** Total Request Attachments, Data Source: **Past Projects**	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Livestock Building Improvements
Cost Estimate
December 1,2024

Quantity	Description	Cost/Unit		Estimate
1 LS	Demo	$ 10.00	LS	$ 10.00
1 LS	Construction/Repair	$ 25,000.00	LS	$ 25,000.00
250 LNFT	Gutter	$ 10.00	LNFT	$ 2,500.00
2 EA	Doors	$ 3,000.00	EA	$ 6,000.00
1 LS	Site Work	$ 5,000.00	LS	$ 5,000.00
	Sub-total			**$ 38,510.00**
1 LS	**Design/Engineering**			**$ 10,000.00**
10 %	**Contingencies**			**$ 4,851.00**
Total Estimate				**$ 53,361.00**

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department **Public Works,** **Buildings & Grounds**	Planning Commission Use
(2) Project Title **Jetersville Fire Station Generator Replacement** Project Priority: **2** Year Required: **2027**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **Replacement of the existing generator.** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **The project will consist of removing and replacing the existing generator at the Co 3 Fire Station.** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$ 33,000.00** Total Request Attachments, **Cost Estimate** Data Source:	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Jetersville Fire Station Generator Replacement
Cost Estimate
December 1, 2024

Quantity	Description	Cost/Unit		Estimate
1 Ls	Demo	$ 1,500.00	Ls	$ 1,500.00
1 Ls	Generator and Transfer Switch	$ 25,000.00	Ls	$ 25,000.00
1 Ls	Generator Pad Construction	$ 3,500.00	Ls	$ 3,500.00
1 Ls	Generator Connection	$ 3,000.00	Ls	$ 3,000.00
		Sub-total		**$ 31,500.00**
5 %	**Contingencies**			**$ 1,575.00**
Construction Total				**$ 33,075.00**

CAPITAL IMPROVEMENT PROJECT REQUEST

	Planning Commission Use
(1) Office/Department **Public Works,** **Buildings & Grounds**	
(2) Project Title **Elementary Soccer Field Improvements** Project Priority: **2** Year Required: **2027**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **Grading and drainage improvements of the existing Elementary Soccer field.** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **The project will consist of grading and crowning of the existing soccer field. Currently the field is unusable for long periods of time after rain events. The improvements would improve drainage allowing the field to be used more. The project was submitted by Public Works at the request of Parks & Recreation.** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$ 77,000.00** Total Request Attachments, Cost Estimate Data Source: Contractor, Verbal Estimate	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Elementary Soccer Field Improvements
Cost Estimate
January 17, 2024

Quantity	Description	Cost/Unit	Estimate
1 LS	Survey Model	$ 5,000.00 LS	$ 5,000.00
1 LS	E&S and Earthwork	$ 50,000.00 LS	$ 50,000.00
1 LS	Seeding & Stabilization	$ 15,000.00 LS	$ 15,000.00
		Sub-total	**$ 70,000.00**
10 %	**Contingencies**		**$ 7,000.00**
Total Estimate			**$ 77,000.00**

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department
Public Works,
Building & Grounds

Planning Commission Use

(2) Project Title

County Park Fence Project

Project Priority: **2**
Year Required: **2027**

(3) Project Description (Include sketches, appraisals, plans, etc.)
Installation of new perimeter fencing at the Football/Baseball Field at the County Park.

Attachment #

(4) Project Justification (Include ramifications if project is not implemented)

The project will replace the existing chain-link fence with new 6' chain-link fencing with privacy slats as needed. The area along the existing fence will be cleared and reseeded as part of the project.
Attachment #

(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction)

$ 60,000.00 Total Request

Attachments, Data Source: **Verbal Quote**

(6) Funding source(s)

◊ Current Revenue _____
◊ Revenue Bond _____
◊ General Obligation Bond _____
◊ Capital Reserve Fund _____
◊ Grant (Type) _____
◊ Loan (Type) _____
◊ Special Assessment _____
◊ Other _____

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department **Public Works, Buildings & Grounds**	Planning Commission Use
(2) Project Title **Jackson Building Basement Improvements** Project Priority: **2** Year Required: **2027**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **Improvements to the Jackson Building basement to create usable space for the Historical Society.** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **The project consist of waterproofing, painting, and HVAC replacement.** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$50,000** Total Request Attachments, Data Source: Past Projects	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

CAPITAL IMPROVEMENT PROJECT REQUEST

	Planning Commission Use
(1) Office/Department **Amelia County Sanitary District,** **Wastewater Department**	
(2) Project Title **Sewer Manhole Improvements, Phase III** Project Priority: **1** Year Required: **2028**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **The project will repair manholes as needed per the Inflow & Infiltration(I&I) study.** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **This project consist repairing manholes identified in the I&I study recently completed by B&B Consultants, Inc. The repairs will be made by grout and lining manholes without excavations. The project will be completed in multiple phases by priority over multiple years.** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$224,000.00** Attachment # **Cost Estimate** Data Source: **B&B Consultants, Inc.**	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: Daryl L. Gough, Director of Public Works Date: 12/1/24

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Manhole Repairs - Cost Estimate

Amelia County, Virginia

December 1, 2024

Manhole #	Replace Cover	Replace F&C	Install Cover Insert	Reseat & seal Ex F&C	Raise F&C (per VF)	Grout Joint/ Boot	Grout Bench	Grout Point	Line Manhole (per VF)	Traffic Control Req'd	Pavement Repair Req'd	Total Cost
	$500	$2,000	$250	$1,500	$2,500	$2,000	$2,000	$1,200	$850	$3,000	$6,000	
SE-BO-12A			1									$250
CHB-36									5.78			$4,913
CHB-38				1					5.78			$6,413
CHB-39									4.22			$3,587
CHB-41									4.39			$3,732
CHB-42A									7.77			$6,605
CHB-44									6	1		$8,100
CHB-48									5.73	1		$7,871
CHB-53									17.7	1		$18,045
CHB-55									4.61	1		$6,919
CHB-65				1								$1,500
CHB-68									11.14	1		$12,469
CHB-69									6.1	1		$8,185
CHB-70									4.46			$3,791
CHB-72									11.18	1		$12,503
CHB-73									10.4	1		$11,840
CHB-83									8.12			$6,902
CHB-84		1										$2,000
CHB-85									10.05			$8,543
CHB-86									8.03			$6,826
CHB-87									15.2			$12,920
CHB-91									7.44	1		$9,324
CHB-92									6.2	1		$8,270
CHB-101									5.05			$4,293
CHB-102									5.64			$4,794
CHB-106						2						$4,000
CHB-109						1						$2,000
CHB-114						2						$4,000

