



GLOUCESTER COUNTY BOARD OF SUPERVISORS AGENDA

Tuesday, July 15, 2025, 6:00 p.m.

Colonial Courthouse

6504 Main Street

Gloucester, VA 23061

	Pages
1. Call to Order and Roll Call	
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AT A TOWN HALL MEETING OF THE GLOUCESTER COUNTY BOARD OF SUPERVISORS HELD ON WEDNESDAY, MARCH 26, 2025, AT 6:00 P.M. IN THE THOMAS CALHOUN WALKER EDUCATION CENTER AUDITORIUM, 6099 T. C. WALKER ROAD, GLOUCESTER, VIRGINIA:

1. Call to Order and Roll Call

Mr. Smith called the town hall to order and thanked everyone for attending. He asked that everything be kept cordial and noted the Board members in attendance. Mr. Bazzani and Dr. Orth were absent [Dr. Orth arrived at 6:12 p.m.]. He invited anyone with questions or comments to come forward to the microphone.

HOWARD MOWRY

Mr. Mowry stated that Waste Management was listed in the revenue budget, and he had not seen that before.

Ms. Steele stated that in the contract with Waste Management there was not only a benefit in that the citizens do not pay for trash, but it was also a revenue source. Waste Management paid the County an amount based on the tonnage of other waste it accepted.

Mr. Mowry then questioned the amount of the expenditures and revenues for Parks, Recreation, and Tourism and the Daffodil Festival.

Ms. Steele noted that the Daffodil Festival was a break-even or profit event. She stated that there was a reserve account that covered any expenses above the revenue and that there was no cost to the General Fund. The festival also brought in higher sales and meals tax revenue. She noted that Tourism also had that same type of impact, by encouraging visitors to come to Gloucester. She stated that recreation was pay to play. She advised that the parks did not make money. Like libraries, the users did not expect to pay to visit the parks.

Mr. Mowry stated that two fire stations were needed. One on Main Street with rescue services and then a main station on the old Page site with the heavy equipment. He also suggested that community engagement be shut down and the school system manage their facilities after hours.

Mr. Gibson thanked everyone for attending. In reference to the earlier comments on Parks, Recreation, and Tourism, and the Daffodil Festival, he stated that they were not for profit enterprises. He stated that the Daffodil Festival was the largest event in the County. It promoted tourism and resulted in increased sales and lodging taxes that were paid by tourists who came in, spent money, and left. He stated that parks and recreation were valuable assets for the youth of the community. Young people in sports, being coached by good mentors, were less likely to engage in bad activities and would be learning life lessons.

Mr. Mowry asked about the cost for the third party monitoring for the AMI (Automated Metering Infrastructure) contract, fund balance investment, Placer contract renewal, and plans for the windfall if taxes were raised.

Ms. Legg, Director of Public Utilities, stated that there was an annual maintenance agreement for the monitoring of the AMI system. She advised that the monthly equipment fee would cover that cost.

Regarding fund balance investment, Ms. Calloway, Chief Financial Officer, advised that there were specific methods that could be used to invest public funds. The government did not have the same avenues that were available for personal investors.

Ms. Steele stated that no decision on the Placer contract renewal had been made yet.

Dr. Orth arrived at 6:12 p.m.

Mr. Chriscoe advised that the Board had not adopted the tax rates yet and the amount of any extra revenue was not yet known.

KATHLEEN JONES

Ms. Jones asked for further clarification of Mr. Chriscoe's comments.

Mr. Chriscoe stated that the Board has not adopted the budget yet and the tax rates may not change. The tax rates were only advertised rates at this time. The Board would be working to decide the budget amount, and then the Board would know what the new tax rate would need to be to support that budget.

Ms. Jones stated that the thought was that we need more money because we do not have infrastructure. She noted that Gloucester was growing at a ridiculous rate. She stated that citizens do not want taxes raised and they do not want to see the growth continuing. They wanted to maintain the rural, comfortable, hometown feel that currently existed. She stated that the Board should be looking carefully at the School Board's budget request. She asked that the Board spend efficiently.

CATHERINE CARTER

Ms. Carter noted that there was a national issue with property taxes. She stated that property taxes that were unconstitutional should be stopped. She noted that school districts were masters of central appraisal districts. She reviewed issues in the State of Texas and hoped that Virginia was not involved in those types of situations.

Mr. Chriscoe stated that school boards in Texas had taxing authority and Virginia School Boards did not.

Mr. Gibson stated that he wanted to address Ms. Jones's comments about growth. He noted that it was critical to manage growth to preserve our rural, small town way of life. He noted that first responders, infrastructure, increased traffic, and the utility system were some of the areas that were stressed. He stated that if there were reasonable measures of growth that would not add additional stress then that could be considered, but those concerns needed to be weighed moving forward.

Mr. Nicosia noted in reference to the comments regarding school district appraisal districts that his wife was a Texan and that she knew that every citizen in Texas paid a school tax to the independent school district.

Dr. Orth stated that with the tolls being removed from the Coleman Bridge, it would be difficult to manage growth. He noted that citizens had property rights, and it would be difficult to tell them what they could and could not do with their property.

DIANE JONES

Ms. Jones brought up a question about a large amount of money being delegated to study something.

Ms. Steele advised that the Board voted to fund a compensation study at a cost of \$49,000. She reviewed that a study had not been done by an outside organization in ten years. The study was currently underway and when the results were available the Board would decide what, if anything, to do with those results. She noted that the study would help inform how the County could stay competitive with other localities particularly with law enforcement, utilities, and others. She stated that the information from the study would be presented at a public meeting.

Ms. Jones stated that she was also concerned about growth, traffic, and crime. She reviewed some of the issues with road work. She stated that in the past two years there had been two attempted break ins at her home. She stated that she was on social security. She stated that citizens over 75 should not have to pay taxes and encouraged the Board to think about an age limit on property taxes.

TERESA ALTEMUS

Ms. Altemus reviewed information provided to the Board at two of its meetings in 2023 by its financial consultants. She reviewed that one of the considerations in the presentation estimated revenue from the sale of the fire department's assets and asked whether that included apparatus. She noted also that in FY24, the County ended with a positive fund balance of just under \$600,000. She stated that she heard that it was used to fund the increase in health insurance for employees and asked whether that was the case.

Mr. Chriscoe stated that the projected \$2.9 million in revenue from the sale of the fire department's assets was for the potential sale of the current property on Main Street. He noted that the fire department had agreed to turn over their current property to the County once the new station was built. The estimated revenue from the sale of those properties was \$2.9 million. He advised that the number did not include any apparatus.

Ms. Altemus noted that in the previous meetings it was stated that the fire station could be funded without a tax increase. She stated that at later meetings additional projects were added to the discussion on holding a referendum. She questioned why the Board did not discuss moving forward at that time with the fire station.

Mr. Chriscoe noted that he could not speak for the rest of the Board, but he had tried to remove the fire station from the referendum.

Mr. Hutson stated that in some of the earlier meetings it was discussed that if the Board had used the \$19 million borrowing capacity for the fire station, then they would not have had opportunities to fund other projects. He personally felt if he could go back in time then a referendum did not need to be held. The Board could have made a two cent tax increase to fund the other projects that were desperately needed.

There was additional discussion on this matter.

Ms. Altemus noted that it appeared at that time that the County was rolling toward the referendum without hard discussions. She noted that many felt betrayed and she thought it still had not been adequately explained why the fire department was not already built.

Mr. Hutson stated that was one of the reasons he had asked Ms. Calloway to review the historical data at the last meeting because the County did not have the cash available to build the station, as many believed. He stated that the funds would have to be borrowed, and it would have been the fall of 2024 for that borrowing.

Ms. Steele noted also that the Board had decided to remove the sale of the fire department's properties from the possible revenue stream, given the uncertainty of timing and whether they would sell. When that was removed, it changed the borrowing window to the fall of 2024.

Ms. Altemus asked if there was a discussion about moving forward without the fire department having to submit their assets.

Ms. Steele noted that when she first met with the fire department, this was discussed. She advised that the fire department had been planning to sell their property once they had the new station. Their intent was to use those funds to help pay their loans. She noted that they had been saving, and it had been their hope to pay for the station themselves.

There was additional discussion on the previous ability to fund the fire department without raising taxes, the lack of any debt capacity for other projects, and debt service obligations.

Mr. Gibson stated that he was 1000% in support of the new fire station and all that the first responders were doing. He noted that he wanted the fire station to be built as fast as possible and that was why the referendum proposal was put before the community. He stated that there was an opportunity to have the referendum to be able to issue general obligation bonds which would have had a very low interest rate. The goal was to get the fire station built as soon as possible and to take advantage of the general obligation bonds to meet additional important needs. He reviewed some of the other projects that were part of the referendum to include: Botetourt Elementary School renovation for security upgrades, school HVAC (heating, ventilation, and air conditioning), and the sports complex at the high school. He advised that there was the sense that the projects were so significant that the input of the community was needed before borrowing that amount of money. He stated that he wanted to clear up one major misconception. There was a concerted effort by those who opposed the referendum to say that the County had the money in the bank. That was not true. In 2023, the County had less than \$3 million in available funding that could have been applied to the fire station. At that time the cost for the fire station was \$12.1 million. The only way to build the fire station was to borrow money or to raise taxes.

After some additional discussion, Dr. Orth noted that in retrospect the Board should have just bitten the bullet and raised the taxes by two cents. However, he

noted that so few people come out during the budget time that the majority of the Board felt that they wanted the input of the citizens through the referendum. He stated that the Board was fully supportive of fire and rescue. He noted that this was a conservative Board financially, but they had to listen to the needs of the community.

Ms. Altemus asked about general fund transfers to utilities, and whether the proposed rate increases would build up the utilities fund balance.

Ms. Legg stated that the previous transfers from the general fund to utilities stopped several years ago. She advised that the rate increases would not only cover additional debt payments, should the Board choose to borrow funds for the needed capital projects, but would also build the fund balance to provide for at least a quarter year's worth of operating costs in reserve.

Ms. Altemus asked if the County had been approached by a company offering to buy the water system and if so, what revenue would have been realized from a sale.

Mr. Hutson stated that the County had been approached. He did not remember the amount, but he noted that the current debts of the system would have been paid from any revenue from a sale.

Mr. Bains, Deputy County Administrator, advised that the County was approached by someone with an offer. Much of the information the Board received on that was confidential under the PPEA (Public-Private Educational Facilities and Infrastructure Act). The Board worked through the process and determined not to move forward.

Dr. Orth stated that the company that approached the County was a for profit company. He advised that he had done some research on the company and the comments from other localities where they had purchased water systems were shocking. He noted that if the utilities were sold, then the Board would have had no control over the rates. He noted that there were issues with infrastructure that needed to be addressed, and Ms. Legg had presented a plan to move forward.

Ms. Altemus thanked the Board for the opportunity and the exchange of information.

CATHERINE CARTER

Ms. Carter asked who would fund the bonds that were mentioned earlier and discussed aspects of the Virginia and United States Constitutions.

Mr. Hutson stated that the Board had not gotten to the point of issuing the bonds.

SUSAN AUSTIN

Ms. Austin stated that she felt the citizens were misled about the referendum. She asked if there were any plans to fund the fire station and stated that the fire station should be the priority.

LOGAN AVERY

Mr. Avery stated that he had heard rumors about devices tracking phones in certain areas of the County and would like to know if that was true. He also asked what was being done to reinvest in the County. For instance, what were the economic incentives for companies to come to the County to start businesses.

Mr. Hutson noted the issue with phone tracking was likely a result of the discussion on the product called Placer.

Dr. Orth stated that there was an economic incentive program through the Economic Development Authority. They could provide business incentive loans to encourage businesses to locate in the County. He noted that when businesses came to look at the County, they gathered information to determine the customer base and other factors. He reviewed Fox Mill and the information that its owner gathers to determine the types of businesses to bring to the center. He noted that the Board did what it could to make the County business friendly, including changing regulations to make things easier for businesses.

Mr. Avery asked if independent experts were consulted when it came to small purchases such as slope lawn mowers, AI (artificial intelligence) products, and vehicles.

Ms. Steele stated that the County had a Purchasing Department. She noted that the County had to follow State procurement laws and also had a local ordinance as well.

Dr. Orth stated that there were ethics that the County had to follow and the purchasing staff did a very good job of trying to get the best deal for the best cost.

Mr. Hutson asked for Mr. Avery's opinion on the Board's focus. He noted that it was mostly citizens of the older generation that were providing input. He stated that Mr. Avery and his friends in the younger generation were the ones coming to and staying in the County. He stated that the Board would like to hear what it needs to do to keep young people in the County.

Mr. Avery stated that there was nothing to do in the County. He noted that there were differing opinions about what to have, but he and his friends enjoyed the parks and being outside. He stated that there were no local businesses promoting entertainment.

Mr. Hutson noted that he was glad Mr. Avery was there. He noted that different ages had different perspectives on needs and wants, and the Board needed to hear from everyone.

SUSAN AUSTIN

Ms. Austin asked about the plans for building the fire department.

Mr. Hutson stated that the Board was working on figuring out the financing.

Ms. Steele stated that the fire department was the number one capital improvement project in the County Administrator's proposed budget.

J.D. CLEMENTS

Chief Clements thanked the citizens for their continued support and the Board for everything that had been done for the fire department and rescue squad. He

stated that the fire station building committee was working with the architectural group on the site plan. He noted that they hoped to have shovels in the ground by the end of the year. He stated that when the building was built it would be the fire department's building funded by the community. He noted that when the time came for it to go to a career department then it would revert to Gloucester County. He stated that their call volumes had increased and so their operating costs were increasing as well. He noted that it was a big expense but not as much as it would be as a career fire and rescue station.

Board members expressed appreciation and support for fire and rescue and the valuable work they did for the citizens.

BILL KNIGHT

Mr. Knight noted that he had been coming to Gloucester since he was four years old. He reviewed his time visiting and living in Gloucester. He noted that he had been in the building and development business for 40 years. He stated that he knew budgets and he knew that you had to prepare for tough budget times. He stated that Mr. Avery's earlier question dealt with value engineering. He noted that was a way of looking at all the options available and asking how it could be done better. He reviewed an example from his time working for the State and purchasing lawn mowers. He recommended that the County consider within its budget and purchasing restraints how it could do things better and more efficiently. He then stated that he would like to address the elderly population in the County. He noted that there were places where the rate of taxation for retirees could be adjusted. He asked the Board to consider that option.

Dr. Orth stated that there was an income and asset based program in Gloucester to provide tax relief to the elderly.

Mr. Knight stated that the country seemed to be in a perfect storm economically. He agreed with having a fund to put some money aside to fix the water system issues. He asked if there would be an increase in the taxes on cars.

Mr. Hutson stated that the Board was advertising rates that were higher than the current rates just to have options available.

Mr. Chriscoe noted that several years ago the State decided that 100% disabled veterans were entitled to tax relief and gave all the localities the ability to pass an ordinance for the relief. In Gloucester it resulted in a loss of \$1.6 million in revenue. The State did not assist with any funding to make up that difference.

Mr. Knight recommended making sure that the elderly were aware of the programs that were available. He thanked the Board members for the civil discourse and for the work that they do.

Dr. Orth noted that all Board meetings were open to the public and recorded for playback. He stated that some citizens may have issues with technology.

Mr. Knight asked what the average increase in home values had been over the last five years and how that affected the revenue stream.

Ms. Calloway stated that she could provide some information. For 2025 the growth in assessments was 0.6%. In 2024, the growth was 1.1%

Mr. Chriscoe noted that if the total revenue increased by more than 1% due to the assessments, then the Board had to equalize the tax rate to maintain the revenue level. He advised that the assessment information would be presented to the Board in the October/November time frame. The notices would go out in December so that citizens would know the amount of the assessments.

There was additional discussion on assessments and equalization.

Mr. Knight stated that he previously worked with a company that considered building in Gloucester. They decided not to because if they built a pump station, they would not get any benefit from others connecting to it. He recommended that the Board consider that as it would be a good incentive for the builders who go through the expense of installing a pump station.

DIANE JONES

Ms. Jones asked about the product that Ms. Steele had mentioned that tracked everyone that went to Ollies and Walmart and other places.

Ms. Steele stated that there was a national system that used tracking information that was available. She noted that when the County used the system, it could see the number of shoppers at Walmart and what zip codes they came from which would help to determine locations for marketing and tourism efforts. She advised that the information was anonymous and was not tied to specific individuals.

Ms. Jones then asked, with the removal of the tolls on the Coleman Bridge, why the County could not put tolls through Gloucester. She noted that this was a practice in Florida. She also asked about the senior citizens tax relief.

Mr. Chriscoe stated that the roads in Florida that were charging tolls were private roads. He stated that to apply for tax relief, the individual fills out a form and presents it to the Commissioner of Revenue's Office.

As there were no other comments or questions, Mr. Smith thanked everyone for coming to the meeting.

Mr. Hutson noted that this was one of the first nights of the budget season and encouraged everyone to attend future meetings.

The town hall was adjourned at 8:42 p.m.

Kevin M. Smith, Chair

Carol E. Steele, County Administrator

AT A REGULAR MEETING OF THE GLOUCESTER COUNTY BOARD OF SUPERVISORS HELD ON TUESDAY, APRIL 1, 2025 AT 6:00 P.M. IN THE COLONIAL COURTHOUSE, 6504 MAIN STREET, GLOUCESTER, VIRGINIA:

1. Call to Order and Roll Call

Mr. Smith called the meeting to order, and Ms. Steele took roll call.

THERE WERE PRESENT: Kevin M. Smith, Chair
Ashley C. Chriscoe, Vice Chair
Phillip N. Bazzani
Kenneth W. Gibson
Christopher A. Hutson
Michael A. Nicosia
Robert J. Orth

THERE WERE ABSENT: None

ALSO IN ATTENDANCE: Edwin "Ted" Wilmot, County Attorney
Carol Steele, County Administrator

2. Invocation and Pledge of Allegiance – Pastor Mike Freeman – Transforming Life Church and Haylee Hawthorne – Page Middle School

Pastor Mike Freeman, Transforming Life Church, gave an invocation. Ms. Haylee Hawthorne, a student at Page Middle School, led all in attendance in the Pledge of Allegiance to the Flag of the United States of America.

3. Approval of the Minutes - January 25, 2025

Mr. Chriscoe moved, seconded by Mr. Hutson, to approve the minutes of the January 25, 2025, meeting as presented. The motion carried and was approved by a unanimous voice vote.

4. Adoption of the Agenda

Dr. Orth moved, seconded by Mr. Hutson, to adopt the agenda. The motion carried and was approved by a unanimous voice vote.

5. Approval of the Consent Agenda

Dr. Orth moved, seconded by Mr. Chriscoe, to approve the consent agenda. The motion carried and was approved by a unanimous voice vote.

a. Resolution to Officially Name Certain Streets in Gloucester County – Heather Burch – GIS Analyst

**RESOLUTION TO OFFICIALLY NAME CERTAIN STREETS
IN GLOUCESTER COUNTY**

WHEREAS, the Gloucester County Board of Supervisors has previously provided for the approval of names for all existing streets in the County; and

WHEREAS, since that time new streets have been added that require official sanction by the Board of Supervisors; and

WHEREAS, the Gloucester County Board of Supervisors has reviewed this list of street names and finds them to be appropriate.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Gloucester County that the list of proposed street names provided this day to the Board be hereby approved as follows:

New Roads:

Chickadee St

6. Matters Presented by the Board

Mr. Bazzani stated that it was one of the greatest honors to serve on the Board, to serve the York District, and to work alongside talented and dedicated individuals. He noted that he strongly believed in term limits, and it was time to pass the torch to others with new ideas and fresh perspectives. He stated that he had served 12 years and announced that he would not seek reelection. He stated that he had always voted for small government and small taxes. He complimented both Ms. Steele and Dr. Vladu, Superintendent at Gloucester County Public Schools, and stated that the County was a model for economic growth and academic excellence. He noted that he was proud of what the Board had accomplished collaboratively and stated that it was an honor and privilege to serve with the other Board members. He determined that his own successor was Shannon Hanson for the York District. He noted that she was a true conservative and shared his ideology and that he would devote all of his resources to support her. He thanked the York District for the privilege of serving them.

7. County Administrator Items

Ms. Steele stated that Steve Wright, Deputy County Administrator, and Mr. Gibson, Petsworth District Supervisor, were 2nd place recipients in their age brackets in a race held the previous weekend and she congratulated them. She then noted that at the Board's request, Tanya Deckard would be at the meeting on April 21st. She wanted to recognize and congratulate Lauren Landry who was nominated by Gloucester County for the Hampton Roads top 20 under 20 for 2025. She was a recipient of the award out of 60 applicants. She noted that Ms. Landry was a member of the National Beta Club, a School Board student representative, a member of the Art Honor Society, and served in other leadership roles. Finally, she also reminded everyone that the Daffodil Festival will take place during the upcoming weekend.

8. Scheduled Presentations

a. Discussion on Financing for Capital Needs – Carol Steele – County Administrator and Ted Cole – Senior Vice President, Davenport & Company

Mr. Cole, Senior Vice President at Davenport & Company, explained that he was present to discuss the financing approach and options for the Gloucester Volunteer Fire and Rescue Squad (GVFRS) station. He stated that it was currently estimated to cost \$17.5 million. He informed the Board that in Virginia, there were several ways local governments may secure a loan. He explained that it could be done through a "lease revenue" option which was a lien on real property, a "lease" on

equipment, or a "general obligation bond" by the County's taxing power provided that a bond referendum was passed. For the lease revenue and lease options, he stated that they were subject to annual appropriations which had to be put into the budget each year. He noted that if a payment was not made, the lender or bond holder had the right to take the mortgaged facility. He stated that since the County was anticipating funding through the issuance of debt, there were "direct bank loans" as well as "public issuance". He noted that the public issuance required the County to obtain one or more formal credit ratings. Mr. Cole explained that typically a direct loan through the Virginia Resources Authority (VRA) pooled financing program would be an option but would not be able to be used until the spring of 2027 due to the failed bond referendum in 2023.

Mr. Cole provided a comparison of the advantages and disadvantages of each funding source. He stated that direct bank loans do not require bond ratings, can get a fixed rate fairly quickly, and the timing can be tailored to the County's schedule. He noted that there were limitations on the borrowing amount, and they tended to be 15-20 year terms. He noted that they also typically had higher interest rates. He explained that with a public issuance, there was a longer term amortization of 30 years, typically lower interest rates. However, they had a higher cost of issuance, they had more financing requirements and documentation and also required ratings.

Mr. Bazzani asked if the VRA option was a tax free municipal bond and Mr. Cole stated that all of the options were.

Mr. Bazzani then asked if they would get a lower rate with the VRA option than public issuance.

Mr. Cole stated that the rates would be close. He noted that the County might get a slightly better rate from the VRA because they were more highly rated than the County would be on its own, but there were costs and fees that might make them very close.

Mr. Bazzani asked if the County could refinance from a public issuance to VRA after a few years. Mr. Cole stated that it was possible, but standard with long-term debt, the County would have to wait 10 years to repay it. He noted that if the County is looking for an interim, short-term loan to get to FY27, additional analysis would be needed.

Dr. Orth asked if it would require less money the first couple of years or if it would still be for \$17 million. Mr. Cole stated that he did not know if the County could comfortably anticipate that VRA would approve the credit two years from now. He noted that the County should not borrow less than it needed because there was no guarantee.

Mr. Hutson asked Mr. Cole what the expense would be for the County to get rated. Mr. Cole stated that it would depend on the size of the bond issue, and it could be \$20,000 to \$25,000 per rating agency. He noted that the County could sell a bond with one to three ratings where most bonds were sold with two ratings. He recommended that the County have two ratings which would cost approximately

\$50,000. Since the County did not have a rating currently, Mr. Cole stated that the County could get a confidential rating and make a determination to make it public. He recommended that the County get two confidential ratings and determine whether they should be made public.

Mr. Cole discussed key differences between a direct bank loan and a County bond issuance. He stated that direct bank loans average 45-60 days and a County bond issuance would take on average 75-90 days. He stated that the max term for banks was typically 20 years whereas a bond issue could be up to 30 years. With a bank loan, he explained that the interest rate was more up front without a lot of financing work or costs. The banks provide proposals and the County could accept a rate and then it was locked. He noted that a bond required the ratings and the documentation which incurred costs before the rate was locked. Even though the bond issuance was more time consuming and incurred costs, the rates tended to be a more attractive form of financing.

Mr. Cole showed existing debt that had to be funded from the general fund. He displayed a few scenarios assuming a public bond market and current interest rates. He noted that the difference between the two scenarios was that the principal began in FY27 in one and in FY28 in the other. He explained that the true interest cost ranged from 3.88% for 20 years to 4.30% for 30 years which would be tax-exempt at a fixed rate for the entire term of the debt. He noted that with this type of debt the County would have the ability to prepay it or refund it in the bond market after 10 years. He noted that the estimate was \$17.5 million currently for the project. Mr. Cole stated that the annual debt service was the combined principal and interest figure which ranged from \$1.3 million to \$1.8 million. He noted that the difference between the two scenarios was there was one year of interest only, which would cost about \$150,000 to delay the principal one year. He stated that there was a lot of latitude in the bond market on how to structure the debt.

Mr. Cole displayed the affordability of the two options with the principal payments in one scenario beginning in FY27 and the other beginning in FY28. He explained that with the debt the County was already servicing, there was not enough funding in the budget to pay the new debt. He noted that the projections show that the County would be short about \$190,000 in FY27, \$475,000 in FY28, and \$97,000 in FY29. He explained that to make the new debt cash flow on top of the existing debt, the County would need about \$760,000. Alternatively, he stated that the County would need about a 1/3rd penny increase in FY27 and a 1/2 penny increase in FY28 for about 0.8 pennies if the County raised the money incrementally. He further explained that if in FY27 the County focused on bringing in the revenue all at once, it would be about 0.6 pennies.

Mr. Bazzani asked what the gap would be between the time the debt contract was signed, and the County received the cash. Mr. Cole stated that the County would take the first two months to get all of the documents pulled together and get the rating in place. He stated that the County would then sell the bonds, the interest rate

would be locked, and the money would come to the County about three weeks later. He explained that Davenport went with the public bond market option because the rates were lower and they could be estimated fairly accurately in comparison to a bank loan.

Mr. Bazzani asked when the County would lock in contracts. Mr. Cole stated that it would depend on several factors to include when the project was fully designed, when it was bid, and when the bid was awarded.

Mr. Bains stated that it would likely take 120 to 180 days from the time the site plan was submitted for the fire station and the bids would take approximately 30 days.

Mr. Cole stated that the County could set the timetable. He explained that many local governments get a schedule for bidding the project to know the cost, figure out how long they have to award the contract, and then time borrowing when the County knows the cost to receive it before the bid expiration.

Mr. Chriscoe asked if the affordability analysis took into account any retiring debt the County had within the next few years.

Mr. Cole stated that it did account for the paydown of existing debt, the three annual revenue sources made available for debt, and the \$1 million fire and rescue contribution. He noted that the chart showed the additional dollars needed.

Mr. Chriscoe stated that last year's presentation showed \$498,000 debt service retiring and then an additional \$400,000 in FY27. He stated that now he sees \$200,000 to \$400,000 in additional debt.

Ms. Steele stated that Ms. Calloway, Chief Financial Officer, could speak to those figures after Mr. Cole's presentation.

Mr. Cole went through the 25-year County public issuance. He stated that in FY26, the total revenue available would be \$5,281,617 including the local transfer for debt service, credits, and the \$968,750 revenue from fire and rescue. He went through the capital funding requirements which included existing debt service, York County radio leases, and proposed debt service with a total requirement of \$4,412,867. He noted that the proposed debt service was not included in FY26. He reiterated how much the County would be short in FY27, FY28, and FY29. He stated that the County could impose 1/3rd of a penny to set additional dollars aside and mitigate the overall impact.

Mr. Cole noted that the key debt ratios in the 25-year case would all be intact and would not put the County out of compliance with its policies. He stated that the borrowing would be reasonable given the 10-year payout, debt to assessed value, and debt service versus expenditures. He provided preliminary timelines for both bank loans and public issuance. He noted that with the bond, if there were ever a time that a Board did not appropriate the payment in the year, the bond holders could foreclose on the facility.

Mr. Gibson asked Mr. Cole whether it would be advantageous to establish a track record and rating for future projects if the County went in the direction of securing bond ratings.

Mr. Cole stated that the bond rating typically ran with the debt, and it would stay in place with the bonds until they were retired or were paid off early. However, he stated that if the County had another project, the County would have to get another bond rating. He noted that they rated the issue, not necessarily the County.

Mr. Hutson asked how much staff time was required for continuing disclosures.

Mr. Cole stated that it was really about remembering to post the audit and the budget, but there were different situations that may occur. For further clarification he stated that it would not require a full-time staff employee and that it would be once or twice a year that files would need to be uploaded to a website and staff may possibly speak with someone for one to two days.

Mr. Hutson asked if the County got the confidential rating AA, what the likelihood would be that it would stay AA. He further asked if there was a cost with getting a confidential rating. Mr. Cole stated that it would cost but the County would only pay for the rating once.

Dr. Orth asked if for the first few years, the County would need between \$544,000 to \$764,000 dollars in addition to what was already budgeted.

Mr. Cole stated yes and that it would be for FY27, FY28, and FY29.

Dr. Orth asked if that would require a little less than a penny tax rate for each of the subsequent years.

Mr. Cole stated that they were assuming a penny would generate \$570,000.

Dr. Orth asked if that could come from a different source and Mr. Cole agreed that it could.

Mr. Chriscoe asked if they could use fund balance to pay it off and then there would be no direct tax impact with no huge additional money going to debt service. He stated that the presentation showed one way would build an extra \$431,000 in debt capacity if they raised it and left it. He proposed using the fund balance to offset and then when the County sold the remaining property, it would go back to fund balance for projects.

Dr. Orth stated that if the County did not raise the taxes, the County had the option to secure the funds from another source. He explained that if they did raise the taxes, it would only be for a few years and then it would drop back down.

Mr. Cole confirmed with Dr. Orth that the County only needed the extra funds for three years with the assumption that nothing else was needed.

Ms. Steele stated that the fund balance was definitely a legitimate way for the Board to look but wanted to remind them how far behind the County was on PayGo. Right now, the way the County budgeted for capital projects was by using the fund balance. She further explained that taking nearly \$500,000 would mean that the County may not be able to fund school buses or some other activity. She stated that

the County was ahead of schedule on the project with nothing having to be paid for yet. She also mentioned that from the FY26 budget, because no financial commitment had to be made until the County gets into the borrowing, additional resolutions would be presented to the Board to consider. She noted that one item they would like to keep in the budget was the narrative that the Board committed to it as well as the contribution from the fire department. Dr. Orth asked if the fire department's commitment was less than what was submitted and Ms. Steele stated that it was.

Ms. Steele stated that it was better financially because they used 5% as a buffer. She stated that they did not see the ability to pay it off and look at the total amount versus the tax rate. She concluded that the Board had options on how they wanted to pay the debt.

Mr. Bazzani asked if they assumed 5%, that the budget would have to be readjusted.

Ms. Steele stated that it was not in the FY26 budget other than the revenue from GVFR (Gloucester Volunteer Fire and Rescue) because the County would not be paying anything in the FY26 budget. She stated that she wanted the fire department to know that no one would back out and that there could be language in the resolution that stated the County was committed to the project in future budgets.

Mr. Chriscoe stated that he had differing views on the existing debt retirement and asked for an up to date one because last year he showed different amounts than what was in the FY26's budget presentation.

Ms. Calloway stated that she compared all of the different debt retirement charts from different presentations, and they were accurate but she could provide it in a different format. She stated that one of the confusing pieces was that the proposed FY25 CIP (capital improvement projects) final maturity was listed in month, day, and year rather than fiscal years.

Mr. Chriscoe stated that the Board could use fund balance to pay off the next three retiring debts or three easiest low hanging fruits and then immediately open up debt service capacity this year. He stated that the information was always presented differently and if there was a way they could do it then they should not be raising taxes to fund the fire department.

Dr. Orth stated that he spoke with Ms. Calloway regarding the three pages in the FY24, FY25, and FY26 budget books and they were slightly different. He clarified with her that it was related to the way the payment schedule was set up where the payments were sometimes different.

Ms. Calloway agreed, noting that in the appendix, they modified the debt retirement chart that was in the CIP (Capital Improvement Plan) presentation and put in a new slide that included the last payment due date and the fiscal year it fell in. She continued and stated that what Dr. Orth referenced was that government debt was not linear and debt retirement could fluctuate as much as several hundred

thousand dollars. However, she continued, it was not the debt retiring, it was the payments dropping so you did not see the debt wiped away.

Mr. Chriscoe stated that they needed to find a way to use cash reserves in the most beneficial way for the citizens of the County. He stated that he wanted to minimize as much of the fiscal impact as possible.

9. Public Comment Period

HOWARD MOWRY - YORK DISTRICT

Mr. Mowry stated that with the loss of 634 students to home schooling, it was time to analyze the cost to the taxpayer in local funding support for an empty seat. He stated that since personal property tax was going to be increased, a credit of approximately \$103 is due on the upcoming billing cycle before the new tax is assessed. He explained that the County was responsible for the maintenance of the HRSD (Hampton Roads Sanitation District) sewer system. He recommended that the responsibility should be moved to the Public Works department. Mr. Mowry stated that the water utility, being an enterprise fund, would then be able to function better. Additionally, he stated that it had been neglected for decades by Administration and the Board. He recommended hiring ten new employees to conduct maintenance. He stated that there was only one handicapped parking spot at Beaverdam Park although it was not for a side-exiting vehicle but noted that the new pier looked great. He stated that the budget did not mention that the County had a \$60-\$100 million debt to fix the Utilities Department. He recommended to reduce the current budget proposal by ten percent.

DIANE JONES - WARE DISTRICT

Ms. Jones stated that she was sorry to see Mr. Bazzani go. She stated that she needed to make a correction to what was told to another citizen. She explained that he was told that AI (Artificial Intelligence) systems gave the power to discern gender and race. She believed that that information did not come from zip codes and asked for more transparency. She stated that Warehouse Road was finally paved. She noted that she was able to get in touch with the supervisor for the project and notified him about the Edgehill Street ditch and he fixed it and she was grateful. She questioned whether the Board had any influence over the electric company such as funding windmills when it was decided there would be no windmills in Virginia. She concluded that if the County cannot balance the budget, then they need to do something else because things should not be bought until it was paid off.

The following comments were submitted through the alternate submission methods and were read by the Administrative Coordinator.

KENNY HOGGE, SR. - GLOUCESTER POINT DISTRICT

Mr. Hogge explained that potable water was required by Virginia Administrative Code to be disinfected with chlorine before being placed in service with the purpose to prevent the occurrence of waterborne diseases from drinking water. He stated that Utilities had self-performed a waterline replacement and did not follow proper guidelines such as flushing dirt and debris from the lines and that the project was

still incomplete. He stated that areas such as parks, tourism, pay raises, and funding non-government organizations were more important to the Board and County Administrator than having safe and reliable drinking water and sewage disposal.

ROBERT THOMPSON – SPRING BRANCH DRIVE

Mr. Thompson wanted to know why there was no ordinance to prevent shooting firearms in a residential neighborhood such as Burke's Mill where houses were constructed only 75 to 150 feet apart. He noted that his concern was with the noise level that nearby shooters generated. He stated that it significantly reduced his quality of life because of the loud and frequent shots being fired. He requested that Gloucester County ban shooting within a mile of another dwelling. He noted that public safety could also provide further justification for his request. He stated that if the Board would receive too much opposition from hunters, that they consider enacting an ordinance for weekends and holidays.

10. Public Hearings

a. Public Hearing to Consider an Ordinance Revising Certain Utility Fees, Rates, and Charges Imposed by Chapter 19 – Waters, Sewers, and Sewage – Katey Legg – Director of Public Utilities

Mr. Smith introduced the topic and expressed the Board's condolences to Ms. Legg who recently lost her father. He noted Ms. Calloway would provide this presentation.

Ms. Calloway presented a five-year outlook on the proposed rate increases which included a 14% increase per tier in FY26 effective May 1, 2025. Over the five years presented, she stated that it would provide the funding to cover operational and capital costs. She pointed out that they had shown over time how capital needs and operational costs had outpaced the revenues of the Utilities system. She anticipated that the reserve fund would be depleted by the end of FY25. Ms. Calloway briefly went over the current and proposed water rates. She noted that 86% of customers using less than 5,000 gallons would see an increase up to \$7.03 and 95% of customers between 6,000 and 8,000 gallons would see an increase up to \$11.23. She then briefly went over the proposed tier sewer rates. She explained that 90% of combined water and sewer customers would see an increase of \$16.79 or less. Of those, 80% of customers would see an increase of up to \$10.62. She showed the Board the Raftelis report that depicted what the rates would be had they been increased by 3% each year since FY14 and it was above where the rates currently stand. She briefly showed the Board the proposed amendment to the ordinance.

Mr. Smith opened the public hearing for public comment.

NATHAN BROWN - WARE DISTRICT

Mr. Brown stated that the Board needed to concentrate increases on small users because the County mainly had residential customers. He informed the Board that he looked at other localities and the customers in York County pay a flat rate of \$27 a month. He believed that the County should do the same. He stated that how much water was used did not make a difference to the sewer system. Mr. Brown

noted that the only variable cost was additional repairs and the cost of electricity. He believed that everyone should pay into the system otherwise it would not work out in the long-term. He concluded that no one knew the cost of the sewer system and it would need to be figured out to be self-supporting.

HOWARD MOWRY - YORK DISTRICT

Mr. Mowry urged the Board to look at Buchanan County and the ordinance that was put in place. He further told the Board that they needed to look at the ability to have a water authority. They would be the overseers of the authority to use the funds to make it work. He believed that everyone in the County needed to pay into it because the limited amount of users would never be able to make it work. He explained that the lines were in terrible shape and the Board needed to have surveys done to find the lead and concrete asbestos lines that needed to be replaced. He stated that the Board had not considered the debt it would take to fix all of it.

TERESA ALTEMUS - GLOUCESTER POINT DISTRICT

Ms. Altemus was surprised that the utilities debt service was paid off in 2019 which meant that there had been six years of not addressing the issue. She stated that the current plan would be a 56% increase over time, but she did not see the plan for the next few years. She noted that the Board had not addressed the water system in the past ten years and asked them to reconsider. She also urged the Board to give more information to the public.

DIANE JONES - WARE DISTRICT

Ms. Jones thanked Mr. Nicosia for calling the water company when she had a leak because they came out to fix it within a few days. She stated that people that do not use city water pay fees. She wondered whether the copper lines would be replaced and whether that would be her expense.

The following comment was submitted through the alternate submission methods and was read aloud by the Administrative Coordinator.

KENNY HOGGE, SR. - GLOUCESTER POINT DISTRICT

Mr. Hogge explained that he had urged the Board for the last twelve years to rapidly and effectively react to the poor condition of Utilities assets. He expressed concern that the directors of Utilities have not been supported by the Board. He explained that public water and sewer systems affected every Gloucester citizen. He was also concerned that parks, recreation, and tourism would receive funds from the FY26 local tax base, but Utilities would not. Mr. Hogge suggested that the Board cut expenditures from the budget so that all meals tax revenue was appropriated to Utilities. He concluded that he supported the rate increase proposal for FY26, but it was not enough.

As there were no other comments, Mr. Smith closed the public hearing and turned the matter over to the Board.

Mr. Hutson stated that if the County had funded the Raftelis increase, it would be higher than it is right now. He stated that there would be money in the reserve fund and/or they would have been able to make repairs. He asked if there was a

graph that extended out the next five years and Ms. Calloway stated that she could provide that information.

Mr. Bains explained that the current rate increase was just for operating costs and not for repairs and briefly discussed that the Board had chosen a plan based on options presented by Ms. Legg at a previous meeting. He stated that the option allowed the County to have enough money in the next five years to borrow funds to do \$30 million worth of work.

Mr. Hutson stated that although there was a big increase in the current year, at the five-year mark, it would be higher than if they went with the 3% annually. He asked how much sewer would be done out of the five-year plan.

Mr. Bains responded and stated that it would be \$11 million.

Mr. Hutson stated that people that were not on utilities should not have to pay, but everyone uses them in the County. He explained that 3,292 people would have to pay \$11.2 million in the next five years while other people do not, even though everyone benefits from it. He stated that the County does not have any excess funds for emergencies and stated that rates needed to be raised, but it should be paid for by everyone in the County.

Ms. Calloway stated that there was a period between 2014 and 2019 where the general fund supplemented the Utilities fund until a certain debt was paid off. She informed the Board that there was an interest payment built into the budget because the County anticipated borrowing as soon as possible for approximately \$2 million in FY26.

Ms. Steele stated that the County would work on capital projects immediately.

Ms. Calloway noted that for several years, capital projects had been budgeted but not completed and they would have seen the fund balance issue sooner if projects were getting completed.

Mr. Gibson wanted to clarify that if the rate increase passed, it would be for \$30 million over the next five years.

Mr. Bains explained that the rate increases differed each year.

Mr. Gibson noted that there had been \$66 million in identified needs over 10 years.

Ms. Steele stated that anticipated expenses were added into the forecasting including personnel and inflationary costs such as chemicals.

There was a brief discussion about how figures could change because of future unknowns.