CHB-124									7.3	1		$9,205
CHB-144									4.84			$4,114
CHB-167						1						$2,000
IDA-3				1								$1,500
SE-BO-12A						1						$2,000
SE-BO-15				1								$1,500
SE-BO-17						1						$2,000
SE-BO-23					1							$2,500
SMC-186C									3.49			$2,967
SMC-196								3				$3,600
STP-IN-6				1								$1,500
Construction Sub-total												**$223,477**

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department **Amelia County Sanitary District,** **Water Department**	Planning Commission Use
(2) Project Title **Greensand Filter System** Project Priority: **1** Year Required: **2028**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **The project will install a filter system on the County's Water system to remove Iron and Manganese.** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **This project consist of installing a Green Sand Filter system to remove Iron and Manganese from the water being pumped from the County's water wells. Currently the naturally occurring Iron and Manganese is oxidized by the chlorine that is added to the water for disinfection. The oxidation causes discoloration of the water. Currently, system wide flushing is used to help remove the oxidated Iron and Manganese from the system. The flushing takes place after the Iron and Manganese has been oxidized within water system piping. Annually, system flushing takes millions of gallons of water and numerous man-hours.** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$1,508,000.00** Attachment # **Cost Estimate** Data Source: **B&B Consultants, Inc.**	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/24**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Alternative No. 1

Greensand Iron Removal System @ Well 4I

Amelia County, Virginia

Item	Quantity	Unit	Cost/Unit	Cost
Clearing and Grubbing Building Pad	1	LS	$6,000	$6,000
42-inch Diameter Filter Units	3	EA	$115,000	$345,000
Filter Tanks Installation	1	LS	$175,000	$175,000
Precast Concrete Building for Filter System	1	LS	$150,000	$150,000
Pump Satation & Force Main	1	LS	$225,000	$225,000
Misc. Piping	1	LS	$60,000	$60,000
Painting	1	LS	$25,000	$25,000
Electrical	1	LS	$90,000	$90,000
Mobilization	1	LS	$53,800	$53,800
			Construction Subtotal	$1,129,800
			10% Contingencies	$112,980
			Construction Total	**$1,242,780**
Engineering (Design, Bidding, CA) 10%				$112,980
Inspection (Part Time) 3.5%				$39,543
			Project Total	**$1,508,283**

Note:

This cost does not include the county cost for new service upgrade at the well lots.

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department **Public Works,** **Buildings & Grounds**	Planning Commission Use
(2) Project Title **Amelia Fire Station Generator Replacement** Project Priority: **2** Year Required: **2028**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **Replacement of the existing generator.** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **The project will consist of removing and replacing the existing generator at the Co 1 Fire Station.** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$ 33,000.00** Total Request Attachments, **Cost Estimate** Data Source:	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Amelia Fire Station Generator Replacement
Cost Estimate
December 1, 2024

Quantity	Description	Cost/Unit		Estimate
1 Ls	Demo	$ 1,500.00	Ls	$ 1,500.00
1 Ls	Generator and Transfer Switch	$ 25,000.00	Ls	$ 25,000.00
1 Ls	Generator Pad Construction	$ 3,500.00	Ls	$ 3,500.00
1 Ls	Generator Connection	$ 3,000.00	Ls	$ 3,000.00
		Sub-total		**$ 31,500.00**
5 %	**Contingencies**			**$ 1,575.00**
Construction Total				**$ 33,075.00**

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department **Public Works, Buildings and Grounds**	Planning Commission Use
(2) Project Title **Emergency Operations Center and Hindle Building Parking Lot Upgrades** Project Priority: **2** Year Required: **2028**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **This project will complete the parking lot that serves the Emergency Operations Center and Hindle Building** Attachments, Data Source: **B&B Consultants, Inc.**	
(4) Project Justification (Include ramifications if project is not implemented) **This project will provide adequate drainage, paving and sidewalks to serve the building listed above. This project will need to be completed after the renovations to the Emergency Operations Center and Hindle Build are completed.** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$236,500.00** Attachment Data Source: **B&B Consultants, Inc.**	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** 12/1/2024

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department **Public Works,** **Submitted for Administration / Economic Development Committee**	Planning Commission Use
(2) Project Title **Superior Way Extension** Project Priority: **2** Year Required: **2028**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **This project will extend Superior Way into the remaining undeveloped land in the EDA Park.** Attachments, Data Source: **B&B Consultants, Inc.**	
(4) Project Justification (Include ramifications if project is not implemented) **This project will provide paved access, storm sewer and utilities to approximately 13 acres of undeveloped land in the EDA Park.** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$975,000.00** Attachments, Data Source: **B&B Consultants, Inc.**	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** 12/1/2024

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department **Amelia County Sanitary District,** **Water Department**	Planning Commission Use
(2) Project Title **Water Storage Tank** Project Priority: **1** Year Required: **2029**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **This project will add a second 500,000 gallon water storage tank to the water distribution system.** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **As recommended by the Potable Water Storage Study completed by B&B Consultants Inc. A second Water Storage Tank will need to be added to the water distribution system. This will create redundancy to allow the existing storage tank to be taken out of service with no interruption in service. Under current conditions only "minimum service" can be provided while the existing storage tank is offline. Minimum service means only a limited amount of water would be available for customers and fire protection.** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$2,000,000.00** Attachment # Data Source: **B&B Consultants, Inc.**	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/24**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

CAPITAL IMPROVEMENTS PROJECT REQUEST

(1) Office/Department
Amelia County Sanitary District,
Water Department

Planning Commission Use

(2) Project Title

Water Well Exploration, North of 360

Project Priority **2**
Year Required **2029**

(3) Project Description (Include sketches, appraisals, plans, etc.)
The project is the first step in developing water resources North of 360. Currently all of county's water production wells are located in the village area South of 360. The project consist of identifying groundwater development zones and drilling exploratory wells to determine volume and water quality, North of 360.
Attachment #

(4) Project Justification (Include ramifications if project is not implemented)
This will begin developing water resources, North of 360 to expand capacity for future industry and growth.

Attachment #

(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction)

$ 231,000.00

Attachment # Data Source: **Emery and Garrett**

(6) Funding source(s)

◊ Current Revenue _____
◊ Revenue Bond _____
◊ General Obligation Bond _____
◊ Capital Reserve Fund _____
◊ Grant (Type) _____
◊ Loan (Type) _____
◊ Special Assessment _____
◊ Other _____

Requestor **Daryl Gough, Public Works Director** Date **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department **Public Works,** **Buildings & Grounds**	Planning Commission Use
(2) Project Title **Mattoax Fire Station Generator Replacement** Project Priority: **2** Year Required: **2029**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **Replacement of the existing generator.** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **The project will consist of removing and replacing the existing generator at the Co 4 Fire Station.** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$ 33,000.00** Total Request Attachments, **Cost Estimate** Data Source:	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Mattoax Fire Station Generator Replacement
Cost Estimate
December 1, 2024

Quantity	Description	Cost/Unit		Estimate
1 Ls	Demo	$ 1,500.00	Ls	$ 1,500.00
1 Ls	Generator and Transfer Switch	$ 25,000.00	Ls	$ 25,000.00
1 Ls	Generator Pad Construction	$ 3,500.00	Ls	$ 3,500.00
1 Ls	Generator Connection	$ 3,000.00	Ls	$ 3,000.00
		Sub-total		**$ 31,500.00**
5 %	**Contingencies**			**$ 1,575.00**
Construction Total				**$ 33,075.00**

CAPITAL IMPROVEMENTS PROJECT REQUEST

(1) Office/Department **Amelia County Sanitary District,** **Water Department**	Planning Commission Use
(2) Project Title **Water Well Development, North of 360** Project Priority **1** Year Required **2030**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **The project is the second step in developing water resources North of 360. The project consist of converting exploratory wells into permitted production wells.** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **This will expand our water capacity to allow for future industry and growth.** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$ 231,000.00** Attachment # Data Source: **Emery and Garrett**	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor **Daryl Gough, Public Works Director** Date **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

CAPITAL IMPROVEMENT PROJECT REQUEST

(1) Office/Department **Public Works,** **Buildings & Grounds**	Planning Commission Use
(2) Project Title **Paineville Fire Station Generator Replacement** Project Priority: **2** Year Required: **2030**	
(3) Project Description (Include sketches, appraisals, plans, etc.) **Replacement of the existing generator.** Attachment #	
(4) Project Justification (Include ramifications if project is not implemented) **The project will consist of removing and replacing the existing generator at the Co 5 Fire Station.** Attachment #	
(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$ 33,000.00** Total Request Attachments, **Cost Estimate** Data Source:	
(6) Funding source(s) ◊ Current Revenue _____ ◊ Grant (Type) _____ ◊ Revenue Bond _____ ◊ Loan (Type) _____ ◊ General Obligation Bond _____ ◊ Special Assessment _____ ◊ Capital Reserve Fund _____ ◊ Other _____	

Requestor: **Daryl L. Gough, Director of Public Works** Date: **12/1/2024**

Planning Commission Meeting _____
Date/Time

Planning Commission Comments: _____

Paineville Fire Station Generator Replacement
Cost Estimate
December 1, 2024

Quantity	Description	Cost/Unit		Estimate
1 Ls	Demo	$ 1,500.00	Ls	$ 1,500.00
1 Ls	Generator and Transfer Switch	$ 25,000.00	Ls	$ 25,000.00
1 Ls	Generator Pad Construction	$ 3,500.00	Ls	$ 3,500.00
1 Ls	Generator Connection	$ 3,000.00	Ls	$ 3,000.00
		Sub-total		**$ 31,500.00**
5 %	**Contingencies**			**$ 1,575.00**
Construction Total				**$ 33,075.00**

2026 – 2030 CIP Project Request

(1) Office/Department

Department of Emergency Management

Planning Commission Use

(2) Project Title

Emergency Squad Building Addition

Project Priority 2

Year Required 2026

(3) Project Description (Include sketches, appraisals, plans, etc.)

This project would add needed indoor, climate controlled, secure garage space for additional ambulances. Ambulances have gotten larger over the years and the existing space is no longer adequate. Due to other projects ongoing, we have been unable to obtain complete drawings and plans at this time.

Attachment #

(4) Project Justification (Include ramifications if project is not implemented)

We are already out of space in the existing garage area. One ambulance is already being stored outside. An additional ambulance will be received by January 2026. Equipment within the ambulance needs to be climate controlled. Pharmaceuticals within the ambulance need to be secure.

Attachment #

(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction)

Cost estimates are $500,000 to complete the needed engineering and construction. No construction would begin until accurate engineering diagrams were obtained and the project was shown to be able to be completed within the allocated budget.

Attachment # Data Source:

(6) Funding source(s)

◊ Current Revenue _____ ◊ Grant (Type) _____

◊ Revenue Bond _____ ◊ Loan (Type) _____

◊ General Obligation Bond _____ ◊ Special Assessment _____

◊ Capital Reserve Fund _____ ◊ Other _____

Requestor Kent Emerson Date 12/5/2024

Planning Commission Meeting _____

Date/Time

Planning Commission Comments: _____

(1) Office/Department

James L. Hamner Public Library

Planning Commission Use

(2) Project Title

Library Refurnishing -

Adult, Young Adult, Meeting Space, and Circulation Desk

Urgent	Necessary	Desirable
	✓	

Project Priority 1

Year Required 2026

(3) Project Description (include sketches, appraisals, plans, etc.)

See Attachment 1 for narrative description and justification. See Attachment 2 for the proposed Floor Plan. See Attachment 3 for the proposed Adult furnishings and Attachment 4 for the proposed Teen furnishings.

(4) Project Justification (Include ramifications if project is not implemented)

See attachment 1.

(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction)

See attachment 1 for full breakdown, but $244,630 is the total.

Data Source: Vendor Estimate

(6) Funding source(s)

See attachment 1.

◊ Current Revenue	◊ Grant (Type)
◊ Revenue Bond	◊ Loan (Type)
◊ General Obligation Bond	◊ Special Assessment
◊ Capital Reserve Fund	♦ **Other:** ***Unspent funds and the Library Expansion Fund***

Requestor

Lauren Donati

Date

December 6, 2024

Planning Commission Meeting _____

Planning Commission Comments:

(1) Office/Department
Parks and Recreation

Planning Commission Use

(2) Project Title
COUNTY OUTDOOR FIELD UPGRADES AND JOE PAULETTE PARK EQUIPMENT STORAGE UNIT
** Page 1 of 3 **

Urgent	Necessary	Desirable
	✓	

Project Priority 1
Year Required 2026

(3) Project Description (include sketches, appraisals, plans, etc.)
1-1. Scoreboards for five County fields that have no scoreboards – See attached page 2 of 3
1-2. Batting Cages/Joe Paulette Park Outdoor Equipment Storage Unit -- See attached page 3 of 3

Attachment #

(4) Project Justification (Include ramifications if project is not implemented)
Adding scoreboards to remaining fields with no scoreboard, adding batting cages to all softball fields and upgrading existing batting cage, adding storage unit for sport equipment, upgrading metal weights with rubberized weights plus racks for easy access and storage.
See attached sheets for detailed Project Justification.
Attachment #

(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$147,647**
See attached sheets for Project Cost Breakdown by project description.
Scoreboards **$110,283**
Batting Cages $16,494 General Maintenance and Construction $3,000 Total: **$19,494**
Storage Unit **$17,870**
Data Source: Time Technologies, BSN, Pioneer, 360 Shed, Mast Outdoor Sheds, Public Works,
Attachment #

(6) Funding source(s)