Ms. Calloway stated that in the event of a catastrophe, general fund dollars would likely have to be used. She noted that the development fund could also be used, but the Board would have to approve of it. She noted that in year two of the five-year plan, the County could start building a reserve.

Mr. Bazzani asked if they knew about the issues prior to the previous director's departure.

Mr. Bains explained that the previous director had explained issues since 2021

or 2022, but the Board may not have been made completely aware.

Mr. Bazzani stated that he did not agree that people with wells should have to pay for utilities but agreed with raising rates for those using utilities.

Mr. Chriscoe stated that the rate increase was the correct first step even though it was higher than he would like.

Mr. Hutson stated that the entire County would pay for the fire station. He asked Mr. Nicosia if County water was used to put out fires.

Mr. Nicosia replied and stated that County water was used in fire hydrants.

Mr. Gibson stated that although it was difficult for the consumer, it was a necessary step. He stated that as a Board, they had taken on the duty to provide water, and it needed to be repaired and upgraded. He stated that the Board was failing in their duty if they did not repair and upgrade the system. He noted that the system needed to be addressed and had not been in 11 years. The County had \$66 million in identified needs and if the issues were not fixed, there would be continued system failures, pipe breakages, and the risk of catastrophic failure of the system. He stated that the LA Times reported an estimated \$250 billion in economic losses because there were dry reservoirs. They had infrastructure issues causing over 15 thousand homes to burn to the ground and 28 people had died. He provided another example that occurred in Richmond. He stated that the Board would be negligent if they do not address the needs of the system. He explained that he realized that everyone uses the County's water, but those who use well water spend money on maintenance. He concluded that he supported the resolution.

Mr. Chriscoe stated that they need to support the increase to get back in the right direction and when the lines on the Raftelis chart intersect, they need to have a conversation on how the County would continue to fund Utilities. He stated that he did not like the increase, but citizens have not seen an increase since 2014, and the Board needed to take the prudent step to get back in line with where the County should be.

Dr. Orth stated that the County had provided Utilities with significant funds to purchase equipment that made their jobs easier and had moved Utilities to a decent facility. Additionally, he noted that they moved forward with the purchase of an advanced metering infrastructure (AMI) system that allowed them to easily see water usage. He told the County that he accepts the responsibility that the Board messed up, but they were taking steps and moving forward.

Mr. Bains stated that the tiers may change each year depending on where Utilities was on funding but they wanted to provide a roadmap so the Board could better anticipate.

Mr. Hutson stated that the County needed an increase in water and sewer, but it also needed to take about a penny and a half out of the general fund to add to it to get where the County needs to be. He noted that every district has people on water and sewer except for Petsworth.

Dr. Orth moved, seconded by Mr. Chriscoe, to approve the revisions to the Chapter 19 ordinance. The motion carried and was approved by the following roll call vote: Mr. Bazzani, Mr. Chriscoe, Mr. Gibson, Mr. Nicosia, Dr. Orth, Mr. Smith - yes, and Mr. Hutson - no.

AN ORDINANCE REVISING CERTAIN UTILITY FEES, RATES, AND CHARGES IMPOSED BY GLOUCESTER COUNTY CODE CHAPTER 19 – WATER, SEWERS AND SEWAGE, EFFECTIVE MAY 1, 2025

WHEREAS, the provisions of Gloucester County’s Code governing water, sewers and sewage are contained in Gloucester County Code, Chapter 19; and

WHEREAS, pursuant to Virginia Code Section 15.2-107, utility fees, rates, and charges are required to be set by ordinance; and

WHEREAS, the Board is desirous of revising certain utility fees, rates, and charges associated with Chapter 19 of the Gloucester County Code.

NOW THEREFORE BE IT ORDAINED AND ENACTED that the Gloucester County Board of Supervisors hereby sets the fees, rates, and charges associated with Chapter 19 of the Gloucester County Code as follows, to be effective May 1, 2025 (rates in bold are modified; rates in regular typeface remain the same):

CHAPTER 19 - FEES, RATES, AND CHARGES				
Fiscal Year 2025				
Section	Fee/Charge		Current Fee/Charge	Fee/Charge to be set by Ordinance of the Board:
19-4.4	Monthly Equipment Fee	Per Consumer Account	\$ 2.50	\$ 2.50
19-50	Sewer Service Application for Service:	Application Fee 3/4 in. Meter:	\$ 3,300.00	\$ 3,300.00
		Application Fee 1 in. Meter:	\$ 5,000.00	\$ 5,000.00
		Application Fee 1 1/2 in. Meter:	\$ 9,500.00	\$ 9,500.00
		Application Fee 2 in. Meter:	\$ 14,000.00	\$ 14,000.00
		Application Fee 3 in. Meter:	\$ 18,500.00	\$ 18,500.00
		Application Fee 4 in. Meter:	\$ 23,000.00	\$ 23,000.00
		Application Fee 6 in. Meter:	\$ 37,500.00	\$ 37,500.00

		Application Fee 8 in. Meter:	\$ 68,000.00	\$ 68,000.00
		Application Fee - Multifamily dwellings, duplexes, condominiums, apartments, townhouses:	\$ 3,300.00 [per unit]	\$ 3,300.00 [per unit]
19-50	Sewer Service Development Fee:	Development Fee 3/4 in. Meter:	\$ 1,200.00	\$ 1,200.00
		Development Fee 1 in. Meter:	\$ 3,000.00	\$ 3,000.00
		Development Fee 1 1/2 in. Meter:	\$ 5,000.00	\$ 5,000.00
		Development Fee 2 in. Meter:	\$ 9,000.00	\$ 9,000.00
		Development Fee 3 in. Meter:	\$ 12,000.00	\$ 12,000.00
		Development Fee 4 in. Meter:	\$ 15,000.00	\$ 15,000.00
		Development Fee 6 in. Meter:	\$ 25,000.00	\$ 25,000.00
		Development Fee 8 in. Meter:	\$ 30,000.00	\$ 30,000.00
		Development Fee - Multifamily dwellings, duplexes, condominiums, apartments, townhouses:	\$ 1,200.00 [per unit]	\$ 1,200.00 [per unit]
19-52.4	Deposit:	Deposit required when property owner not to be billed for sewer.	\$ 40.00	\$ 40.00
19-52.6	Charge:	Charge for discontinuance of sewer service due to violation.	\$ 35.00	\$ 35.00
	Charge:	Charge for discontinuance of sewer service due to property owner/tenant request.	\$ 25.00	\$ 25.00

	After Hours:	Charge for renewal of discontinued service outside of normal working hours(before 8am or after 4:30 Monday - Friday or on Saturday or Sunday	\$ 75.00	\$ 75.00
19-55(a)	Monthly Sewer Service Rate:	Monthly nonuser service charge:	\$ 11.17	\$ 12.73
		First 2,000 gallons or less:	\$ 11.17	\$ 12.73
		Next 2,000 gallons, per 1,000 gallons:	\$ 4.92	\$ 5.61
		Over 4,000 gallons, per 1,000 gallons:	\$ 4.68	\$ 5.34
19-55 (c)	Monthly non user service charges for multiple residential units:	Monthly nonuser service charge:	\$ 11.17 x See 19-55 (c) for formula	\$ 12.73 x See 19-55 (c) for formula
19-55 (d)	Monthly nonuser service charges for multiple business units:	Monthly nonuser service charge:	\$ 11.17 x See 19-55 (d) for formula	\$ 12.73 x See 19-55 (d) for formula
19-55.1 (c)	Overdue sewer accounts:	Late payment fee:	\$5.00 or 10% whichever is greater	\$5.00 or 10% whichever is greater
19-55.1 (d)	Overdue sewer accounts:	Collection fee:	\$ 10.00	\$ 10.00
19-66.	FOG Fees	FSE Registration fee:	\$ 40.00	\$ 40.00
		FSE annual inspection fee:	\$ 25.00	\$ 25.00
19-126	Water Service Application Fees:	Application Fee 3/4 in. Meter:	\$ 3,500.00	\$ 3,500.00
		Application Fee 1 in. Meter:	\$ 4,500.00	\$ 4,500.00
		Application Fee 1 1/2 in. Meter:	\$ 6,500.00	\$ 6,500.00
		Application Fee 2 in. Meter:	\$ 10,500.00	\$ 10,500.00

	Application Fee 3 in. Meter:	\$ 17,200.00	\$ 17,200.00
	Application Fee 4 in. Meter:	\$ 25,500.00	\$ 25,500.00
	Application Fee 6 in. Meter:	\$ 40,500.00	\$ 40,500.00
	Application Fee 8 in. Meter:	\$ 75,500.00	\$ 75,500.00
	Application Fee - Multifamily dwellings, duplexes, condominiums, apartments, townhouses:	10% of meter application fee	10% of meter application fee
Water Service Development fees:	Development Fee 3/4 in. Meter:	\$ 500.00	\$ 500.00
	Development Fee 1 in. Meter:	\$ 1,000.00	\$ 1,000.00
	Development Fee 1 1/2 in. Meter:	\$ 1,500.00	\$ 1,500.00
	Development Fee 2 in. Meter:	\$ 4,000.00	\$ 4,000.00
	Development Fee 3 in. Meter:	\$ 8,000.00	\$ 8,000.00
	Development Fee 4 in. Meter:	\$ 15,000.00	\$ 15,000.00
	Development Fee 6 in. Meter:	\$ 25,000.00	\$ 25,000.00
	Development Fee 8 in. Meter:	\$ 30,000.00	\$ 30,000.00
	Development Fee - Multifamily dwellings, duplexes, condominiums, apartments, townhouses:	None	None
Master Meter or Fire Service Meter for Manufactured Park or Travel Trailer Parks:	Additional Application Fee:	\$ 1,500.00	\$ 1,500.00
	Additional Development Fee:	\$ 250.00	\$ 250.00

19-128	Deposit for Water Service	When water service is not billed to the owner of the premises:	\$ 60.00	\$ 60.00
19-133 (a)	Transfer Fee; renewal of water service	When establishing new accounts or when customer transfers from one location to another within the system.	\$ 30.00	\$ 30.00
19-133 (b)	Renewal of water service	When water discontinued for violation:	\$ 35.00	\$ 35.00
		Irrigation meters:	\$ 35.00	\$ 35.00
		Reinstating water service for customer outside of normal working houses:	\$ 50.00	\$ 50.00
		Reinstating irrigation meter service for customer outside of normal working houses:	\$ 50.00	\$ 50.00
19-133 (c)	Reestablishment without authorization.	Fee for reestablishment of water service without authorization.	\$ 75.00	\$ 75.00
19-137 (a)	Monthly rates for water service	Monthly nonuser service charge:	\$ 20.18	\$ 23.01
		First 2,000 gallons or less:	\$ 20.18	\$ 23.01
		Next 6,000 gallons, per 1,000 gallons	\$ 10.00	\$ 11.40
		Over 8,000 gallons, per 1000 gallons	\$ 10.40	\$ 11.86
19-137 (b)	Multiple residential units, manufactured home park or travel trailer park.	Monthly nonuser service charge.	\$ 20.18 x See 19-137 (b) for formula.	\$ 23.01 x See 19-137 (b) for formula.
19-137 (c)	Multiple business units.	Monthly nonuser service charge.	\$ 20.18 x See 19-137 (c) for formula.	\$ 23.01 x See 19-137 (c) for formula.
19-137.1	Testing water meter.	Fee for examination and	\$ 50.00	\$ 50.00

		testing of meter:		
19-138 (c)	Overdue water accounts:	Late payment fee:	\$5.00 or 10% whichever is greater	\$5.00 or 10% whichever is greater
19-138 (d)	Overdue water accounts:	Collection fee:	\$ 10.00	\$ 10.00

The rates, fees and charges for Chapter 19 of the Gloucester County Code, as reflected herein, shall be effective May 1, 2025.

11. Regular Agenda

a. Comprehensive Plan Review – Planning Commission Steering Committee Concept – Anne Ducey-Ortiz, AICP – Director of Planning, Zoning, & Environmental Programs

Ms. Ducey-Ortiz stated that at the joint meeting with the Planning Commission, the Board decided to only look at sections of the comprehensive plan that needed to be updated. She stated that the Planning Commission wanted to have a steering committee to work with them meeting by meeting to identify issues which would be presented to the Board at the August joint meeting. She asked the Board whether they wanted to appoint from the volunteer board bank or have the Planning Commission choose members.

Ms. Steele noted that the County Administrator could also make the committee. She explained that she was concerned about having enough time to appoint and get everything completed.

Mr. Chriscoe stated that he believed the Board should make the appointments and there was a consensus among the Board.

Dr. Orth stated that at the previous joint meeting, it was discussed to have a timeline for the process move more rapidly. He asked Ms. Ducey-Ortiz if it will move faster.

Ms. Ducey-Ortiz stated that it was their goal. They have a plan on what needed to be looked at on the schedule but it will depend on workload and they also were shorthanded.

b. Consideration of Ordinance Amending Several Sections of Chapter 9 of the County Code - Garbage and Refuse – Ted Wilmot – County Attorney

Mr. Wilmot stated that he initiated considerable changes back in 2014 and that they have come to fruition. He noted that the Board had seen several iterations of changes over the past year. He informed the Board that the genesis of the changes came from the Clean Community Coordinator back in 2014. The Coordinator noted that the state's requirement for reporting recycling generators by commercial establishments was every four years and the County required the reports every year. He stated that to be consistent, the main change was to section 9-49 which changed the reporting requirement from annually to every four years. He also stated that the

Commissioner of Revenue, JoAnne Harris, recommended a change in the requirement that recycling generator haulers could not get a license without providing proof to the Commissioner of Revenue of an inspection and that a license was needed for each vehicle used. He stated that they removed the inspection provision and that it had to be for each vehicle used. Additionally, he noted that the County Administrator made minor change recommendations throughout.

Mr. Chriscoe moved, seconded by Mr. Gibson to approve the amendments to the Chapter 9 Ordinance. The motion carried and was approved by the following roll call vote: Mr. Bazzani, Mr. Chriscoe, Mr. Gibson, Mr. Hutson Mr. Nicosia, Dr. Orth, and Mr. Smith – yes.

**AN ORDINANCE AMENDING GLOUCESTER COUNTY CODE
CHAPTER 9, ARTICLE IV, SECTION 9-49, TO CHANGE THE REPORTING
REQUIREMENTS FOR THE RECYCLING SURVEY REPORT FROM ANNUALLY TO
EVERY FOUR YEARS, WITH THE NEXT REPORT TO BE SUBMITTED ON OR
BEFORE MARCH 1, 2029 AND TO CORRECT AND CLARIFY CHAPTER 9,
ARTICLE I, SECTIONS 9-5, 9-7, 9-12, ARTICLE II, SECTIONS 9-15 AND 9-16,
ARTICLE III, SECTIONS 9-37, 9-39 AND 9-42, AND ARTICLE IV, SECTIONS 9-47,
9-50 AND 9-51**

WHEREAS, the Virginia General Assembly amended the state reporting requirements for reporting recycling activities from annually to once every four (4) years, and the correction of minor errors make necessary and appropriate amendments to Chapter 9; and

WHEREAS, the Gloucester County Clean Community Coordinator has recommended that the County reporting for the recycling survey report be conducted every four (4) years; and

WHEREAS, the Gloucester County Commissioner of the Revenue has recommended several changes to make it clear that a business only needs one business license to cover all vehicles used by that business; and

WHEREAS, the Board is desirous of amending Chapter 9, Section 9-49 of the Gloucester County Code to change the annual reporting for the recycling survey report to every four years, with the first such report due for the year ending December 31, 2028, which report shall be submitted on or before March 1, 2029 and every four years thereafter. The Board is also desirous of amending Chapter 9, Sections 9-5, 9-7, 9-12, 9-15, 9-16, 9-37, 9-39, 9-42, 9-47, 9-50, and 9-51 to correct errors therein, to update the sections with current information, and to omit therefrom inaccurate and unnecessary verbiage.

NOW THEREFORE BE IT ORDAINED AND ENACTED that the following section of Gloucester County Code Chapter 9 – ARTICLE IV, is hereby amended as follows:

Chapter 9 GARBAGE AND REFUSE

ARTICLE I. IN GENERAL

Sec. 9-5. Notice of violation; method of issuance.

- (a) The sheriff, the codes compliance officer, or the health director or their designee may, and upon complaint by any responsible person that conditions exist on any real property in violation of ~~section 9-13~~ **this chapter** shall, investigate conditions existing on real property in the county at any time; and upon determination by either such officer, following investigation, that the owner, occupant or person in charge of any real property in the county stands in violation of his duty as

provided in ~~section 9-13~~ **this chapter**, such officer shall give written notice to the owner of record of such property and to the person primarily responsible, if different from the owner, stating the facts which constitute violation of ~~section 9-13~~ **this chapter** and directing him to take such action as may be necessary to rectify such conditions within such time, not more than ten (10) days, as shall be stated in the notice.

- (b) If, ten (10) days after the service of any such notice, the directive thereof has not been complied with, the officer giving such notice ~~shall~~ **may** proceed to have such work done as may be necessary to abate any condition which might endanger the health or safety of residents of the county or otherwise constitute a nuisance, and all expenses resulting therefrom shall be chargeable to and paid by the owner of such property and may be collected by the county as taxes and levies are collected; and all charges not so collected shall constitute a lien against such property.

Sec. 9-7. Prohibited disposal of refuse generally.

~~Except as provided in section 9-8, it~~ **It** shall be unlawful for any person, firm or corporation, in person or by his agent, employee or servant, to dump, or bury, cast, throw, or deposit refuse within the county at other than the county-owned landfill or within the receptacles located at county-operated refuse disposal sites or at privately owned refuse disposal sites expressly licensed under this chapter.

Sec. 9-12. Refuse disposal operations restricted to sites operated or licensed by county.

Refused disposal operations shall be conducted on sites selected and acquired by the board of supervisors and on such private sites as are licensed under the provisions of this chapter.

ARTICLE II. REFUSE DISPOSAL SITES AND OPERATIONS

Sec. 9-15. Supervisory authority of county administrator.

The construction and installation of facilities at refuse disposal sites operated or maintained by the county and the maintenance, operation, and administration of such sites and facilities shall be under the supervision and control of the county administrator **or designee**, acting under the direction of the board of supervisors.

Sec. 9-16. Structures at county-operated sites.

No structure shall be erected at a county-operated refuse disposal site except as approved by the county administrator **or designee**.

ARTICLE III. COLLECTORS FOR HIRE

Sec. 9-37. License required.

No person, for hire, shall collect or convey any refuse generated within the county in any vehicle through or on any street or highway of the county without first obtaining from the commissioner of the revenue a refuse hauling license ~~for each vehicle so used~~.

Sec. 9-39. Conditions precedent to issuance of license.

- ~~(a)~~ No license shall be granted under this article to any applicant if the proposed place and method of disposal of refuse to be collected does not conform to the requirements of this chapter.

- ~~(b) No license shall be issued under this article to an applicant until he presents a statement from the county public works department showing proof of inspection of the applicant's collection equipment within the preceding thirty (30) days.~~

Sec. 9-42. License year; annual renewal of licenses.

All refuse-hauling licenses issued under this article shall expire on ~~January~~ **December** 31 of the ~~next succeeding~~ year. Refuse-hauling licenses are to be renewed **for the calendar year on or before March 1** ~~during the month of January~~ of each year. A license may be renewed by presenting the commissioner of the revenue a ~~statement from the public works director showing proof of inspection of the applicant's collection equipment within the preceding thirty (30) days, and a restatement by the applicant of information previously required under section 9-38.~~

ARTICLE IV. MANDATORY RECYCLING REPORTING

Sec. 9-47. Purpose.

The purpose of this article is the furtherance of solid waste management and the recycling of solid waste as provided for in Section 10.1-1411, Code of Virginia, 1950, as amended, as authorized by ~~Section 15.1-11.5:2, Code of Virginia~~ **Va. Code Section 15.2-927 et seq.**

Sec. 9-49. Reporting requirements for generators.

- (a) Nonresidential ~~solid waste generators and~~ businesses or commercial establishments that ~~manage solid waste or reeeye~~ **generate recyclable** materials within the County of Gloucester, shall submit ~~an annual report for each calendar year ending on December 31 to the director of public works on or before March 1 of the following year~~ **a report to the clean community coordinator or other designated county official every four years. The report shall only be required to include information for the most recent single calendar year ending on December 31. The first such report shall be for the year ending December 31, 2028 and shall be submitted on or before March 1, 2029 and every four years thereafter.**
- (b) Such ~~annual~~ report shall be submitted on a form prescribed by the county administrator and shall include as a minimum the following information:
 - (1) The name and address of the reporting party.
 - (2) The total quantity of solid waste recycled by the reporting party, by commodity, during the reporting period.
 - (3) The name and address of the person to which the recyclables were delivered for recycling.
 - (4) The total quantity by weight of solid waste, by commodity, that has been the subject of source reduction or reuse.

Sec. 9-50. Reporting requirements for haulers or recyclers.

- (a) Businesses licensed for waste hauling, recycling, or scrap metal recovery shall submit an annual report for each calendar ~~year~~ **year** ending on December 31 to the director of ~~public works~~ **engineering services** by March 1 of the following year.
- (b) Such annual report shall be submitted on a form prescribed by the county administrator and shall include as a minimum of the following information:

- (1) The name and address of the reporting party.
- (2) The total quantity of solid waste generated in Gloucester, by commodity, that was recycled by that business during the reporting period.

Sec. 9-51. Contents of reports.

- (a) The reports required under the preceding two (2) sections shall be based on actual weight. Where actual weight cannot be accurately determined, the weight may be reported using carefully estimated data. Any such report shall include a description of the basis for the reported data.
- (b) Recycled solid waste identified in the report shall include only those solid wastes delivered to market from within the County of Gloucester.
- ~~(c) For the year 1991 only, such reports shall provide an estimate of materials recycled from January 1, 1991 through the effective date of this article and actual data from the effective date of this article through December 31, 1991.~~

c. Board Appointments

Mr. Chriscoe stated that the person he would like to select for the Planning Commission was not fully able to retire to participate, but he expected that to happen very soon.

d. Discussion/Decision on Change to Meeting Calendar

Ms. Steele stated that the night that seemed to work best for the meeting with the fire department was the 10th, and it would be at T. C. Walker.

Mr. Hutson moved, seconded by Dr. Orth, to modify the calendar. The motion carried and was approved by a unanimous voice vote.

12. County Attorney Items

There were no County Attorney items.

13. Boards and Commissions Reports

There were no boards and commissions reports.

14. Supervisors Discussion

Mr. Chriscoe stated that someone made a comment about charges for a windmill and fees paid on a power bill. He continued and stated that about every two months, VEPCO (Virginia Electric Power Company) operating as Dominion, puts out rider amendments through the State Corporation Commission. He explained that all of the amendments have to be done legally and through the State Corporation Commission. He further explained that the riders would not go anywhere and if someone were to try to go off-grid by using solar, if there was a meter on the house, there would always be those bypass charges. He noted that someone could only get rid of generation and transmission fees if they decided to generate their own power. He pointed out that the Board had no power over this, but the citizens did have some input. He encouraged citizens to send comments and provide feedback when VEPCO put out those rider amendments.

Mr. Nicosia stated that the Board had no power over VDOT (Virginia Department of Transportation) and it did not make a difference if a Board member called or if a citizen called.

Dr. Orth stated that he had written to the local representative, and they could be really responsive, especially if the situation was dangerous.

Mr. Hutson stated that after the previous town hall meeting, there were people that told him that it was really helpful. He urged the Board to consider quarterly or twice a year town halls.

Mr. Nicosia noted that what he heard at Gloucester High School was how much the staff enjoyed that Mr. Hutson was asking questions because it was an open dialogue meeting with a personal touch.

16. **Adjournment**

Mr. Hutson moved, seconded by Mr. Chriscoe, to adjourn. The motion carried and the meeting was adjourned at 8:37 p.m. by a unanimous voice vote.

Kevin M. Smith, Chair

Carol E. Steele, County Administrator

AT A MEETING OF THE GLOUCESTER COUNTY BOARD OF SUPERVISORS HELD ON THURSDAY, APRIL 10, 2025, AT 6:00 P.M. IN THE THOMAS CALHOUN WALKER EDUCATION CENTER AUDITORIUM, 6099 T. C. WALKER ROAD, GLOUCESTER, VIRGINIA:

1. Call to Order and Roll Call

Mr. Smith called the meeting to order, and Ms. Steele took roll call.

THERE WERE PRESENT: Kevin M. Smith, Chair
Ashley C. Chriscoe, Vice Chair
Phillip N. Bazzani
Kenneth W. Gibson
Christopher A. Hutson
Michael A. Nicosia
Robert J. Orth

THERE WERE ABSENT: None

ALSO IN ATTENDANCE: Edwin "Ted" Wilmot, County Attorney
Carol Steele, County Administrator

The following members of the Gloucester Volunteer Fire and Rescue Squad Board and Building Committee were also present: Chief J. D. Clements, Bruce Soles, Joe Lenderman, and Sean McNulty.

2. Invocation and Pledge of Allegiance – Ashley C. Chriscoe – Vice Chair, Board of Supervisors

Mr. Chriscoe gave an invocation and then all in attendance recited the Pledge of Allegiance to the Flag of the United States of America.

3. Public Comment Period

The following comment was submitted through the alternate submission methods and was read by the Deputy Clerk:

KENNY HOGGE, SR. - GLOUCESTER POINT DISTRICT

Mr. Hogge noted that the Board would be discussing ownership, cost, and funding of a very important element of the County's infrastructure. He noted he did not agree with building a large firehouse on Main Street. He recommended a smaller house that was EMS (Emergency Medical Service) heavy and fire light, with heavier assets at a central location. He stated that it was time to tone down the social fun and games party funded by the taxpayers and prioritize legitimate government functions. Once the money was borrowed for the fire station, he asked how the Board would fund the hole that the utilities department was in. He recommended an ordinance dedicating all meals tax revenue to utilities.

Those in attendance made the following remarks:

W. L. JOHNSON – ASST. CHIEF 6 - GLOUCESTER VOLUNTEER FIRE & RESCUE

Mr. Johnson stated that he wanted to clarify the comments made by Mr. Hogge. He noted that he had spoken with Mr. Hogge today. Mr. Hogge's understanding was that there was only one ladder truck in the County. Once it was explained that Abingdon had its own ladder truck, Mr. Hogge apologized for his lack

of education. A problem with the Page site was the call time. He stated that there would be a longer response time from that site as the time for volunteers to get to Page and then to the Courthouse for calls would be excessive. He advised that Mr. Hogge apologized on 411 for his lack of knowledge.

SUSAN AUSTIN - NAXERA

Ms. Austin stated that she attended the Daffodil Festival this weekend. The fire department in the parade was exciting and well received. No one could object to having fire trucks on Main Street.

4. Discussion with Gloucester Volunteer Fire and Rescue

Mr. Lenderman stated that he would start with a small presentation. He showed a mockup of the proposed station. He reviewed the history of the fire department from its founding in 1937. He advised that they had 165 active members and that they were running increasingly higher call volumes each year. He asked Keith Driscoll of Little Diversified Architectural Consulting to present the next few slides.

Mr. Driscoll stated that he had been working with Gloucester Volunteer Fire and Rescue for several years. He started with an evaluation of the existing location on Main Street. He noted that the station was built in the 1930s and had been renovated many times since then. He advised that the current station was 12,000 square feet, and the new station needed to be 25,000 square feet. He reviewed the need for the increased size. He advised that the apparatus bays needed to be larger. He stated that the industry had changed over the years and there was a need for contamination separation between the living quarters and the station. He noted that the mechanical systems in the current station were nearing the end of their life, and that additional accommodation space was needed for 24/7 staff. He stated that they first considered renovating the current station but that was not feasible. Next, they considered building a new two story station on the existing site. As they would not be able to run calls from the site while the new station was under construction, that would have required a temporary station at a cost of \$1.5 million. This was one of the main reasons for deciding to build a new station on the new site. The proposed new station would be a combined development on the site with the fire station, administration, and residence quarters in the front and a dedicated training facility in the back. As of 2023 the estimated hard cost was approximately \$15.5 million. He discussed the design elements to match the aesthetic on Main Street. He noted that on the site plan they would be putting parking on the side of the station with access in the back. He showed some of the floor plan designs. He advised that as of the last estimate in October 2024 the hard cost was \$16.2 million. He stated that did not include LEED (Leadership in Energy and Environmental Design) compliance.

Mr. Lenderman stated that the department had routinely said that they would like to keep ownership of the building and have the Board fund them as they do currently. He highlighted some of the costs that would be saved using this method.

He noted that if the County owned the building and LEED compliance was required, then there would be an additional cost of approximately \$1 million - \$1.2 million for construction and certification. He then reviewed what Gloucester Volunteer Fire and Rescue had already contributed to the project to include the purchase of the property, demolition of the structure, property taxes, Phase 1 resource reports, property appraisal, and the A&E (architectural and engineering) expense for a total of approximately \$2.2 million. He reviewed other projected costs that Gloucester Fire and Rescue would be maintaining throughout the project to include soft costs, additional A&E, the construction manager, and an owner's contingency. He stated that they wanted to provide certain assurances to the citizens and the Board to address. He reviewed the assurances stating that they would draw up a contract noting that at the time that they could no longer fulfill obligations to provide emergency services, they would turn over all Gloucester Volunteer Fire and Rescue buildings and equipment to the County. They will contribute \$1 million to start the process of construction. Once the construction was completed and operations began at the new station, they will turn over the current properties to the County. Finally, he showed a slide with the call volume by location over the last five years. He noted that the courthouse area had the highest volume and included three of the senior facilities.

Mr. Bazzani asked about the costs for the training facility and questioned if that much space was needed.

Mr. Lenderman reviewed that they have had classes with as many as 50-60 attendees. During the monthly membership meetings, they could have 100 or more members in attendance.

Mr. Nicosia stated that he had been in the current building when the training room and both classrooms had been full to capacity.

Mr. Bazzani recommended going through some of the questions Mr. Wilnot provided after the last meeting and that were handed out this evening.

Mr. Chriscoe stated that some of the fire department members may be seeing the questions for the first time. He noted that the Board had taken an action last year to state the fire department would be built on Main Street. He stated that some of the questions needed work. He noted that the fire department had stated before and tonight that when they were unable to fulfill their duties, they would turn the station over to the County. He stated that as for ownership, he did not think the County needed to own this station as it did not own any of the others. He thought that County staff needed to be made available to assist, but the fire department should be able to get a good builder to build the station.

Mr. Hutson asked when and if the fire department became paid, would there be space to move the EOC (Emergency Operations Center).

After brief discussion, Mr. McNulty stated that if the department got to the point that they could not fulfill its duties and the station would need to be paid, then

the department would turn the keys over to the County. It would be up to the County and the Board to decide what to do with it at that time.

Mr. Lenderman stated that they had also started looking at some of the property surrounding the new site that they may want to purchase for future expansions. They have started talking about how they can plan for expansion and to avoid becoming land locked again.

Dr. Orth thanked the fire department for taking the time to meet with the Board and to provide the presentation on the building. He thought that it would be a neat and beautiful facility for Main Street. This will be a significant undertaking between the two groups. The fire department has already addressed some of the questions Mr. Wilmot had drafted regarding ownership. He noted that the Board wanted to make sure things go smoothly and that there were no hiccups. He stated that the Board wanted to get past this to get the job done and to get fire and rescue into its new place as soon as possible.

Mr. Lenderman stated that they had already started looking at some of the questions. He advised that they were planning, with the help of the Board and Administration, to navigate the pitfalls and land mines so they were not breaking any rules. He noted that they wanted to do this as cost efficiently as possible. He stated that as a private entity, some of the procurement rules did not apply to them but some were good practice.

Board members asked questions about the construction manager and fund drives.

Mr. Lenderman advised that they had hired Mr. Jay Hobbs as the construction manager for the project. He noted that they have had a capital campaign going on for several years trying to raise a large donation amount.

There was additional discussion on the future needs of the fire department and budget forecasting.

Mr. Nicosia stated that one of the questions he heard from citizens was when was the fire station going to be built. If the Board were to approve the funds, and the shovels were in the ground, he asked how long it would take for the station to be built.

Mr. Driscoll stated that it was a 14 month construction timeline.

There was additional discussion on LEED certification and costs.

Mr. Lenderman noted that they had designed the building to be very close to LEED certified.

Mr. Smith noted that one of Mr. Wilmot's questions was related to procurement and whether the station would go through the County's process. He asked whether the County's funding mechanism would allow the station to be procured by the fire department.

Mr. Lenderman noted that this may require additional discussion; however, the fire department had built facilities with funding from the Board without going through the County's procurement process.

Ms. Calloway stated that the question was asked of the County's financial advisor and bond counsel, and it did seem to depend on the funding mechanism and how the funds were disbursed. She stated that if the funds were provided as a lump sum in the form of a grant to the fire department, then there should not be any requirements. If the County would be disbursing bond funds directly to vendors, then there may be a requirement to go through the County's procurement process.

There was additional discussion on the funding mechanism and timing.

After additional discussion, Dr. Orth asked Mr. Wilmot how best to move forward in working with the fire department.

Mr. Wilmot suggested a small committee with two Board members and two fire department members to work out a tentative arrangement that would be acceptable to the committee. The arrangement could then be presented to both bodies. He suggested Mr. Chriscoe and another Board member.

Mr. Lenderman noted that they had already started speaking to an attorney to draft an agreement with the County. He stated that they were willing to move forward with a committee and their attorney working together with the County's attorney.

There was some additional discussion on the questions that the agreement should answer.

In response to a question from Mr. Nicosia on whether the contract would be binding for the future or whether it could be changed by future Boards, Mr. Wilmot stated that it could be structured to be iron clad. He noted that the Board members could not obligate themselves to future debts, but it could come up with an agreement that could be tied to the period of financing, after the financing, or no restrictions at all.

Dr. Orth stated that the budget process was in full swing. He asked if the Board needed this information before it adopted the budget or whether it could be worked out afterwards.

Ms. Steele stated that there would not be an expense in the FY26 budget but in FY27. She advised that a narrative could be in the budget resolution so that it was clear. She stated that the good news was that with either of the funding sources, the process could start any time.

After a brief discussion, it was the consensus of the Board to form the committee. Mr. Smith stated he and Mr. Chriscoe would serve from the Board.

Mr. Lenderman advised that they would continue to move forward in getting the construction documents.

Mr. Bruce Soles, Gloucester Volunteer Fire and Rescue, stated that he, Mr. McNulty, and Mr. Van Atta would serve on the committee.

Mr. Chriscoe recommended that the Board members provide their input on what should be in the agreement to him and Mr. Smith as soon as possible.

Mr. Hutson asked the fire department members how they would feel if for some reason the County had to own the building for financing purposes.

Mr. McNulty stated that the answer would probably be different for each member. He stated that he would not support that.

Chief Clements stated that it was important for the fire department to own the building, control it, and run it.

Mr. Lenderman stated that he felt some of the concerns had been addressed this evening. He noted that the contract would state that when they can no longer serve the public then the department will turn over all the equipment and all land to the County.

After additional brief comments, Mr. Smith noted that the committee would set a time to meet to move forward.

5. Adjournment

Dr. Orth moved, seconded by Mr. Nicosia, to adjourn. The motion carried and the meeting was adjourned at 7:35 p.m. by a unanimous voice vote.

Kevin M. Smith, Chair

Carol E. Steele, County Administrator

AT A MEETING OF THE GLOUCESTER COUNTY BOARD OF SUPERVISORS HELD ON MONDAY, APRIL 14, 2025, AT 6:00 P.M. IN THE THOMAS CALHOUN WALKER EDUCATION CENTER AUDITORIUM, 6099 T. C. WALKER ROAD, GLOUCESTER, VIRGINIA:

1. Call to Order and Roll Call

Mr. Smith called the meeting to order, and Ms. Steele took roll call.

THERE WERE PRESENT: Kevin M. Smith, Chair
Ashley C. Chriscoe, Vice Chair
Phillip N. Bazzani
Kenneth W. Gibson
Christopher A. Hutson
Michael A. Nicosia
Robert J. Orth

THERE WERE ABSENT: None

ALSO IN ATTENDANCE: Edwin "Ted" Wilmot, County Attorney
Carol Steele, County Administrator

2. Invocation and Pledge of Allegiance - Kenneth W. Gibson - Petsworth District Supervisor

Mr. Gibson gave an invocation and then all in attendance recited the Pledge of Allegiance to the Flag of the United States of America.

3. Introductory Comments - Kevin M. Smith - Chair, Board of Supervisors

Mr. Smith welcomed the audience to the public hearings on the proposed fiscal year 2026 budget and the tax rates being considered to support the budget. He stated that Ms. Steele would combine the budget and tax rates into a single presentation, followed by public hearings on those topics. He noted that there would be two separate and distinct public hearings – one for the budget itself and one for the tax rates. Mr. Smith informed the audience that those wishing to speak were asked to separate the topics and comment only on the specific matters discussed in each hearing, respectively.

Mr. Smith stated that Board members would not entertain questions regarding the topics of the public hearings but would take comments into consideration during their deliberations on the items. He noted that Board members will have the opportunity to make individual comments, if they wish, at the end of the public hearings.

Mr. Smith informed the citizens that the Board would take no action at the meeting on the budget or tax rates, as the Board will be meeting over the next couple of weeks to analyze and deliberate on alternative solutions. He welcomed all citizens to attend the meetings on April 21, April 24, and April 28, 2025.

4. Proposed Tax Rates and Budget Synopsis - Carol Steele - County Administrator

Ms. Steele stated that she would give a tag team presentation with Gloucester County’s Chief Financial Officer, Ms. Calloway. She noted that the presentation was

condensed due to it being presented in full at another meeting and it having been discussed at other work sessions and the town hall. She presented a budget overview slide that had a table that showed each of the funds for the complete budget that totaled to \$188.9 million which was an increase of almost \$20.4 million. She noted that the table showed the difference between the FY25 amended budget and the FY26 proposed budget. Ms. Steele explained that the capital projects include Gloucester Volunteer Fire and Rescue (GVFR) Station One and a significant heating, ventilation, and air conditioning (HVAC) system for the schools. She explained that the GVFR station was included in the budget to allow the contribution that was anticipated to be collected in order for the borrowing process to proceed during the year. She highlighted a few expenditures that included debt funding for year one of the Utilities capital plan, a 3% cost of living adjustment (COLA), and one new staff position. She stated that the budget was balanced on a proposed 4.3 cent tax increase to support the general fund operations. Additionally, she noted that the Utilities budget was balanced on a 14% rate increase that was approved April 1, 2025. Ms. Steele explained that it was a challenging time due to limited or level revenue growth in real estate tax and the increased tax relief for veterans.

Ms. Calloway stated that the general fund expenditure budget totaled \$88.4 million which was about \$2 million higher than in FY25. She explained that most of that could be attributed to the transfer to the capital projects fund. She stated that 48% of the general fund budget was transferred to the schools or other funds and 52% was for operations. She displayed a table of the summary of functions of the general fund that totaled \$46.1 million. She explained that 47% can be attributed to public safety and 20% to general administration. She noted that general administration has most of the constitutional offices making up about 25% of that function which is partially reimbursed by state funding. Ms. Calloway listed the top five general fund expenditures which included school transfer, sheriff and jail, fire and rescue, debt service transfer, and capital transfer which amounted to 69%.

Ms. Calloway showed that most of the revenue for the general fund came from property taxes and the projected revenue incorporated \$2.5 million in real estate revenue generated from a proposed 4.3 cent tax increase. She clarified that a lot of the dollar changes from FY25 to FY26 were due to moving the grant funding into a separate fund. She noted that use of money and property, which was the interest revenue, had decreased. She also noted that the miscellaneous revenue had decreased which was mostly attributed to the surplus tax sales that were accounted for in FY25 but not FY26 because they were not something that could be confirmed to come in every year. She added that it also included the one-time sale of the County garage.

Ms. Calloway noted that there was an additional request from the School Board that was not included in the budget which totaled an additional \$2 million. It included textbook adoption, student device replacements, fleet vehicles, maintenance

parts and supplies, and food service support. She explained that if that were to be included, it would be equivalent to a 3.6 penny tax increase.

Ms. Calloway showed the Board the new grant fund. It showed the grant programs that were funded both by general fund dollars and grant funds. In total, she stated that it amounted to \$2.462 million. Approximately \$2 million of that was grant funded revenues and \$396,000 was funded by the general fund.

Ms. Steele explained that the capital improvement projects were projects that cost \$50,000 or more. She noted that these were funded by debt financing and PayGo. She showed a list of projects and their funding sources. Ms. Steele noted that \$4 million was funded by the general fund. She explained that the Board had a policy to keep between 14%-16% in the fund balance. She informed the Board and citizens that the FY26 proposed use of fund balance would leave 15.6% in the fund balance. She briefly noted there was \$1 million in capital fund projects that were requested but not included.

Ms. Steele noted that there appeared to be a significant decline between the FY25 amended budget and FY26 proposed budget in Utilities, but that was mainly because they were using up the fund balance. She noted that it did include next year's borrowing.

Ms. Calloway explained that the reason a tax increase was recommended this year was due to inflation and increasing expenditures as well as having level or declining revenue. She informed the citizens and the Board that although several of the more expensive items dealt with compensation, that it was due to inflation. She noted that if a tax increase was not adopted, the real estate tax revenue would be \$135,000. She pointed out that since 2020, real estate tax revenue started to decline and has continued to do so which lowered the County's purchasing power. As of March 2025, she noted that other revenue sources such as sales tax and meals tax have seen a 1.1% drop in revenue.