◊ Current Revenue	◊ Grant (Type)
◊ Revenue Bond	◊ Loan (Type)
◊ General Obligation Bond	◊ Special Assessment
✓ Capital Reserve Fund	◊ Other

Requestor
Glen B. Wilkerson, Director Parks and Recreation Date **12/5/2024**

Planning Commission Meeting _____

Planning Commission Comments:

(1) Office/Department
Parks and Recreation

Planning Commission Use

(2) Project Title
ADD SCOREBOARD TO COUNTY FIELDS WITH NO EXISTING SCOREBOARD
** Page 2 of 3 **

Urgent	Necessary	Desirable
	✓	

Project Priority 1
Year Required 2026

(3) Project Description (include sketches, appraisals, plans, etc.)
*Add scoreboards to **fields** which currently have no scoreboard. Games are played on all fields between youth, school, adult teams and billable external groups playing with visiting counties or league/tournament play.*

Attachment #

(4) Project Justification (Include ramifications if project is not implemented)
*(1) Currently these **five (5) fields** do not have scoreboards for Parks/Rec (PR), School (SCH), and external groups (GP) league games and tournaments: **Hindle**: Soccer:PR,SCH,GP, Football:PR, **Field behind head start/library**: Soccer:PR, Football:PR. **High School Bus Shop**: Soccer:PR,SCH, Softball:PR,SCH, **Elementary**: Softball:PR,GP, Baseball:PR, Updated scoreboards are solar powered, use high efficiency LED lights and operate with reduced power consumption and emissions to the environment.*
Attachment #

(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$110,283**
$44,483+$22,500+$43,400 Time Technologies Scoreboard+Scoreboard Install+Structure Install
$44,371 BSN (Scoreboards only)

Attachment #
Data Source: BSN, Time Technologies

(6) Funding source(s)

◊ Current Revenue	◊ Grant (Type)
◊ Revenue Bond	◊ Loan (Type)
◊ General Obligation Bond	◊ Special Assessment
✓ Capital Reserve Fund	◊ Other

Requestor
Glen B. Wilkerson, Director Parks and Recreation Date **12/5/2024**

Planning Commission Meeting _____

Planning Commission Comments:

(1) Office/Department
Parks and Recreation

Planning Commission Use

(2) Project Title
ADD BATTING CAGES TO COUNTY SOFTBALL/BASEBALL FIELDS AND EQUIPMENT STORAGE UNIT AT JOE PAULETTE PARK

** Page 3 of 3 **

Urgent	Necessary	Desirable
	✓	

Project Priority 1
Year Required 2026

(3) Project Description (include sketches, appraisals, plans, etc.)
Enclose existing batting cages currently located in the County Lot (softball) JPP-CL and Baseball Field (baseball) JPP-BB with a metal building and add concrete pads. Add batting cages to fields that currently do not have any: Softball (ACHS Bus Shop, ACES Elementary, Russell Grove) and Baseball (Middle School).

Attachment #

(4) Project Justification (Include ramifications if project is not implemented)
Batting cages provide athletic conditioning for game warm-up, preventing injury. This additional equipment would allow athletes to perform skills training when the fields are too wet to practice as part of our program and athlete training program. The protective metal building would allow continued use during inclement weather and provide a year-round offering.

Attachment #

(5) Cost (Include staffing needs, annual O&M requirements, planning/engineering, equipment/furniture, acquisition, construction) **$37,364**
Batting Cages: $16,494 BSN $15,840 Pioneer $3,000 General Maintenance and Construction
Equipment Storage Unit: $17,750 360 Shed $17,870 Mast Outdoor Sheds
General Maintenance and Construction: $3,000 Public Works

Attachment #

Data Source: BSN, Pioneer, Public works

(6) Funding source(s)

- ◊ Current Revenue
- ◊ Revenue Bond
- ◊ General Obligation Bond
- ✓ Capital Reserve Fund
- ◊ Grant (Type)
- ◊ Loan (Type)
- ◊ Special Assessment
- ◊ Other

Requestor
Glen B. Wilkerson, Director Parks and Recreation Date **12/5/2024**

Planning Commission Meeting _____

Planning Commission Comments:

Amelia County Parks and Recreation

CIP Project Listing

December 2024

5-YEAR REPORT 2026-2030

*ACRONYMS: **JPP-Joe Paulette Park**, **ACES**-Amelia County Elementary School, **RG**-Russel Grove Softball Field, **MSBB**-Amelia County Middle School Baseball Field, **JPP-BB**-Joe Paulette Park Baseball Field, **JPP-CL**-Joe Paulette Park Softball Field (County Lot), **ACPR**-Amelia County Parks and Recreation (War Memorial Building)*

#	Fiscal Year	Cost	Project	Vendor
1	**2025-2026**	**$147,647**	**COUNTY OUTDOOR FIELD UPGRADES AND JPP EQUIPMENT STORAGE UNIT**	
		$110,283	**Scoreboards for five fields: Hindle, Library, ACES, Bus Shop, Middle School**	
	Scoreboards	$44,383	**Scoreboards** only. *Scoreboard Installation plus structure costs and installation through Public Works*	Time Technologies
		$22,500	**Scoreboard installation** only. *Structure installation through Public Works Structure costs also need to be added.*	Time Technologies
		$43,400	**Structure installation** only. *Scoreboard Installation through Public Works*	Time Technologies
		$44,372	Scoreboards only	BSN
		$TBA	Construction, Installation and Setup are still being reviewed for provision to ACPR.	BSN
		$19,494	**Batting Cages: Softball/Baseball 30x15x70 Batting Cages with frames and nets (6): Upgrade & Enclosure [ACES, RG, MSBB, Bus Shop, JPP-BB, JPP-CL]**	
	Batting Cages $19,494	$16,494	6 Batting Tunnel Frame and Tunnel 70x14x12 Plus shipping TBA	BSN
		$15,840	6 Batting Cages 70x14x12 including Collegiate Tunnel Nets and Varsity Batting Tunnel Frame, Delivered	Pioneer
		$3,000	General Maintenance and Construction	Public Works
		$17,870	**JPP Outdoor Equipment Storage Unit 30x15**	
	Storage Unit	$17,750		360 Shed
		$17,870		Mast Outdoor

PRICE QUOTATION

TIME TECHNOLOGIES, INC.
326 TAZEWELL AVENUE S.E
ROANOKE, VA. 24013
Phone: (540) 345-5940 Fax: (540) 344-6872
VA CONTRACTOR LICENSE 2705-029729A

PLEASE INDICATE THIS NUMBER WHEN ORDERING
2024100301
CUSTOMER PURCHASE ORDER REQUIRED

PROPOSED SHIP DATE 120 days
TERMS: 50% down with order. Net 10 days upon completion
F.O.B. DEST.
SALES PERSON: Brad Bowers
SHIPPING MODE: Delivered
DATE: 12/4/2024

TIPS-USA CONTRACT NUMBER: 22090101

Customer: Amelia County Parks & Rec
Address: 16330 Dunn Street
Address (cont.):
City/State/Zip: Amelia, VA 23002
Contact Name: Nora Pike, Glen Wilkerson
Email nora.pike@ameliacova.com
Phone: 804-337-0444, 804-314-9073

Baseball, Softball, Soccer, Football
FIVE SCOREBOARDS
No labor on this quote

Forest Green, Sunflower Yellow trim

Amelia Co P&R five outdoor scoreboards

Here is our quotation on the goods named subject to the conditions noted:

CONDITIONS: The prices and terms on this quotation are not subject to verbal changes or other agreements unless approved in writing by Time Technologies. Any purchase order where customer has made changes to prices or terms will be returned for revision. All quotations and agreements are contingent upon strikes, accidents, fires, availability of materials and all other causes beyond our control. Prices are based on costs and conditions existing on date of quotation and are subject to change by Time Technologies before final acceptance. Typographical and stenographic errors are subject to correction. During installation if soil conditions create a issue due to rock, water, weak sandy soil or underground obstacles the customer is responsible for reasonable cost increase to offset the expense to Time Technologies during install. These cost may be additional concrete, steel, rebar, construction equipment required, special inspection and labor to resolve the issue. Customer agrees to pay any and all taxes, fees and licenses, which could occur at any time during the purchasing/installation process. Customer assumes liability for patent and copyright infringement when goods are made to customer' specifications. When quotation specifies material to be furnished by customer, material must be of suitable quality to facilitate efficient product operation. Established trade shall govern conditions not specifically stated herein. Please sign here to indicate acceptance of these conditions:

X **The Quote is not valid if unsigned.**

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
2	Fair-Play Model BA-7209-2 **baseball/softball** scoreboard. Cabinet size 9'L x 4'H.	$ 2,684.00	$ 5,368.00
	Locations: Amelia MS baseball field and Amelia Co Elem School bottom field.		
		$ -	$ -
2	Fair-Play Model SC-8114-2 **soccer/football** scoreboard. Cabinet size: 14'L x 6'H.	$ 4,906.00	$ 9,812.00
	Locations: Hindle Field & Library Field	$ -	$ -
		$ -	$ -
2	Football conversion caption kits for SC-8114-2 scoreboard.	$ 275.00	$ 550.00
	Caption plates to read DOWN, TO GO and QTR. 2 sets	$ -	$ -
		$ -	$ -
1	Fair-Play Model MP-7114-2 **softball/soccer** scoreboard. Cabinet size: 14'L x 5'6"H.	$ 4,653.00	$ 4,653.00
	Location: Bus Shop. Includes reversible plate for inning/period.		
			$ -
5	Fair-Play Model MP-60 wireless controls.	$ 990.00	$ 4,950.00
5	Wireless receivers, one for each scoreboard	$ 495.00	$ 2,475.00
5	Control cases for the MP-60 controls.	$ 75.00	$ 375.00
		$ -	$ -
5	Solar power option for 5 scoreboards.	$ 1,850.00	$ 9,250.00
1	Solar power spare kit, 1 spare solar panel & 1 regulator. NO CHARGE.		
		$ -	$ -
3	Sets, engineer drawings, one for each model scoreboard.	$ 400.00	$ 1,200.00
		$ -	$ -
		$ -	$ -
		$ -	$ -
	EQUIPMENT TOTAL		$ 38,633.00

	NON-TAXABLE ITEMS		
		$ -	$ -
		$ -	$ -
		$ -	$ -
1	VA freight from factory to Time Technologies, Inc.	$ 4,400.00	$ 4,400.00
4	Hours travel for scoreboard delivery by TT personnel, 2 vehicles.	$ 225.00	$ 900.00
2	Hours labor to offload scoreboards and install solar panels to boards.	$ 225.00	$ 450.00
			$ -
	NON-TAXABLE TOTAL		$ 5,750.00

	Sales tax (exemption certificate needed if tax-exempt)	0.00%	$ -
	TOTAL		$ 44,383.00

Artwork is expected to be submitted to us production ready at time of order.

Total does not include installation unless specified. If onsite labor is required, labor and travel charges will be added. Note: Custom artwork services, if required, will be billed at our normal hourly rate. Service includes the modification of customer artwork supplied, which may be due to quality of design, quality of image or layout changes to ad copy. X_____

Sales tax to be added if required.

Warranty: 5 year manufacturer's electronic parts warranty.

QUOTE VALID FOR 30 DAYS DN
THIS QUOTE EXPIRES: **01/03/25**

BY: *Les Bowers*
AUTHORIZED AGENT: LES BOWERS

As an authorized agent of _____, my signature indicates that I agree to the terms of the above quotation, and hereby authorize Time Technologies to commence with the outlined tasks.

SIGNED: _____ DATE: _____

PRINTED NAME: _____ P.O. # _____

PRICE QUOTATION

TIME TECHNOLOGIES, INC.
326 TAZEWELL AVENUE S.E
ROANOKE, VA. 24013
Phone: (540) 345-5940 Fax: (540) 344-6872
VA CONTRACTOR LICENSE 2705-029729A

PLEASE INDICATE THIS NUMBER WHEN ORDERING
2024100302
CUSTOMER PURCHASE ORDER REQUIRED

PROPOSED SHIP DATE: 120 days
TERMS: 50% down with order. Net 10 days upon completion
F.O.B. DEST.
SALES PERSON: Brad Bowers
SHIPPING MODE: Delivered
DATE: 12/5/2024

Customer: Amelia County Parks & Rec
Address: 16330 Dunn Street
Address (cont.):
City/State/Zip: Amelia, VA 23002
Contact Name: Nora Pike, Glen Wilkerson
Email nora.pike@ameliacova.com
Phone: 804-337-0444, 804-314-9073

Installation costs to structures by others
5 scoreboards

TIPS-USA CONTRACT NUMBER: 22090101

Amelia Co P&R install 5 boards existing structures

Here is our quotation on the goods named subject to the conditions noted:

CONDITIONS: The prices and terms on this quotation are not subject to verbal changes or other agreements unless approved in writing by Time Technologies. Any purchase order where customer has made changes to prices or terms will be returned for revision. All quotations and agreements are contingent upon strikes, accidents, fires, availability of materials and all other causes beyond our control. Prices are based on costs and conditions existing on date of quotation and are subject to change by Time Technologies before final acceptance. Typographical and stenographic errors are subject to correction. During installation if soil conditions create a issue due to rock, water, weak sandy soil or underground obstacles the customer is responsible for reasonable cost increase to offset the expense to Time Technologies during install. These cost may be additional concrete, steel, rebar, construction equipment required, special inspection and labor to resolve the issue. Customer agrees to pay any and all taxes, fees and licenses, which could occur at any time during the purchasing/installation process. Customer assumes liability for patent and copyright infringement when goods are made to customer' specifications. When quotation specifies material to be furnished by customer, material must be of suitable quality to facilitate efficient product operation. Established trade shall govern conditions not specifically stated herein. Please sign here to indicate acceptance of these conditions:

X The Quote is not valid if unsigned.