Ms. Steele concluded the presentation to explain why a tax increase was requested. She explained that it was to keep the same level of staffing, to focus on public safety, to address the inflation reasons already discussed, and to also partially address maintenance needs. She briefly went over what the proposed budget did not include such as the School Board's request for an additional \$2 million, almost \$1 million in capital projects along with \$6 million more in financing, there was no subsidy of the Utilities fund, the majority of new positions were denied, and the facilities maintenance repair and replacement (FMRR) as proposed was 41% less than the County needed. Additionally, she added that the budget did not fully fund operating requests, the full compensation study results, or additional external requests. She reviewed the advertised tax rates.

Ms. Steele encouraged citizens to watch or come to the upcoming budget meetings and stated that the Board hoped to adopt the budget on April 30, 2025.

5. Public Hearing on Proposed FY 2026 Budget

Mr. Smith opened the public hearing on the proposed budget.

TINSLEY GOAD - BAY AGING

Mr. Goad stated that Bay Aging area on aging and community action agency serves the Middle Peninsula and Northern Neck. He recognized his Board members and showed his appreciation for their service on the Board. He stated that they divided their operations into three separate categories including health, housing, and transit. Mr. Goad explained that everyone was experiencing inflation, and their request included a 3% increase. He asked the Board to maintain that consideration. He noted that it would take their health portion for their operations in Gloucester to \$16,701. He handed out a document that showed that they were able to serve 4,000 residents for services that included 35,000 home delivered meals, 23,000 homecare hours, caregiver support, emergency home repairs, homeless interventions, adult daycare facility, as well as others. Mr. Goad also stated that Gloucester had been involved in the housing choice voucher program and last fiscal year they administered 107 active vouchers. He noted that they were requesting \$25,669. On the impact sheet handed out to the Board, Mr. Goad explained that local match was required for them to draw down the much larger state and federal sources of revenue for the programs. He stated that every dollar contributed by Gloucester County translated to \$78 in services to County residents in the previous fiscal year. Mr. Goad pointed out that they do participate as an economic partner as they paid nearly \$110,000 in real estate taxes and utilities which would also increase.

DAVID FOLS - BAY AGING

Mr. Fols stated that they have been partnered with Gloucester County for 29 years. He informed the Board that they had six buses currently where three do door-to-door services and three operate the microtransit which provided 20,639 rides last year. He asked for a 3% increase amounting to \$135,088. Mr. Fols noted that they had a citizen who needed a ride to the hospital for a procedure but did not have anyone to go with them, so they sent an employee that waited at the hospital to take them home after the procedure.

KEN HICKMAN - MIDDLE PENINSULA NORTHERN NECK BEHAVIORAL HEALTH

Mr. Hickman stated that they provide 24/7 crisis support for ten counties within the Northern Neck and the Middle Peninsula. He stated that they had a peer resource center and a clinical center in Gloucester. He informed the Board that they provided 60,688 services to 1,154 unduplicated clients. He noted that for those without insurance, they offer a sliding fee scale and 24% of their services were for the uninsured. Mr. Hickman stated that they recognize \$554,000 in discounted services. Of their agencies, he noted that 32% of their employees resided in Gloucester County and they had provided \$3.972 million in wages. He stated that they requested \$225,760 which was a little over a 10% increase, but it was calculated based on the Department of Behavioral Health and Developmental Services which required all Community Service Boards (CSBs) to obtain a local match of 10%.

JIM CAMP - YORK DISTRICT

Mr. Camp stated that he was not asking for an increase, but that he was asking for funding to previous levels. He explained that from FY04-FY23, the Board funded the Gloucester-Mathews Humane Society at a level of \$97,000 and in FY24, without notification, the funding was cut by \$17,370. He stated that they were asking to go back to the \$97,000. Mr. Camp pointed out that medical costs had gone up, particularly over the last two to three years. He stated that they have reduced staff by 3.5 full-time positions in the last eight months to cut salaries as much as possible. He stated that, in the past year, they had an intake of 2,203 animals where 667 were from Gloucester. Additionally, he informed the Board that they had 1,069 adoptions with 748 of those being from the Highway to Home program which was a guaranteed adoption program where they carry animals to other states to be adopted. He further informed the Board that they own the spay and neuter clinic, and in the past year, they did 4,541 alterations with 510 being feral cats. Mr. Camp stated that they have a pet pantry where they support 115 local citizens who could not afford to keep their pets otherwise, which costs about \$15,000 per year. He noted that he recently did a survey with 15 localities with similar populations to Gloucester. He stated that the average contribution in those counties was .0042% whereas Gloucester participates at .0032% which was a shortfall of \$184,000. He urged the Board to consider bringing the funding back to at least where they were funded in 2003 at \$97,000. He also mentioned that Tina Leone was their new Chief Executive Officer.

ARLENE ARMENTOR - GLOUCESTER MATHEWS CARE CLINIC

Ms. Armentor thanked the Board for their support in the past. She stated that they requested an increase of 16%, which was \$10,000, in the FY26 budget. She noted that she understands that due to inflation there were more needs than funds available. Ms. Armentor explained that in the last two years, their patient count had increased by 24% and Medicaid patients that cannot find a local provider make up 47% of their practice. However, she noted that Medicaid revenue was only about 7% of their total revenue. Ms. Armentor stated that last year she had informed the Board about the blood draw service they initiated with Labcorp. She stated that area resident usage of the service first quarter of this year versus first quarter of last year, was up about 31%. She informed the Board that their biggest challenge was their healthcare workforce because there were fewer licensed clinical volunteers and it was difficult to attract and retain qualified staff. Another concern, she stated, was that they do not know what was going to happen at the state or federal level with Medicaid. She explained that if Medicaid was reduced or eliminated, they will see an increase in their uninsured patients and a decrease in Medicaid revenue.

SUSAN AUSTIN - YORK DISTRICT

Ms. Austin stated that she did not know what a school transfer was but that it was going to cost 34% of the budget. She stated that the County may need to do without the additional employee or do not have an increase. She noted that when

faced with not having the money to spend, the County needed to cut back and do without. Ms. Austin stated that the County cannot have the services that others have been requesting money for. She noted that personal property tax was going up. She wanted to know what would happen if visited by DOGE (Department of Government Efficiency) and they want to cut half of the staff numbers. She stated that the County had to be prepared because it was coming.

KATHLEEN JONES - YORK DISTRICT

Ms. Jones stated that she retired from procurement and bought major equipment for various companies. She stated that she had to live within her income and that the County could probably do that too. She explained that a 3% increase for employees sounded great but sometimes that cannot happen. Ms. Jones stated that it may be helpful to employ another person, but there were other needs like capital projects, the Humane Society, and well-care. She explained that she had rental units and she tried to keep rent low, but she would have to pass down the costs because she could not afford them. She thought that instead of getting extra people or an across-the-board raise, do merit raises instead. Ms. Jones stated that Mr. Gibson voted down Gloucester DOGE and felt that it was not a bad idea. She encouraged other citizens to come to meetings, but they do not think it makes a difference.

ANNE THOMPSON - WARE DISTRICT

Ms. Thompson stated that there was no need for a \$700,000 study to analyze the staff raises issue and protocol. She stated that there was a public referendum several years ago for the fire department and tax increase issues which was voted down but it was now in the budget. She explained that there was a need for a larger, fire department, but that it did not belong on Main Street. Ms. Thompson wanted to know why there was not a third party assessment regarding viable and appropriate locations. She stated that the assets surrounding the current facility plus the most recent land purchase could all be sold to help finance the new expansion.

As there were no other speakers, Mr. Smith closed the public hearing on the proposed budget.

6. Public Hearing on Proposed Tax Levies for Calendar Year 2025

Mr. Smith opened the public hearing on the proposed tax levies for calendar year 2025.

As there were no speakers, Mr. Smith closed the public hearing on the tax levies.

7. Board Comments

Mr. Gibson wanted clarification on the citizen comment regarding the cost of the compensation study.

Mr. Chriscoe stated that the \$690,000 was to fulfill what the compensation study presented in pay to County staff.

Dr. Orth thanked everyone for coming and agreed that it was unfortunate that

more people do not attend. He stated that this was a very complicated and challenging year and there will be a lot of upcoming discussion. He wanted to clarify that the staff member approved was for the Sheriff's Department and Sheriff Warren provided a strong case as to why it was needed. He stated that their budget was significant, but it was necessary to keep the County safe. He stated that they will fund the Fire Department with the capital plan but will discuss the funding mechanism. He explained that the school transfers included the funds that went straight to the schools, and there were a lot of needs that were not met by the County. He mentioned that the schools now have school resource officers for safety, and it costs money. He concluded that there will be a lot of sessions to try to figure out how to balance the budget without the proposed tax raise.

Mr. Chriscoe thanked everyone who came to the meeting and stated that the more the Board heard from citizens, the better it was for the Board to make decisions. He stated that they have a lot of work to do, and he did not know if they can avoid a tax increase, but they will do their best to minimize it.

Mr. Bazzani stated that he wished more people would come out to speak to let the Board know their concerns. He stated that the pay raises were an unfunded mandate, and it was a reoccurring cost. He was of the opinion that it should be a one-time bonus. He noted that inflation is down to 2.8% and the County asked for a 4% increase which is more than COLA (Cost of Living Adjustment). Mr. Bazzani stated that the federal government was cutting fraud in many departments. He wanted to see if there should be a mandate to cut 3-5% to make up for the difference in tax increases. He stated that if tax increases were levied against citizens, it would be for revenue from January through June which was about \$1.2 million that was not accounted for in the upcoming budget. He wanted to see if there was a way to account for that money in the budget. He stated that the Coleman Bridge tolls would come off in January and that when there were no tolls, Gloucester County was the fastest growing county in the state. He questioned what would need to be done to the comprehensive plan and whether the County would limit growth or not.

8. Review of Budget Adoption Schedule - Carol Steele - County Administrator

Ms. Steele reviewed the budget calendar.

9. Adjournment

Mr. Chriscoe moved, seconded by Dr. Orth, to adjourn. The motion carried and the meeting was adjourned at 6:56 p.m. by a unanimous voice vote.

Kevin M. Smith, Chair

Carol E. Steele, County Administrator



GLOUCESTER COUNTY
BOARD OF SUPERVISORS

MEETING DATE: July 15, 2025

AGENDA ITEM #: V - A

BOARD AGENDA ITEM

TYPE OF AGENDA ITEM:

- ☒ CONSENT
- ☐ PRESENTATION
- ☐ REGULAR
- ☐ PUBLIC HEARING
- ☐ Duly Advertised

PURPOSE OF ITEM:

- ☐ INFORMATION / DISCUSSION
- ☐ DISCUSSION AND / OR DECISION
 - ☒ Resolution
 - ☐ Ordinance
 - ☐ Motion

PRESENTER: Anne Ducey-Ortiz, AICP

TITLE: Director of Planning, Zoning & Env. Programs

AGENDA TITLE: Resolution Recognizing Louis E. Serio's 13 years of service on the Gloucester County Planning Commission

BACKGROUND / SUMMARY:

Pursuant to Gloucester County Administrative Policy entitled "Recognition of Citizens Serving on Board Appointed Groups" effective February 1, 2012, members in good standing will be recognized when leaving service by:

1. A letter of appreciation from the group's chairperson and/or staff liaison to be provided to the member for any amount of service rendered.
2. A certificate of appreciation from the Gloucester Board of Supervisor's chairperson to be provided to the member at the completion of the appointment term, or if leaving service before a subsequent term expires.
3. An official resolution of appreciation and recognition at a regular meeting of the Gloucester Board of Supervisors at the completion of at least 8 years of continuous service. The staff liaison will be responsible for writing and submitting the resolution for processing by the County Administrator's Office.

The attached resolution is in recognition of Mr. Louis E. Serio's 13 years of service on the Planning Commission. The Planning Commission presented Mr. Serio with a plaque in honor of his service at their June 5th meeting. Staff will coordinate with Mr. Serio for an in person presentation of the resolution by the Board of Supervisors.

ATTACHMENTS:

Resolution of appreciation and recognition

REQUESTED ACTION: ☐ NO ACTION REQUESTED

Approve Resolution and present to Mr. Serio at a future meeting when he's available to attend.

FOR MORE INFORMATION:

Name: Anne Ducey-Ortiz

Phone: 804-693-1224

Email: aducey@gloucesterva.info

AT A REGULAR MEETING OF THE GLOUCESTER COUNTY BOARD OF SUPERVISORS, HELD ON TUESDAY, JULY 15, 2025, AT 6:00 P.M., IN THE COLONIAL COURTHOUSE AT 6504 MAIN STREET, GLOUCESTER, VIRGINIA ON A MOTION MADE BY _____, AND SECONDED BY _____, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:

Phillip N. Bazzani, ____;
Ashley C. Chriscoe, ____;
Kenneth W. Gibson, ____;
Christopher A. Hutson, ____;
Michael A. Nicosia, ____;
Robert J. Orth, ____;
Kevin M. Smith, ____;

RESOLUTION OF APPRECIATION FOR LOUIS E. SERIO FOR SERVICE ON THE GLOUCESTER COUNTY PLANNING COMMISSION

WHEREAS, the Gloucester County Board of Supervisors established the Planning Commission by Resolution on May 25, 1965, as required by the Code of Virginia; and

WHEREAS, the purpose of the Planning Commission is to promote the orderly development of the County by advising the Board of Supervisors on matters related to long range planning, amendments to the Zoning and Subdivision Ordinances of the County, as well as to review applications for amendments to the Zoning Map and the review of major subdivisions; and

WHEREAS, Louis E. Serio, Jr. was appointed to the Planning Commission on February 17, 2012, and served on the Commission until June 30, 2025, when his term expired; and

WHEREAS, the Planning Commission, the Board of Supervisors, and the community at large benefited greatly from Mr. Serio's input on the Planning Commission based on his knowledge and involvement in the community and his longevity and experience on the Planning Commission; and

WHEREAS, during his tenure on the Planning Commission, Mr. Serio served as Chair of the Commission from 2014 to 2016; and

WHEREAS, in addition to contributing to the development of the Comprehensive Plan adopted in 2016, Mr. Serio was involved in the development and recommendation of several key planning projects including the Gloucester Court House Village Sub-Area Plan, as well as many significant and complex code amendments including the Residential Mixed Use (RMX) District, sand-mining in the SC-1 district, internally illuminated signs in

residential districts, a revised Planned Unit Development (PUD) District, reduction in rezoning fees, removing the B-3 Office Business and HC-1 Hamlet Districts from the Zoning Ordinance, Solar Facilities, in-part parcels, and improvements to the Subdivision Ordinance and most recently, the six-year process of updating the entire Zoning Ordinance; and

WHEREAS, Mr. Serio also participated in many major land use applications including rezonings for Coleman's Crossing, Timberneck PUD (now Machicomoco State Park), Fiddler's Crossing, Solar CUP's, The Villages amended rezoning, Main Street Landing and others; and

WHEREAS, Mr. Serio served on several committees as a member of the Planning Commission including, but not limited to, an ad-hoc committee to provide recommendations for the use of cargo containers for storage, an ad-hoc committee to discuss modifications to the sign ordinance in order to permit agricultural businesses to have off-premise signage in the Highway Corridor Development District, and a committee to provide recommendations for accessory residential dwelling units; and

WHEREAS, the Board of Supervisors wishes at this time to recognize and thank Mr. Serio for his dedicated time and effort that he committed as a member of the Gloucester County Planning Commission.

NOW, THEREFORE BE IT RESOLVED that the Gloucester County Board of Supervisors commends Mr. Serio for the manner in which he has carried out his duties and responsibilities as a long-standing member of the Gloucester County Planning Commission.

FURTHER BE IT RESOLVED that this resolution be publicly presented to Mr. Louis E. Serio to express the Board of Supervisors sincere appreciation and gratitude for his distinguished service and as an expression of the high esteem in which he is held.

A Copy Teste:

Carol E. Steele, County Administrator



GLOUCESTER COUNTY
BOARD OF SUPERVISORS

MEETING DATE: July 15, 2025

AGENDA ITEM #: V – B

BOARD AGENDA ITEM

TYPE OF AGENDA ITEM:

- ☒ CONSENT
- ☐ PRESENTATION
- ☐ REGULAR
- ☐ PUBLIC HEARING
- ☐ Duly Advertised

PURPOSE OF ITEM:

- ☐ INFORMATION / DISCUSSION
- ☒ DISCUSSION AND / OR DECISION
 - ☐ Resolution
 - ☐ Ordinance
 - ☒ Motion

PRESENTER: Carol Steele

TITLE: County Administrator

AGENDA TITLE: Acknowledgement of Abstracts of Votes for the June 17, 2025, Primary Election

BACKGROUND / SUMMARY: In compliance with State Code 24.2-675, the Gloucester County Electoral Board provided the attached certified copy of the abstract of votes from the June 17, 2025, Primary Election to be recorded in the minutes.

ATTACHMENTS:

Certified copy of abstract of votes from June 17, 2025

REQUESTED ACTION: ☐ NO ACTION REQUESTED

Acknowledge receipt of the abstract of votes by approval of the consent agenda.

FOR MORE INFORMATION:

Name: Carol Steele

Phone: 804-693-4042

Email: county.administrator @gloucesterva.info

ABSTRACT of VOTES

Cast in GLOUCESTER COUNTY, VIRGINIA
at the 2025 June Democratic Primary held on June 17, 2025 for,

Lieutenant Governor

NAMES OF CANDIDATES ON THE BALLOT

**TOTAL VOTES RECEIVED
(IN FIGURES)**

Levar Marcus Stoney - Democratic	254
Babur B. Lateef - Democratic	71
Aaron R. Rouse - Democratic	360
Victor R. Salgado - Democratic	69
Ghazala F. Hashmi - Democratic	222
Alexander J. Bastani - Democratic	88
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on June 17, 2025, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Lieutenant Governor.

Given under our hands this 23 day of June, 2025

Eric S. Jucker, Chairman

[Signature], Vice Chairman

Margaret Walker, Secretary/Acting

_____, Secretary (Certified Copy)



ABSTRACT of VOTES

Cast in GLOUCESTER COUNTY, VIRGINIA
at the 2025 June Democratic Primary held on June 17, 2025 for,

Attorney General

NAMES OF CANDIDATES ON THE BALLOT

TOTAL VOTES RECEIVED
(IN FIGURES)

Shannon L. Taylor - Democratic	511
Jay C. Jones - Democratic	548
Total Number of Overvotes for Office	0

We, the undersigned Electoral Board, upon examination of the official records deposited with the Clerk of the Circuit Court of the election held on June 17, 2025, do hereby certify that the above is a true and correct Abstract of Votes cast at said election for the Attorney General.

Given under our hands this 23 day of June, 2025



Emil J. Hauer, Chairman
Jim H., Vice Chairman
Margaret Walker, Secretary/Acting
_____, Secretary (Certified Copy)



BOARD AGENDA ITEM

TYPE OF AGENDA ITEM:

- ☒ CONSENT
- ☐ PRESENTATION
- ☐ REGULAR
- ☐ PUBLIC HEARING
- ☐ Duly Advertised

PURPOSE OF ITEM:

- ☐ INFORMATION / DISCUSSION
- ☒ DISCUSSION AND / OR DECISION
 - ☐ Resolution
 - ☐ Ordinance
 - ☒ Motion

PRESENTER: Steve Wright, MPA

TITLE: Deputy County Administrator

AGENDA TITLE: Approval of Memorandums of Agreement between Gloucester County and Community Partners for Opioid Substance Abuse Prevention and Treatment

BACKGROUND / SUMMARY: In accordance with the spending plan adopted by the Board of Supervisors for the opioid settlement funds on April 30, 2025, we are seeking renewal of the following memorandum of agreements (MOAs) to continue to provide services to prevent and treat opioid substance abuse: MOA between Gloucester County and the American Addiction Treatment Center to subsidize the cost of medication assisted treatment (MAT); MOA between Gloucester County and Bay Transit to provide transportation for individuals to attend therapeutic or medication assisted treatment; and an MOA between Gloucester County, Gloucester County public schools, and the Middle Peninsula Northern Neck Community Services Board for a prevention and treatment specialist for certain Gloucester County public schools. A new MOA was created between Gloucester County and the Middle Peninsula Northern Neck Behavioral Health Board to subsidize bed fees for individuals undertaking residential treatment and for training of additional peer recovery specialists. All MOAs have been reviewed and approved by the County Attorney.

ATTACHMENTS:

- Draft memorandum of agreement – Gloucester County and American Addiction Treatment Center
- Draft memorandum of agreement – Gloucester County and Bay Transit
- Draft memorandum of agreement – Gloucester County, Gloucester County public schools, and the Middle Peninsula Northern Neck Community Services Board
- Draft memorandum of agreement – Gloucester County and Middle Peninsula Northern Neck Behavioral Health Board

REQUESTED ACTION:

☐ NO ACTION REQUESTED

Approve memorandums of agreement

FOR MORE INFORMATION:

Name: Steve Wright

Phone: 804-693-4042

Email: swright@gloucesterva.info

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into this **1st day of July, 2025**, between the **American Addiction Treatment Center, d/b/a, American Addiction Treatment Center – Gloucester** at 6983 C Mid County Dr, Hayes, VA 23072, hereinafter called the "Providing Agency," and **Gloucester County**, 6489 Main Street, Gloucester, VA 23061, hereinafter called the "Contractor".

WITNESSETH that the Providing Agency and the Contractor, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

BACKGROUND: The Contractor, given its participation in the National Opioid Settlements, is anticipating receiving a minimum of \$1,200,000 in funding through 2039. One of the programmatic gap areas that will be addressed, at least initially, through this funding is subsidization of medication assisted treatment (MAT)/Medication for Opioid Use Disorder (MOUD) for self-pay patients (i.e., those individuals without access to either Medicaid or private insurance programs) struggling with affording the cost of daily suboxone or methadone dosing.

SCOPE OF SERVICES:

- 1) Services required to be provided by the Providing Agency pursuant to this MOA:
Daily MAT/MOUD dosing for clients
 - i. Methadone dosing, at a maximum cost of \$15/day/client **OR**
 - ii. Suboxone dosing, at a maximum cost of \$22/day/client (for a 17 mg dose)
 1. The precise medication utilized and dosage prescribed shall be determined by the AATC physician.
- 2) Requirements for patient eligibility:
 - a. Patient must be a self-pay patient currently struggling with the financial requirements for daily dosing. The list of eligible patients who meet this criterion will be determined by the Providing Agency, utilizing its existing income verification process. A maximum of five (5) clients may be served at any one time. Clients receiving subsidized dosing will undergo a quarterly financial evaluation to determine ongoing eligibility.
 - b. Patient must be adhering to other requirements set forth by the Providing Agency, including (but not limited to): attending scheduled counseling appointments, completing regular drug screens and medical appointments, and adhering to daily dosing schedule.
 - c. While one positive illicit drug screening will not result in removal from eligibility for dose subsidization, two positive illicit drug screenings within a 30-day period will result in financial assistance being removed and re-allocated to another patient. Patients who are removed from the program may be reinstated pending 60 days with no positive illicit drug screenings (after the initial two weekly screenings subsequent to the relapse).
- 3) Provision of client data
The Providing Agency will provide data to the Contractor that indicates patient progress toward treatment goals. In adherence to **both HIPAA and 42 CFR Part 2** requirements, data may either be de-identified or patient release of treatment information (excluding therapeutic case notes or medical history), as a condition of financial assistance, may be requested.
- 4) The full cost of each dose shall be paid by the Contractor, up to a contract period total not to exceed \$31,520. (Please note: The amount of funding may decrease for fiscal year 2027.)

The Providing Agency is a fully accredited medication assisted treatment (MAT)/medication for opioid use disorder (MOUD) provider.

PERIOD OF PERFORMANCE: July 1, 2025 through June 30, 2027. Depending on available funding and programmatic outcomes, this MOA may be renewed for additional one-year periods, up to a total of five years.

REQUIRED PERFORMANCE REPORTING: Providing Agency shall submit to the Contractor, on a quarterly basis, with the first submission due by October 15, 2025, data regarding the following:

- # of individuals served
- Types of services and resources provided.

- % of patients served through this MOA not actively using illicit drugs (as determined by regular drug screenings) for a period of 30 days or longer
- # of days for patients served through this MOA without a relapse or overdose incident.
- Other additional metrics as deemed appropriate by the Fiscal Agent and the Contractor, in consultation with the Providing Agency.

CLIENT CONFIDENTIALITY: The parties agree to adhere to all applicable federal and state laws or regulations dealing with client rights and the confidentiality of client information. Disclosure of information may be made only with the consent of the client or, if applicable, his authorized representative, except in emergencies or otherwise required or permitted by law.

ASSIGNMENT: This Agreement may not be assigned, sublet, or transferred without the mutual consent of the parties.

RESOLUTION OF DISPUTES: In the event of a dispute arising out of the operation of the services in this Agreement, either party has the right to notify the other party of the existence of such a dispute and to request and obtain a prompt and timely meeting between representatives of the Providing Agency and the Contractor.

AMENDMENTS TO THE AGREEMENT: New arrangements that revise, extend, or otherwise alter the scope of this Agreement shall be included as an addendum to the Agreement with the proper execution by all parties.

INDEMNIFICATION: The Providing Agency agrees to indemnify and hold harmless, to the extent permitted by law, the Contractor in regard to any claims, made by or on behalf of a client or other party which are based upon the acts or omissions of the Providing Agency, any Providing Agency employees or agents, or which are otherwise based upon matters that are the responsibility of the Providing Agency under this Agreement.

LAWS AND REGULATIONS: By signature on this Agreement, the parties certify compliance with federal, state, and local laws and regulations applicable to the performance of the services described herein.

ANTI-DISCRIMINATION: The Providing Agency certifies that it will conform to the provisions of the *Federal Civil Rights Act of 1964*, as amended, as well as the *Virginia Fair Employment Contracting Act of 1975*, as amended, where applicable, the *Virginians With Disabilities Act*, the *Americans With Disabilities Act* and § 2.2-4311 of the *Virginia Public Procurement Act (VPPA)*.

During the performance of this Agreement, the Providing Agency agrees as follows:

The Providing Agency will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Providing Agency. The Providing Agency agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

The Providing Agency, in all solicitations or advertisements for employees placed by or on behalf of the Providing Agency, will state that such Providing Agency is an equal opportunity employer.

Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting these requirements.

IMMIGRATION REFORM AND CONTROL ACT OF 1986: The Providing Agency certifies that it does not and shall not during the performance of this Agreement, knowingly employ any unauthorized alien as defined in the *Federal Immigration Reform and Control Act of 1986*, as amended (§ 2.2-4311.1 *Code of Virginia*).

DRUG FREE WORKPLACE: During the performance of this Agreement, the Providing Agency agrees to (i) provide a drug-free workplace for its employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Providing Agency's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the Providing Agency that the Providing Agency maintains a

drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each sub-contractor or vendor. For the purposes of this section, "drug-free workplace" means a site for the performance of work done in connection with a specific contract awarded to the Providing Agency, the employees of who are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the Agreement.

COMPENSATION AND METHOD OF PAYMENT: The Providing Agency shall submit an invoice to the Fiscal Agent, on a monthly basis, for the actual number of client doses subsidized, by type (i.e., methadone versus suboxone) with all invoices totaling **no more than \$31,520/annum for FY 26**. Said invoices shall be submitted to the Fiscal Agent at the following address: Gloucester County Administration, 6489 Main Street, Building Two, Gloucester, VA 23061. Funding for FY 27 may differ from that available for FY 26.

TERMINATION OF AGREEMENT: Either the Contractor or Providing Agency may terminate this Agreement at any time upon sixty (60) days advance, written notice to the other party.

IN WITNESS WHEREOF: The parties have caused this Agreement to be duly executed intending to be bound thereby.

American Addiction Treatment Center

By: _____

Title: _____

Date: _____

Gloucester County

By: _____

Title: _____

Date: _____

Approved as to Form

By: _____

Title: _____

Date: _____

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into this **1st day of July 2025**, between **Gloucester County, Virginia**, 6489 Main Street, Gloucester, VA 23061, hereinafter called the "Contractor/Fiscal Agent", and **Bay Transit**, 5959 Fiddlers Green Rd, Gloucester, VA 23061, hereinafter called the "Providing Agency."

WITNESSETH that the Providing Agency and the Contractor/Fiscal Agent, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

PARTIES INVOLVED:

The Providing Agency, a division of Bay Aging, a non-profit, 501(c) (3) organization, provides public transportation for the Middle Peninsula and Northern Neck regions of Virginia.

BACKGROUND: The Contractor/Fiscal Agent, given its participation in the various National Opioid Settlements, is anticipating receiving a minimum of \$1.2 million in funding over the next fourteen years (through 2039). One of the significant programmatic gap areas that will be addressed, at least initially, through this funding is provision of transportation to opioid use/abuse treatment and therapeutic counseling services.

SCOPE OF SERVICES:

A) Ride options

1) Contracted Trip

- a. The purpose of the contracted trip is to establish regular, scheduled transportation for, typically speaking, a single individual to attend therapeutic or meditation assisted treatment (MAT) appointments.
- b. Providing Agency schedules regular (i.e., daily or weekly) transportation, for individual clients, in collaboration with third-party treatment/counseling provider, with Contractor/Fiscal Agent approval.
- c. Cost will be \$55/hour for drive time AND an additional \$22.50/hour for the time the driver spends waiting to take the rider back home. The price will be the same for two riders. There is no minimum charge for a given ride. Nonetheless, riders will be charged in 15-minute increments.
- d. Price will increase by \$20 (to \$75/hour) for riders with mobility issues/a wheelchair. The hourly rate for driver waiting time will remain \$22.50/hour.
- e. For a contracted trip, the driver will wait for the rider to complete the appointment and then return the individual to his home.
- f. There will be a \$55 charge for no-shows. No shows will be defined as the driver going to the client's house and the client not being present or available for the trip.
- g. A same day cancellation will incur a cost of \$25 to pay the driver's time for coming in to work.
- h. In the event of two (2) late cancellations or no-shows, the Providing Agency will notify the designated contact person from the treatment center and, if the circumstances warrant, the client may be excluded from further contracted trips.

2) Express Service

- a. Bay Transit Express, a ride hailing service, is limited to a particular zone within Gloucester County (primarily, along the Route 17 corridor, from the Courthouse to Gloucester Point). Using the free Bay Transit Express app, customers can book \$1 one-way trips straight from their phones, or call, to get picked up within a 10 to 15-minute window.
- b. No night or weekend service-Express is available Monday through Friday, between 8 am and 5 pm.
- c. There are no guarantees that the rider will be the only one present.
- d. Third-party treatment/counseling provider will be provided a sheet of individual codes that the rider can use for each leg of a trip. Each portion of a given trip (e.g., from the treatment center to home) will require a separate code.

B) Service Components

- 1) The Providing Agency will provide transportation services for individuals undertaking medication assisted treatment (MAT)/medication for opioid use disorder (MOUD) and/or attending individual/group therapeutic counseling sessions or support groups within Gloucester County.

- 2) Contracted trip ride services, described in section A) 1) above, will be limited to current residents of the counties of Gloucester, Mathews, and Middlesex who are receiving therapeutic services and treatment from a Gloucester County-based center or provider.
 - 3) Ride services are available for individuals with mobility concerns/issues. As indicated above, the cost will be \$75/hour for the contracted trips.
 - 4) The nature of the ride selected (from the list above) will depend on the time of day/day of the week and the relative desire for privacy.
 - 5) The Providing Agency will provide a vehicle and a driver to transport patients each day from their residence to the applicable treatment service provider.
 - 6) A designated employee of the Providing Agency will coordinate the transportation for each clinic day with a representative of the approved providers.
 - 7) Each coordinated transportation arrangement will be initiated by e-mail sent from the provider representative to the Providing Agency representative. Fax requests can also be sent to 804-250-2049. Requests for contracted ride services should be sent at least one week in advance. The Providing Agency representative will confirm the scheduled trip by e-mailing the driver's name to the provider representative. The Providing Agency representative will contact the client and give them a pickup time for the trip. Clients should contact the Bay Transit representative at 804-250-2019 ext.1100 if they have questions, concerns or to cancel their ride request.
- C) Eligible Treatment Providers
- 1) The following community providers will have access to the ride services, on behalf of their clients/patients, under this MOA:
 - a. The American Addiction Treatment Center at 6983 C Mid County Dr, Hayes, VA 23072
 - b. The Master Center location at 6760 Main St Suite C, Gloucester, VA 23061
 - c. Gloucester Peer Recovery Center (Gloucester location) at 7603 Hospital Dr., Gloucester, VA 23061
 - d. Gloucester Counseling Center at 9228 George Washington Memorial Highway, Gloucester, VA 23061

PERIOD OF PERFORMANCE: July 1, 2025 through June 30, 2026. Depending on available funding and programmatic outcomes, this MOA can be renewed for additional one-year periods, up to a total of five years.

REQUIRED PERFORMANCE REPORTING: Providing Agency, in collaboration with the Contractor/Fiscal Agent, shall submit to the Fiscal Agent, on a quarterly basis, with the first submission due by October 15, 2025, data regarding the following:

- # of individuals served (unique and duplicated)
- # of rides completed
- Other additional metrics as deemed appropriate by the Fiscal Agent and the Contractor/Fiscal Agent, in consultation with the Providing Agency.

The Virginia Opioid Abatement Authority requires that reports regarding performance be submitted to them each September subsequent to the program/fiscal year.

CLIENT CONFIDENTIALITY: The parties agree to adhere to all applicable federal and state laws or regulations dealing with client rights and the confidentiality of client information. Disclosure of information may be made only with the consent of the client or, if applicable, his authorized representative, except in emergencies or otherwise required or permitted by law.

ASSIGNMENT: This Agreement may not be assigned, sublet, or transferred without the mutual consent of the parties.

RESOLUTION OF DISPUTES: In the event of a dispute arising out of the operation of the services in this Agreement, either party has the right to notify the other party of the existence of such a dispute and to request and obtain a prompt and timely meeting between the Contractor/Fiscal Agent and the Providing Agency.

AMENDMENTS TO THE AGREEMENT: New arrangements that revise, extend, or otherwise alter the scope of this Agreement shall be included as an addendum to the Agreement with the proper execution by all parties.

INDEMNIFICATION: The Providing Agency agrees to indemnify and hold harmless, to the extent permitted by law, the Contractor/Fiscal Agent in regard to any claims, made by or on behalf of a client or other party which are based upon the acts or omissions of the Providing Agency, any Providing Agency employees or agents, or which are otherwise

based upon matters that are the responsibility of the Providing Agency under this Agreement, and do not involve any act, omission, or responsibility of the Contractor/Fiscal Agent, its employees or agents under this Agreement.

LAWS AND REGULATIONS: By signature on this Agreement, the parties certify compliance with federal, state, and local laws and regulations applicable to the performance of the services described herein.

ANTI-DISCRIMINATION: The Providing Agency certifies that it will conform to the provisions of the *Federal Civil Rights Act of 1964*, as amended, as well as the *Virginia Fair Employment Contracting Act of 1975*, as amended, where applicable, the *Virginians With Disabilities Act*, the *Americans With Disabilities Act* and § 2.2-4311 of the *Virginia Public Procurement Act* (VPPA).

During the performance of this Agreement, the Providing Agency agrees as follows:

The Providing Agency will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Providing Agency. The Providing Agency agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

The Providing Agency, in all solicitations or advertisements for employees placed by or on behalf of the Providing Agency, will state that such Providing Agency is an equal opportunity employer.

Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting these requirements.

IMMIGRATION REFORM AND CONTROL ACT OF 1986: The Providing Agency certifies that they do not and shall not during the performance of this Agreement, knowingly employ any unauthorized alien as defined in the *Federal Immigration Reform and Control Act of 1986*, as amended (§ 2.2-4311.1 *Code of Virginia*).

DRUG FREE WORKPLACE: During the performance of this Agreement, the Providing Agency agrees to (i) provide a drug-free workplace for its employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Providing Agency's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the Providing Agency that the Providing Agency maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each sub-contractor or vendor. For the purposes of this section, "drug-free workplace" means a site for the performance of work done in connection with a specific contract awarded to the Providing Agency, the employees of who are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the Agreement.

COMPENSATION AND METHOD OF PAYMENT: The Providing Agency shall submit monthly invoices to the Fiscal Agent for all transportation services provided, in the preceding month's period, under this MOA. Said invoices shall be submitted to the Contractor/Fiscal Agent at the following address: Gloucester County Administration, 6489 Main Street, Building Two, Gloucester, VA 23061. The costs shall be derived entirely from the County's Opioid Settlement Fund. The budgeted amount for FY 26 will be a maximum of \$40,000. Every effort should be made to adhere to the budgeted amount.

TERMINATION OF AGREEMENT: Either the Contractor/Fiscal Agent or Providing Agency may terminate this Agreement at any time upon thirty (30) days advance, written notice to the other party.

IN WITNESS WHEREOF: The parties have caused this Agreement to be duly executed intending to be bound thereby.

Bay Transit _____

By: _____

Title: _____

Date: _____

Gloucester County _____

By: _____

Title: _____

Date: _____

Approved as to Form

By: _____

Title: _____

Date: _____

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into this **1st day of July 2025**, between **Gloucester County Public Schools**, 6099 T.C. Walker Road, Gloucester, VA 23061, hereinafter called the "Contractor," **Gloucester County Government**, 6489 Main Street, Gloucester, VA 23061, hereinafter called the "Fiscal Agent", and the **Middle Peninsula Northern Neck Community Services Board (DBA Middle Peninsula Northern Neck Behavioral Health)**, P.O. Box 269, Ark, VA 23003, hereinafter called the "Providing Agency."

WITNESSETH that the Providing Agency, Fiscal Agent, and the Contractor, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

SCOPE OF SERVICES:

The Providing Agency shall provide a full-time (40 hours per week) Qualified Mental Health Professions-Prevention and Treatment Specialist, who will provide substance use prevention and counseling services on site at Gloucester High School, primarily, as well as at Peasley Middle School and Page Middle School, when applicable. This position will be housed at Gloucester High School, 6680 Short Lane Road, Gloucester, Virginia, 23061. The incumbent of said position shall be an employee of the Providing Agency.

Minimum qualifications of the mental health counselor will include a bachelor's degree in psychology, social work, counseling, or a related field. This individual will work under the supervision and guidance of a licensed clinical supervisor. Services to be offered include: evidenced-based or informed substance use prevention programming (at both the middle and high school levels) and the provision of therapeutic services, consistent with education, training and qualifications, to individuals with substance use disorders and those with co-occurring mental health diagnoses. Employee develops assessment-based treatment plans for each individual assigned and delivers services through individual, family and group psycho-educational, motivational, and supportive sessions to provide support for the individual's recovery process. Employee is expected to maintain best-practices, including utilizing a whole-family approach, in the prevention and treatment of substance use disorders.

The Providing Agency will provide:

- **Assessment:** Defined as "Assessment occurs throughout the life of the agency's involvement with the family".
 - The assessment may include child and family circumstances, history, strengths and needs of the child and family, the seriousness of the threat, and the services and supports the family currently is using or has available (e.g., nuclear family, extended family, school, work, place of worship, neighborhood, etc.)."
- **Counseling and Treatment:** Individual and Family Counseling
 - Defined as "Provided to individuals or a family unit by qualified human service professionals in either individual or group sessions. The counseling focuses on the individual's perception of self, family, and significant others."
- **Educational Groups/Prevention Programming:** Psychoeducational Groups
 - Defined as "It is related to family and personal adjustment problems, values clarification, personal effectiveness, and other areas of counseling exclusive of counseling related to other discrete services. Therapeutic interaction between mental health professionals, family Services workers, case managers and family members; or groups of families, birth parents or youth experiencing similar problems that may be solved with similar treatment plans."

PERIOD OF PERFORMANCE: July 1, 2025 through June 30, 2027. Depending on available funding and programmatic outcomes, this MOA may be renewed for additional one-year periods, up to a total of five years.

REQUIRED PERFORMANCE REPORTING: Providing Agency shall submit to the Fiscal Agent, on a quarterly basis, with the first submission due by October 15, 2025, data regarding the following:

- # of individual middle school and high school youth served through treatment services
- # of middle and high school youth served through prevention programming
- Other additional metrics as deemed appropriate by the Fiscal Agent and the Contractor, in consultation with the Providing Agency.

SELECTED PREVENTION PROGRAMMING: Prior to implementing prevention programming within the Gloucester County Public Schools system, the Providing Agency shall present the curriculum to the administration of GHS and Gloucester County Public Schools, to determine relative alignment with school protocols and the general educational curriculum.

CONDITION OF CONTRACT: As a condition of awarding a contract for the provision of services that require the Providing Agency or his employees to have direct contact with students on school property during regular school hours or during school-sponsored activities, the school board shall require the Providing Agency to provide certification that all persons who will provide such services have not been convicted of a felony or any offense involving the sexual molestation or physical or sexual abuse or rape of a child.

Any person making a materially false statement regarding any such offense shall be guilty of a Class 1 misdemeanor and, upon conviction, the fact of such conviction shall be grounds for the revocation of the contract to provide such services and, when relevant, the revocation of any license required to provide such services. School boards shall not be liable for materially false statements regarding the certification required by this subsection.