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
5	Labor to install five scoreboards to structures installed by others.	$ 3,000.00	$ 15,000.00
	Labor includes mounting all five scoreboards to beams, hook-up to to solar power,		
	test all components, provide instructions as necessary.		
	Locations and models:		
	BA-7209-2 at Amelia MS baseball field and ACES bottom	$ -	$ -
	SC-8114-2 at Hindle Field and Library Field	$ -	$ -
	MP-7114-2 at bus shop	$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
			$ -
1	Rental equipment costs.	$ 2,500.00	$ 2,500.00
1	Mobilization of scoreboards to the sites.	$ 3,000.00	$ 3,000.00
1	Overnight expenses.	$ 2,000.00	$ 2,000.00
		$ -	$ -
	This quote is your price for Time Technologies to install 5 scoreboards	$ -	$ -
	on one site visit, to structures already in place.	$ -	$ -
		$ -	$ -
	EQUIPMENT TOTAL		$ 22,500.00

	NON-TAXABLE ITEMS		
	Permits not included. No permits required per customer.	$ -	$ -
		$ -	$ -
	All underground utilities to be marked beforehand, by others.	$ -	$ -
		$ -	$ -
	Any seeding or strawing due to soil disturbances is to be performed by the customer.	$ -	$ -
		$ -	$ -
			$ -
	NON-TAXABLE TOTAL		$ -

	Sales tax (exemption certificate needed if tax-exempt)	0.00%	$ -
	TOTAL		$ 22,500.00

Artwork is expected to be submitted to us production ready at time of order.

Total does not include installation unless specified. If onsite labor is required, labor and travel charges will be added. Note: Custom artwork services, if required, will be billed at our normal hourly rate. Service includes the modification of customer artwork supplied, which may be due to quality of design, quality of image or layout changes to ad copy. X_____

Sales tax to be added if required.

Warranty: 5 year manufacturer's electronic parts warranty.

QUOTE VALID FOR 30 DAYS DN
THIS QUOTE EXPIRES: 01/04/25

BY: *Les Bowers*
AUTHORIZED AGENT: LES BOWERS

As an authorized agent of _____, my signature indicates that I agree to the terms of the above quotation, and hereby authorize Time Technologies to commence with the outlined tasks.

SIGNED: _____ DATE: _____

PRINTED NAME: _____ P.O. # _____

PRICE QUOTATION

TIME TECHNOLOGIES, INC.
326 TAZEWELL AVENUE S.E
ROANOKE, VA. 24013
Phone: (540) 345-5940 Fax: (540) 344-6872
VA CONTRACTOR LICENSE 2705-029729A

PLEASE INDICATE THIS NUMBER WHEN ORDERING
2024100303
CUSTOMER PURCHASE ORDER REQUIRED

PROPOSED SHIP DATE: 120 days
TERMS: 50% down with order. Net 10 days upon completion
F.O.B. DEST.
SALES PERSON: Brad Bowers
SHIPPING MODE: Delivered
DATE: 12/5/2024

TIPS-USA CONTRACT NUMBER: 22090101

Customer: **Amelia County Parks & Rec**
Address: **16330 Dunn Street**
Address (cont.):
City/State/Zip: **Amelia, VA 23002**
Contact Name: **Nora Pike, Glen Wilkerson**
Email nora.pike@ameliacova.com
Phone: **804-337-0444, 804-314-9073**

Installation costs, new structures
5 scoreboards

Here is our quotation on the goods named subject to the conditions noted:

Amelia Co P&R outdoor structures for 5 boards

CONDITIONS: The prices and terms on this quotation are not subject to verbal changes or other agreements unless approved in writing by Time Technologies. Any purchase order where customer has made changes to prices or terms will be returned for revision. All quotations and agreements are contingent upon strikes, accidents, fires, availability of materials and all other causes beyond our control. Prices are based on costs and conditions existing on date of quotation and are subject to change by Time Technologies before final acceptance. Typographical and stenographic errors are subject to correction. During installation if soil conditions create a issue due to rock, water, weak sandy soil or underground obstacles the customer is responsible for reasonable cost increase to offset the expense to Time Technologies during install. These cost may be additional concrete, steel, rebar, construction equipment required, special inspection and labor to resolve the issue. Customer agrees to pay any and all taxes, fees and licenses, which could occur at any time during the purchasing/installation process. Customer assumes liability for patent and copyright infringement when goods are made to customer' specifications. When quotation specifies material to be furnished by customer, material must be of suitable quality to facilitate efficient product operation. Established trade shall govern conditions not specifically stated herein. Please sign here to indicate acceptance of these conditions:

X **The Quote is not valid if unsigned.**

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
		$ -	$ -
	This quote is for Time Technologies to install the new structures needed for the		
	five new scoreboards. This cost is in addition to the cost to install the boards		
	to the structures.		
		$ -	$ -
5	Labor to install five new structures for outdoor scoreboards. Labor includes augering	$ 5,000.00	$ 25,000.00
	footers, setting beams, pouring concrete.	$ -	$ -
	Structures to be installed at the following locations:	$ -	$ -
	One at Amelia MS baseball field for BA-7209-2	$ -	$ -
	One at ACES bottom field for BA-7209-2		
	One at Hindle Field for SC-8114-2	$ -	$ -
	One at Library field for SC-8114-2		
	One at bust stop for MP-7114-2	$ -	$ -
		$ -	$ -
10	Beams for scoreboard structures, two at each location.	$ 700.00	$ 7,000.00
	All six beams will be painted black.		
13	Yards, 3000 psi concrete for footers.	$ 300.00	$ 3,900.00
			$ -
1	Rental equipment costs.	$ 2,500.00	$ 2,500.00
1	Mobilization of install equipment.	$ 3,000.00	$ 3,000.00
1	Overnight expenses.	$ 2,000.00	$ 2,000.00
		$ -	$ -
		$ -	$ -
		$ -	$ -
		$ -	$ -
	EQUIPMENT TOTAL		$ 43,400.00

	NON-TAXABLE ITEMS		
	Permits not included. No permits required per customer.	$ -	$ -
		$ -	$ -
	All underground utilities to be marked beforehand, by others.	$ -	$ -
		$ -	$ -
	Any seeding or strawing due to soil disturbances is to be performed by the customer.	$ -	$ -
		$ -	$ -
			$ -
	NON-TAXABLE TOTAL		$ -

	Sales tax (exemption certificate needed if tax-exempt)	0.00%	$ -
	TOTAL		$ 43,400.00

Artwork is expected to be submitted to us production ready at time of order.