This subsection shall not apply to a Providing Agency or its employees providing services to a school division in an emergency or exceptional situation, such as when student health or safety is endangered or when repairs are needed on an urgent basis to ensure that school facilities are safe and habitable, when it is reasonably anticipated that the Providing Agency or its employees will not have direct contact with students. *Code of Virginia* § 22.1-296.1.

CLIENT CONFIDENTIALITY: The parties agree to adhere to all applicable federal and state laws or regulations dealing with client rights and the confidentiality of client information. Disclosure of information may be made only with the consent of the client or, if applicable, his authorized representative, except in emergencies or otherwise required or permitted by law.

ASSIGNMENT: This Agreement may not be assigned, sublet, or transferred without the mutual consent of the parties.

RESOLUTION OF DISPUTES: In the event of a dispute arising out of the operation of the services in this Agreement, either party has the right to notify the other party of the existence of such a dispute and to request and obtain a prompt and timely meeting between Gloucester County Schools and the Executive Director of the MPNN Community Services Board.

AMENDMENTS TO THE AGREEMENT: New arrangements that revise, extend, or otherwise alter the scope of this Agreement shall be included as an addendum to the Agreement with the proper execution by all parties.

INDEMNIFICATION: The Providing Agency agrees to indemnify and hold harmless, to the extent permitted by law, the Contractor in regard to any claims, made by or on behalf of a client or other party which are based upon the acts or omissions of the Providing Agency, any Providing Agency employees or agents, or which are otherwise based upon matters that are the responsibility of the Providing Agency under this Agreement, and do not involve any act, omission, or responsibility of the Contractor, its employees or agents under this Agreement.

The Contractor agrees to indemnify and hold harmless, to the extent permitted by law, the Providing Agency and the municipal corporations of which they are a part, in regard to any claims made by or on behalf of a client or other party which are based upon the acts or omissions of the Contractor, any of its employees or agents or which are otherwise based upon matters that are the responsibility of the Contractor under this Agreement, and do not involve any act, omission, or responsibility of the Providing Agency, its employees or agents under this Agreement.

LAWS AND REGULATIONS: By signature on this Agreement, the parties certify compliance with federal, state, and local laws and regulations applicable to the performance of the services described herein.

ANTI-DISCRIMINATION: The Providing Agency certifies that it will conform to the provisions of the *Federal Civil Rights Act of 1964*, as amended, as well as the *Virginia Fair Employment Contracting Act of 1975*, as amended, where applicable, the *Virginians With Disabilities Act*, the *Americans With Disabilities Act* and § 2.2-4311 of the *Virginia Public Procurement Act* (VPPA).

During the performance of this Agreement, the Providing Agency agrees as follows:

The Providing Agency will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Providing Agency. The Providing Agency agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

The Providing Agency, in all solicitations or advertisements for employees placed by or on behalf of the Providing Agency, will state that such Providing Agency is an equal opportunity employer.

Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting these requirements.

IMMIGRATION REFORM AND CONTROL ACT OF 1986: The Providing Agency certifies that they do not and shall not during the performance of this Agreement, knowingly employ any unauthorized alien as defined in the *Federal Immigration Reform and Control Act of 1986, as amended* (§ 2.2-4311.1 *Code of Virginia*).

DRUG FREE WORKPLACE: During the performance of this Agreement, the Providing Agency agrees to (i) provide a drug-free workplace for its employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Providing Agency's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the Providing Agency that the Providing Agency maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each sub-contractor or vendor. For the purposes of this section, "drug-free workplace" means a site for the performance of work done in connection with a specific contract awarded to the Providing Agency, the employees of who are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the Agreement.

COMPENSATION AND METHOD OF PAYMENT: The Providing Agency shall submit an invoice to the Fiscal Agent, on a quarterly basis, with all invoices totaling no more than 50% of the Prevention and Treatment Specialist's total annual salary and fringe benefit costs. The maximum salary for this position, for Fiscal Year 2025, is anticipated to be **\$64,450** (inclusive of fringe benefits). Said invoices shall be submitted to the Fiscal Agent at the following address: Gloucester County Administration, 6489 Main Street, Building Two, Gloucester, VA 23061. The Fiscal Agent's portion of the personnel costs shall be derived entirely from the County's Opioid Settlement Fund. The other 50% of the personnel costs shall be paid by the Providing Agency, utilizing funds secured through a Department of Juvenile Justice grant. Given the two-year period of performance for this contract, a cost of living multiplier not to exceed 5% may be applied to the position cost for FY 27.

TERMINATION OF AGREEMENT: Either the Contractor, Fiscal Agent, or Providing Agency may terminate this Agreement at any time upon ninety (90) days advance, written notice to the other party. In the event that the Providing Agency terminates this Agreement, the Providing Agency shall continue to provide the specified services to any client for whom an alternative placement cannot be found by the Contractor, but in no event shall the Providing Agency be responsible for providing services subsequent to the termination date of the Agreement.

IN WITNESS WHEREOF: The parties have caused this Agreement to be duly executed intending to be bound thereby.

Gloucester County Public Schools

**Middle Peninsula Northern Neck
Community Services Board**

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Gloucester County

By: _____

Title: _____

Date: _____

Approved as to Form

By: _____

Title: _____

Date: _____

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement is entered into this **1st day of July 2025**, between the **Middle Peninsula Northern Neck Behavioral Health Board**, P.O. Box 269, Ark, VA 23003, hereinafter called the "Providing Agency," and **Gloucester County**, 6489 Main Street, Gloucester, VA 23061, hereinafter called the "Contractor".

WITNESSETH that the Providing Agency and the Contractor, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

BACKGROUND: The Contractor, given its participation in the 2021 and 2023 National Opioid Settlements, is anticipating receiving nearly \$1.2 million in funding over the next eighteen years (through 2039). Two of the programmatic gap areas that will be addressed through this funding, via this MOA, are subsidization of bed fees for individuals undertaking residential treatment and training of additional peer recovery specialists, who are at the front line of addiction services.

SCOPE OF SERVICES:

- 1) Services required to be provided by the Providing Agency and funded by the Contractor pursuant to this MOA:
 - a. Bed Fee Subsidization
 - i. Providing Agency shall determine, using means testing, which clients are eligible for bed fee subsidization.
 - ii. The funding provided by the Contractor shall not be utilized until the Providing Agency's existing grant funds for this purpose have been fully expended. Under no circumstance shall the subsidized amount, for all service recipients, exceed the total amount budgeted for this purpose by the Contractor.
 - iii. The total amount budgeted for bed fee subsidization, for FY 26, is \$15,000.
 - iv. Providing Agency shall bill the Contractor for reimbursement on a quarterly basis.
 - v. Funding shall be disbursed to individuals who have actively engaged in support group services administered by the Recovery Response Team and who have evidenced a sustained commitment to the progression of their personal recovery.
 - b. Scholarships for Peer Recovery Specialist Certification
 - i. Providing Agency shall administer a viable application process for potential peer recovery support specialists, including determination regarding who needs and is deserving of financial support to complete the certification process.
 - ii. Contractor, at the request of the Providing Agency, shall provide up to 10 scholarships of \$500 each for individuals to complete the peer recovery specialist certification process.
 - iii. Providing Agency will invoice the Contractor for reimbursement for each scholarship recipient on a quarterly basis.

PERIOD OF PERFORMANCE: **July 1, 2025 through June 30, 2026.** Depending on available funding and programmatic outcomes, this MOA may be automatically renewed for additional one-year periods, up to a total of five years.

REQUIRED PERFORMANCE REPORTING: Providing Agency shall submit to the Contractor, on a quarterly basis, with the first submission due by October 15, 2025, data regarding the following:

- # of individuals assisted through subsidization of bed fees
- # of individuals awarded scholarships for peer recovery training (out of a maximum of 10)
- # of days for patients served through this MOA without a relapse or overdose incident.

CLIENT CONFIDENTIALITY: The parties agree to adhere to all applicable federal and state laws or regulations dealing with client rights and the confidentiality of client information. Disclosure of information may be made only with the consent of the client or, if applicable, his authorized representative, except in emergencies or otherwise required or permitted by law.

ASSIGNMENT: This Agreement may not be assigned, sublet, or transferred without the mutual consent of the parties.

RESOLUTION OF DISPUTES: In the event of a dispute arising out of the operation of the services in this Agreement, either party has the right to notify the other party of the existence of such a dispute and to request and obtain a prompt and timely meeting between representatives of the Providing Agency and the Contractor.

AMENDMENTS TO THE AGREEMENT: New arrangements that revise, extend, or otherwise alter the scope of this Agreement shall be included as an addendum to the Agreement with the proper execution by all parties.

INDEMNIFICATION: The Providing Agency agrees to indemnify and hold harmless, to the extent permitted by law, the Contractor in regard to any claims, made by or on behalf of a client or other party which are based upon the acts or omissions of the Providing Agency, any Providing Agency employees or agents, or which are otherwise based upon matters that are the responsibility of the Providing Agency under this Agreement.

LAWS AND REGULATIONS: By signature on this Agreement, the parties certify compliance with federal, state, and local laws and regulations applicable to the performance of the services described herein.

ANTI-DISCRIMINATION: The Providing Agency certifies that it will conform to the provisions of the *Federal Civil Rights Act of 1964*, as amended, as well as the *Virginia Fair Employment Contracting Act of 1975*, as amended, where applicable, the *Virginians With Disabilities Act*, the *Americans With Disabilities Act* and § 2.2-4311 of the *Virginia Public Procurement Act* (VPPA).

During the performance of this Agreement, the Providing Agency agrees as follows:

The Providing Agency will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Providing Agency. The Providing Agency agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.

The Providing Agency, in all solicitations or advertisements for employees placed by or on behalf of the Providing Agency, will state that such Providing Agency is an equal opportunity employer.

Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting these requirements.

IMMIGRATION REFORM AND CONTROL ACT OF 1986: The Providing Agency certifies that it does not and shall not during the performance of this Agreement, knowingly employ any unauthorized alien as defined in the *Federal Immigration Reform and Control Act of 1986*, as amended (§ 2.2-4311.1 *Code of Virginia*).

DRUG FREE WORKPLACE: During the performance of this Agreement, the Providing Agency agrees to (i) provide a drug-free workplace for its employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Providing Agency's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the Providing Agency that the Providing Agency maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each sub-contractor or vendor. For the purposes of this section, "drug-free workplace" means a site for the performance of work done in connection with a specific contract awarded to the Providing Agency, the employees of who are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the Agreement.

COMPENSATION AND METHOD OF PAYMENT: The Providing Agency shall submit an invoice to the Contractor, on a quarterly basis, for the actual dollar amount of bed fee subsidies provided, with all invoices totaling no more than \$15,000 for FY 26. Said invoices shall be submitted to the Contractor at the following address: Gloucester County Administration, 6489 Main Street, Building Two, Gloucester, VA 23061.

TERMINATION OF AGREEMENT: Either the Contractor or Providing Agency may terminate this Agreement at any time upon thirty (30) days advance, written notice to the other party.

IN WITNESS WHEREOF: The parties have caused this Agreement to be duly executed intending to be bound thereby.

American Addiction Treatment Center

Gloucester County

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to Form

By: _____

Title: _____

Date: _____



GLOUCESTER COUNTY
BOARD OF SUPERVISORS

MEETING DATE: July 15, 2025

AGENDA ITEM #: VIII - A

BOARD AGENDA ITEM

TYPE OF AGENDA ITEM:

- ☐ CONSENT
- ☒ PRESENTATION
- ☐ REGULAR
- ☐ PUBLIC HEARING
- ☐ Duly Advertised

PURPOSE OF ITEM:

- ☒ INFORMATION / DISCUSSION
- ☐ DISCUSSION AND / OR DECISION
 - ☐ Resolution
 - ☐ Ordinance
 - ☐ Motion

PRESENTER: Kevin M. Smith

TITLE: Chair, Board of Supervisors

AGENDA TITLE: Presentation of Resolution of Appreciation for Ken Evans for his Service on the Floodplain Management Committee

BACKGROUND / SUMMARY: Mr. Evans recently resigned from the Floodplain Management Committee after serving the community as a member for 10 years and 11 months.

The Board adopted the attached resolution at its May 6, 2025 meeting.

ATTACHMENTS:

Resolution

REQUESTED ACTION:

☐ NO ACTION REQUESTED

Present resolution

FOR MORE INFORMATION:

Name: Brian Lewis

Phone: 804-693-5480

Email: blewis@gloucesterva.info



**RESOLUTION OF APPRECIATION AND RECOGNITION FOR KEN EVANS FOR
SERVICE ON THE LOCAL FLOODPLAIN MANAGEMENT COMMITTEE**

WHEREAS, Mr. Ken Evans was appointed and has been a Floodplain Management Committee member and advisor to the program, staff, and Gloucester Board of Supervisors since July 2014; and

WHEREAS, he dedicated himself to attending and participating regularly in committee meetings; and

WHEREAS, Mr. Evans provided experience from the perspective of an insurance agency owner operating in Gloucester assisting residents with flood risk assessment and flood insurance; and

WHEREAS, he served as a dedicated member of the Floodplain Management Committee for almost eleven (11) years, serving multiple terms as chair; and

WHEREAS, Mr. Evans used his extensive knowledge of the FEMA National Flood Insurance Program (NFIP) and Community Rating System (CRS) program to improve the County's floodplain management plan and help the County achieve a higher CRS rating thereby lowering flood insurance rates for residents;

WHEREAS, Mr. Evans has made multiple presentations regarding floodplain management to the Board of Supervisors to help the Board make informed decisions to enhance the safety and wellbeing of the community; and

WHEREAS, his dedication and commitment to the community is greatly appreciated and we thank him for his years of exceptional community service.

NOW, THEREFORE, BE IT RESOLVED that the Gloucester County Board of Supervisors does hereby offer its deepest appreciation and extends it's sincere gratitude to Mr. Ken Evans for his service on the Floodplain Management Committee and his dedication and commitment to the citizens Gloucester County.

Kevin Smith, Chair
Gloucester County Board of Supervisors
May 6, 2025



GLOUCESTER COUNTY
BOARD OF SUPERVISORS

MEETING DATE: July 15, 2025

AGENDA ITEM #: X - A

BOARD AGENDA ITEM

TYPE OF AGENDA ITEM:

- ☐ CONSENT
- ☐ PRESENTATION
- ☐ REGULAR
- ☒ PUBLIC HEARING
 - ☒ Duly Advertised

PURPOSE OF ITEM:

- ☐ INFORMATION / DISCUSSION
- ☒ DISCUSSION AND / OR DECISION
 - ☒ Resolution
 - ☒ Ordinance
 - ☐ Motion

PRESENTER: Anne Ducey-Ortiz, AICP, CZA **TITLE:** Director of Planning, Zoning, & Env. Programs

AGENDA TITLE: Joint Application: Rezoning Z-25-01 and Conditional Use Permit CUP-25-01

BACKGROUND / SUMMARY:

The Planning Commission has reviewed the joint application (Rezoning Application Z-25-01 and Conditional Use Permit Application CUP-25-01) and forwarded the joint application with a recommendation of denial to the Board of Supervisors for their review and decision. The application proposes to develop 34 condominium units on TM 51A(4)-A (RPC #25644) at a density of 10.86 dwelling units per net acre and subdivide TM 51A(11)-E1 (RPC #18417) into 2 single family lots. Though the Board will hear this as a joint application (with a single presentation and Public Hearing), this joint application consists of two components, a rezoning component and a Conditional Use Permit (CUP) component. The rezoning component requests to reclassify TM 51A(4)-A (RPC #25644) from the B-1 district to the MF-1 district (conditional) to develop 34 condominium units and TM 51A(11)-E1 (RPC #18417) from the B-1 district to the SF-1 district to develop 2 single family lots. Furthermore, the CUP component requests to permit a density of 10.86 dwelling units per net acre on the proposed MF-1 parcel, a density greater than the 8 units per net acre permitted by right, therefore requiring a CUP for the proposed density. Staff's Report fully evaluates both components of the joint application, discusses the density proffer voluntarily offered for the proposed MF-1 parcel, explains the various conditions of use proposed by staff, and details the Planning Commission's discussion and votes on each component of the application. As advised by the County Attorney, though the presentation and Public Hearing will occur jointly, a separate vote should be taken for each component to clearly express the Board's decision for each component.

ATTACHMENTS:

- Ordinance to Approve (Z-25-01 Application Component)
- Resolution to Deny (Z-25-01 Application Component)
- Resolution to Approve (CUP-25-01 Application Component)
- Resolution to Deny (CUP-25-01 Application Component)
- Rezoning Application (Z-25-01)
- CUP Application (CUP-25-01)
- Staff Report (Joint Application Analysis)
- PowerPoint Presentation (Joint Application Analysis)
- Owner PowerPoint Presentation
- Public Hearing Notice (Joint Public Hearing)

REQUESTED ACTION:

☐ NO ACTION REQUESTED

Review the joint application and vote on each component (rezoning and CUP) separately. First, for the rezoning component, vote to approve or deny rezoning application Z-25-01. Second, for the CUP component, vote to approve as proposed, approve with modifications, or deny the CUP application CUP-25-01.

FOR MORE INFORMATION:

Phone: 804-693-1224

Name: Anne Ducey-Ortiz, Director of Planning, Zoning, & Env. Prog.

Email: aducey@gloucesterva.info

AT A REGULAR MEETING OF THE GLOUCESTER COUNTY BOARD OF SUPERVISORS, HELD ON TUESDAY, _____, 2025, IN THE COLONIAL COURTHOUSE, 6504 MAIN STREET, GLOUCESTER, VIRGINIA: ON A MOTION DULY MADE BY _____, AND SECONDED BY _____, THE FOLLOWING ORDINANCE WAS ADOPTED BY THE FOLLOWING VOTE:

Phillip N. Bazzani, ____;
Ashley C. Chriscoe, ____;
Kenneth W. Gibson, ____;
Christopher A. Hutson, ____;
Michael A. Nicosia, ____;
Robert J. Orth, ____;
Kevin M Smith, ____;

AN ORDINANCE TO AMEND THE GLOUCESTER COUNTY ZONING MAP TO RECLASSIFY 3.8 +/- ACRES OWNED BY CADELROCK IV, LLC, LOCATED IN THE GLOUCESTER POINT MAGISTERIAL DISTRICT, WITH 3.1 +/- ACRES TO BE RECLASSIFIED FROM B-1, GENERAL BUSINESS, TO MF-1, RESIDENTIAL MULTI-FAMILY (CONDITIONAL) AND 0.7 +/- ACRES TO BE RECLASSIFIED FROM B-1, GENERAL BUSINESS, TO SF-1, RESIDENTIAL SINGLE FAMILY, FOR THE PURPOSE OF DEVELOPING 34 CONDOMINIUM UNITS ON THE MF-1 PARCEL AND 2 SINGLE FAMILY RESIDENTIAL LOTS ON THE SF-1 PARCEL

WHEREAS, a rezoning application (Z-25-01) has been submitted by Marsh Hawk Villas, LLC (Jeff Ambrose, representative) to rezone the property known as Tax Map Parcel 51A(4)-A, identified as RPC No. 25644, from B-1, General Business, to MF-1, Residential Multi-Family (Conditional), and to rezone the property known as Tax Map Parcel 51A(11)-E1, identified as RPC No. 18417, from B-1, General Business, to SF-1, Residential Single Family, and to thereby amend the Gloucester County Zoning Map; and

WHEREAS, the property requested to be rezoned is located within the Gloucester Point Magisterial District at the southern corner of the intersection of Route 17 South and Tyndall Drive (SR 1218); and

WHEREAS, the applicant has submitted a proposed Proffer Statement in accompaniment with the rezoning application; and

WHEREAS, the applicant has stated that the proposed proffer is voluntarily offered by the applicant and is not unreasonable, in accordance with § 15.2-2303.4 of the Code of Virginia; and

WHEREAS, the Gloucester County Planning Commission, after holding a duly-advertised Public Hearing at its June 5, 2025 meeting, recommended denial of Z-25-01, 5-1, to the Board of Supervisors; and

WHEREAS, the Gloucester County Board of Supervisors has held a duly advertised public hearing; and

WHEREAS, the property is identified in the Comprehensive Plan's Future Land Use Plan as the Village Scale Mixed Use and Mixed Density Residential designations and within the Development District; and

WHEREAS, the property is identified in the Gloucester Point/Hayes Village Development Area Plan as within the Transition Area designation; and

WHEREAS, the proposed rezoning furthers the Village Scale Mixed Use designation's aim that relatively high residential densities are appropriate when developed with pedestrian-oriented improvements; and

WHEREAS, the application supports the Mixed Density Residential designation's intention to provide a variety of housing types, including higher-density, village-scale neighborhood developments; and

WHEREAS, the proposed rezoning promotes the Development District's desire that this area be the County's principal population center while minimizing impacts on local roads and be served by public water and sewer facilities; and

WHEREAS, the application furthers the Comprehensive Plan's Housing chapter goals to encourage housing of various types and promote the use of safe and livable neighborhood designs in new residential developments; and

WHEREAS, the proposed rezoning supports the Comprehensive Plan's Transportation chapter goals to ensure that development results in minimal negative impacts on road systems and traffic patterns and encourage the provision of adequate mobility for all segments of the community; and

WHEREAS, the application promotes the Comprehensive Plan's Natural Resources chapter objective to encourage development in areas where public water and sewer are provided and implementation strategy to allow and encourage pedestrian scale development in Village Areas; and

WHEREAS, the Gloucester County Board of Supervisors finds that the rezoning application would have no additional adverse impact on the public health, safety, and welfare;

NOW, THEREFORE BE IT ORDAINED AND ENACTED by the Gloucester County Board of Supervisors on this the _____ day of _____, 2025 that Application Z-25-01 be, and it hereby is, approved to amend the Gloucester County Zoning Map to reclassify Tax Map Parcel 51A(4)-A, from B-1, General Business, to MF-1, Residential Multi-Family (Conditional), subject to and conditioned upon the Proffer Statement attached hereto and made a part hereof, and to reclassify Tax Map Parcel 51A(11)-E1, from B-1, General Business, to SF-1, Residential Single Family.

A Copy Teste:

Carol E. Steele, County Administrator

AT A REGULAR MEETING OF THE GLOUCESTER COUNTY BOARD OF SUPERVISORS, HELD ON TUESDAY, _____, 2025, IN THE COLONIAL COURTHOUSE, 6504 MAIN STREET, GLOUCESTER, VIRGINIA: ON A MOTION DULY MADE BY _____, AND SECONDED BY _____, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:

Phillip N. Bazzani, ____;
Ashley C. Chriscoe, ____;
Kenneth W. Gibson, ____;
Christopher A. Hutson, ____;
Michael A. Nicosia, ____;
Robert J. Orth, ____;
Kevin M Smith, ____;

A RESOLUTION TO DENY REZONING APPLICATION Z-25-01, REQUESTING TO RECLASSIFY 3.8 +/- ACRES OWNED BY CADELROCK IV, LLC, LOCATED IN THE GLOUCESTER POINT MAGISTERIAL DISTRICT, WITH 3.1 +/- ACRES TO BE RECLASSIFIED FROM B-1, GENERAL BUSINESS, TO MF-1, RESIDENTIAL MULTI-FAMILY (CONDITIONAL) AND 0.7 +/- ACRES TO BE RECLASSIFIED FROM B-1, GENERAL BUSINESS, TO SF-1, RESIDENTIAL SINGLE FAMILY, FOR THE PURPOSE OF DEVELOPING 34 CONDOMINIUM UNITS ON THE MF-1 PARCEL AND 2 SINGLE FAMILY RESIDENTIAL LOTS ON THE SF-1 PARCEL

WHEREAS, a rezoning application (Z-25-01) has been submitted by Marsh Hawk Villas, LLC (Jeff Ambrose, representative) to rezone the property known as Tax Map Parcel 51A(4)-A, identified as RPC No. 25644, from B-1, General Business, to MF-1, Residential Multi-Family (Conditional), and to rezone the property known as Tax Map Parcel 51A(11)-E1, identified as RPC No. 18417, from B-1, General Business, to SF-1, Residential Single Family, and to thereby amend the Gloucester County Zoning Map; and

WHEREAS, the property requested to be rezoned is located within the Gloucester Point Magisterial District at the southern corner of the intersection of Route 17 South and Tyndall Drive (SR 1218); and

WHEREAS, the applicant has submitted a proposed Proffer Statement in accompaniment with the rezoning application; and

WHEREAS, the applicant has stated that the proposed proffer is voluntarily offered by the applicant and is not unreasonable, in accordance with § 15.2-2303.4 of the Code of Virginia; and

WHEREAS, the Gloucester County Planning Commission, after holding a duly-advertised Public Hearing at its June 5, 2025 meeting, recommended denial of Z-25-01, 5-1, to the Board of Supervisors; and

WHEREAS, the Gloucester County Board of Supervisors has held a duly advertised public hearing; and

WHEREAS, the property is identified in the Comprehensive Plan's Future Land Use Plan as the Village Scale Mixed Use and Mixed Density Residential designations and within the Development District; and

WHEREAS, the property is identified in the Gloucester Point/Hayes Village Development Area Plan as within the Transition Area designation; and

WHEREAS, the Board finds that the rezoning application does not support the Comprehensive Plan's Future Land Use chapter purpose for the Mixed Density Residential designation to preserve neighborhood character by encouraging compatible building characteristics; and

WHEREAS, the Board further finds that the rezoning application is inconsistent with the Comprehensive Plan's Future Land Use chapter purpose for the Development District to allow for new population growth based upon infrastructure availability and current development patterns; and

WHEREAS, the Board further finds that the proposed rezoning does not further the Comprehensive Plan's Transportation chapter objective to minimize the use of private roads within the County, including limiting the use of private roads for new subdivisions; and

WHEREAS, the Board finds that the rezoning application does not support the Comprehensive Plan's Housing chapter goal to promote safe and livable neighborhood density designs in new residential developments; and

NOW, THEREFORE BE IT RESOLVED by the Gloucester County Board of Supervisors on this the _____ day of _____, 2025 that Application Z-25-01 be, and it hereby is, denied.

A Copy Teste:

Carol E. Steele, County Administrator

AT A REGULAR MEETING OF THE GLOUCESTER COUNTY BOARD OF SUPERVISORS, HELD ON TUESDAY, _____, 2025, IN THE COLONIAL COURTHOUSE, 6504 MAIN STREET, GLOUCESTER, VIRGINIA: ON A MOTION DULY MADE BY _____, AND SECONDED BY _____, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:

Phillip N. Bazzani, ____;
Ashley C. Chriscoe, ____;
Kenneth W. Gibson, ____;
Christopher A. Hutson, ____;
Michael A. Nicosia, ____;
Robert J. Orth, ____;
Kevin M. Smith, ____;

A RESOLUTION OF APPROVAL FOR A CONDITIONAL USE PERMIT (CUP-25-01) FOR AN INCREASED DENSITY FOR MULTIFAMILY DWELLINGS WITHIN THE MF-1 DISTRICT

WHEREAS, a Conditional Use Permit application (CUP-25-01) has been submitted by Marsh Hawk Villas, LLC (Jeff Ambrose, representative) to permit a density of 10.97 units per acre on Tax Map Parcel 51A(4)-A, identified as RPC No. 25644, proposed to be rezoned to the MF-1 Zoning District through concurrent Rezoning application Z-25-01; and

WHEREAS, the Gloucester County Planning Commission held a public hearing on the application on June 5, 2025; and

WHEREAS, at its Public Hearing, the Gloucester County Planning Commission determined that the CUP application did not meet the approval criteria outlined in Section 14-3(6) of the Zoning Ordinance; and

WHEREAS, at its Public Hearing, the Gloucester County Planning Commission voted 6-0 to forward application CUP-25-01 to the Board of Supervisors with a recommendation of denial; and

WHEREAS, the Gloucester County Board of Supervisors has held a duly advertised public hearing; and

WHEREAS, the application in accompaniment with the following conditions of use furthers the Comprehensive Plan's Future Land Use chapter purpose for the Village Scale Mixed Use and Mixed Density Residential designations that relatively high densities in a village-scale neighborhood development are encouraged; and

WHEREAS, the proposed CUP in accompaniment with the following conditions of use supports the Comprehensive Plan's Future Land Use chapter

purpose for the Development District to be the most suitable area for new population growth; and

WHEREAS, the proposed CUP in accompaniment with the following conditions of use promotes the Comprehensive Plan's Housing chapter implementation strategy to increase the allowable density within the multi-family zoning districts on public water and sewer; and

WHEREAS, the application in accompaniment with the following conditions of use furthers the Comprehensive Plan's Transportation chapter implementation strategy to encourage traditional neighborhood design; and

WHEREAS, the proposed CUP in accompaniment with the following conditions of use supports the Comprehensive Plan's Natural Resources chapter implementation strategies for increased density and development to be located in the Development District and Village Areas and development of projects that minimize impacts to local natural resources; and

NOW, THEREFORE, BE IT RESOLVED by the Gloucester County Board of Supervisors that application CUP-25-01 is hereby approved with the following Conditions of Approval:

1. The MF-1 parcel shall be developed generally in accordance with the Conceptual Plan (formally titled "Conceptual Plan Garage Option") with only changes thereto that the Zoning Administrator reasonably determines do not alter the basic concept or character of the development of this parcel; provided, however, such development of this parcel shall be expressly subject to such changes in configuration, composition and location as required by all other governmental authorities having jurisdiction over such development.
2. A sidewalk compliant with Sections 6A-4(2) and 6A-4(3) of the Zoning Ordinance shall be provided by the applicant within the public right-of-way from the intersection with Tyndall Drive (SR 1218) to the intersection with Camp Okee Drive (SR 1240). Where it is not feasible to provide sidewalks compliant with the aforementioned sections within the public right-of-way, sidewalks outside of the public right-of-way, in accompaniment with a public access easement, may be approved.
3. Internal sidewalks and continuous on-site pedestrian circulation in a safe and convenient manner shall be provided within the site.
4. All units within the development shall be connected to public water and sewer. Public sewer shall be provided by the applicant either by an on-site pump station connected to the HRSD public sewer line or a public sewer line extended to connect to Pump Station 28. If a sewer line is extended to Pump Station 28, the line shall be at least 10 ft. from all existing and proposed hardscape public surfaces, whether public roadways or sidewalks. The public sewer line shall be contained within

a public utility easement, inclusive of 10 ft. of easement area on each side of the line, except for portions of the easement area contained within the public right-of-way.

5. The 50 ft. landscape buffer shown on Route 17 shall contain a continuous landscaped buffer consistent with Section 9C-3, 11-6(3), or 11-6(5) of the Zoning Ordinance. This continuous buffer shall avoid utility lines, stormwater management features, and other elements which may cause a break in the continuous buffer except where it is not practically feasible to avoid such elements.
6. Any lights used to illuminate the site shall be so arranged as to reflect light away from adjoining premises and shall not reflect light beyond the boundary of the property.
7. (Other conditions to be determined, if deemed necessary by the Board of Supervisors)

AND BE IT FURTHER RESOLVED that this use shall be established within two years of approval by the Board of Supervisors pursuant to Section 14-3(14)(a) of the Zoning Ordinance.

AND BE IT FURTHER RESOLVED that the granting of a conditional use permit does not exempt the applicant/property owner from obtaining a Building Permit, a Certificate of Occupancy, or complying with all other requirements of the Zoning Ordinance or any applicable County, state, or federal law, as specified in Section 14-3(10) of the Zoning Ordinance.

AND BE IT FURTHER RESOLVED that this Conditional Use Permit may be immediately revoked at any time pursuant to Section 14-3(15) of the Zoning Ordinance.

AND BE IT FURTHER RESOLVED that amendments to this Conditional Use Permit shall occur in the manner specified in Section 14-3(16) of the Zoning Ordinance.

A Copy Teste:

Carol E. Steele, County Administrator

AT A REGULAR MEETING OF THE GLOUCESTER COUNTY BOARD OF SUPERVISORS, HELD ON TUESDAY, _____, 2025, IN THE COLONIAL COURTHOUSE, 6504 MAIN STREET, GLOUCESTER, VIRGINIA: ON A MOTION DULY MADE BY _____, AND SECONDED BY _____, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:

Phillip N. Bazzani, ____;
Ashley C. Chriscoe, ____;
Kenneth W. Gibson, ____;
Christopher A. Hutson, ____;
Michael A. Nicosia, ____;
Robert J. Orth, ____;
Kevin M. Smith, ____;

A RESOLUTION FOR THE DENIAL OF A CONDITIONAL USE PERMIT (CUP-25-01) FOR AN INCREASED DENSITY FOR MULTIFAMILY DWELLINGS WITHIN THE MF-1 DISTRICT

WHEREAS, a Conditional Use Permit application (CUP-25-01) has been submitted by Marsh Hawk Villas, LLC (Jeff Ambrose, representative) to permit a density of 10.97 units per acre on Tax Map Parcel 51A(4)-A, identified as RPC No. 25644, proposed to be rezoned to the MF-1 Zoning District through concurrent Rezoning application Z-25-01; and

WHEREAS, the Gloucester County Planning Commission held a public hearing on the application on June 5, 2025; and

WHEREAS, at its Public Hearing, the Gloucester County Planning Commission determined that the CUP application did not meet the approval criteria outlined in Section 14-3(6) of the Zoning Ordinance; and

WHEREAS, at its Public Hearing, the Gloucester County Planning Commission voted 6-0 to forward application CUP-25-01 to the Board of Supervisors with a recommendation of denial; and

WHEREAS, the Gloucester County Board of Supervisors has held a duly advertised public hearing; and

WHEREAS, the Gloucester County Board of Supervisors has reviewed the application for a CUP to determine whether it met the approval criteria outlined in Section 14-3(6) of the Zoning Ordinance; and

WHEREAS, the Gloucester County Board of Supervisors finds that the proposed CUP will be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted; and

WHEREAS, the Gloucester County Board of Supervisors further finds that the proposed CUP proposes an exterior architectural appeal and function plan that will be at substantial variance with the exterior architectural appeal and functional plan of the structures already constructed in the immediate neighborhood and, therefore, does not enhance the quality of the neighborhood; and

WHEREAS, the Gloucester County Board of Supervisors finds that the public interest and welfare supporting the proposed conditional use is not sufficient to outweigh the individual interests which are adversely affected by the establishment of the proposed use; and

WHEREAS, the Gloucester County Board of Supervisors also finds that the proposed CUP does not satisfy the approval criteria outlined in Section 14-3(6) of the Zoning Ordinance; and

WHEREAS, the Gloucester County Board of Supervisors finds that the proposed CUP does not support the Comprehensive Plan's Housing chapter goal to promote context sensitive designs in new residential developments; and

WHEREAS, the Gloucester County Board of Supervisors further finds that the proposed CUP is inconsistent with the Comprehensive Plan's Transportation chapter goal to ensure that development results in minimal negative impact on road systems and traffic patterns within the County; and

WHEREAS, the Gloucester County Board of Supervisors finds that the proposed CUP does not further the Comprehensive Plan's Natural Resource chapter implementation strategy to design projects that minimize impacts to natural resources; and

WHEREAS, the Gloucester County Board of Supervisors further finds that the proposed Conditions of Approval do not sufficiently mitigate the adverse impacts of the development.

NOW, THEREFORE, BE IT RESOLVED by the Gloucester County Board of Supervisors that application CUP-25-01 is hereby denied.

A Copy Teste:

Carol E. Steele, County Administrator



County of Gloucester
Department of Planning and Zoning
6489 Main Street
Gloucester, Virginia 23061
804-693-1224 FAX 804-824-2441

FOR OFFICE USE ONLY

Date Received _____
Date Complete _____
Case No. _____
Tax Map No. _____
Receipt No. _____

REQUEST FOR REZONING

EFFECTIVE July 1, 2008, THIS APPLICATION MUST BE ACCOMPANIED BY THE CHAPTER 527 COMPLIANCE FORM & THE VDOT LANDTRACK INFORMATION SHEET.

I, (WE) Marsh Hawk Villas, LLC DO
HEREBY PETITION THE BOARD OF SUPERVISORS OF THE COUNTY OF GLOUCESTER TO
AMEND THE COUNTY ZONING ORDINANCE BY:

- ☐ Modifying section(s) _____ of the ordinance as per the attached.
- ☒ Modifying the Zoning District Classification of the following described property from the B-1
district(s), to the MF-1/SF-1 district.
- ☐ Modifying or removing one or more proffers approved as part of Rezoning Application _____.

A. PROPERTY INFORMATION

Location of property: Route 17 / Tyndall Drive

Legal description of property:

* If recorded subdivision – Name _____

Section _____ Lot _____ Block _____

Land Book Page No. _____ Parcel(s) RPC 25644 AND 18417

* If acreage, attach plat of property and a metes and bounds description.

Are the taxes on this property paid up to date?

*Pursuant to Va. Code Section 15.2-2286(B), the Board of Supervisors may, but is not mandated to, require proof of the payment of taxes prior to approval of a rezoning.

Briefly describe the current use of the property:

VACANT LAND

B. EXPLANATION OF THE APPLICATION AND RELATIONSHIP OF THE PROPOSED REZONING TO THE COUNTY'S COMPREHENSIVE PLAN (IF APPLICABLE).

Please describe the purpose of the proffer amendment or rezoning and the proposed use of the property.

Requesting a rezoning to MF-1 to allow 34 condominium units on RPC 25644. Requesting to rezone RPC 18417 to SF-1 to allow two single family detached homes. See attached impact statement for further information.

C. LIST THE NAMES AND ADDRESSES OF OWNERS OR OCCUPANTS OF ALL ADJACENT PROPERTY OR PROPERTY ACROSS A ROAD, HIGHWAY OR RAILROAD RIGHT-OF-WAY. ADDRESSES SHOULD COINCIDE WITH THOSE IN THE COMMISSIONER OF THE REVENUE OFFICE. (Please Print)

NAME	ADDRESS	TAX MAP/PARCEL#
KATHERINE DiCOM	7847 7824 O NEAL RD GL VA 23061	25954,19119,31919 18163
Warren Metzger	7573 Camp OKEE Rd GL VA 23062	29691
Scott + Chelsea Gregory	7565 Camp OKEE Rd GL VA 23062	22976
JAMES and Arcelia WINTER	P.O. Box 396 GL PT VA 23062	16985
Chang Ho Yi	13 LAKEVIEW DRIVE Newport News VA 23062	33785
ROBERT and Dawn Clute	7590 Tyndall Dr. GL PT VA 23062	17205
FREDERICK + Cheryl Gibson	7578 Tyndall Dr. GL PT VA 23062	15388
Eliran Shalom	2334 Butler Bay Dr. WINDERMERE FL 34786	22881
Karen STRANSEN	7556 Tyndall Dr. GL PT VA 23062	16084
JANICE CORBETT	7546 Tyndall Dr. GL PT VA 23062	28048
Woodrow RAINES	7534 Tyndall Dr. GL PT VA 23062	14022

D. PERSON(S) REPRESENTING THE APPLICATION

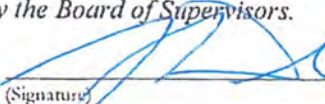
Name: Jeff Ambrose
Address: 109 Hurlston
Williamburg VA 23188


(Signature)
3/11/2025
(Date)
Phone: 804 293 2556

E. OWNER(S) OF PROPERTY

CandleRock II, L.L.C. By: The Candle Company, Its Manager
Name: Gerald A. Drake Phone: 800-827-0918
Address: Executive Vice President
100 N Center Street
Newton Falls, OH 44444

I hereby grant permission to the designated personnel of Gloucester County, and any other agency deemed appropriate by Gloucester County, to enter the subject property for purpose of review of the proposed application, to post signs prior to the public hearing by the Planning Commission, and to remove said signs after the public hearing by the Board of Supervisors.


(Signature)
3/11/2025
(Date)

IMPORTANT: The proffer amendment or rezoning application package must be deemed complete before it can be transmitted to the Planning Commission to request a public hearing be scheduled.

Updated July 2023

Conflict of Interest Statement

In accordance with Section 14-22 of the Gloucester County Zoning Ordinance, I certify that my application for zoning amendment, ___ variance, and ___ zoning appeal, ___ special exception, or ___ conditional use permit is subject to the following is subject to the following:

Does any member of the Planning Commission, Board of Zoning Appeals, Historic Landmarks Commission, or governing body (Board of Supervisors) have any interest in the property which is the subject of this application/petition, either individually, or by ownership of stock in a corporation owning such land or partnership?

Yes

X
No

Does a member of the immediate household of any member of the Planning Commission, Board of Zoning Appeals, Historic Landmarks Commission, or governing body (Board of Supervisors) have any interest in the property which is the subject of this application/petition?

Yes

X
No

If yes to either question above, please state:

Person's name: _____

Member of: _____

Nature of their interest: _____

I, Jeffrey C. Ambrose, hereby certify that the information contained in this conflict of interest statement is true and correct to the best of my knowledge.

[Signature]
(Signature)

3/7/2025
Date

CITY/COUNTY OF James city
COMMONWEALTH OF VIRGINIA

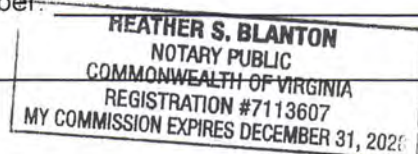
The foregoing instrument was subscribed and sworn before me this 7th day of March, 2025 by _____.

[Signature]
Notary Public

I was originally commissioned as
Heather S Gilbert, Notary Public
(Seal)

Notary Registration Number: _____

My commission expires: _____



Gloucester County
Proffer Policy for Applications for Residential Rezoning
Effective September 3, 2019 per Resolution adopted by the Gloucester County Board of Supervisors.

Gloucester County has the authority, pursuant to Va. Code Section 15.2-2298, to accept voluntary proffers, either onsite or offsite, submitted by an applicant for conditional zoning. Proffers may include land, infrastructure, cash, or other conditions and constraints on the use of the property applied for conditional zoning. There must be a reasonable relationship or connection between the proffers and the rezoning.

In order to ensure compliance with applicable law, Section 15.2-2303.4 of the Code of Virginia, and to ensure that there exists a reasonable relationship or connection between the proffers and the residential rezoning, it shall be the responsibility of the applicant to provide the County with detailed analyses of the impacts (capital, environmental, fiscal, etc.) of any development resultant from a requested residential rezoning; the applicant must then demonstrate how the project and/or any proffered conditions will mitigate those impacts.

Pursuant to Section 15.2-2303.4 of the Code of Virginia, the County and its officials, employees, and agents may suggest - but shall not require - any particular proffer associated with a requested residential rezoning. Any such requirement of a proffer shall be deemed null and void and of no effect.

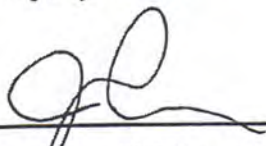
The applicant's signature on the proffers shall serve to certify that any proffered conditions are voluntary, reasonable, and directly related to the rezoning applied for. The applicant shall acknowledge that failure to address and/or mitigate impacts directly attributable to the rezoning may result in the denial of the rezoning request.

I have read and understand the above proffer policy:

Cadle Rock IV, L.L.C.
BY: The Cadle Company, Its Manager
BY: 

Gerald A. Drake
Executive Vice President

Property Owner



Applicant (if different)

3/11/2025

Date

TAX MAP NO.: _____
Return to: Office of the County Attorney
7400 Justice Drive P. O. Box 1309
Gloucester, VA 23061

This document prepared by:

PROFFER STATEMENT

APPLICATION Z-___-___

WHEREAS, Cadlerock IV, LLC, ("the Owner") is the owner of certain real property known as George Washington Memorial Highway and Tyndall Drive ("the Property") totaling approximately 3.13 acres, located in Gloucester Point Magisterial District, Gloucester County, Virginia which is more particularly described as follows: "GLOU. PT. PARCELA" and "TYNDALL MERE, LOT E-1"; Map ID 051/A4//A/ and RPC 25644; and WHEREAS, the Owner has filed an application to rezone the Property from current zoning of B-1 to MF-1 Conditional, pursuant to the Gloucester County Zoning Ordinance (the "Zoning Ordinance"); and

WHEREAS, the Owner desires to proffer to Gloucester County (the "County") certain conditions in connection with the development of the Property that will protect the County and its citizens, provide for the orderly development of the Property, and offset the impacts of residential development; and

WHEREAS, the below-listed proffers are designed and intended to mitigate impacts that have been identified in studies initiated and provided by the Owner; and

WHEREAS, the Owner certifies that all below-listed proffers are voluntary, reasonable, and directly related to the rezoning applied for; and

WHEREAS, the County is authorized to accept these proffers pursuant to the

Code of Virginia, and the Zoning Ordinance; and
WHEREAS, in the event that there is any conflict between these proffers and the Zoning Ordinance, the conflict shall be resolved by the County's Zoning Administrator, subject to appeal to the Board of Zoning Appeals and the courts as provided by law; and
WHEREAS, these proffers shall be binding upon and shall inure to the benefit of the parties hereto, and their respective heirs, successors and assigns; and

WHEREAS, the Owner acknowledges that impacts of residential development not offset by the below-listed proffers may be cause for denial of the rezoning request. NOW, THEREFORE, the Owner agrees to meet and comply with the following proffers in connection with the development of the Property should the Owner's application to rezone the property be approved:

PROFFERS

1. **Density:** There shall be no more than 34 dwelling units on the Property.

Once proffered and accepted as part of an amendment to the zoning ordinance, these conditions shall continue in full force and effect until a subsequent amendment changes the zoning on the property covered by these conditions; provided, however, that such conditions shall continue if the subsequent amendment is part of a comprehensive implementation of a new or substantially revised zoning ordinance.

WITNESS the following signature and seal:



CadleRock IV, LLC

By: The Cadle Company, Its Manager

By: Gerald A. Drake, Executive Vice President

* * *

STATE OF OHIO

COUNTY OF TRUMBULL, to wit:

The foregoing instrument was acknowledged before me this 13 day of
MARCH, 2025 by GERALD A. DRAKE, EXEC. VICE PRESIDENT


Notary Public

My commission expires:



Jennifer K Hoffstetter
Notary Public, State of Ohio
My Commission Expires:
January 23, 2028

Acceptance:

The Proffers herein have been accepted as follows: ("All" or list specific proffers accepted)

_____ by action of the Board of Supervisors on _____.

County Administrator



GLOUCESTER COUNTY PLANNING DEPARTMENT

Post Office Box 329
6582 Main Street
Gloucester, VA 23061

804-693-1224
Fax: 804-693-7037
www.gloucesterva.info/planning

Chapter 527 Compliance Form

Effective July 1, 2008, Rezoning that meet thresholds as specified in VDOT's Traffic Impact Analysis Regulations, Chapter 527, will require Traffic Impact Analyses (TIAs). As of this date, this form must be completed by a licensed professional and submitted with each application to the Gloucester County Planning Department in combination with a VDOT Landtrack Information Sheet.

The process for submitting TIA's shall be as follows:

1. Submit VDOT's required number of copies along with your rezoning submittal to the Gloucester County Planning Department along with a **check** for the appropriate review fee made payable to VDOT;
2. All copies of the TIA will be stamped by the Gloucester County Planning Department, and the Planning Department will keep its copy(s) on file; and
3. The remaining TIA copies will be picked up by VDOT within 10 business days of an application that is deemed complete.

Choose one of the two options below:



I certify that this proposal **DOES NOT MEET** any of the thresholds identified in the Traffic Impact Analysis Regulations Administrative Guidelines (24 VAC 30-155) that would require a Traffic Impact Analysis to be submitted in conjunction with this application. I acknowledge that Gloucester County and/or VDOT may require that one is submitted and that action may not be taken on my proposal until this is submitted.



I certify that this proposal **MEETS** at least one of the thresholds identified in the Traffic Impact Analysis Regulations Administrative Guidelines (24 VAC 30-155) that would require a Traffic Impact Analysis to be submitted in conjunction with this application. A Traffic Impact Analysis, prepared in accordance with the Traffic Impact Analysis Regulations Administrative Guidelines (24 VAC 30-155).

34-Condo and 2-Single
Family Homes

The above information is based on a proposed use of _____ with a projected daily trip generation of 216 vehicles per day and a site peak hour trip generation of 19.6 vehicles per hour, based on the stipulations of 24 VAC30-155. The 9th edition of the ITE Trip Generation Manual was used in determining the trip generation (Code Number 230/210 and Page Number _____).

*Please attach a sheet indicating how each of the thresholds for this proposal were calculated including but not limited to use, size of the proposed project (square footage, number of units)


License Professional's (Signature)

VA 40170

License Number or Stamp and Seal

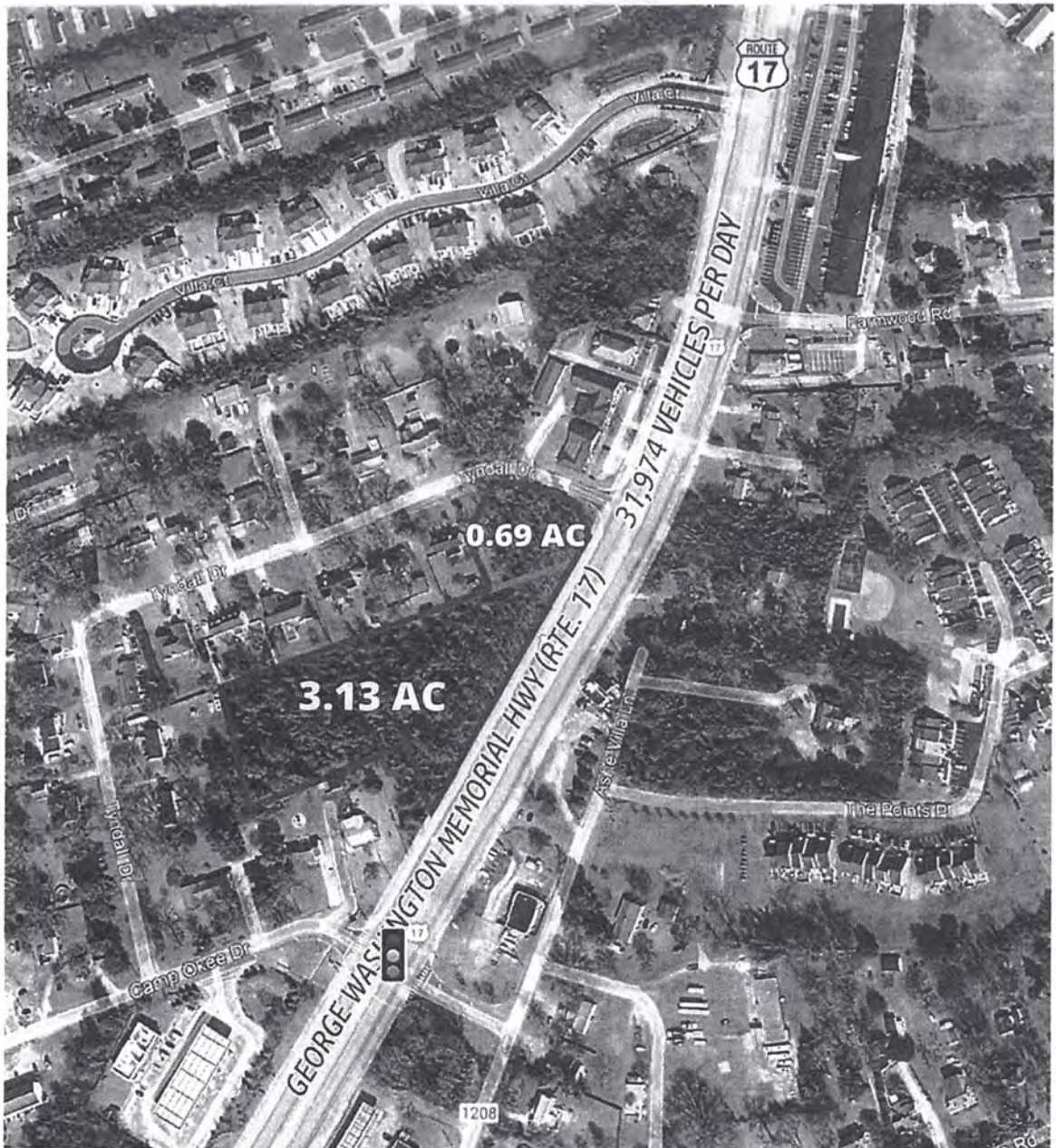
Jason Grimes 4/2/2025

Name & Date (Type or Print)

* As of July 1, 2011 applications for Major Subdivisions will no longer require a Chapter 527 Compliance Form.

Property Description:

"GLOU. PT. PARCEL A" and "TYNDALL MERE, LOT E-1"; Map ID 051/A4//A/ and RPC 25644 and Map ID 051/A1 1//E/ and RPC 18417.



TYNDALL DRIVE

10,000 SF (MIN)
SINGLE-FAMILY
LOT

PROPOSED SF-1 ZONING
FOR
2- SINGLE-FAMILY LOTS
±30,000 SF

10,000 SF (MIN)
SINGLE-FAMILY
LOT

30' PERMETER BUFFER
BETWEEN MF-1 & SF-1 ZONING
DISTRICTS

PROPOSED MF-1 ZONING
FOR
34-CONDO UNITS
±136,000 SF

6
UNITS

UNITS

UNITS

SVAM

6
UNITS

UNITS

4
UNIT

5" CONCRETE
SIDEWALK, TYP.

ROUTE US-17

ME-1 PARKING TABULATIONS

TOTAL UNITS:	34 CONDO UNITS
REQUIRED PARKING (CONDO):	63 SPACES (1.5 PER UNIT, PLUS 1 PER 3 UNITS FOR VISITOR PARKING)
PROVIDED PARKING:	81 SPACES (1 DRIVEWAY UNIT PLUS 17 GUEST SPACES)

GRAPHIC SCALE
25' 0' 25' 50'
SCALE: 1" = 25'

AIDS
CONSULTING ENGINEERS

Virginia North Carolina West Virginia

5248 Old Tinsdale Road, Suite 1
Winansburg, Virginia 21188
Phone: (703) 793-0360
www.aids-inc.com

CONCEPT PLAN
FOR
GEORGE WASHINGTON
MEMORIAL HIGHWAY
TOWNHOMES

Project Contacts: C-25 / J-03
Project Number: 001-0867-00
Scale: 1"=25' Date: 06/04/2022
Sheet Title:
**CONCEPT PLAN
GARAGE OPTION**
Sheet Number:
1 OF 1



County of Gloucester
Department of Planning & Zoning
6489 Main Street
Gloucester, Virginia 23061
804-693-1224 FAX 804-824-2441
www.gloucesterva.info/planning

FOR OFFICE USE ONLY

Date Received _____
Date Complete _____
Tax Map/Parcel No. _____
Receipt No. _____
Received by _____

APPLICATION FOR A CONDITIONAL USE PERMIT

- ☐ A pre-application conference shall be scheduled by the applicant with the zoning administrator or his designated agent to discuss the proposal. Meeting date: 2/6/2025

A. PROPERTY INFORMATION:

Property Owner Name: Cadlerock IV, LLC
Mailing Address: 100 N Center Street Newton Falls OH 44444
E-911 Address: _____
Magisterial District: Gloucester Point Tax Map Number(s): 25644
Current Use: B-1 Conditional Use Requested: MF-1

B. SUPPORTING DOCUMENTATION

At a *minimum* the following documentation is required for this application to be deemed complete:

- ☒ A Site Plan, meeting the requirements for CUP in Zoning-Appendix B, Article 14
If the plan is larger than 11"x 17", submit **25** folded copies for review by appropriate agencies and distribution to the Planning Commission and Board of Supervisors. Additional copies may be required.
- ☒ Front, side and rear elevations and floor plans of any proposed buildings.

C. APPROVAL CRITERIA

In addition to the application and supporting documents identified in Section B above, the following items must be answered in detail on a separate page. The application will not be considered complete until this information is received.

- Describe in detail the proposed use of the property.
- Describe in detail how the proposed use may impact surrounding properties. Please relate your response to the existing zoning and land uses in the area, plus the characteristics of the proposed use- hours of operation, traffic volume, activity levels on-site, appearance, etc.
- Describe what techniques will be used to control traffic flow and what impacts the proposed use will have on existing roadways. A professionally prepared Traffic Impact Analysis may be required.
- Describe the proposed water and wastewater utility infrastructure including sources, discharges, permits, construction, ownership, and maintenance responsibilities.
- Describe in detail how this use is consistent with the Future Land Use Map or other element of the Comprehensive Plan.
- Describe the environmental impact of the proposed development and the efforts planned to abate air, water, noise, stormwater, and other environmental impacts during and after construction.
- Describe the impact the proposed use will have on Gloucester County public services- schools, libraries, law enforcement, fire and rescue, etc.
- Describe the impact the proposed use will have on any historic site or structures in the County.
- Describe the impact the proposed use will have on any rare, endangered, or irreplaceable species or natural areas.
- Describe the impact the proposed use will have on the scenic or natural beauty of the County.

D. LIST THE NAMES AND ADDRESSES OF OWNERS OR OCCUPANTS OF ALL ADJACENT PROPERTY OR PROPERTY ACROSS A ROAD, HIGHWAY OR RAILROAD RIGHT-OF-WAY. ADDRESSES SHOULD COINCIDE WITH THOSE IN THE

NAME	ADDRESS	TAX MAP/PARCEL#
KATHERINE Dirom	7847 7881 O NEAL RD GL VA 23061	25954, 19119, 31919 18163
Warren Metzger	7573 Camp OKEE Rd GL VA 23062	29691
Scott + Chelsea Gregory	7565 Camp OKEE Rd GL VA 23062	22976
JAMES and Arcelia Winter	P.O. Box 396 GL PT VA 23062	16985
Chang Ho Yi	13 LAKEVIEW DRIVE Newport News VA 23602	33785
ROBERT and DAWN Clute	7590 Tyndall Dr. GL PT VA 23062	17205
FREDERICK + Cheryl Gibson	7578 Tyndall Dr. GL PT VA 23062	15388
ELICAN Shalom	2334 Botter Bay Dr. WINDERMERE FL 34786	22881
KAREN STANSEN	7556 Tyndall Dr. GL PT VA 23062	16084
JANICE Corbett	7546 Tyndall Dr. GL PT VA 23062	28048
WOODROW RAINES	7534 Tyndall Dr. GL PT VA 23062	14022

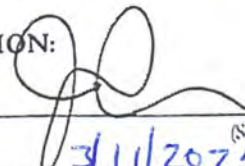
The undersigned declare(s) that the above statements and those contained in any exhibits transmitted to the Gloucester County Board of Supervisors are true.

PERSON(S) REPRESENTING THE APPLICATION:

Name: Jeff Ambrose

Address: 109 Hurkston

Williamsburg VA 23188


(Signature)
3/11/2025
(Date)
Phone: 804 283 2556

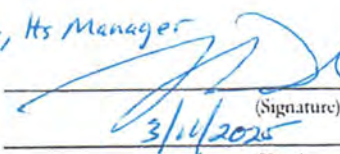
OWNER(S) OF THE PROPERTY:

CadleRock IV, L.L.C. Gerald A. Drake Company, Its Manager

Name: BY: X Executive Vice President

Address: 100 N Center Street

Newton Falls, OH, 44444


(Signature)
3/11/2025
(Date)
Phone: 800-827-0918

By signing the above I hereby grant permission to the designated personnel of Gloucester County, and any other agency deemed appropriate by Gloucester County, to enter the subject property for purpose of review of the proposed application, to post signs prior to the public hearing by the Planning Commission, and to remove said signs after the public hearing by the Board of Supervisors.

IMPORTANT: The conditional use permit application package must be deemed complete before it can be transmitted to the Planning Commission to request that a public hearing be scheduled.

Submit a completed application and all supporting documents, including the application fee of \$1,000.00 (cash or check made payable to Gloucester County), to the Gloucester County Department of Planning & Zoning.

Conflict of Interest Statement

In accordance with Section 14-22 of the Gloucester County Zoning Ordinance, I certify that my application for zoning amendment, ___ variance, and ___ zoning appeal, ___ special exception, or X conditional use permit is subject to the following is subject to the following:

Does any member of the Planning Commission, Board of Zoning Appeals, Historic Landmarks Commission, or governing body (Board of Supervisors) have any interest in the property which is the subject of this application/petition, either individually, or by ownership of stock in a corporation owning such land or partnership?

Yes

X
No

Does a member of the immediate household of any member of the Planning Commission, Board of Zoning Appeals, Historic Landmarks Commission, or governing body (Board of Supervisors) have any interest in the property which is the subject of this application/petition?

Yes

X
No

If yes to either question above, please state:

Person's name: _____

Member of: _____

Nature of their interest: _____

I, Jeffrey C. Ambrose, hereby certify that the information contained in this conflict of interest statement is true and correct to the best of my knowledge.

[Signature]

(Signature)

3/7/2025
Date

CITY/COUNTY OF James City
COMMONWEALTH OF VIRGINIA

The foregoing instrument was subscribed and sworn before me this 7th day of March, 2025 by Jeffrey Ambrose.

[Signature]
Notary Public

(Seal) I was originally commissioned as
Heather S Gilbert, Notary Public

Notary Registration Number: _____

My commission expires: _____

HEATHER S. BLANTON
NOTARY PUBLIC
COMMONWEALTH OF VIRGINIA
REGISTRATION #7113607
MY COMMISSION EXPIRES DECEMBER 31, 2025

Community Impact Statement
For
Route 17 and Tyndall Drive Rezoning

March 20, 2025

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I. INTRODUCTION

The proposed project encompasses two parcels (#25644 which is 3.1 acres and #18417 which is .7 acres) for a total of approximately 3.8 acres both properties are currently within the B-1 zoning district. The applicant proposes to rezone parcel 25644 to the MF-1 zoning district to accommodate 34 condominium units. In addition, we are requesting to rezone parcel #18417 to the SF-1 zoning district to accommodate two single family detached residential lots.

The primary entrance to the future MF-1 property will be a connection onto Route 17. The SF-1 lots will have driveways entering onto Tyndall Drive in similar fashion as the existing SF-1 homes on Tyndall Drive.

Presently, the sites are vacant and have been for sale for several years. The sites are predominantly wooded, a HRSD sewer line and Gloucester County water line run alongside the boundary with Route 17. According to the current Gloucester County Comprehensive Plan, the properties fall within two designations. The Comprehensive Plan identifies this site as Village Scale Mixed Use (in the front) and Mixed Density Residential (in the rear). The proposed MF-1 infill development aims to maintain a 30' buffer along the adjacent SF-1 properties and will have a 50' buffer along Route 17.

For the remainder of this document, we will focus on the impacts of the proposed MF-1 zoning district. We feel the impacts of adding two single family detached lots entering onto Tyndall Drive will be minimal and aligns itself well with the other housing that already exists along Tyndall Drive. These two lots will be serviced by both public water and sewer.

II. PLANNING CONSIDERATIONS

A. Land Use/ Density

The envisioned land use plan for this condominium projects will incorporate an interior road network including sidewalks and streetlights that will provide a pedestrian friendly environment. The entrance road will connect with route 17 and the sidewalks present in that area will allow for connectivity to the nearby services. The overall gross density of the project will be capped at 34 dwelling units which calculates to 10.9 units per acre.

B. Environmental

The site is approximately 3.1 acres and is currently wooded. The proposed development would leave a 30' buffer against existing SF-1 zoning and a 50' buffer along route 17. There are not any wetland or RPA areas on the site. We are confident the site does not contain any historically significant sites or any environmentally sensitive habitat. The site would be designed with a stormwater system that would handle all drainage and tie into the existing storm water system along Route 17.

C. Provides Diversity to Existing Housing Stock

The developer is proposing either a two story or three story attached style townhome condominium. This product will help to provide much need affordable housing to the Gloucester Point area and add to the diversity of residential product which is discussed in the Comprehensive Plan as a need.

III. ANALYSIS OF IMPACTS TO PUBLIC FACILITIES AND SERVICES

A. Public Water Facilities

The subject property will be served with public drinking water by the existing Gloucester County water distribution system in the area. Gloucester County currently maintains an existing 8-inch water main along Route 17.

B. Sewer Facilities

Sanitary sewer service is intended to be provided to the subject property by extending a gravity sewer line along Route 17 and connecting to the existing pump station at the front of York Town Villas.

C. Solid Waste

The proposed development on the subject property will generate solid waste that will require collection and disposal to promote a safe and healthy environment. Reputable private contractors, hired by the Condominium Association will handle the collection of solid waste. Both trash and recyclable material will be removed from this site to a solid waste transfer station.

D. Utility Service Providers

Dominion Virginia Power, and Cox Communications provide, respectively, electricity, cable TV service, and telephone service to this area. The current policy of these utility service providers is to extend service to the development at no cost to the developer when positive revenue is identified; plus, with new land development, these utility service providers are required to place all new utility service underground.

E. Schools

This project is located within the Achilles Elementary School, Peasley Middle School, and Gloucester High School districts. The number of school age children projected for 34 attached style units using the TischlerBise study performed for Anne Arundel County Maryland in April of 2024 is a total of 13 school children: 7 elementary, 3 middle and 3 high school students. We currently understand that there is sufficient capacity for these additional students in the associated schools.

F. Fiscal Impact

While it is difficult to determine the overall fiscal impact for a project this size the goal of the developer would be to use as many local contractors as possible during the buildout of the community and long term we feel the annual tax revenues from the real estate taxes and additional add on taxes associated with 34 additional housing units will be sufficient to offset the added costs to the county.

G. Traffic Impacts

Given the current B-1 zoning district we believe the traffic impact for our development will be less intensive given its residential use. We calculate daily trip generation of approximately 173 vehicles per day and a site peak hour trip generation of approximately 18 vehicles per hour, based on the stipulations of 24 VAC30-155. See attached Chapter 527 Compliance Form.

GW MEMORIAL HW / TYNDALL DRIVE

SAMPLE PRODUCT ELEVATIONS

DRAFT VERSIONS (SUBJECT TO CHANGE)

March 26, 2025

REV.	NO.	DATE	WPL. CORR.	REMARKS
I		01/27/89		
II				
III				
IV				
V				
VI				
VII				
VIII				
IX				
X				
XI				
XII				
XIII				
XIV				
XV				
XVI				
XVII				
XVIII				
XIX				
XX				
XXI				
XXII				
XXIII				
XXIV				
XXV				
XXVI				
XXVII				
XXVIII				
XXIX				
XXX				



A-2.0

DRAFT (SUBJECT TO CHANGE)



3 BUILDING LEFT ELEVATION
A-2.1 SCALE: 3/16" = 1'-0" 3-STORY PLAN



4 BUILDING RIGHT ELEVATION
A-2.1 SCALE: 3/16" = 1'-0" 3-STORY PLAN



1 BUILDING LEFT ELEVATION
A-2.1 SCALE: 3/16" = 1'-0" 2-STORY PLAN



2 BUILDING RIGHT ELEVATION
A-2.1 SCALE: 3/16" = 1'-0" 2-STORY PLAN

REVISIONS

DATE: 01/11/2025
BY: J. GUE
CHECKED: J. GUE
DATE: 01/11/2025
BY: J. GUE
CHECKED: J. GUE
DATE: 01/11/2025
BY: J. GUE
CHECKED: J. GUE



PROJECT:
GW MEMORIAL HIGHWAY
20' TOWNHOMES
GLOUCESTER COUNTY
VIRGINIA
CLIENT:
HAYSTACK MOUNTAIN, LLC

CONTENT:
DESIGN ELEVATIONS

DRAWN BY: D. GUE

DATE: 3.27.2025

SHEET NUMBER:

A-2.1

DRAFT (SUBJECT TO CHANGE)



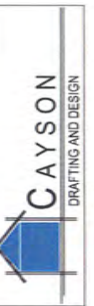
2 6-UNIT BUILDING REAR ELEVATION
A-2.2 SCALE: 3/16" = 1'-0" 3 STORY PLAN



1 6-UNIT BUILDING REAR ELEVATION
A-2.2 SCALE: 3/16" = 1'-0" 2 STORY PLAN

REVISIONS

REV. NO. DATE
1 3/27/2025
2
3
4
5
6



PROJECT:
GW MEMORIAL HIGHWAY
20' TOWNHOMES
GLOUCESTER COUNTY
VIRGINIA
CLIENT:
HAYSTACK MOUNTAIN, LLC

CONTENT:
DESIGN ELEVATIONS

DRAWN BY: D.GUE

DATE: 3/27/2025

SHEET NUMBER:

A-2.2

[illegible]

Floor Plan Details:

- Overall Dimensions:** 30'-0" (width) x 32'-0" (depth).
- Bedroom #1:** 11'-3" x 11'-0"
- Bedroom #2:** 9'-3" x 9'-0"
- Bedroom #3:** 9'-4" x 8'-0"
- Bedroom #4:** 11'-3" x 11'-0"
- Bath #1:** 4'-8" x 3'-0"
- Bath #2:** 3'-0" x 3'-0"
- W.C. (Walk-in Closet):** 11'-15"
- W.L. (Walk-in Linen Closet):** 11'-15"
- CLO. (Closets):** Multiple closets are shown, including a large one in the center and smaller ones in the bedrooms.
- Other Features:** The plan includes a central staircase, a kitchen area with a sink and stove, and a living area with a fireplace.

[illegible]

LINE OF SECOND FLOOR ABOVE

3050 3050 3068 DR

LIVING ROOM
15'-4" x 12'-2"

CAPPED KNEEWALL

DOWN UP

15' 8" 15' 8"

KITCHEN
13'-6" x 12'-2"

DOWN UP

15' 8" 15' 8"

P.W.D.R.

15' 8" 15' 8"

DINING
12'-6" x 9'-3"

3050 3050 3050

29'-2"

29'-2"

MAXIMIZING ABOVE

REC. NO.	DATE	INITIALS	REMARKS
01	03/25/2019		
02			
03			
04			
05			



PROJECT:
GW MEMORIAL HIGHWAY
20' TOWNHOMES
GLOUCESTER COUNTY
VIRGINIA

CLIENT:
HAYSTACK MOUNTAIN, LLC

CONTENT:
DESIGN PLANS

DRAWN BY: D. GUE

DATE: 3/27/2025

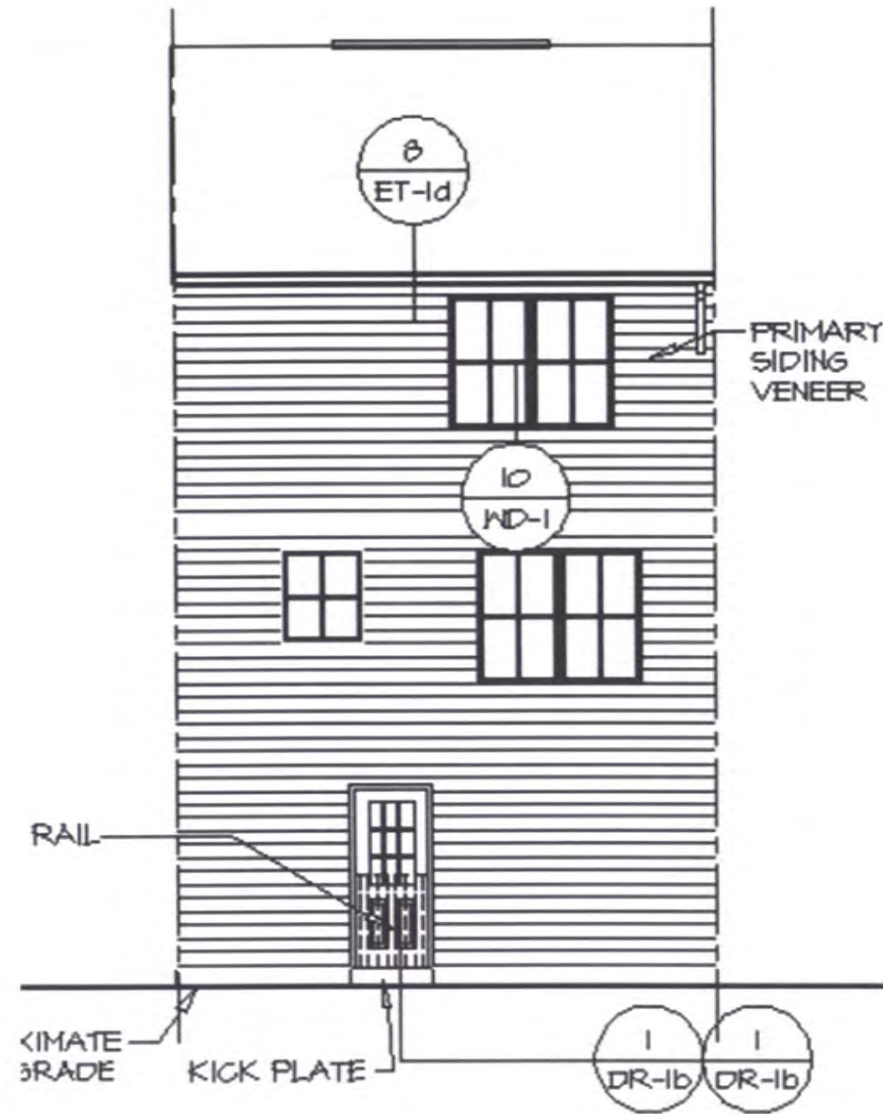
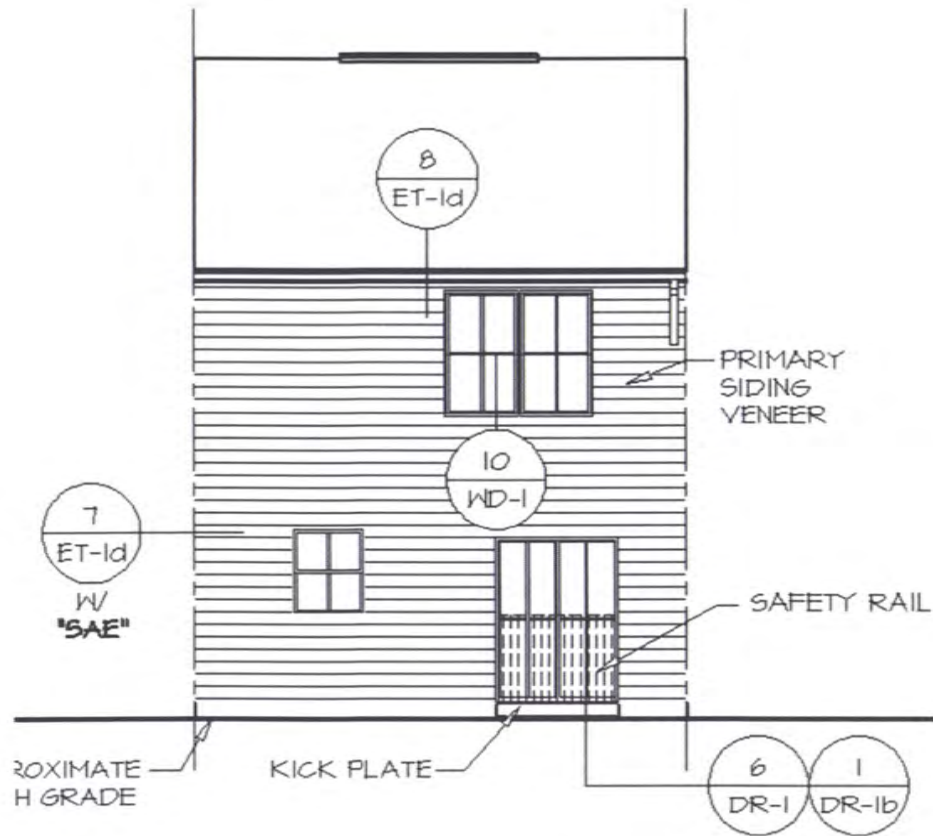
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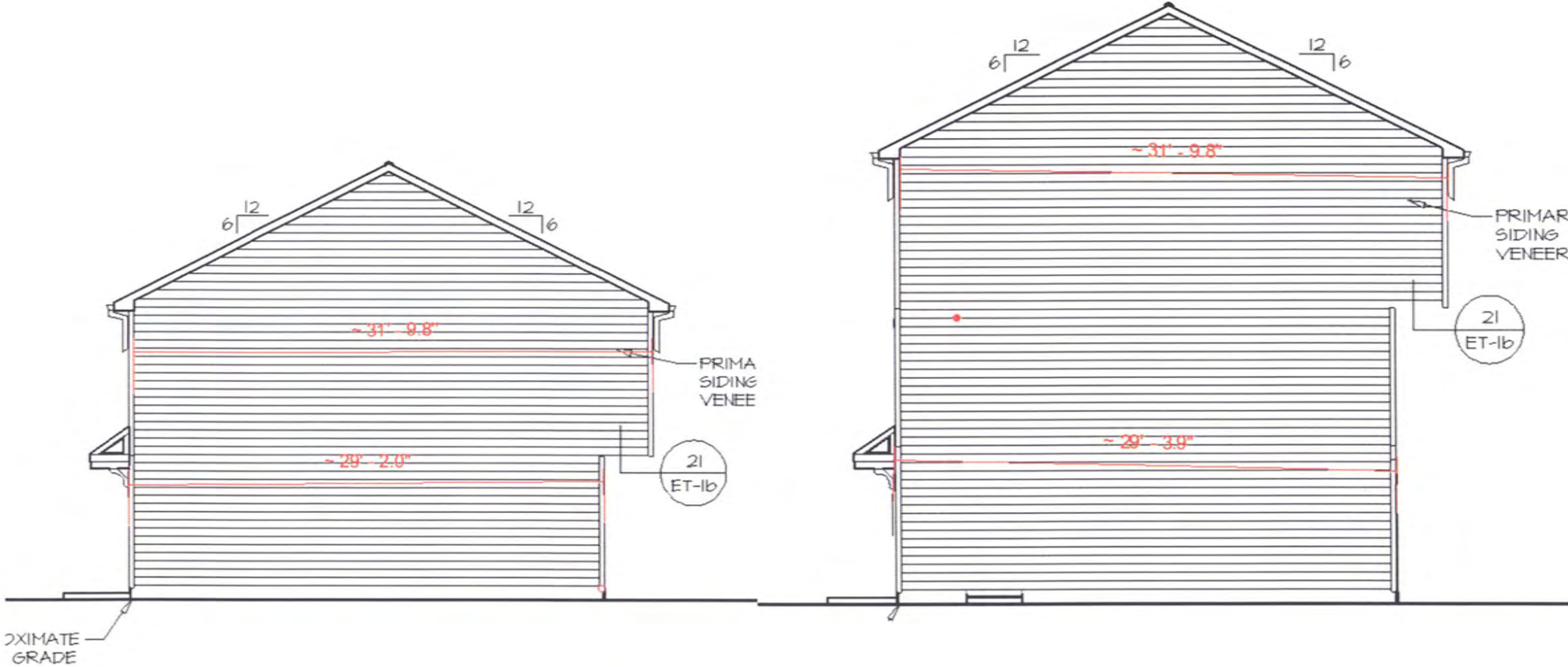
A-1.0

DRAFT



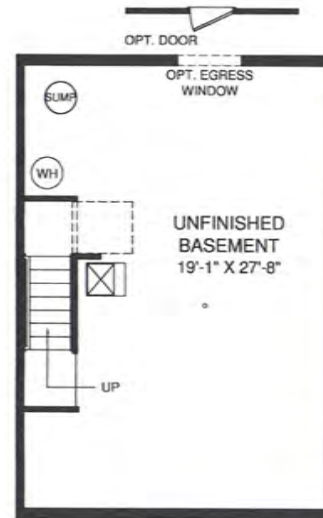
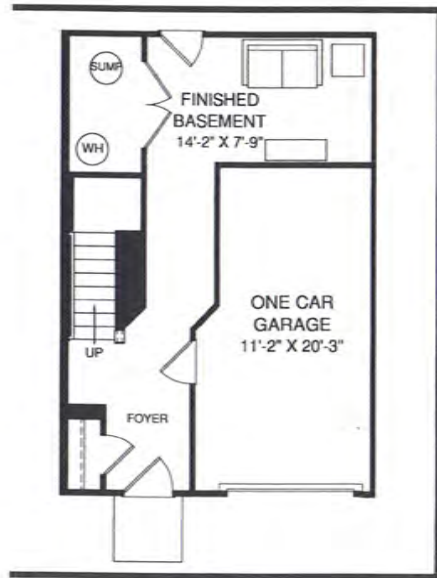
DRAFT



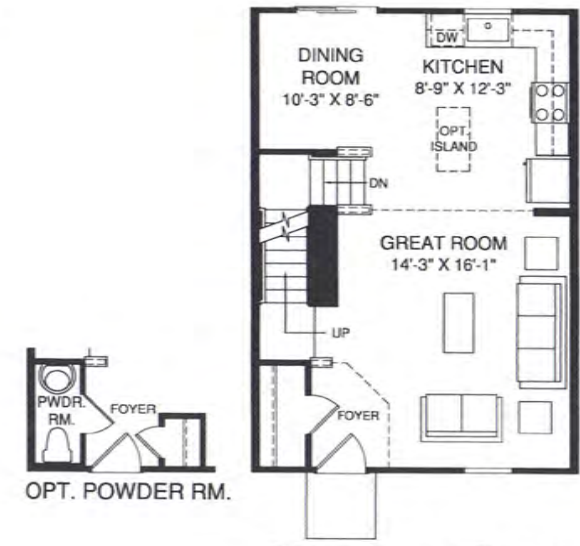


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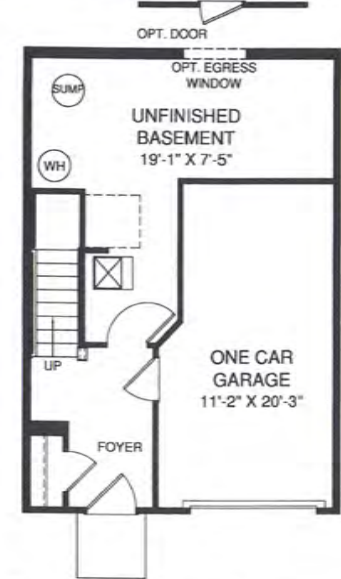
DRAFT



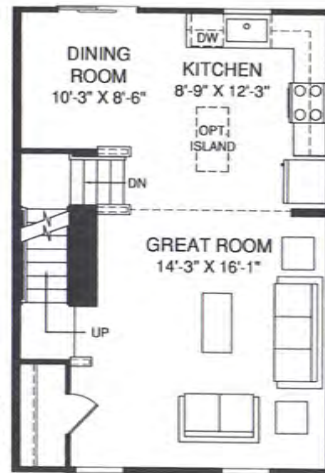
LOWER LEVEL



MAIN LEVEL ENTRY



LOWER LEVEL ENTRY



MAIN LEVEL



UPPER LEVEL

TYNDALL DRIVE

10,000 SF (MIN)
SINGLE-FAMILY
LOT

PROPOSED SF-1 ZONING
FOR
2- SINGLE-FAMILY LOTS
±30,000 SF

10,000 SF (MIN)
SINGLE-FAMILY
LOT

30' PERMETER BUFFER
BETWEEN MF-1 & SF-1 ZONING
DISTRICTS

PROPOSED MF-1 ZONING
FOR
34-CONDO UNITS
±136,000 SF

6
UNITS6
UNITS6
UNITS

SVAM

6
UNITS6
UNITS4
UNITS

ROUTE US-17

WE-1 PAGING TABULATION

TOTAL UNITS:	34 CONDO UNITS
REQUIRED PARKING (CONDO):	83 SPACES (1.5 PER UNIT, PLUS 1 PER 3 UNITS FOR VISITOR PARKING)

PROVIDED PARKING: 80 SPACES (1 DRIVEWAY/1 GARAGE SPACE PER UNIT PLUS 17 GUEST SPACES)

GRAPHIC SCALE
25' 0' 25' 50'
SCALE: 1" = 25'

AES
CONSULTING ENGINEERS

Virginia | North Carolina | West Virginia

5248 Old Towne Road, Suite 1
Hollywood, Virginia 22188
Phone (703) 253-0240
www.aes.com

CONCEPT PLAN
FOR
GEORGE WASHINGTON
MEMORIAL HIGHWAY
TOWNHOMES

Project Contacts:	CJS / JAG
Project Number:	0010847.00
Scale:	Date:
1"=20'	01/15/2012
Sheet Title:	
CONCEPT PLAN GARAGE OPTION	

1 OF 1

Z-25-01 & CUP-25-01- Marsh Hawk Villas Joint Application

Board of Supervisors Public Hearing July 15, 2025

Overview

<i>Owner and Applicant:</i>	Cadlerock IV, LLC (Property Owner) Jeff Ambrose (Applicant)
<i>Location:</i>	Route 17 South, between the intersections with Tyndall Drive (SR 1218) and Camp Okee Drive (SR 1240)
<i>Tax Map and Parcel #'s:</i>	51A(4)-A & 51A(11)-E1
<i>RPC #'s:</i>	18417 & 25644
<i>Acreage:</i>	3.82 +/-
<i>Existing Zoning:</i>	B-1, General Business
<i>Existing Use:</i>	Vacant, undeveloped
<i>Requested Zoning:</i>	MF-1, Multi Family Residential (conditional), and SF-1, Single Family Detached Residential
<i>Purpose:</i>	Reclassify the parcels for 34 condominium units (on the MF-1 parcel) and 2 single-family lots (on the SF-1 parcel) through a rezoning and permit a density of 10.86 units per net acre on the MF-1 parcel through the Conditional Use Permit process
<i>Proffers Submitted:</i>	Yes (for the MF-1 parcel)
<i>Surrounding Land Uses:</i>	East (across Route 17): Grubbs Garage Auto Repair Shop West: Residential (along Tyndall Drive) North: Residential (along Tyndall Drive) South: Residential (along Camp Okee Drive)

Z-25-01 & CUP-25-01- Marsh Hawk Villas Joint Application

Board of Supervisors Public Hearing July 15, 2025

General Project Description

The applicant is proposing to rezone TM 51A(4)-A (RPC 25644) from the B-1 (General Business) district to the MF-1 (Multi Family Residential) district (conditional) and TM 51A(11)-E1 (RPC 18417) from the B-1 (General Business) district to the SF-1 (Single Family Detached Residential) district in order to develop 34 condominium units on the MF-1 parcel and create 2 single family lots from the SF-1 parcel. The applicant has submitted a proffer for the MF-1 parcel limiting the number of condominium units to no more than 34 units, a density of roughly 10.86 units per net acre. Under the MF-1 district, up to 8 units per net acre can be developed by right, whereas, between 8 and 12 units per net acre can be developed through the Conditional Use Permit (CUP) process (with no greater than 12 units per net acre permitted in any manner in this district). Therefore, for this development, a CUP application is required to permit the density of roughly 10.86 units per net acre in accompaniment with the zoning reclassification. Furthermore, development of both the condominium units at this density and the single-family lots at the size proposed (less than 30,000 sf) would require all units/lots to be connected to public water and sewer.