Total does not include installation unless specified. If onsite labor is required, labor and travel charges will be added. Note: Custom artwork services, if required, will be billed at our normal hourly rate. Service includes the modification of customer artwork supplied, which may be due to quality of design, quality of image or layout changes to ad copy. X_____

Sales tax to be added if required.

Warranty: 5 year manufacturer's electronic parts warranty.

QUOTE VALID FOR 30 DAYS DN
THIS QUOTE EXPIRES: **01/04/25**

BY: *Les Bowers*
AUTHORIZED AGENT: LES BOWERS

As an authorized agent of _____, my signature indicates that I agree to the terms of the above quotation, and hereby authorize Time Technologies to commence with the outlined tasks.

SIGNED: _____ DATE: _____

PRINTED NAME: _____ P.O. # _____

BSN SPORTS
PO Box 841393
Dallas, TX 75284-1393
Phone: 800-527-7510 Fax: 800-899-0149
Visit us at www.bsnsports.com

Quote

Quote #: 21595786
Purchase Order #: Scoreboards - Nora Pike
Cart Name:
Quote Date: 12/06/2024
Quote Valid-to: 01/06/2025
Payment Terms: NT30
Ship Via:
Ordered By: Nora Pike

Contact Your Rep
Michael Bradley Email:**mbradley@bsnsports.com** | Phone:**972-884-7205**

Sold to
1037893
AMELIA COUNTY PARK & RECREATIO
16330 DUNN ST
AMELIA COURT HOUSE VA 23002
USA

Ship To
1037893
AMELIA COUNTY PARK & RECREATIO
16330 DUNN ST
AMELIA COURT HOUSE VA 23002
USA

Payer
1037893
AMELIA COUNTY PARK & RECREATIO
16330 DUNN ST
AMELIA COURT HOUSE VA 23002
USA

Item Description	Qty	Unit Price	Total
8' x 4' Baseball Scoreboard Item # - 1459536	1 EA	$ 4,999.99	$ 4,999.99
8' x 4' Baseball Scoreboard Item # - 1459536	1 EA	$ 4,999.99	$ 4,999.99
8'X5' SOCCER SCOREBOARD 3450-22 Item # - 1468175	1 EA	$ 6,199.00	$ 6,199.00
8'X5' SOCCER SCOREBOARD 3450-22 Item # - 1468175	1 EA	$ 6,199.00	$ 6,199.00
5' X 8' BASEBALL SCOREBOARD 3312-22 Item # - 1468191	1 EA	$ 6,749.00	$ 6,749.00
OUTDOOR HORN KIT Item # - NSPHG	3 EA	$ 750.00	$ 2,250.00
SOLAR CHARGED BATTERY POWER Item # - NSPHG	5 EA	$ 2,595.00	$ 12,975.00

Subtotal:	$44,371.98
Other:	$0.00
Freight:	$0.00
Sales Tax:	$0.00
Order Total:	$44,371.98
Payment/Credit Applied:	$0.00
Order Total:	**$44,371.98**

BSN SPORTS Terms and Conditions apply to all of your orders with us and our affiliates. At any time, these terms and conditions can be found at www.bsnsports.com\terms
All BSN purchases have an extended 60-day return policy. You can return items up to 60 days after the date of shipment

Customize your team uniforms for a winning season. Get started.

BSN SPORTS

Shop



8'X5' SOCCER SCOREBOARD 3450-22

SKU 1468175

Special features

- MADE IN USA

$6,199.00

Ships Truck

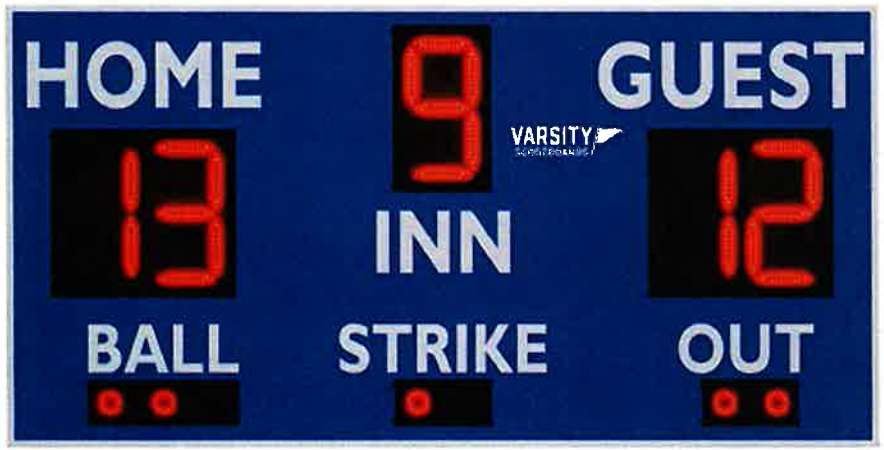
1

Add to cart

Customize your team uniforms for a winning season. Get started.

BSN SPORTS

Shop



8' x 4' Baseball Scoreboard

SKU 1459536

$4,999.99

Ships Truck

1

Add to cart

Description

- 15" super-bright 100,000 hour rated LED numerals are standard.
- 22 gauge galvanneal steel cabinet with powder-coat finish - strongest cabinet with the best finish in the industry!
- LED digit protective shields included.
- Scores 0-99 and Inning goes to 9.
- 5-YEAR LIMITED WARRANTY
- Size: 8' x 4' x 8"

Warranty

COMPLETE YOUR KIT

CS5 Controller Carrying Case

$209.99

8' Indoor/Outdoor School ID/Sponsor Panel

$749.99

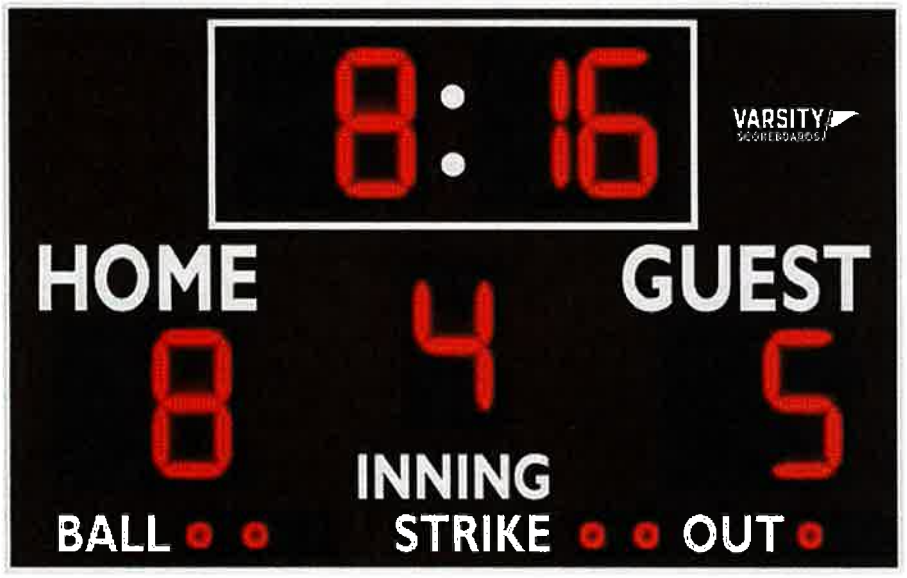
8' Indoor/Outdoor Truss

$2,049.99

Customize your team uniforms for a winning season. Get started.