The applicant's Conceptual Plan also illustrates (on the MF-1 parcel) a 50 ft. landscape buffer along Route 17 South and a required 30 ft. perimeter buffer along the property lines adjacent to SF-1 zoning (all other property lines). In addition, the condominium units will be served by a private road owned and maintained by a private Homeowners Association whereas the SF-1 lots will directly access Tyndall Drive (SR 1218). Finally, stormwater produced from the MF-1 parcel will be routed to onsite stormwater management features, shown on the Conceptual Plan at the front of the parcel.

In addition, the following two CUP conditions of use are proposed by staff to accompany the CUP component of the joint application. For further analysis of the purposes of the proposed conditions of use, see the Transportation Impact (for Conditions 2 and 3) and Other Impacts (for Conditions 4, 5, and 6) sections of this Staff Report. However, should the Board of Supervisors feel that additional or different conditions of use are necessary to offset any impacts from the CUP component (request for greater density) identified at their Public Hearing, they can be included during their review of the application.

1. The MF-1 parcel shall be developed generally in accordance with the Conceptual Plan (formally titled "Conceptual Plan Garage Option") with only changes thereto that the Zoning Administrator reasonably determines do not alter the basic concept or character of the development of this parcel; provided, however, such development of this parcel shall be expressly subject to such changes in configuration, composition and location as required by all other governmental authorities having jurisdiction over such development.
2. A sidewalk compliant with Sections 6A-4(2) and 6A-4(3) of the Zoning Ordinance shall be provided by the applicant within the public right-of-way from the intersection with Tyndall Drive (SR 1218) to the intersection with Camp Okee Drive (SR 1240). Where it is not feasible to provide sidewalks compliant with the

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aforementioned sections within the public right-of-way, sidewalks outside of the public right-of-way, in accompaniment with a public access easement, may be approved.

3. Internal sidewalks and continuous on-site pedestrian circulation in a safe and convenient manner shall be provided within the site.
4. All units within the development shall be connected to public water and sewer. Public sewer shall be provided by the applicant either by an on-site pump station connected to the HRSD public sewer line or a public sewer line extended to connect to Pump Station 28. If a sewer line is extended to Pump Station 28, the line shall be at least 10 ft. from all existing and proposed hardscape public surfaces, whether public roadways or sidewalks. The public sewer line shall be contained within a public utility easement, inclusive of 10 ft. of easement area on each side of the line, except for portions of the easement area contained within the public right-of-way.
5. The 50 ft. landscape buffer shown on Route 17 shall contain a continuous landscaped buffer consistent with Section 9C-3, 11-6(3), or 11-6(5) of the Zoning Ordinance. This continuous buffer shall avoid utility lines, stormwater management features, and other elements which may cause a break in the continuous buffer except where it is not practically feasible to avoid such elements.
6. Any lights used to illuminate the site shall be so arranged as to reflect light away from adjoining premises and shall not reflect light beyond the boundary of the property.

In 2023, Rezoning Application Z-23-02 (Legacy Land, LLC) was submitted for review by the County. This application proposed to rezone the property to the RMX (Residential Mixed Use) district (now B-2 district under the 2024 Zoning Ordinance Update) to allow 57 townhouse units to be developed on the property at a density of roughly 15 units per acre. The Planning Commission held a Public Hearing on this application (Z-23-02) and tabled their decision for a future meeting while requesting additional information (based on comments from the public and Commission discussion) regarding impacts from the development on local schools (children to be generated by the development), traffic impacts (on the intersection of Route 17 South and Camp Okee Drive), impacts to adjacent property real estate values, fire and rescue provision, buffering from adjacent properties zoned SF-1 that will be utilized, a Conceptual Plan, and elevations (side views) of the proposed units. Prior to further discussing this application, the applicant chose to withdraw the application, leaving the property to be zoned B-1, as it currently remains. **It is to be noted prior to further evaluation of the joint application (Rezoning Application Z-25-02 and Conditional Use Permit Application CUP-25-01) that this application substantially differs from Rezoning Application Z-23-02 in numerous ways (most notably the zoning districts proposed as well as the number of units proposed and resulting density) and the current applicant is not the same as that for the 2023 application. Furthermore, as a result of multiple discussions with staff, the current applicant has taken various steps to address the issues raised during the Planning Commission's review of Rezoning Application Z-23-02.** Although this Staff Report will not provide a comparison between the two applications, staff is including

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this history in the Staff Report to note the differences between the applications and that they have resulted from the current applicant's efforts to address the Commission's concerns with the previous application reviewed for this property.

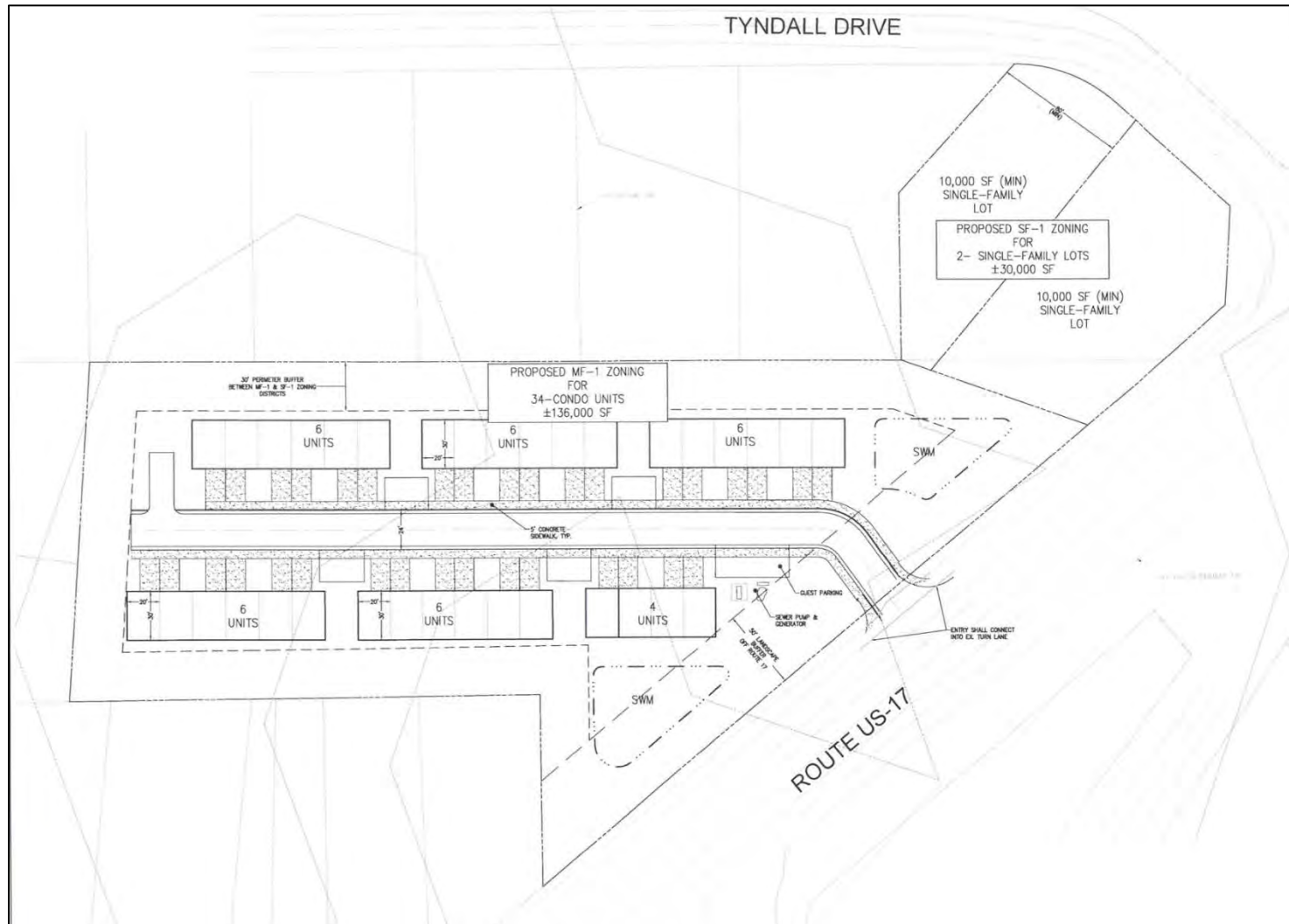
Existing Zoning



Purple Outline: Applicant's Parcels
Red: B-1 (General Business)
Tan: SF-1 (Single Family Detached Residential)
Green: MF-1 (Multi Family Residential)

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Conceptual Plan



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Comprehensive Plan and Gloucester Point/Hayes Village Development Plan

The Comprehensive Plan identifies this site as Village Scale Mixed Use (in the front) and Mixed Density Residential (in the rear). Furthermore, this site is also located within the County's Development District, as designated on the Future Land Use Map. The Development District is intended to be the County's primary population center, with utility, service, and employment provision while minimizing impacts on local roads. The Village Scale Mixed Use and Mixed Density Residential classifications aim to provide a variety of housing types, including higher-density, village-scale neighborhood development (containing sidewalks, street lighting, landscaping, and open space encouraged) served by public water and sewer.

The Comprehensive Plan states that "the guidance provided within the *Gloucester Point/Hayes Village Development Area Plan* and *Gloucester Court House Village Sub-Area Plan* should be referenced when considering applications within these VDA's." This project is located within the *Gloucester Point/Hayes Village Development Area Plan*, which identifies the site as within the Transitional Area. This area is intended to be primarily residential, but can include more intensive residential uses, such as apartments, condominiums, and townhomes, than areas outside of the *Gloucester Point/Hayes Village Development Area Plan's* Core and Transitional Area designations. Furthermore, developments would contain houses closer to each other (as a result of smaller lots) than typical suburban developments with walkability incorporated.

The joint application proposes higher density development (roughly 10.86 units per net acre) on the parcel proposed to be rezoned to the MF-1 district within the County's Gloucester Point/Hayes Village Development Area and Development District. Though the MF-1 district allows for a density of 8 units per net acre by right, necessitating the CUP component of the joint application for the increased density, by right density would permit 25 condominium units, whereas the applicant is proposing 34 units, an increase of 9 units (36 percent). However, the applicant's Conceptual Plan illustrates internal sidewalks, which would directly connect to sidewalks along Route 17 (proposed to be replaced by VDOT compliant sidewalks as a CUP condition of use), allowing residents to access various points of interest in near proximity through the existing sidewalk network along Route 17. In addition, the project includes the required 30 ft. buffer from all properties zoned SF-1 and a 50 ft. buffer from Route 17. Finally, the property will be connected to public water and sewer. The combination of these features, open space (buffers), and utility provision at the density proposed by the applicant supports the designations of both the Comprehensive Plan and *Gloucester Point/Hayes Village Development Area Plan*.

The joint application also proposes a parcel to be rezoned to the SF-1 district. Since this parcel is proposed to be subdivided into lots less than 30,000 sf in size, they would also need to be connected to public water and sewer. In addition, though they will increase the number of curb cuts along Tyndall Drive (SR 1218), this prevents curb cuts from being added to Route 17 South (beyond that required for the MF-1 parcel), reducing the potential traffic impact of this component of the development. Finally, the proposed zoning

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(SF-1) would be similar to that of adjacent properties, more closely aligning the zoning for this property with that of the surrounding properties than its current zoning (B-1) does.

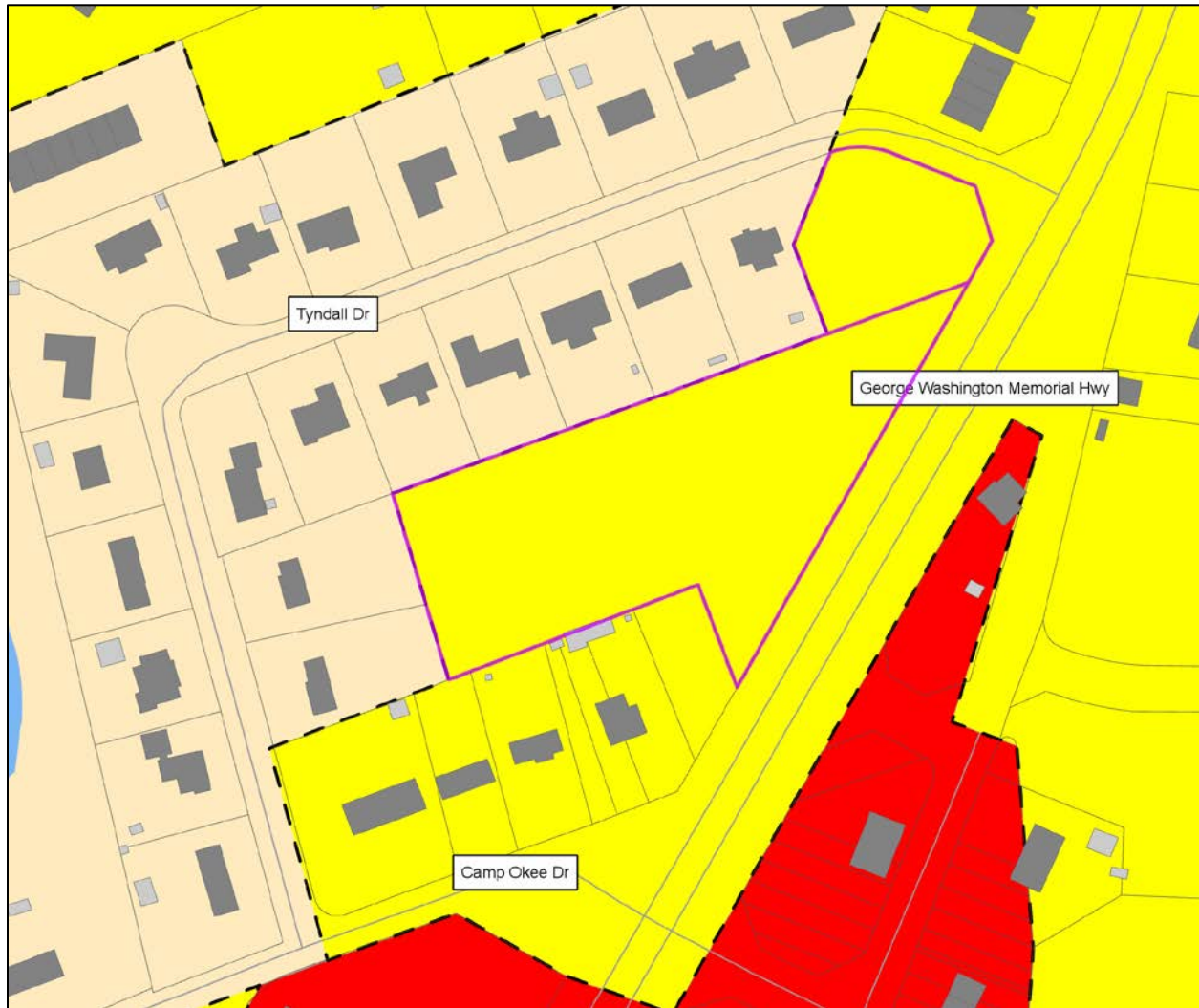
Comprehensive Plan Designation



Red: Village Scale Mixed Use
Brown: Mixed Density Residential
Yellow: Suburban High Density

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Gloucester Point/Hayes Village Development Plan Designation



Red: Gloucester Point/Hayes Core Area

Yellow: Gloucester Point/Hayes Transition Area

Tan: Outside of the Gloucester Point/Hayes Village Development Area Plan's
Future Land Use Plan

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Transportation Impact

This property is directly adjacent to both Route 17 South and Tyndall Drive (State Route 1218), which are categorized as a “principal arterial” and “local” road, respectively, under the Virginia Department of Transportation’s (VDOT) functional classification system. This section of Route 17 experiences roughly 30,000 average daily trips with roughly 33,000 average weekday trips. Tyndall Drive is an unsignalized intersection with Route 17 South, with only a “right in, right out” design and no ability to make left turning movements onto or out of this roadway. The nearest signalized intersection is Camp Okee Drive (SR 1240), to the south of the site, which would require a “U-Turn” movement for those leaving the site to travel northward.

The proposed rezoning would generate a cumulative of 216 trips per day and roughly 20 peak hour trips between the condominium and single family uses. This would be the maximum trips possible due to the proffered maximum number of 34 condominium units offered by the applicant and lot characteristics of the proposed SF-1 parcel, which limits it to a maximum subdivision potential of 2 lots. Comparatively, the B-1 district (the property’s current zoning) permits a number of other uses, ranging from retail/sales, offices, and restaurants to a hotel, warehouse (or mini-warehouse), or funeral home, which may produce as many trips, if not more, than those estimated to be generated from the proposed MF-1 and SF-1 districts.

In order to assist the Board of Supervisors in evaluating the traffic (vehicular) impacts of the joint application (including the increased density), staff has provided the following table, which contains the application’s anticipated traffic impacts as well as those supplied for comparable developments in the County (based upon data provided on the approved site plans for the developments).

Development				Trip Generation	
Name	Zoning	Use(s)	Acres (Disturbed)	Vehicles Per Day	Peak Hour Vehicles
Marsh Hawk Villas (proposed)	MF-1 (conditional)/SF-1	34 Condominium Units and 2 Single Family Dwellings	3.82	216	19.6
Daffodil Gardens (Phase 2)	MF-1 (conditional)	40 Apartment Units (Age-Restricted)	3.99	79	20
Dunkin Donuts	B-1	Drive Through Restaurant	0.55	1,700	102.5
Langley Federal Credit Union	B-1 (conditional)	Bank with Drive Through Service	0.85	697	Not provided
Valvoline	B-1 (conditional)	Drive Through Oil Change Service	1.00	120	14
York River Crossing	MF-1 (conditional)	50 Condominium Units	9.35	290	27

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The Virginia Department of Transportation has reviewed the rezoning application and stated that the access location(s) (site entrances) onto state highways will be designed in accordance with VDOT standards. Though VDOT does not typically review the engineered design of rezoning and CUP applications, they will perform cursory reviews of these applications and provide initial comments. Since a Site Plan (referred to as a Development Plan for residential projects) will be required for this project, the development will have to comply with all applicable VDOT requirements, which will be reviewed by this agency at the time of Development Plan submittal should the joint application be approved.

As shown on the applicant's Conceptual Plan, a private internal road will need be provided to serve the condominium units, which will directly access Route 17 South. Since two curb cuts currently exist along Route 17 South for this parcel, this development will consolidate these curb cuts into one and all internal entrances onto the internal road. These specific location of the internal road's connection to Route 17 South will need to either meet VDOT's spacing (distance) standards to the nearest intersection(s) or be granted a waiver by VDOT if it does not meet the spacing standards, which would occur at the time of Development Plan review. The SF-1 parcel, proposed to be subdivided into two parcels, will create curb cuts on Tyndall Drive for each parcel, which is typical for single-family residential parcels directly adjacent to public roadways and not within major subdivisions.

As part of the implementation of the Gloucester Point/Hayes Village Development Plan, the County has been working with VDOT to create the pedestrian and multimodal environment to support higher densities and encourage residents to walk to nearby amenities. This project fronts along a portion of Route 17 that was retrofitted with a sidewalk that does not fully comply with VDOT's Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD) standards for sidewalks since there is no buffer (verge) between the sidewalk and the street. As part of the development of this project, a CUP condition of use has been proposed to require VDOT compliant sidewalks to be installed along the Route 17 frontage (within the public right-of-way where possible or, where not possible, within a public access easement) between the intersection with Tyndall Drive and the intersection with Camp Okee Drive. Furthermore, the applicant shows sidewalks along the internal road that would connect to the sidewalks along Route 17 and make this development a pedestrian friendly environment where residents will be able to walk to many of the nearby places of interest rather than needing to utilize automobiles, as envisioned in the Village Plan.

Fiscal Impact

The proposed 34 condominium units and 2 single family lots are anticipated to increase the assessed value of the land (and, therefore, the tax revenue generated) since the land will be improved from wooded, undeveloped land to land developed with both multifamily and single-family units. In 2023, when a previous rezoning was proposed for this site, questions about the impacts to the assessed values of adjacent properties were raised

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from both citizens and the Planning Commission. In addition to stating that this appears to be a “good and logical use for the site”, the County Assessor also provided input on how this current joint application may impact adjacent properties. Although it is hard to estimate at this stage the full impacts (if any), the Assessor generally stated that both multifamily and single-family uses are considered “residential” uses for the purposes of property assessment and, when determining impacts, residential adjacent to residential typically has the lowest impact (if any) on assessments for adjacent properties. Therefore, if there were to be any impact to the assessed values of adjacent properties, the current zoning of B-1, a business zoning district, which could permit uses ranging from retail/sales, offices, and restaurants to a hotel, warehouse (or mini-warehouse), or funeral home, would likely have a greater impact than that of the proposed MF-1 and SF-1 zoning districts, even with the increased density requested on the MF-1 parcel.

In addition to direct revenues from increased assessed land values, the County may also receive additional indirect revenue temporarily from jobs created during project construction and potentially more permanently from residents relocating to this development from outside of the County. As local businesses receive additional revenue from residents of this development, the County will receive indirect revenue through taxes collected from these businesses. The applicant has stated in the CUP component’s Community Impact Statement the desire to use as many local contractors as possible during site buildout.

Previously, the County has used a New Construction Calculator from Housing Forward Virginia to calculate more specifically the anticipated short- and long-term economic impact, including the jobs created (short term) and supported (long term) as well as the fiscal revenues and local economic growth (both evaluated in the short- and long-term periods). However, the data utilized to produce these estimates are from 2012-2014 sources and staff has determined that, since this data may be outdated, this calculator is not applicable for residential projects unless the data is updated in the future.

However, more recently, in partnership with the Gloucester County Public Schools, departmental staff has developed a preliminary Subdivision Schools Calculator that can provide preliminary estimates on the number of school children to be expected from proposed developments based upon existing developments in the County. These estimates are based upon the proposed zoning district, type of housing use, and combination of these two factors. Although limited sample sizes exist for both the MF-1 district and condominium uses, the estimate provided from this calculator can begin to help the Planning Commission and Board of Supervisors understand the anticipated impact to local schools from proposals they are reviewing.

Furthermore, in the comments they have provided, the Gloucester County Public Schools (GCPS) have provided an estimated number of students (low and high estimate) to expect from this development based upon the data they use to determine school bus distribution and routing. Finally, in the Community Impact Statement provided by the applicant for the CUP component of the joint application, they have provided an estimate for the number

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of school children to be expected from their development based on a study of Anne Arundel County (Maryland) performed in April 2024. The table below provides estimates from the applicant, GCPS, and departmental staff.

Estimator		Estimate			School Breakdown		
		Low	High	Average	Elementary	Middle	High
Applicant		13			7	3	3
Gloucester County Public Schools		7	16	12	Not analyzed		
Gloucester County Planning Division	Housing Type	9			3	3	3
	Zoning Type	14			6	4	4
	Housing & Zoning Type	9			3	3	3

Although staff has not received comments from the Abingdon Volunteer Fire & Rescue Service, all buildings will need to be constructed to the applicable building code, which includes appropriate fire control and/or resistance measures. Therefore, based upon the input provided by the County's Assessor and GCPS, staff's estimator for school children, and building code requirements for this development, substantial fiscal impacts as well as impacts to the local schools and fire and rescue force are not anticipated.

Environmental Impact

No environmental features of significant concern appear to exist on the property and sensitive environmental features, including Resource Protection Areas (RPA) features, such as wetlands and connected waterways, have not been identified by the applicant on their Conceptual Plan or Environmental Programs during their review of the application. Since a Development Plan will be required for this project, the development will have to comply with the County's environmental regulations, including the Erosion and Sediment Control, Stormwater, and Chesapeake Bay Preservation Ordinances. Environmental impacts on this property resulting from the development (including the requested increase in density to 10.86 units per net acre, if approved) will be addressed through Environmental Program's review of the Development Plan (if the joint application is approved).

Other Impacts

This project will be required to be served by public water and sewer. Although a public water line (6 in. diameter) currently runs along the property's frontage, the water demand generated by this development may exceed the capabilities of this water line. If so, the applicant will need to either increase the size of this water line or connect a public water line (8 in. diameter) to the public water line (8 in. diameter) on the opposite (north) side of Route 17.

In addition, the applicant will have multiple options for connecting to public sewer. The most direct manner of connection can be through construction of a pump station (to be

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dedicated to Gloucester County) on the site, which will be sized to serve the development as well as additional properties in the vicinity. Alternatively, the applicant can connect to Pump Station 28, located adjacent to the York River Villas development, roughly 1,000 ft. from the property. The applicant has stated that this is their preferred method of connecting to public sewer. However, if this option is chosen, they will need to ensure that the sewer line is at least 10 ft. from all public hardscape surfaces (paved public roads and sidewalks) and contained in a 20 ft. wide public utility easement.

Staff has proposed a CUP condition of use (Condition 2) to ensure that, if the development will connect to Pump Station 28, the connection will occur in the manner required by the Gloucester County Department of Public Utilities. This condition of use reinforces the Zoning Ordinance requirement that the development be connected to both public water and sewer. In all circumstances, the applicant will be required to perform a water and sewer study for this project, which will need to be submitted to the Gloucester County Department of Public Utilities and confirmed as appropriate.

The Conceptual Plan illustrates a 50 ft. landscape buffer from Route 17. A CUP condition of use (Condition 5) has been proposed to specify options to be used for this landscaping buffer based upon buffering used in the Zoning Ordinance. In addition, the proposed condition of use requires the landscaped buffer to be continuous and avoid all features that may prevent it from continuing unless avoiding these features are infeasible (such as the internal roadway's connection to Route 17).

Staff has also proposed a CUP condition of use (Condition 6) to ensure that all site lighting for the MF-1 property will reflect away from adjoining properties and no lighting will reflect beyond the property's boundaries. This proposed condition of use was included as a result of concerns raised by citizens and the Planning Commission during their review of the Legacy Land Rezoning Application (Z-23-01).

Although a private well or drainfield will not be required for this development, any existing wells or drainfields on this property will need to be properly abandoned in accordance with the Health Department's regulations. In addition, the development will need to meet the applicable setbacks from existing septic systems and private wells on adjacent properties, including setbacks from a pump station (if constructed on the site), which should be assisted by the 30 ft. perimeter buffer illustrated on the Conceptual Plan and required by the Zoning Ordinance.

The applicant has also stated that other utilities, including electricity, cable TV, telephone, and internet, would be extended to the development at no cost to the developer when positive revenue is identified, as is required by policy of the service providers. Furthermore, as required by the Zoning Ordinance, lines for these utilities shall be placed underground. Finally, the MF-1 portion of the development will be served by a private solid waste collection and disposal service, paid for as part of the Condominium Association fees. This servicer will collect both trash and recyclable material.

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Approval Criteria

The project requires Conditional Use Permit (CUP) approval for the requested density of roughly 10.86 units per net acre in the MF-1 district. The purpose of the CUP is as follows:

The purpose of this section is to provide for certain uses which, because of their unique characteristics or potential impacts on adjacent land uses, are not generally permitted in certain zoning districts as a matter of right, but which may, under the right set of circumstances and conditions, be acceptable in certain specific locations. These uses are permitted only through the issuance of a conditional use permit by the Board of Supervisors after ensuring that the use can be appropriately accommodated on the specific property, will be in conformance with the Comprehensive Plan, can be constructed and operated in a manner which is compatible with the surrounding land uses and overall character of the community, and that the public interest, safety, and general welfare of the citizens of the County will be protected.

No inherent right exists to receive a conditional use permit; such permits are a special privilege granted by the Board of Supervisors under a specific set of circumstances and conditions, and each application and situation is unique. Consequently, mere compliance with the generally applicable requirements may not be sufficient, and additional measures, occasionally substantial, may be necessary to mitigate the impact of the proposed use. In some situations, no set of conditions would be sufficient to approve an application, even though the same request in another location would be approved.

Although the property is currently zoned B-1, the applicant is requesting the parcel containing condominium units to be zoned MF-1 with a CUP request for density greater than 8 units per net acre (but not more than 12 units per net acre) in the MF-1 district. Therefore, evaluation of the CUP component of the joint application will be relative to the proposed MF-1 zoning for the condominium parcel, not the current B-1 zoning, as well as the surrounding SF-1 zoning of the neighboring properties (including the adjacent parcel proposed to be zoned SF-1 by the applicant). The intent of the MF-1 district is as follows:

The intent of the MF-1 district is to provide for a variety of housing accommodations, in suitable areas within the Development District, at moderate and high densities allowing for efficient delivery of utility services including public and semi-public facilities to serve the residents. Development in this district is intended to be served by public water and sewer.

The CUP requires applicants to meet specific criteria in order for the Board of Supervisors to grant approval. As specified in Section 14-3(6) of the Zoning Ordinance, the applicant

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must demonstrate that the proposed development will satisfy the following¹ criteria. Should further measures be necessary to satisfy these criteria, additional conditions may be imposed by the Board of Supervisors, as specified in Section 14-3(8)(b) of the Zoning Ordinance.

- 1. The proposed conditional use is in compliance with all regulations of the applicable zoning district, the provisions of this section, and all applicable provisions of the Zoning Ordinance.**

The applicant has submitted a completed application in accordance with Section 14-3(3) of the Zoning Ordinance. Staff has discussed all proposed conditions of use with the applicant and County Attorney and no objections or concerns have been raised. The Board can modify, add, or remove any proposed condition of use at this Public Hearing in accompaniment with a vote to approve the CUP component of the joint application.

- 2. The establishment, maintenance, or operation of the proposed use is not detrimental to, and will not endanger, the public health, safety, morals, comfort, or general welfare.**

The applicant proposes 34 units developed at a density of 10.86 units per net acre. As a result of the density proposed, the development is required to be connected to public water and sewer. A CUP condition of use is proposed reinforcing this requirement and stating that the connection shall be done through an onsite pump station or extension of a public sewer line to Pump Station 28. The proposed condition of use also reinforces the need for this line to be outside of paved public surfaces (roads and sidewalks) and within a public utility easement, supporting the Utility Department's maintenance needs while reducing the impact to Route 17 (lane closures) when maintenance will occur (if a line is extended). Furthermore, another CUP condition of use is proposed requiring the existing sidewalks along Route 17, which are not compliant with VDOT's current sidewalk standards, to be replaced with sidewalks compliant with these standards. The condition of use proposes for the replacement to occur along the Route 17 frontage within the public right-of-way between the intersection with Tyndall Drive and the intersection with Camp Okee Drive. Finally, the development will be served by an internal roadway, reducing the number of access points along Route 17 from two (existing) to one (proposed). These improvements will support, or even enhance, the public health, safety, morals, comfort, and general welfare as a result of the development. ***However, should the Board of Supervisors feel that additional or different conditions of use are necessary to offset any impacts from the application (request for greater density) identified at their Public Hearing, conditions of use can added, modified, or removed during their review of the application.***

¹ In addition to meeting the approval criteria detailed in Section 14-3(6), the applicant must satisfy and maintain compliance with any other applicable requirements of the Zoning Ordinance.

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3. **The conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially impair the use of other property within the immediate proximity.**

The property is in proximity to the SF-1 district and the adjacent area generally contains properties developed for residential use. Furthermore, the property's frontage is along Route 17, the County's primary thoroughfare. The Conceptual Plan illustrates a 30 ft. perimeter buffer along property lines adjacent to SF-1 zoning and a 50 ft. landscaped buffer along Route 17. Although the buffer from adjacent SF-1 properties is required by Section 9B-9.30(2) of the Zoning Ordinance, the buffer along Route 17 is not required for this development (although a 50 ft. setback is required by the HCDD) and is proposed as a CUP condition of use by staff based upon the Conceptual Plan provided by the applicant.

Since a 30 ft. setback is the required rear yard setback for the SF-1 district (with no accompanying landscaping requirement), these buffers are greater than what would be required for a development in the SF-1 district. Since these buffers meet or exceed the zoning requirements for a single family development, the property in the immediate vicinity should experience minimal impacts, if any. Furthermore, the increased density (10.86 units per net acre) is shown on the Conceptual Plan without any impact to either the perimeter buffer (to properties zoned SF-1) or the landscaped buffer (to Route 17). Finally, the Noise Ordinance (Chapter 11 of the County Code) will apply to this development, so any activities within this development will also need to be in compliance with these requirements, which is regulated by the Sherriff's Office. Therefore, it is not expected that the CUP (increase in density) will be injurious to the use and enjoyment or impair the use of properties in the immediate vicinity. ***However, should the Board of Supervisors feel that additional or different conditions of use are necessary to offset any impacts from the application (request for greater density) identified at their Public Hearing, conditions of use can added, modified, or removed during their review of the application.***

4. **The proposed conditional use conforms to the character of the neighborhood within the same zoning district in which it is located. The proposal as submitted or modified shall have no more adverse effects on health, safety or comfort of persons living or working in or driving through the neighborhood, and shall be no more injurious to property or improvements in the neighborhood, than would any other use generally permitted in the same district. In making such a determination, consideration shall be given to the location, type, size, and height of buildings or structures, type and extent of landscaping and screening on the site, and whether the proposed use is consistent with any theme, action, policy or map of the Comprehensive Plan.**

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The MF-1 district permits condominiums (under the “Dwelling, multifamily” use) at a density of 8 units per net acre by right when connected to public water and sewer. However, as previously stated, when granted through a CUP and connected to public water and sewer, this use may be developed in the MF-1 district at a density of up to 12 units per net acre. Under the by right density of 8 units per net acre, the property (3.13 acres) would be permitted 25 units. However, the application is requesting a CUP be granted to develop 34 units at a density of 10.86 units per net acre. Therefore, if issued, the CUP would allow for 9 additional units beyond that permitted by right in the MF-1 district for this property, an increase of 36%.

As previously stated in the MF-1 district intent, this district desires for housing variety in suitable areas within the Development District at moderate and high densities served by public water and sewer. Compared to the impact of 25 units in the MF-1 district, both densities would necessitate similar improvements as a result of their impacts. Both densities would require connection to public water and sewer, site entrance improvements (per VDOT standards), onsite stormwater management, and a buffer from adjacent properties zoned SF-1. Furthermore, the MF-1 district does not permit greater location, size, or height standards for developments with densities permitted by CUP than those permitted by right.

A number of other uses are also permitted in the MF-1 district, whether by right, by Special Exception, or by CUP. In many of these cases, the uses could produce similar or greater impacts than the 34 units proposed by the applicant. Churches and other places of worship, and public elementary or secondary schools are both permitted by right and would likely produce significantly more trips during the highest usage times of the day or week. Similarly, a major commercial wireless communication facility is permitted by Special Exception, which could produce greater impacts to neighboring properties due to its height and proximity to Route 17. Finally, a residential group home for 9 or more individuals or multifamily dwelling of a different type (apartment, townhouse, etc.) or density (greater than 34 units, but not more than 37 units), both permitted by CUP, could potentially produce greater impacts to the local roadways and school system than that proposed by the applicant.

Therefore, though the CUP would allow for an additional 9 units at a density of 10.86 units per net acre (a 36% increase when compared to that permitted at 8 units per net acre), the zoning requirements for the development are comparable at both densities. Furthermore, other uses permitted in the MF-1 district, whether by right, by Special Exception, or by CUP may produce greater impacts than 9 additional (34 total) condominium units. As a result, the development produces by a density of 10.86 units per net acre on this parcel conforms to the character of this zoning district, has no more adverse impacts on health, safety, or comfort, and is no more injurious to property or improvements in the neighborhood than would any other use permitted in the MF-1 district. ***However, should the Board of Supervisors feel that additional or different conditions of use are necessary***

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to offset any impacts from the application (request for greater density) identified at their Public Hearing, conditions of use can added, modified, or removed during their review of the application.

5. The exterior architectural appeal and function plan of any proposed structure will not be at substantial variance with either the exterior architectural appeal and functional plan of the structures already constructed or in the course of construction in the immediate neighborhood, or the character of the applicable zoning district, and shall enhance the quality of the neighborhood.

The applicant has provided both a Conceptual Plan as well as draft elevations of the condominium units. The Conceptual Plan illustrates the condominium units being served by an internal private road with one access point on Route 17 whereas the property, though undeveloped, currently has two access points along Route 17. Furthermore, the elevations provided illustrate both 2-story and 3-story models. Although the Conceptual Plan does not specify which units will be 2 or 3-story, all units are shown to be buffered by a 30 ft. perimeter buffer from adjacent properties zoned SF-1. Finally, sidewalks are shown along the internal roadway, which will connect to sidewalks along Route 17. Though the sidewalks along Route 17 exist and were previously installed by VDOT, they are not compliant with VDOT's current sidewalk standards and a CUP condition of use is proposed to require sidewalks compliant with these standards to be constructed along the Route 17 frontage within the public right-of-way between the intersection with Tyndall Drive and the intersection with Camp Okee Drive.

The property is currently an undeveloped wooded parcel and, therefore, any development will change the character of the property. However, the internal roadway will consolidate all driveways onto this road and will reduce the access points onto Route 17 from two to one. Furthermore, the sidewalk provisions will allow for alternative transportation options to the residents while providing VDOT compliant sidewalks along the Route 17 frontage between the two nearest intersections, improving pedestrian safety along this roadway. Finally, the perimeter buffer illustrated on the Conceptual Plan and required by Section 9B-9.30(2) of the Zoning Ordinance, will ensure that the 34 units (and increased density) will be appropriately screened from the immediate neighborhood, including the adjacent properties zoned SF-1. ***However, should the Board of Supervisors feel that additional or different conditions of use are necessary to offset any impacts from the application (request for greater density) identified at their Public Hearing, conditions of use can added, modified, or removed during their review of the application.***

6. The public interest and welfare supporting the proposed conditional use is sufficient to outweigh the individual interests which are adversely affected by the establishment of the proposed use.

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The proposed development provides for a housing type lacking in the County and in an area (Gloucester Point) in proximity to the Peninsula, where a significant portion of Gloucester's population is employed. Furthermore, the aforementioned sidewalk improvements proposed by a CUP condition of use will be available to both the residents of the development as well as the general population. Finally, depending on whether a pump station is constructed on the site or a public sewer line is extended to Pump Station 28, additional properties may be able to connect to this pump station or line. However, this benefit would be determined at the time of Development Plan approval and may be limited depending on the viability of connecting to Pump Station 28.

Though the adjacent properties may be affected by the loss of vacant wooded property, the applicant is proposing a perimeter buffer between the units and these properties. Although this is required by the Zoning Ordinance, the applicant also took this step in order to address issues identified when an application was previously proposed for this property. In addition, the applicant illustrates a landscaped buffer between the development and Route 17 (reinforced by a CUP condition of use), which is not required by the Zoning Ordinance. As a result, the applicant has taken numerous steps to provide benefits to the public interest and welfare while mitigating effects to those adversely affected. ***However, should the Board of Supervisors feel that additional or different conditions of use are necessary to offset any impacts from the application (request for greater density) identified at their Public Hearing, conditions of use can added, modified, or removed during their review of the application.***

- 7. The proposed use will not result in the destruction, loss or damage of any feature determined to be of significant ecological, scenic, archeological, or historic importance.**

The property is not listed on a local, state, or national register for its historic or archaeological significance. Furthermore, there are no known areas of ecological or scenic significance within the proximity of this site. Therefore, the application is not expected to produce any impact resulting in destruction, loss, or damage to areas of ecological, scenic, archaeological, or historic importance.

Staff Comments

No significant concerns have been raised during staff's review of the joint application (Rezoning Application Z-25-01 and Conditional Use Permit Application CUP-25-01). If approved, a Development Plan will need to be submitted for the MF-1 parcel, which will be reviewed by the County and VDOT staff to confirm that the condominium development meets all applicable requirements prior to land disturbance and construction.

As previously stated, although the applicant is requesting a density of 10.86 units per net acre on the MF-1 parcel, an increase of 9 units beyond the by right allowance of 34 units

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(an increase of 36%), when comparing the impact of 25 units (permitted by right if rezoned) and 34 units (requested by the applicant), it appears that the impacts, if any, have been addressed through the design of the Conceptual Plan, proffered limitation of no more than 34 units, and CUP conditions of use proposed by departmental staff. As a result, any remaining impacts resulting from the increased density are negligible.

Staff Recommendation

Staff recommended that the Planning Commission forward the joint application (Rezoning Application Z-25-01 and Conditional Use Permit Application CUP-25-01) to the Board of Supervisors with a recommendation of approval for the following reasons:

1. The proposed joint application furthers the Village Scale Mixed Use designation's aim that relatively high residential densities are appropriate when developed with pedestrian-oriented improvements.
2. The joint application supports the Mixed Density Residential designation's intention to provide a variety of housing types, including higher-density, village-scale neighborhood developments.
3. The joint application promotes the Development District's desire that this area be the County's principal population center and most suitable area for new population growth while impacts on local roads is minimized and developments are served by public water and sewer facilities.
4. The joint application furthers the Comprehensive Plan's Housing chapter goals to encourage housing of various types and promote the use of safe and livable neighborhood designs in new residential developments as well as its implementation strategy to increase the allowable density within the multi-family zoning districts on public water and sewer.
5. The joint application supports the Comprehensive Plan's Transportation chapter goals to ensure that development results in minimal negative impacts on road systems and traffic patterns and encourage the provision of adequate mobility for all segments of the community as well as its implementation strategy to encourage traditional neighborhood design.
6. The joint application promotes the Comprehensive Plan's Natural Resources chapter objective to encourage development in areas where public water and sewer are provided as well as its implementation strategies to allow for increased density and development to be located in the Development District and encourage pedestrian scale development in Village Areas.

Furthermore, staff recommended that the Planning Commission forward the following conditions of use with the CUP component (CUP Application CUP-25-01 for the MF-1 parcel) of the joint application to the Board of Supervisors:

1. The MF-1 parcel shall be developed generally in accordance with the Conceptual Plan (formally titled "Conceptual Plan Garage Option") with only changes thereto that the Zoning Administrator reasonably determines do not alter the basic concept

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or character of the development of this parcel; provided, however, such development of this parcel shall be expressly subject to such changes in configuration, composition and location as required by all other governmental authorities having jurisdiction over such development.

2. A sidewalk compliant with Sections 6A-4(2) and 6A-4(3) of the Zoning Ordinance shall be provided by the applicant within the public right-of-way from the intersection with Tyndall Drive (SR 1218) to the intersection with Camp Okee Drive (SR 1240). Where it is not feasible to provide sidewalks compliant with the aforementioned sections within the public right-of-way, sidewalks outside of the public right-of-way, in accompaniment with a public access easement, may be approved.
3. Internal sidewalks and continuous on-site pedestrian circulation in a safe and convenient manner shall be provided within the site.
4. All units within the development shall be connected to public water and sewer. Public sewer shall be provided by the applicant either by an on-site pump station connected to the HRSD public sewer line or a public sewer line extended to connect to Pump Station 28. If a sewer line is extended to Pump Station 28, the line shall be at least 10 ft. from all existing and proposed hardscape public surfaces, whether public roadways or sidewalks. The public sewer line shall be contained within a public utility easement, inclusive of 10 ft. of easement area on each side of the line, except for portions of the easement area contained within the public right-of-way.
5. The 50 ft. landscape buffer shown on Route 17 shall contain a continuous landscaped buffer consistent with Section 9C-3, 11-6(3), or 11-6(5) of the Zoning Ordinance. This continuous buffer shall avoid utility lines, stormwater management features, and other elements which may cause a break in the continuous buffer except where it is not practically feasible to avoid such elements.
6. Any lights used to illuminate the site shall be so arranged as to reflect light away from adjoining premises and shall not reflect light beyond the boundary of the property.

Planning Commission Recommendation

The Planning Commission held a Joint Public Hearing on the joint application (Rezoning Application Z-25-01 and CUP Application CUP-25-01) at their June 5, 2025 meeting. Comments were received by four citizens, all submitted electronically prior to the meeting. One comment was in favor of the joint application, believing that it fulfilled a type of housing need in demand but low in inventory within the County while meeting the Comprehensive Plan goals and producing minimal impacts. Conversely, three comments were opposed to the proposal due to impacts to the community's character and quality of life (for the adjacent neighborhood located along Tyndall and Camp Okee Drive) along with traffic, noise, and maintenance impacts.

During the ensuing Planning Commission discussion, numerous views on the joint application were expressed. One Planning Commissioner stated that, since some

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planning guidance describes this area as mixed-use, if the Commission is to approve an application for these parcels, the development should reflect a mixed-use development with a combination of commercial and residential uses at a reasonable density. However, the prevailing opinion amongst the Commissioners was to consider the existing B-1 zoning compared to the proposed MF-1 (conditional) and SF-1 zoning. When evaluating each of these circumstances, the Planning Commission generally believed that the proposed MF-1 (conditional) and SF-1 zoning and resulting development would be of no greater benefit to the County than what could be possible under the existing B-1 zoning (even if not developed immediately) and, as a result, the current zoning was the more appropriate zoning for these parcels. In response to comments from the Commissioners reflecting this opinion, the Board liaison expressed his concern regarding the various uses permitted by right under the existing B-1 zoning, their likely impacts (compared to the mitigating measures required by the Zoning Ordinance and conditions of use proposed by staff), and resulting lack of opportunity for the public to contribute to the review and approval process should a by right use be developed under the current zoning.

As advised by the staff, including the County Attorney, the Planning Commission decided to forward recommendations on each component of the joint application (Rezoning Application Z-25-01 and CUP Application CUP-25-01) by individual actions. This was recommended to clearly and separately express the Planning Commission's recommendations on the change in zoning district proposed by the rezoning application (component) and increase in density for the parcel proposed to be zoned MF-1, as requested by the CUP application (component).

When a recommendation was requested for the rezoning component, no Commissioner initially provided a motion on the application. Following concern from Mr. Gray that the Planning Commission's role is to advise the Board on these applications and forwarding the application with no recommendation from the Planning Commission was not fulfilling this role, a recommendation to deny the rezoning component (Rezoning Application Z-25-01) was forwarded to the Board of Supervisors by the following vote:

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Commissioner	Yes	No	Abstain	Absent
James Gray, Jr.	X			
Douglas Johnson	X			
Natalie Johnson		X		
John Meyer, Jr.	X			
Christopher Poulson	X			
Kenneth Richardson	X			
Louis Serio				X
Chris Hutson	Non-voting BOS Liaison			

*Note: Since the Planning Commission's motion was a recommendation of denial for the rezoning component, a vote of "Yes" voted in favor for the recommendation of denial while a vote of "No" voted against the recommendation of denial.

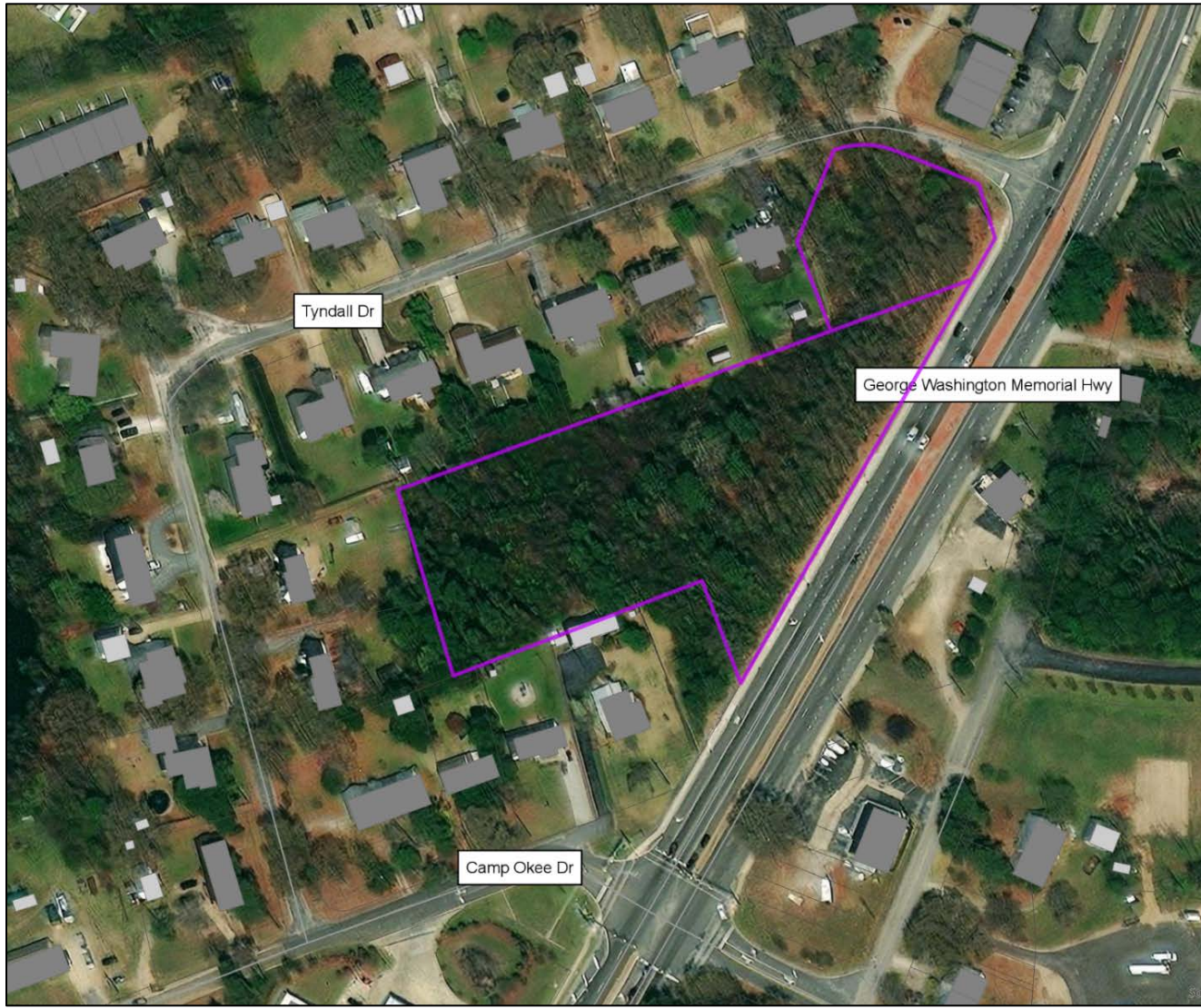
Following the Planning Commission's vote on the rezoning component, for procedural reasons, a motion was requested for the CUP component (CUP Application CUP-25-01). Similarly, this component was forwarded to the Board of Supervisors with a recommendation of denial by the following vote. Please note that, since a recommendation of denial was forwarded, no discussion on the proposed conditions of use for the CUP component occurred.

Commissioner	Yes	No	Abstain	Absent
James Gray, Jr.	X			
Douglas Johnson	X			
Natalie Johnson	X			
John Meyer, Jr.	X			
Christopher Poulson	X			
Kenneth Richardson	X			
Louis Serio				X
Chris Hutson	Non-voting BOS Liaison			

*Note: Since the Planning Commission's motion was a recommendation of denial for the CUP component, a vote of "Yes" voted in favor for the recommendation of denial while a vote of "No" voted against the recommendation of denial.

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Site Aerial



Marsh Hawk Villas Joint Application (Rezoning Application Z-25-01 and Conditional Use Permit Application CUP-25-01)

Gloucester County Board of Supervisors

July 15, 2025 Public Hearing

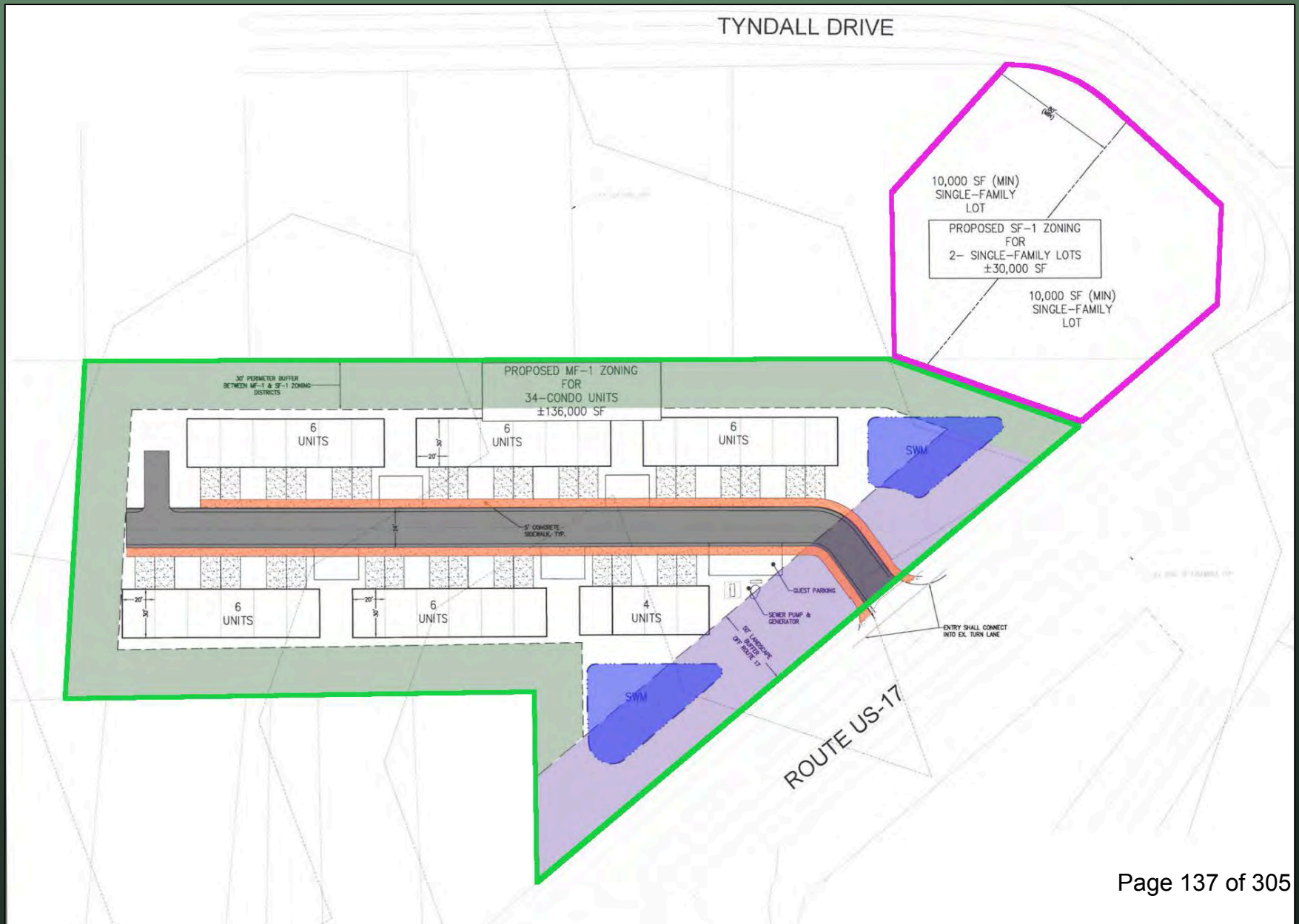
EXISTING CONDITIONS



ZONING AND SURROUNDING AREA



PROPOSED PROJECT



PROPOSED CONDITIONS

Conditions proposed by Staff (discussed with the applicant and reviewed by the County Attorney)

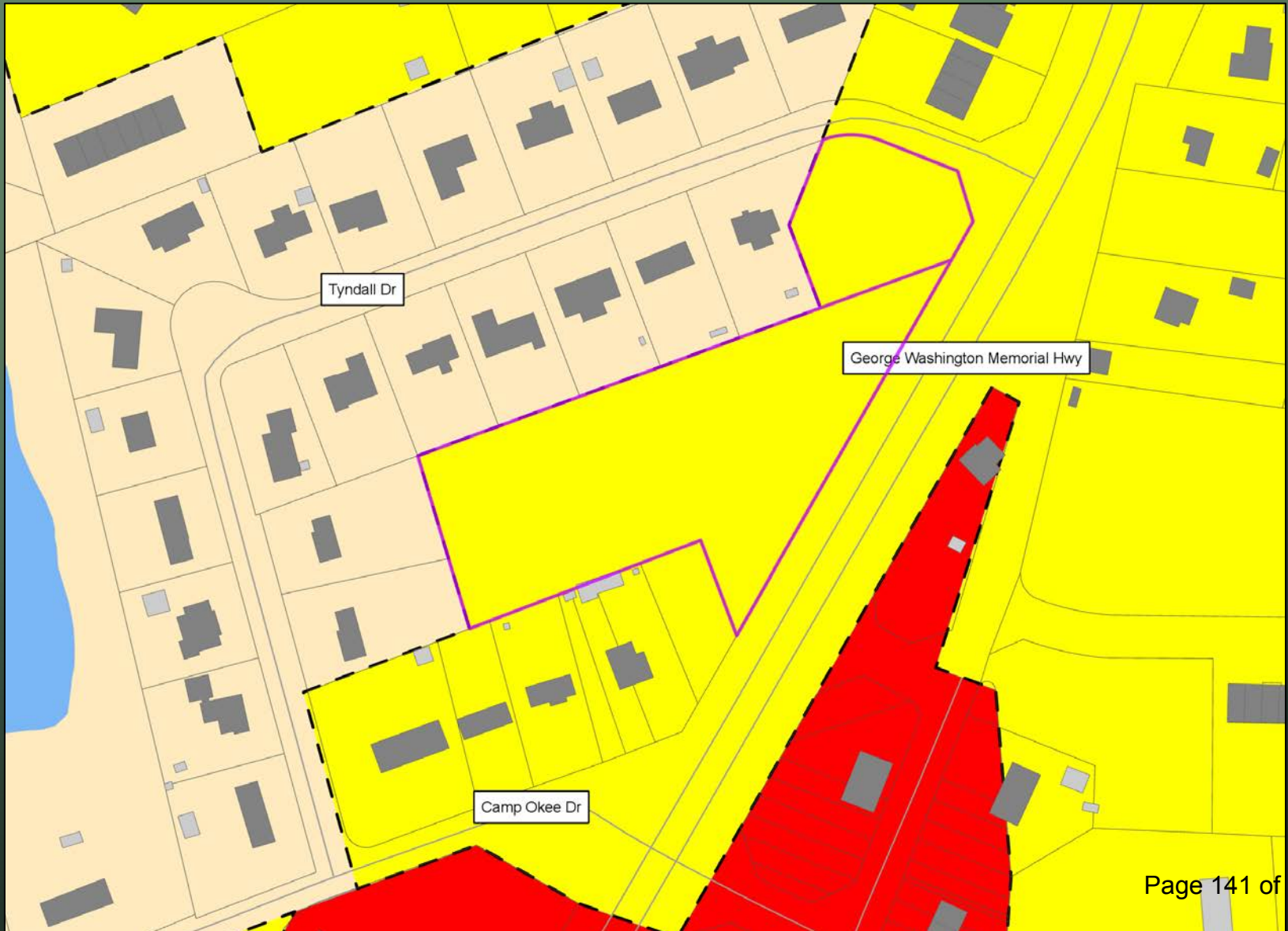
- Developed in accordance with the Conceptual Plan (included in the application)
- Construction of a VDOT-compliant sidewalk along Route 17 South frontage from the intersection with Tyndall Drive to the intersection with Camp Okee Drive
- Continuous on-site pedestrian circulation through internal sidewalks
- Connection to public water and sewer. Public sewer connection provided through a new on-site pump station or connection to Pump Station 28 (located at York River Villas development)
- Continuous 50 ft. landscaped buffer along Route 17
- Site lighting reflecting away from adjacent properties and not extending beyond the boundary of the property

STAFF ANALYSIS

COMPREHENSIVE PLAN GUIDANCE



GLOUCESTER POINT/HAYES VILLAGE DEVELOPMENT AREA PLAN GUIDANCE



COMPREHENSIVE & GLOUCESTER POINT/HAYES PLAN ANALYSIS

- Transitional Area The Transitional Area is meant to divide the active and highly commercial Core Area from quieter residential areas. It is as a bridge between the activity and high density of the core, and quieter, less dense residential areas. ***The Transitional Area will be primarily residential, but made up of more intensive residential uses such as apartments, condominiums, and town homes.*** The Transitional Area will also include a mix of commercial uses, but at a lower commercial density than in the Core Area. It serves as the ideal location for small shops, restaurants, or offices that primarily serve the residences around them. ***Development parameters for the Transitional Area should seek to bridge those used in Core and residential areas, including minimums and maximums established for building height, front and side yards, and other parameters***

TRANSITIONAL AREA



TRANSPORTATION IMPACT

ROUTE 17S INTERSECTION WITH TYNDALL DRIVE

ROUTE 17S INTERSECTION WITH CAMP OKEE DRIVE



TRANSPORTATION IMPACT (CONT.)



TRANSPORTATION IMPACT (CONT.)

Development				Trip Generation	
Name	Zoning	Use(s)	Acres (Disturbed)	Vehicles Per Day	Peak Hour Vehicles
Marsh Hawk Villas (proposed)	MF-1 (conditional) /SF-1	34 Condominium Units and 2 Single Family Dwellings	3.82	216	19.6
Daffodil Gardens (Phase 2)	MF-1 (conditional)	40 Apartment Units (Age-Restricted)	3.99	79	20
Dunkin Donuts	B-1	Drive Through Restaurant	0.55	1,700	102.5
Langley Federal Credit Union	B-1 (conditional)	Bank with Drive Through Service	0.85	697	Not provided
Valvoline	B-1 (conditional)	Drive Through Oil Change Service	1.00	120	14
York River Crossing	MF-1 (conditional)	50 Condominium Units	9.35	290	27

TRANSPORTATION IMPACT (CONT.)



FISCAL IMPACT

ADJACENT PROPERTIES ALONG TYNDALL DRIVE



ADJACENT PROPERTIES ALONG CAMP OKEE DRIVE



FISCAL IMPACT (CONT.)

- Additional potential revenues to be received by the County:
 - Indirect temporary revenue from jobs created during project construction
 - Indirect revenue from any residents relocating to the development from outside of the County
- Other resources used to anticipate fiscal impacts:
 - New Construction Calculator from Housing Forward Virginia (previously used)
 - Subdivision Schools Calculator (currently used)
 - Applicant's Community Impact Statement
 - Gloucester County Public Schools Analysis (if available)

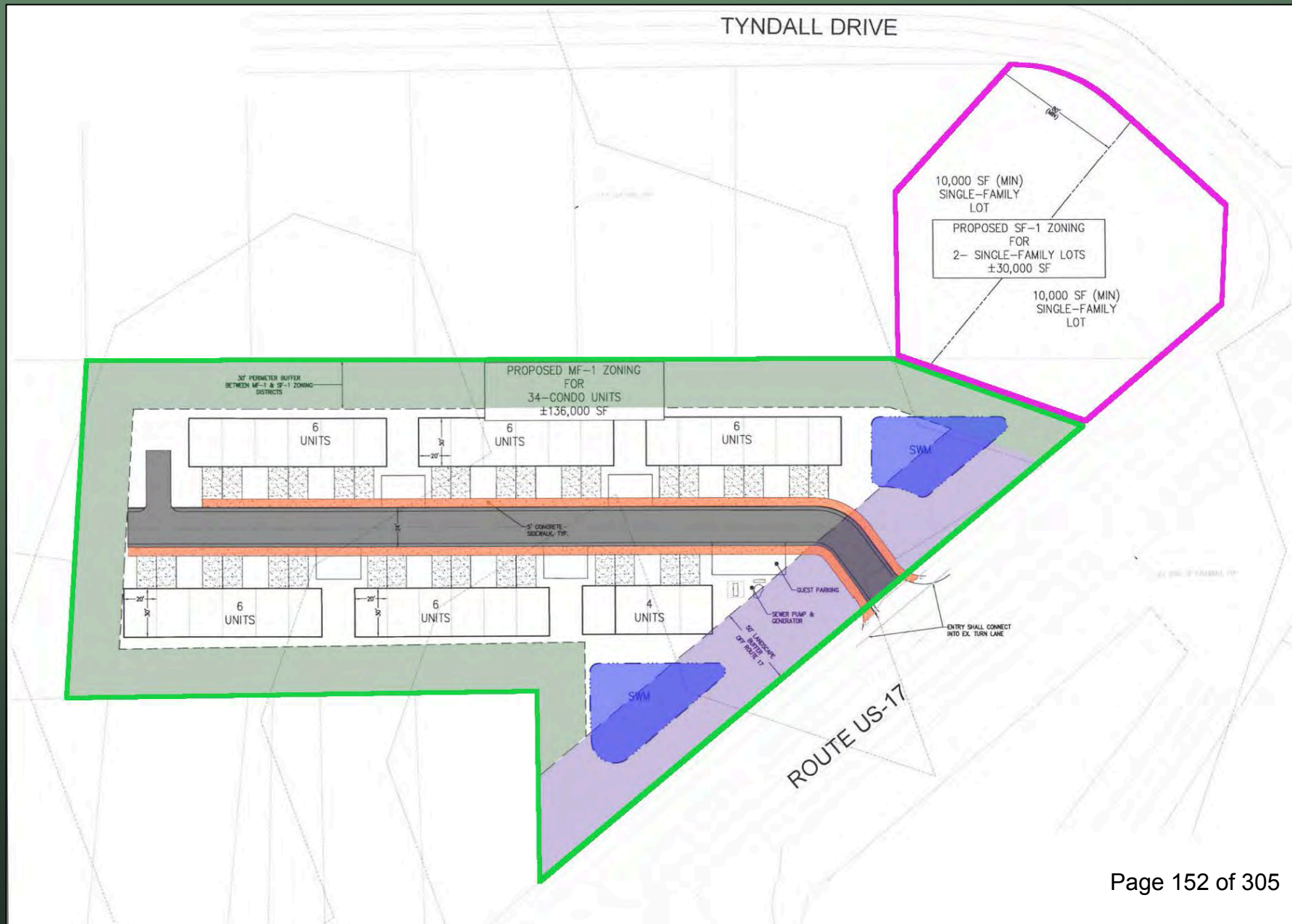
FISCAL IMPACT (CONT.)

Estimator		Estimate			School Breakdown		
		Low	High	Average	Elementary	Middle	High
Applicant		13			7	3	3
Gloucester County Public Schools		7	16	12	Not analyzed		
Gloucester County Planning Division	Housing Type	9			3	3	3
	Zoning Type	14			6	4	4
	Housing & Zoning Type	9			3	3	3

FISCAL IMPACT (CONT.)

- Staff does not anticipate significant fiscal impacts:
 - Anticipated increase in direct and indirect tax revenues
 - Limited (if any) impacts to adjacent property assessments
 - Limited impact to public schools
 - Buildings would need to be constructed to applicable building code (including appropriate fire control and/or resistance measures)
- Fiscal Impact would be different if the site was developed commercial, but until such development occurs, it is assessed as vacant commercial land.

ENVIRONMENTAL IMPACT



OTHER IMPACTS

- Project will be served by public water and sewer
 - Both MF-1 and SF-1 parcels will need to be connected
- Public water options:
 - Increase the size of the current water line along the property's frontage
 - Connect to the larger water line along the opposite (north) side of Route 17
- Public sewer options:
 - Construct a pump station (dedicated to the County) on the site
 - Connect to Pump Station 28 within York River Villas (roughly 1,000 ft. to the north)
- Applicant will need to perform a water and sewer study for the project and confirm the study with the Department of Public Utilities
- No existing wells or drainfields known on the property

OTHER IMPACTS (CONT.)

- Landscaped buffers proposed for the development
 - 50 ft. landscaped buffer along Route 17
 - 30 ft. landscaped buffer from adjacent properties
- CUP condition of use proposed for all site lighting for the MF-1 property:
 - Reflects away from adjoining properties
 - No lighting reflects beyond the property's boundaries
- Other utilities (electricity, cable, telephone, etc.) will be extended to the development and placed underground
- MF-1 property served by private waste collection and disposal service paid for by HOA fees



CUP APPROVAL CRITERIA

CUP PURPOSE

- Section 14-3- Conditional Use Permits
 - The purpose of this section is to **provide for certain uses which...are not generally permitted...but which may...be acceptable in certain specific locations**
 - These uses are permitted...after:
 - Ensuring that the use can be **appropriately accommodated** on the specific property
 - Will be in **conformance with the Comprehensive Plan**
 - Can be constructed and operated in a manner which is **compatible with the surrounding land uses and overall character** of the community
 - The **public interest, safety, and general welfare** of the citizens of the County will be protected
 - Such permits are a special privilege...and **each application and situation is unique**. Consequently...**additional measures...may be necessary** to mitigate the impact of the proposed use
 - **In some situations, no set of conditions would be sufficient to approve an application, even though the same request in another location would be approved**

MF-1 ZONING DISTRICT INTENT

- “The intent of the MF-1 district is to provide for a variety of housing accommodations, in suitable areas within the Development District, at moderate and high densities allowing for efficient delivery of utility services including public and semi-public facilities to serve the residents. Development in this district is intended to be served by public water and sewer.”

COMPLIANCE WITH APPROVAL CRITERIA

CUP Approval Criteria

1. Compliance with Zoning Ordinance (Secs. 14-23 and 9-28)	✓
2. Not detrimental to, and will not endanger, the public health, safety, morals, comfort, and general welfare	✓
3. Not be injurious to the use and enjoyment of other property in the immediate vicinity or substantially impair the use of other property within the immediate proximity	✓
4. Conforms to the character of the neighborhood within the same zoning district in which it is located	✓
5. The exterior architectural appeal and function plan of any proposed structure consistent with the character	✓
6. The public interest and welfare supporting the proposed conditional use is sufficient to outweigh the individual interests which are adversely affected	✓
7. Not result in the destruction, loss or damage of any feature determined to be of significant ecological, scenic, archeological, or historic importance	✓



STAFF COMMENTS, STAFF RECOMMENDATION, AND PC RECOMMENDATION

STAFF COMMENTS

- No significant concerns raised during staff's review of the Joint Application
 - Applicant is requesting an increase in MF density to roughly 10.86 units per net acre (increase from 25 to 34 units)
 - Any impacts have been addressed through the design of the Conceptual Plan, proffered limit of 34 condominium units, and CUP conditions of use
- If approved, a Development Plan (Site Plan) will need to be submitted for the MF-1 parcel and reviewed by state and local agencies for conformance prior to land disturbance and construction

STAFF RECOMMENDATION

- Staff recommended the PC forward the Joint Application (Z-25-02 and CUP-25-01) to the Board of Supervisors with a recommendation of approval for the following reasons:
 1. The proposed joint application furthers the Village Scale Mixed Use designation's aim that relatively high residential densities are appropriate when developed with pedestrian-oriented improvements.
 2. The joint application supports the Mixed Density Residential designation's intention to provide a variety of housing types, including higher-density, village-scale neighborhood developments.
 3. The joint application promotes the Development District's desire that this area be the County's principal population center and most suitable area for new population growth while impacts on local roads is minimized and developments are served by public water and sewer facilities.
 4. The joint application furthers the Comprehensive Plan's Housing chapter goals to encourage housing of various types and promote the use of safe and livable neighborhood designs in new residential developments as well as its implementation strategy to increase the allowable density within the multi-family zoning districts on public water and sewer.

STAFF RECOMMENDATION

- Staff recommended the PC forward the Joint Application (Z-25-02 and CUP-25-01) to the Board of Supervisors with a recommendation of approval for the following reasons:
 5. The joint application supports the Comprehensive Plan's Transportation chapter goals to ensure that development results in minimal negative impacts on road systems and traffic patterns and encourage the provision of adequate mobility for all segments of the community as well as its implementation strategy to encourage traditional neighborhood design.
 6. The joint application promotes the Comprehensive Plan's Natural Resources chapter objective to encourage development in areas where public water and sewer are provided as well as its implementation strategies to allow for increased density and development to be located in the Development District and encourage pedestrian scale development in Village Areas.

RECOMMENDED CONDITIONS

- Staff recommended the PC include the following conditions of use with the CUP component (CUP-25-01) of the Joint Application:
 1. The MF-1 parcel shall be developed generally in accordance with the Conceptual Plan (formally titled “Conceptual Plan Garage Option”) with only changes thereto that the Zoning Administrator reasonably determines do not alter the basic concept or character of the development of this parcel; provided, however, such development of this parcel shall be expressly subject to such changes in configuration, composition and location as required by all other governmental authorities having jurisdiction over such development.
 2. A sidewalk compliant with Sections 6A-4(2) and 6A-4(3) of the Zoning Ordinance shall be provided by the applicant within the public right-of-way from the intersection with Tyndall Drive (SR 1218) to the intersection with Camp Okee Drive (SR 1240). Where it is not feasible to provide sidewalks compliant with the aforementioned sections within the public right-of-way, sidewalks outside of the public right-of-way, in accompaniment with a public access easement, may be approved.
 3. Internal sidewalks and continuous on-site pedestrian circulation in a safe and convenient manner shall be provided within the site.

RECOMMENDED CONDITIONS

- Staff recommended the PC include the following conditions of use with the CUP component (CUP-25-01) of the Joint Application:
 4. All units within the development shall be connected to public water and sewer. Public sewer shall be provided by the applicant either by an on-site pump station connected to the HRSD public sewer line or a public sewer line extended to connect to Pump Station 28. If a sewer line is extended to Pump Station 28, the line shall be at least 10 ft. from all existing and proposed hardscape public surfaces, whether public roadways or sidewalks. The public sewer line shall be contained within a public utility easement, inclusive of 10 ft. of easement area on each side of the line, except for portions of the easement area contained within the public right-of-way.
 5. The 50 ft. landscape buffer shown on Route 17 shall contain a continuous landscaped buffer consistent with Section 9C-3, 11-6(3), or 11-6(5) of the Zoning Ordinance. This continuous buffer shall avoid utility lines, stormwater management features, and other elements which may cause a break in the continuous buffer except where it is not practically feasible to avoid such elements.
 6. Any lights used to illuminate the site shall be so arranged as to reflect light away from adjoining premises and shall not reflect light beyond the boundary of the property.

PLANNING COMMISSION PUBLIC HEARING

- Planning Commission Joint Public held on June 5
- One comments submitted in favor of the joint application
 - Fulfilled a type of housing in demand but low in inventory
 - Met Comprehensive Plan goals and produced minimal impacts
- Three comments submitted opposed to the joint application
 - Impacts to the community's character and quality of life for the adjacent neighborhood (behind the property along Tyndall and Camp Okee Drive)
 - Traffic, Noise, and Maintenance Impacts

PLANNING COMMISSION PUBLIC HEARING

- Multiple views expressed from the Planning Commission
 - Most Commissioners felt that the existing B-1 zoning (even if not developed immediately) was more appropriate for these parcels than the benefits provided from the proposed MF-1 (conditional) and SF-1 zoning and proposed development
 - One Commissioner felt that, since planning guidance describes area as mixed-use, the development should reflect a mixed-use development with commercial and residential at a reasonable density
 - The Board Liaison expressed concern about the potential uses permitted by right in the B-1 district, their impacts, and the public's lack of opportunity to contribute to the review and approval process for these uses
- As advised by staff, the PC voted on each component separately

PC RECOMMENDATION- RZ COMPONENT

Commissioner	Yes	No	Abstain	Absent
James Gray, Jr.	X			
Douglas Johnson	X			
Natalie Johnson		X		
John Meyer, Jr.	X			
Christopher Poulson	X			
Kenneth Richardson	X			
Louis Serio				X
Chris Hutson	Non-voting BOS Liaison			

*Note: Since the Planning Commission's motion was a recommendation of denial for the rezoning component, a vote of "Yes" voted in favor for the recommendation of denial while a vote of "No" voted against the recommendation of denial.

PC RECOMMENDATION- CUP COMPONENT

Commissioner	Yes	No	Abstain	Absent
James Gray, Jr.	X			
Douglas Johnson	X			
Natalie Johnson	X			
John Meyer, Jr.	X			
Christopher Poulson	X			
Kenneth Richardson	X			
Louis Serio				X
Chris Hutson	Non-voting BOS Liaison			

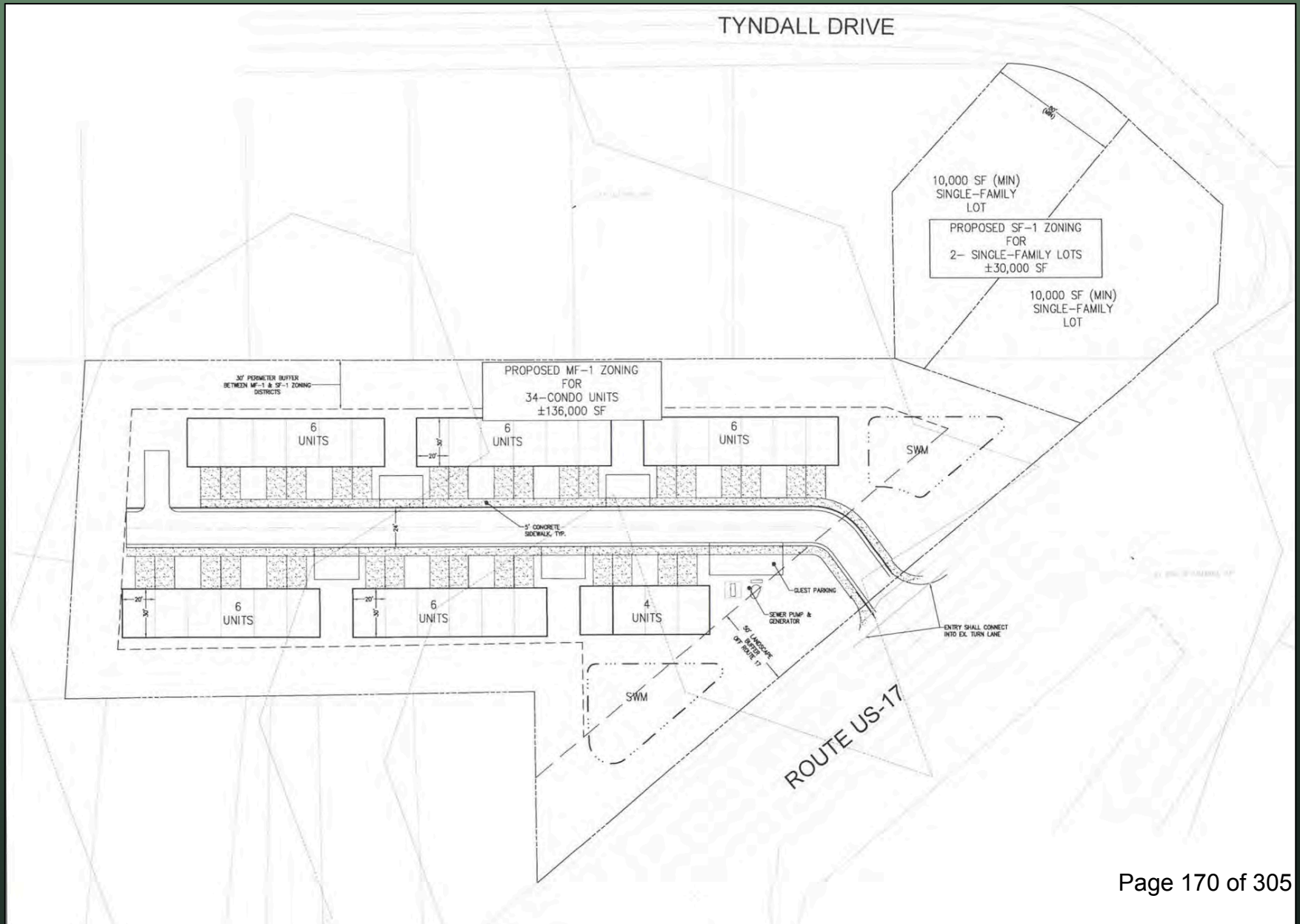
*Note: Since the Planning Commission's motion was a recommendation of denial for the CUP component, a vote of "Yes" voted in favor for the recommendation of denial while a vote of "No" voted against the recommendation of denial.