BSN SPORTS

Shop



8' X 5' BASEBALL SCOREBOARD 3312-22

SKU 1468191

Special features

- MADE IN USA

$6,749.00

Ships Truck

1

Add to cart

Description

8' X 5' BASEBALL SCOREBOARD 3312-22

- 15" super-bright 100,000 hour rated LED numerals are standard.
- 22 gauge galvanneal steel cabinet with powder-coat finish - strongest cabinet with the best finish in the industry!
- Clock can count down from 99 minutes maximum - converts to seconds in last minute.
- Scores 0-99 and Inning goes to 9.
- 5-YEAR LIMITED WARRANTY
- Size: 8' x 5' x 8"

COMPLETE YOUR KIT

CS5 Controller Carrying Case

$209.99

8' Indoor/Outdoor School ID/Sponsor Panel

$749.99

8' Indoor/Outdoor Truss

$2,049.99

BATTING

BSN SPORTS

PO Box 841393
Dallas, TX 75284-1393
Phone: 800-527-7510 Fax: 800-899-0149
Visit us at www.bsnsports.com

Quote

Quote #: 21595113
Purchase Order #: Batting Cages - Glen Wilk
Cart Name:
Quote Date: 12/04/2024
Quote Valid-to: 01/03/2025
Payment Terms: NT30
Ship Via:
Ordered By: Glen Wilkerson

Contact Your Rep
Michael Bradley Email:**mbradley@bsnsports.com** | Phone:**972-884-7205**

Sold to
1037893
AMELIA COUNTY PARK & RECREATIO
16330 DUNN ST
AMELIA COURT HOUSE VA 23002
USA

Ship To
1037893
AMELIA COUNTY PARK & RECREATIO
16330 DUNN ST
AMELIA COURT HOUSE VA 23002
USA

Payer
1037893
AMELIA COUNTY PARK & RECREATIO
16330 DUNN ST
AMELIA COURT HOUSE VA 23002
USA

Item Description	Qty	Unit Price	Total
VARSITY BATTING TUNNEL FRAME 4-SEC BS10004 Item # - 1363708	6 EA	$ 1,611.99	$ 9,671.94
COLLEGIATE. TUNNEL 70X14X12 Item # - 1149388	6 EA	$ 1,136.99	$ 6,821.94

Subtotal:	$16,493.88
Other:	$0.00
Freight:	$0.00
Sales Tax:	$0.00
Order Total:	$16,493.88
Payment/Credit Applied:	$0.00
Order Total:	**$16,493.88**

BSN SPORTS Terms and Conditions apply to all of your orders with us and our affiliates. At any time, these terms and conditions can be found at www.bsnsports.com\terms
All BSN purchases have an extended 60-day return policy. You can return items up to 60 days after the date of shipment
Check your quote at www.bsnsports.com/?&ProgramID=21595113&zip=23002

Nora Pike

From: Charlie Conner <cconner@pioneerathletics.com>
Sent: Wednesday, December 4, 2024 4:44 PM
To: Nora Pike; Glen Wilkerson; Charlie Conner
Subject: Batting cage

Nora Pike
Amelia County Parks and Recreation
16330 Dunn St
PO Box A
Amelia, Va 23002

Nora,
Glen,

Batting Cages
70 feet long x 14 feet wide x 12 feet tall
Includes Collegiate Tunnel Nets (SKU 1149388/BS27014).
VARSITY Batting Tunnel Frame 4 Sections (SKU 1363708/BS10004).
6 Batting Cages @ $2,640.00/each = ...$15,840.00 Delivered.

Prices quoted must be for quantity of 6 sets
This Quote is valid through Dec. 31, 2024

Thank you,
Charlie Conner
Pioneer Athletics
c. 804-690-2648

Sent from my Verizon, Samsung Galaxy tablet
Get Outlook for Android

Quote

The Shed Zone

Quality Vinyl Amish Sheds

INVOICE NO.
DATE December 4, 2024
CUSTOMER ID walk-In

The Shed Zone LLC.
11201 Patrick Henry Hwy.
Amelia Courthouse, VA, 23002
804-564-4606

Amelia County Parks & rec

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Russ Lunsford			

QUANTITY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1.00	12X30 7' wall Vinyl siding Cottage		$12,500.00
1.00	Includes delivery & Ramp double doors		
1.00			
2.00			
1.00			
1.00			
1.00	Price includes delivery/ Block / & Leveling	$500.00	N/C
2.00	5X5 Ramp	$250.00	N/C
1.00			
1.00			
1.00			
	Full 30 Year Warranty		
			-
	Predicated on HOA approval or full refund		
			-
			-
			-
			-
		SUBTOTAL	$12,500.00
		SALES TAX	
		TOTAL	

Quotation prepared by: _____

This is a quotation on the goods named, subject to the condinons noted below:
(Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.)

To accept this quotation, sign here and return: _____

THANK YOU FOR YOUR BUSINESS!

Planning Commission

Staff Summary Report

Meeting Date:	January 27, 2025
Agenda Item:	Second Dwelling Units in Subdivision
Agenda Item #:	**8. C.**
OVERVIEW:	During the Board of Supervisors Regular Meeting on October 16, 2024, the board members requested that the Planning Commission review and provide recommendations to amend the regulations for Detached Dwelling Units in Subdivisions.
FISCAL IMPACT:	N/A
BOARD OPTIONS:	Discuss and assign Zoning Committee to review the Subdivision ordinance/Detached Dwelling Units and provide recommendations.

Planning Commission

Staff Summary Report

Meeting Date:	January 27, 2025
Agenda Item:	Comprehensive Plan Update
Agenda Item #:	**6. D.**
OVERVIEW:	The Comprehensive Plan Committee meets January 23, 2025 to continue reviewing and constructing the Comprehensive Plan. The deadline for the Community Input survey was January 15, 2025. Any additional information will be provided separately in person, online and/or through verbal discussion by Comprehensive Plan Committee members. (This meeting takes place after the Planning Commission Packet has been distributed)
BOARD OPTIONS:	**Informational Only**

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