END OF STAFF'S PRESENTATION

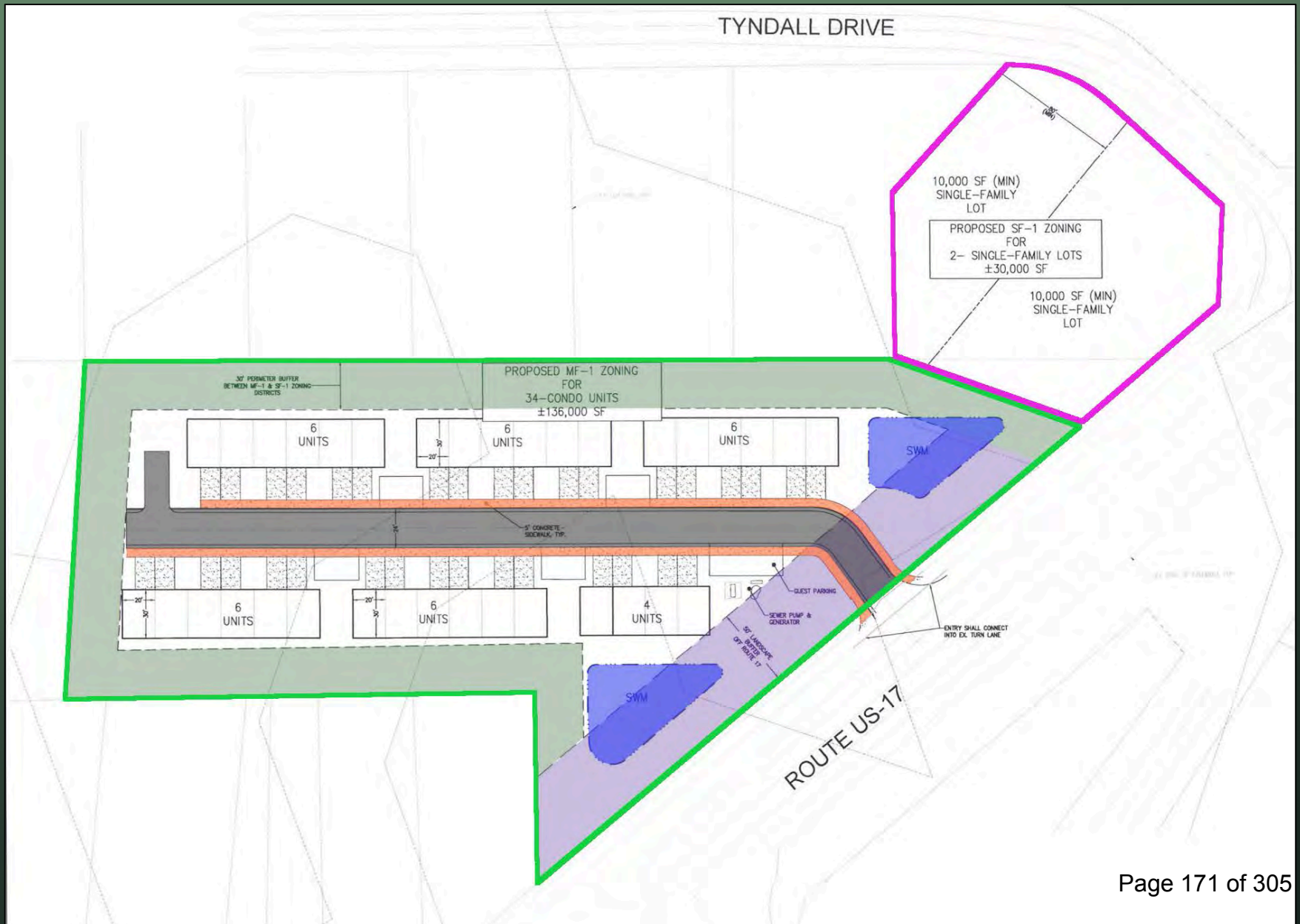
Next Steps:

- Applicant's Presentation
- Questions and Public Comments
 - Joint Public Hearing for Z-25-01 & CUP-25-01
- Additional Discussion by the BOS
- BOS Vote on Joint Application
 - Individual motions and votes for each component of the application (Z-25-01 and CUP-25-01)

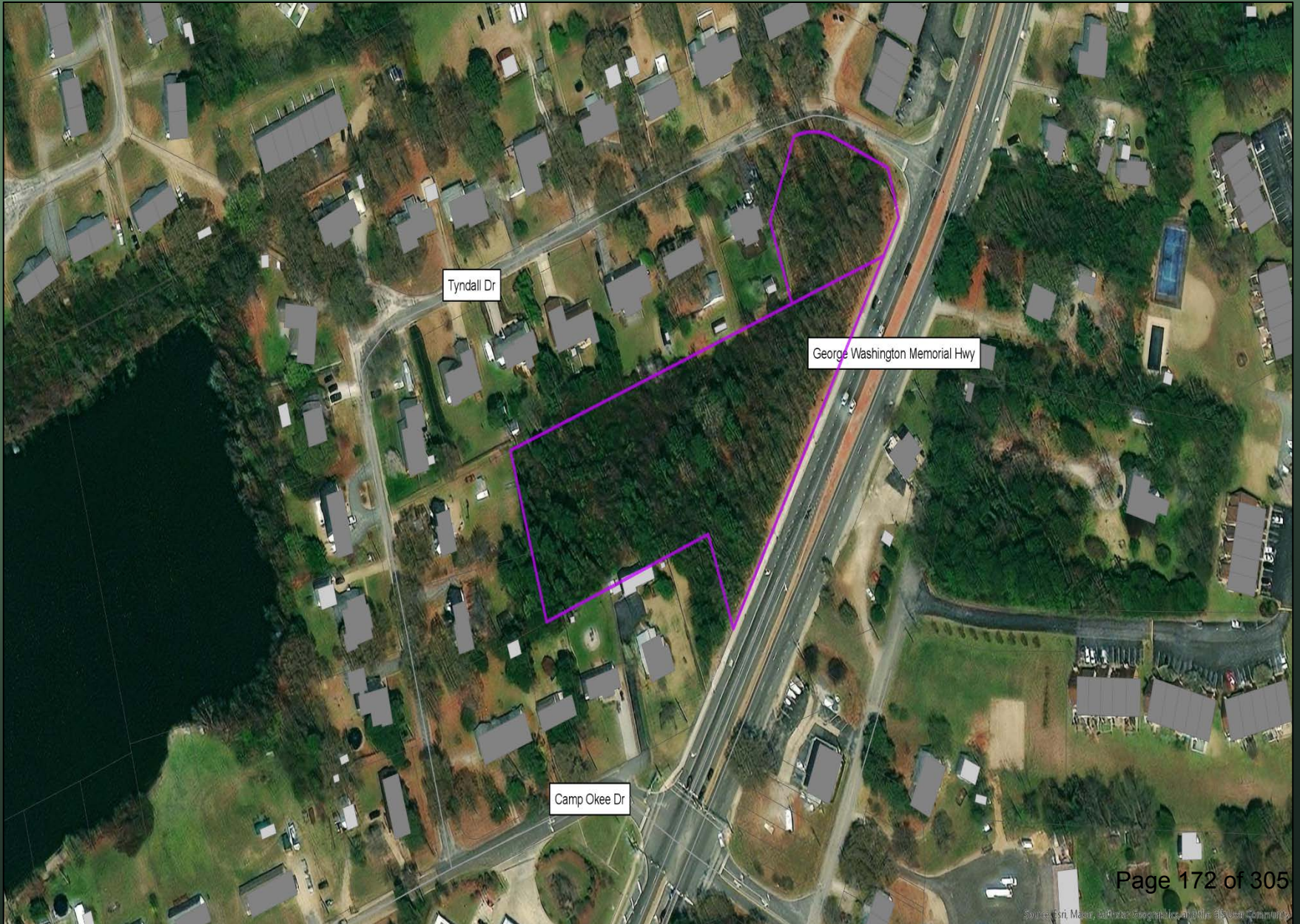
CONCEPTUAL PLAN



CONCEPTUAL PLAN (ILLUSTRATED)



SITE AERIAL



Property Summary

- Current B-1 zoning
- Request for MF-1 with CUP and SF-1 zoning – 34 townhome condominium units and 2 single family lots
- MF zoning is consistent with current Comprehensive Plan which recommends higher density
- Buffer surrounding the entire property to help with transition to Route 17 and adjacent homes.
- Provides much needed diversity in housing types and price points as discussed in the Comprehensive Plan.

Why this Property?

- Property has been for sale for several years and is under utilized – commercial is not the best use for this property.
- This property allows for infill development versus suburban sprawl.
- Infill development like this has limited impact on the environment and allows for connection to already existing public utilities.
- This development helps provide additional rooftops and customers for the already existing businesses along Route 17.

Alignment with Comprehensive Plan

- Excerpt from the Gloucester Planning Division website. “The Comprehensive Plan acts as a general, long-range guide concerning the overall growth and development of the county for local decision makers.”
- Staff discussed in their report why this project aligns well with the comprehensive plan.
- Comprehensive plan discusses in the Housing Chapter the need for more diverse housing and specifically states – “..future growth will require new, creative housing techniques that increase housing affordability and density where appropriate.”

Commercial Zoning - is this really the best zoning for these properties?

- **Allowed uses under current zoning** – convenience store, restaurant/drive thru, automobile service facility, motel/hotel, church and daycare.
- Property has been zoned B-1 since the 1990's with no development.
- Property has been for sale since at least 2022 with no interest for commercial users. Only other interest was from a different multi-family developer that was looking to do double the density of my project.
- The property is not ideally suited from commercial development due to the following challenges:
 - Lack of good access – this property is a right in and out only – most commercial users require better access.
 - Size and configuration of the parcels makes it difficult for commercial development
 - Property is adjacent to residential zoning which limits compatibility for high traffic business operations.
- Current statistics for Gloucester County as of June 30, 2025:
 - 19 commercial buildings for sale or lease in Gloucester totaling approximately 130,000 square feet of space for immediate occupancy.
 - Total of 1600 acres of vacant land that is currently zoned B-1 (165 different parcels).

Gloucester Housing Market

- Gloucester County comprehensive plan outlines the need for more diversity in housing.
- Only 13 homes currently on the market in the County below \$300K and zero new construction below \$300K.
- Those 13 homes currently on the market are an average age of 42 years old.
- First time buyers are left with little to choose from and older homes will all need additional upgrades.
- Goal of this property is to provide housing for **LOCAL** first-time buyers. The buyers of these properties will most likely come from local residents that already live in the county and are currently renting (police officers, fire fighters, nurses, county staff, etc.).
- This will not be subsidized housing - the expected starting price points will be in the \$275K range.

Two Story Sample Product

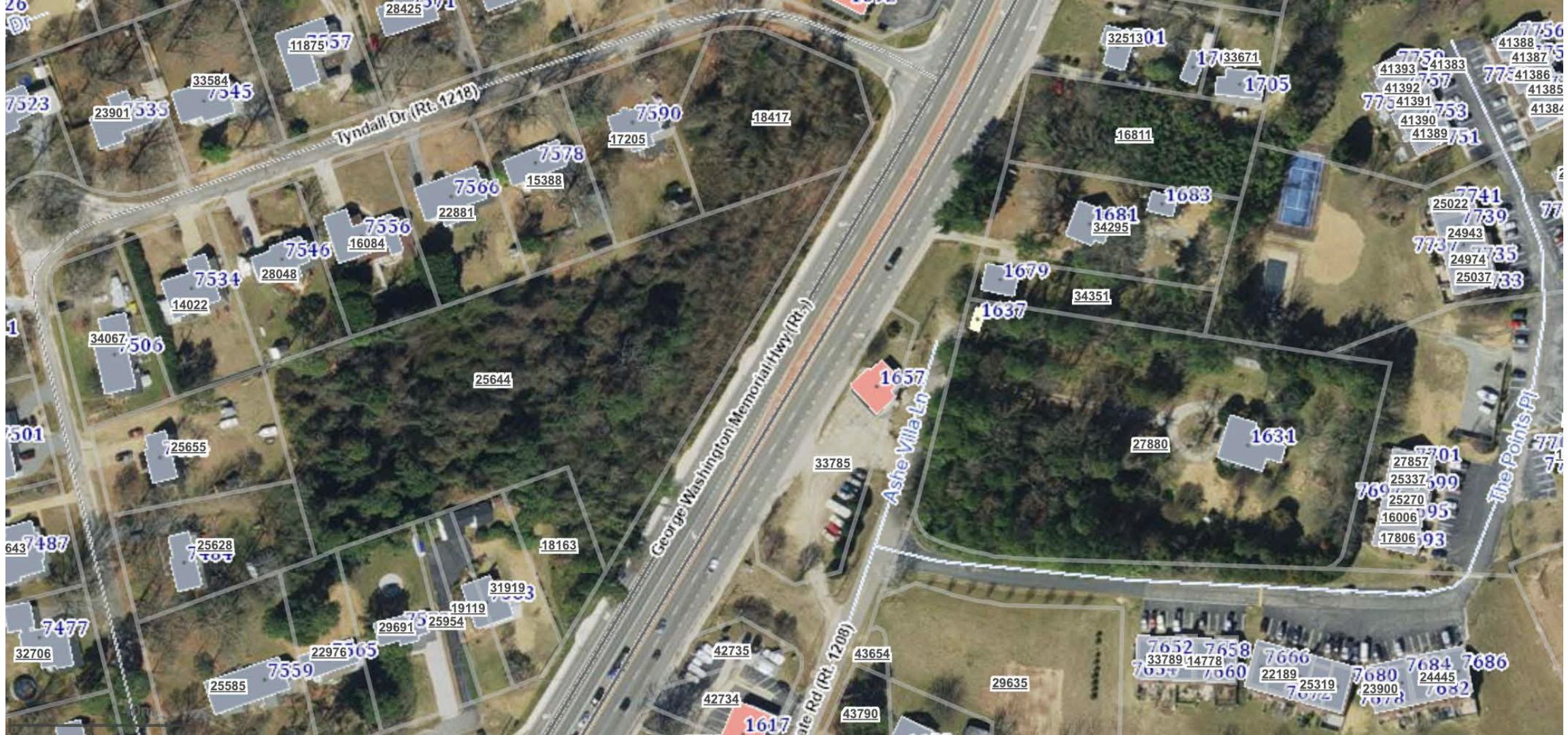


Approximately 1,200 square feet
2-3 bedrooms
2-2.5 bathrooms

Three Story Sample Product



Approximately 1,500 square feet
2-3 bedrooms
2-2.5 bathrooms
1 car garage



PUBLIC HEARING NOTICE
GLOUCESTER COUNTY BOARD OF SUPERVISORS

The Gloucester County Board of Supervisors will conduct a Public Hearing on Tuesday, July 15, 2025, beginning at 6:00 p.m. in the Colonial Courthouse, 6504 Main Street, Gloucester, Virginia to consider the following:

JOINT APPLICATION: REZONING Z-25-01 AND CONDITIONAL USE PERMIT
CUP-25-01

A joint application by Marsh Hawk Villas, LLC (Jeff Ambrose, representative) to amend the Gloucester County Zoning Map to reclassify 3.1 +/- acres (TM 51A(4)-A, RPC #25644) from B-1, General Business, to MF-1, Residential Multi-Family (Conditional), and 0.7 +/- acres (TM 51A(11)-E1, RPC #18417) from B-1, General Business to SF-1, Residential Single Family. Furthermore, the joint application seeks to allow a density of 10.86 dwelling units per net acre on the parcel proposed to be rezoned to the MF-1 district (TM 51A(4)-A, RPC #25644) through a Conditional Use Permit (CUP). The property is located in the Gloucester Point Magisterial District with the MF-1 parcel adjacent to Route 17 South and the SF-1 parcel at the intersection of Route 17 South and Tyndall Drive (SR 1218).

The CUP is intended to provide for uses which, due to their unique characteristics or potential impact on adjacent land uses, are not permitted in certain zoning districts by-right but may be acceptable under certain circumstances and with specific conditions to offset potential impacts. In the MF-1 district, a maximum density of 8 dwelling units per net acre is permitted by right for multifamily dwellings. However, when approved through the CUP application process, a maximum density of up to 12 units per net acre may be permitted in the MF-1 district.

The purpose of this joint application is to permit the construction of 34 condominium units on the parcel proposed to be rezoned to the MF-1 district (TM 51A(4)-A, RPC #25644) at a density of 10.86 dwelling units per net acre. The applicant has voluntarily proffered a limitation on the number of units to be developed on this parcel (and the resulting density), proposed to be not more than 34 units. In addition, the Conceptual Plan illustrates (for the MF-1 parcel) an internal private road, a 50 ft. landscape buffer along Route 17, and a 30 ft. perimeter buffer along all other property lines. The parcel proposed to be rezoned to the SF-1 district (TM 51A(11)-E1, RPC #18417) is shown on the Conceptual Plan as being subdivided into two lots of at least 10,000 sf in size. As required by the density proposed in the MF-1 and SF-1 districts, all units and lots proposed by this development will be required to connect to public water and sewer.

A number of conditions of use have been recommended by the Planning Commission for the Board of Supervisors to consider, including a VDOT-compliant sidewalk along the property's Route 17 frontage, a sidewalk network along the internal road, connection to public sewer compliant to the Department of Public Utilities

standards, continuous landscaping within the 50 ft. landscape buffer along Route 17, internal site lighting standards, and consistency with the application's Conceptual Plan. The Board of Supervisors may require additional conditions as they deem necessary based on their review of the application and input from the public.

The Comprehensive Plan's Future Land Use Plan identifies this area as Village Scale Mixed Use (on the front of the parcels) and Mixed Density Residential (on the rear of the parcels) within the Development District. Furthermore, the Gloucester Point/Hayes Village Development Area Plan identifies this area as within the Transition Area. These designations are the County's principal population centers that can support residential development in a village-scale environment. Relatively high residential densities with housing variety, such as condominiums, townhomes, and apartments, and containing pedestrian-oriented improvements are appropriate. Finally, these areas should be served by public water and sewer, and developments should minimize impacts on local roads.

The preceding is a summary, not the full text, of the application. It is not intended to be a comprehensive representation of the full application and does not substitute for the full text of the application, which is available for review on the web at www.gloucesterva.gov, and in the County Administrator's Office at 6489 Main Street, Gloucester, Virginia.

The meeting will be broadcast live through the County website meeting portal at: <https://www.gloucesterva.gov/640/Meeting-Portal> and on Cox channel 48.

All interested parties are invited to express their views on this matter. Public comments may be submitted prior to the public hearing by three different methods:

- To submit comments online, complete the [Public Comment Submission](http://www.gloucesterva.gov/publiccomment) form (www.gloucesterva.gov/publiccomment). Please follow the instructions on the form to indicate the public hearing on which you want to comment.
- Comments may also be submitted by calling and leaving a message at 804-824-2760. Follow the prompts to leave comments for this specific public hearing, and clearly indicate your name (including spelling if needed) and your magisterial district.
- Finally, comments may be submitted by US Mail to County Administration, ATTN: PUBLIC HEARING, 6489 Main Street, Gloucester, VA 23061. Any mailed comments must include your name, your magisterial district, and the title of this public hearing clearly printed at the top, and all such comments must be received by the scheduled date of this hearing. Please type or print all comments legibly.

Comments submitted through these methods must be received by 4:30 PM on July 15, 2025, and will be read or played during the public hearing.

“Form letters,” consisting of communications which are verbatim duplicates (other than the identifying information of the author/submitter) of one or more other communications received by the County pertaining to the matter to be considered at the public hearing or public comment period, shall be read only once per letter, along with the list of persons submitting the same comments pursuant to such “form letter.”

Persons requiring assistance to submit comments for the meeting should contact the Gloucester County Administrator’s office at (804) 693-4042.

Carol E. Steele, County Administrator



GLOUCESTER COUNTY
BOARD OF SUPERVISORS

MEETING DATE: July 15, 2025

AGENDA ITEM #: X – B

BOARD AGENDA ITEM

TYPE OF AGENDA ITEM:

- ☐ CONSENT
- ☐ PRESENTATION
- ☐ REGULAR
- ☒ PUBLIC HEARING
- ☒ Duly Advertised

PURPOSE OF ITEM:

- ☐ INFORMATION / DISCUSSION
- ☒ DISCUSSION AND / OR DECISION
 - ☐ Resolution
 - ☒ Ordinance
 - ☐ Motion

PRESENTER: Katey Legg

TITLE: Director of Public Utilities

AGENDA TITLE: Public Hearing to Consider an Ordinance Revising Certain Utility Fees, Rates and Charges Imposed by Chapter 19 – Waters, Sewers and Sewage effective August 1, 2025

BACKGROUND / SUMMARY: At the June 3, 2025 Board of Supervisors meeting, Ms. Legg provided information regarding current application fees, development fees, and other miscellaneous charges. She proposed new fees and charges for consideration by the Board. The Board authorized a public hearing for July 15, 2025 to consider increases to the above referenced fees and charges.

ATTACHMENTS:

Draft ordinance
Public Hearing notice

REQUESTED ACTION: ☐ NO ACTION REQUESTED

Hold public hearing and consider changes to fees and charges.

FOR MORE INFORMATION:

Name: Katey Legg

Phone: (804) 693-4044

Email: klegg@gloucesterva.info

AT A REGULAR MEETING OF THE GLOUCESTER COUNTY BOARD OF SUPERVISORS, HELD ON TUESDAY, JULY 15, 2025, AT 6:00 P.M., IN THE COLONIAL COURTHOUSE AT 6504 MAIN STREET, GLOUCESTER, VIRGINIA ON A MOTION MADE BY _____, AND SECONDED BY _____, THE FOLLOWING ORDINANCE WAS ADOPTED BY THE FOLLOWING VOTE:

Phillip N. Bazzani, ____;
 Ashley C. Chriscoe, ____;
 Kenneth W. Gibson, ____;
 Christopher A. Hutson, ____;
 Michael A. Nicosia, ____;
 Robert J. Orth, ____;
 Kevin M. Smith, ____;

AN ORDINANCE REVISING CERTAIN UTILITY FEES, RATES, AND CHARGES IMPOSED BY GLOUCESTER COUNTY CODE CHAPTER 19 – WATER, SEWERS AND SEWAGE, EFFECTIVE AUGUST 1, 2025

WHEREAS, the provisions of Gloucester County’s Code governing water, sewers and sewage are contained in Gloucester County Code, Chapter 19; and

WHEREAS, pursuant to Virginia Code Section 15.2-107, utility fees, rates, and charges are required to be set by ordinance; and

WHEREAS, the Board is desirous of revising certain utility fees, rates, and charges associated with Chapter 19 of the Gloucester County Code.

NOW THEREFORE BE IT ORDAINED AND ENACTED that the Gloucester County Board of Supervisors hereby sets the fees, rates, and charges associated with Chapter 19 of the Gloucester County Code as follows, to be effective August 1, 2025 (rates in bold are modified; rates in regular typeface remain the same):

CHAPTER 19 - FEES, RATES, AND CHARGES				
Fiscal Year 2026				
Section	Fee/Charge		Current Fee/Charge	Fee/Charge to be set by Ordinance of the Board:
19-4.4	Monthly Equipment Fee	Per Consumer Account	\$ 2.50	\$ 2.50

19-50	Sewer Service Application for Service:	Application Fee 3/4 in. Meter:	\$ 3,300.00	\$ 4,950.00
		Application Fee 1 in. Meter:	\$ 5,000.00	\$ 7,500.00
		Application Fee 1 1/2 in. Meter:	\$ 9,500.00	\$ 14,250.00
		Application Fee 2 in. Meter:	\$ 14,000.00	\$ 21,000.00
		Application Fee 3 in. Meter:	\$ 18,500.00	\$ 27,750.00
		Application Fee 4 in. Meter:	\$ 23,000.00	\$ 34,500.00
		Application Fee 6 in. Meter:	\$ 37,500.00	\$ 56,250.00
		Application Fee 8 in. Meter:	\$ 68,000.00	\$ 102,000.00
		Application Fee - Multifamily dwellings, duplexes, condominiums, apartments, townhouses:	\$ 3,300.00 [per unit]	\$ 4,950.00 [per unit]
19-50	Sewer Service Development Fee:	Development Fee 3/4 in. Meter:	\$ 1,200.00	\$ 3,600.00
		Development Fee 1 in. Meter:	\$ 3,000.00	\$ 9,000.00
		Development Fee 1 1/2 in. Meter:	\$ 5,000.00	\$ 15,000.00
		Development Fee 2 in. Meter:	\$ 9,000.00	\$ 27,000.00
		Development Fee 3 in. Meter:	\$ 12,000.00	\$ 36,000.00
		Development Fee 4 in. Meter:	\$ 15,000.00	\$ 45,000.00
		Development Fee 6 in. Meter:	\$ 25,000.00	\$ 75,000.00
		Development Fee 8 in. Meter:	\$ 30,000.00	\$ 90,000.00
		Development Fee - Multifamily dwellings, duplexes, condominiums, apartments, townhouses:	\$ 1,200.00 [per unit]	\$ 3,600.00 [per unit]
19-52.4	Deposit:	Deposit required when property owner not to be billed for sewer.	\$ 40.00	\$ 40.00
19-52.6	Charge:	Charge for discontinuance of sewer service due to violation.	\$ 35.00	\$ 50.00

	Charge:	Charge for discontinuance of sewer service due to property owner/tenant request.	\$ 25.00	\$ 25.00
	After Hours:	Charge for renewal of discontinued service outside of normal working hours (before 8am or after 4:30pm Monday - Friday or on Saturday, or Sunday, or holidays).	\$ 75.00	\$ 100.00
19-55(a)	Monthly Sewer Service Rate:	Monthly nonuser service charge:	\$ 12.73	\$ 12.73
		First 2,000 gallons or less:	\$ 12.73	\$ 12.73
		Next 2,000 gallons, per 1,000 gallons:	\$ 5.61	\$ 5.61
		Over 4,000 gallons, per 1,000 gallons:	\$ 5.34	\$ 5.34
19-55 (c)	Monthly non user service charges for multiple residential units:	Monthly nonuser service charge:	\$ 12.73 x See 19-55 (c) for formula	\$ 12.73 x See 19-55 (c) for formula
19-55 (d)	Monthly nonuser service charges for multiple business units:	Monthly nonuser service charge:	\$ 12.73 x See 19-55 (d) for formula	\$ 12.73 x See 19-55 (d) for formula
19-55.1 (c)	Overdue sewer accounts:	Late payment fee:	\$5.00 or 10% whichever is greater	\$5.00 or 10% whichever is greater
19-55.1 (d)	Overdue sewer accounts:	Collection fee:	\$ 10.00	\$ 10.00
19-66.	FOG Fees	FSE Registration fee:	\$ 40.00	\$ 40.00
		FSE annual inspection fee:	\$ 25.00	\$ 25.00
19-126	Water Service Application Fees:	Application Fee 3/4 in. Meter:	\$ 3,500.00	\$ 5,250.00
		Application Fee 1 in. Meter:	\$ 4,500.00	\$ 6,750.00
		Application Fee 1 1/2 in. Meter:	\$ 6,500.00	\$ 9,750.00
		Application Fee 2 in. Meter:	\$ 10,500.00	\$ 15,570.00
		Application Fee 3 in. Meter:	\$ 17,200.00	\$ 25,800.00
		Application Fee 4 in. Meter:	\$ 25,500.00	\$ 38,250.00

		Application Fee 6 in. Meter:	\$ 40,500.00	\$ 60,750.00
		Application Fee 8 in. Meter:	\$ 75,500.00	\$ 113,250.00
		Application Fee - Multifamily dwellings, duplexes, condominiums, apartments, townhouses:	10% of meter application fee	10% of meter application fee
	Water Service Development fees:	Development Fee 3/4 in. Meter:	\$ 500.00	\$ 1,500.00
		Development Fee 1 in. Meter:	\$ 1,000.00	\$ 3,000.00
		Development Fee 1 1/2 in. Meter:	\$ 1,500.00	\$ 4,500.00
		Development Fee 2 in. Meter:	\$ 4,000.00	\$ 12,000.00
		Development Fee 3 in. Meter:	\$ 8,000.00	\$ 24,000.00
		Development Fee 4 in. Meter:	\$ 15,000.00	\$ 45,000.00
		Development Fee 6 in. Meter:	\$ 25,000.00	\$ 75,000.00
		Development Fee 8 in. Meter:	\$ 30,000.00	\$ 90,000.00
		Development Fee - Multifamily dwellings, duplexes, condominiums, apartments, townhouses:	None	None
	Master Meter or Fire Service Meter for Manufactured Park or Travel Trailer Parks:	Additional Application Fee:	\$ 1,500.00	\$ 1,800.00
		Additional Development Fee:	\$ 250.00	\$ 750.00
19-128	Deposit for Water Service	When water service is not billed to the owner of the premises:	\$ 60.00	\$ 60.00
19-132 (f)	Equipment Tampering and/or Destruction Fee	Fee for tampering or altering any meter, service connection, water service line, or other appurtenances of the county water system		\$ 250.00
19-133 (a)	Transfer Fee; renewal of water service	When establishing new accounts or when customer transfers from one location to another within the	\$ 30.00	\$ 30.00

		system.		
19-133 (b)	Renewal of water service	When water discontinued for violation:	\$ 35.00	\$ 50.00
		Irrigation meters:	\$ 35.00	\$ 50.00
		Reinstating water service for customer outside of normal working hours: hours (before 8am or after 4:30pm Monday - Friday or on Saturday, Sunday, or holidays).	\$ 50.00	\$ 100.00
		Reinstating irrigation meter service for customer outside of normal working hours: hours (before 8am or after 4:30pm Monday - Friday or on Saturday, Sunday, or holidays).	\$ 50.00	\$ 100.00
19-133 (c)	Reestablishment without authorization.	Fee for reestablishment of water service without authorization.	\$ 75.00	\$ 150.00
19-137 (a)	Monthly rates for water service	Monthly nonuser service charge:	\$ 23.01	\$ 23.01
		First 2,000 gallons or less:	\$ 23.01	\$ 23.01
		Next 6,000 gallons, per 1,000 gallons	\$ 11.40	\$ 11.40
		Over 8,000 gallons, per 1000 gallons	\$ 11.86	\$ 11.86
19-137 (b)	Multiple residential units, manufactured home park or travel trailer park.	Monthly nonuser service charge.	\$ 23.01 x See 19-137 (b) for formula.	\$ 23.01 x See 19-137 (b) for formula.
19-137 (c)	Multiple business units.	Monthly nonuser service charge.	\$ 23.01 x See 19-137 (c) for formula.	\$ 23.01 x See 19-137 (c) for formula.
19-137.1	Testing water meter.	Fee for examination and testing of meter:	\$ 50.00	\$ 50.00
19-138 (c)	Overdue water accounts:	Late payment fee:	\$5.00 or 10% whichever is greater	\$5.00 or 10% whichever is greater
19-138 (d)	Overdue water accounts:	Collection fee:	\$ 10.00	\$ 10.00

The rates, fees and charges for Chapter 19 of the Gloucester County Code, as reflected herein, shall be effective August 1, 2025.

A Copy Teste:

Carol E. Steele, County Administrator

PUBLIC HEARING NOTICE
GLOUCESTER COUNTY BOARD OF SUPERVISORS

Pursuant to the Code of Virginia, the Gloucester County Board of Supervisors will conduct a Public Hearing on Tuesday, July 15, 2025, beginning at 6:00 p.m. in the Colonial Courthouse, 6504 Main Street, Gloucester, Virginia to consider the following:

**AN ORDINANCE REVISING CERTAIN UTILITY FEES, RATES, AND CHARGES
IMPOSED BY GLOUCESTER COUNTY CODE CHAPTER 19 – WATER, SEWERS
AND SEWAGE, EFFECTIVE AUGUST 1, 2025**

The Board of Supervisors will consider an ordinance revising certain Utility fees, rates, and charges associated with Chapter 19 of the Gloucester County Code as follows, to be effective August 1, 2025: (Only the fees, rates, and charges being modified are listed.)

19-50	Sewer Service Application for Service:	Application Fee ¾ in. Meter:	\$ 4,950.00
		Application Fee 1 in. Meter:	\$ 7,500.00
		Application Fee 1 ½ in. Meter:	\$ 14,250.00
		Application Fee 2 in. Meter:	\$ 21,000.00
		Application Fee 3 in. Meter:	\$ 27,750.00
		Application Fee 4 in. Meter:	\$ 34,500.00
		Application Fee 6 in. Meter:	\$ 56,250.00
		Application Fee 8 in. Meter:	\$ 102,000.00
		Application Fee – Multifamily dwellings, duplexes, condominiums, apartments, townhouses:	\$ 4,950.00 [per unit]
	Sewer Service Development Fee:	Development Fee ¾ in. Meter:	\$ 3,600.00
		Development Fee 1 in. Meter:	\$ 9,000.00
		Development Fee 1 ½ in. Meter:	\$ 15,000.00
		Development Fee 2 in. Meter:	\$ 27,000.00
		Development Fee 3 in. Meter:	\$ 36,000.00
		Development Fee 4 in. Meter:	\$ 45,000.00
		Development Fee 6 in. Meter:	\$ 75,000.00
		Development Fee 8 in. Meter:	\$ 90,000.00
		Development Fee – Multifamily dwellings, duplexes, condominiums, apartments, townhouses:	\$ 3,600.00 [per unit]
19-52.6	Charge:	Charge for discontinuance of sewer service due to violation	\$ 50.00
	After Hours:	Charge for renewal of discontinued service outside of normal working hours (before	\$ 100.00

		8am or after 4:30pm Monday – Friday or on Saturday, Sunday, or holidays).	
19-126	Water Service Application Fees:	Application Fee ¾ in. Meter:	\$ 5,250.00
		Application Fee 1 in. Meter:	\$ 6,750.00
		Application Fee 1 ½ in. Meter:	\$ 9,750.00
		Application Fee 2 in. Meter:	\$ 15,570.00
		Application Fee 3 in. Meter:	\$ 25,800.00
		Application Fee 4 in. Meter:	\$ 38,250.00
		Application Fee 6 in. Meter:	\$ 60,750.00
		Application Fee 8 in. Meter:	\$ 113,250.00
	Water Service Development Fees:	Development Fee ¾ in. Meter:	\$ 1,500.00
		Development Fee 1 in. Meter:	\$ 3,000.00
		Development Fee 1 ½ in. Meter:	\$ 4,500.00
		Development Fee 2 in. Meter:	\$ 12,000.00
		Development Fee 3 in. Meter:	\$ 24,000.00
		Development Fee 4 in. Meter:	\$ 45,000.00
		Development Fee 6 in. Meter:	\$ 75,000.00
		Development Fee 8 in. Meter:	\$ 90,000.00
	Master Meter or Fire Service Meter for Manufactured Park or Travel Trailer Parks:	Additional Application Fee:	\$ 1,800.00
		Additional Development Fee:	\$ 750.00
19-132 (f)	Equipment Tampering and/or Destruction Fee:	Fee for tampering or altering any meter, service connection, water service line, or other appurtenances of the county water system.	\$ 250.00
19-133 (b)	Renewal of water service	When water discontinued for violation:	\$ 50.00
		Irrigation meters:	\$ 50.00
		Reinstating water service for customer outside of normal working hours (before 8am or after 4:30pm Monday – Friday or on Saturday, Sunday, or holidays).	\$ 100.00
		Reinstating irrigation meter service for customer outside of normal working hours (before	\$ 100.00

		8am or after 4:30pm Monday – Friday or on Saturday, Sunday, or holidays).	
19-133 (c)	Reestablishment without authorization	Fee for reestablishment of water service without authorization	\$ 150.00

Virginia Code Section 15.2-2119 authorizes localities in the Commonwealth to set and charge fees for water and sewer service. The amount of current fees, rates, and charges not listed herein are unaffected by the Ordinance. For the complete list of fees, rates, and charges, a complete copy of the draft Ordinance is available for review on the web at www.gloucesterva.gov, and in the County Administrator’s Office at 6489 Main Street, Gloucester, Virginia.

The meeting will be broadcast live through the County website meeting portal at: <https://www.gloucesterva.gov/640/Meeting-Portal> and on Cox channel 48.

All interested parties are invited to express their views on this matter. Public comments may be submitted prior to the public hearing by three different methods:

- To submit comments online, complete the [Public Comment Submission](http://www.gloucesterva.gov/publiccomment) form (www.gloucesterva.gov/publiccomment). Please follow the instructions on the form to indicate the public hearing on which you want to comment.
- Comments may also be submitted by calling and leaving a message at 804-824-2760. Follow the prompts to leave comments for this specific public hearing and clearly indicate your name (including spelling if needed) and your magisterial district.
- Finally, comments may be submitted by US Mail to County Administration, ATTN: PUBLIC HEARING, 6489 Main Street, Gloucester, VA 23061. Any mailed comments must include your name, your magisterial district, and the title of this public hearing clearly printed at the top, and all such comments must be received by the scheduled date of this hearing. Please type or print all comments legibly.

Comments submitted through these methods must be received by 4:30 p.m. on Tuesday, July 15, 2025 and will be read or played aloud during the public hearing up to the set time limit of 3 minutes.

“Form letters,” consisting of communications which are verbatim duplicates (other than the identifying information of the author/submitter) of one or more other communications received by the County pertaining to the matter to be considered at the public hearing, shall be read only once per letter, along with the list of persons submitting the same comments pursuant to such “form letter.”

Persons requiring assistance to submit comments for the meeting should contact the Gloucester County Administrator’s office at (804) 693-4042.

Carol Steele, County Administrator



GLOUCESTER COUNTY
BOARD OF SUPERVISORS

MEETING DATE: July 15, 2025

AGENDA ITEM #: XI – A

BOARD AGENDA ITEM

TYPE OF AGENDA ITEM:

- ☐ CONSENT
- ☐ PRESENTATION
- ☒ REGULAR
- ☐ PUBLIC HEARING
- ☐ Duly Advertised

PURPOSE OF ITEM:

- ☒ INFORMATION / DISCUSSION
- ☐ DISCUSSION AND / OR DECISION
 - ☐ Resolution
 - ☐ Ordinance
 - ☐ Motion

PRESENTER: Dan Ripberger
Sandra Bruce

TITLE: President, Bolton Rewards
Consultant, Bolton Rewards

AGENDA TITLE: Presentation of Classification and Compensation Study Results

BACKGROUND / SUMMARY: In order to ensure that employee compensation is competitive and appropriate, it is good practice to have a periodic compensation analysis performed. An external analysis was completed in 2014 by an outside vendor, and an internal analysis was completed in 2018. Based on information presented at the January 25th retreat, the Board approved a compensation study to be completed by an outside firm this year. The County contracted with Bolton Rewards to complete the study.

Representatives from Bolton Rewards will present the Classification and Compensation Study Results.

No action is requested at this time. Staff will provide additional information and a recommendation for possible action at the August 5 meeting.

ATTACHMENTS:

Presentation

REQUESTED ACTION:

☒ NO ACTION REQUESTED

FOR MORE INFORMATION:

Name: Carol Steele

Phone: 804-693-4042

Email: county.administrator@gloucesterva.info

Bolton

2025 Classification and Compensation Study

For Bolton:

Dan Ripberger
President, Bolton Rewards
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Final Report

July 9, 2025

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I. Introduction

Background

Gloucester County, VA (Gloucester County) retained Bolton Rewards (Bolton) to review its classification and compensation program and, if needed, recommend changes to ensure its alignment with market and enhance the ability to manage pay going forward.

During the conduct of this assignment, Bolton completed the following major tasks:

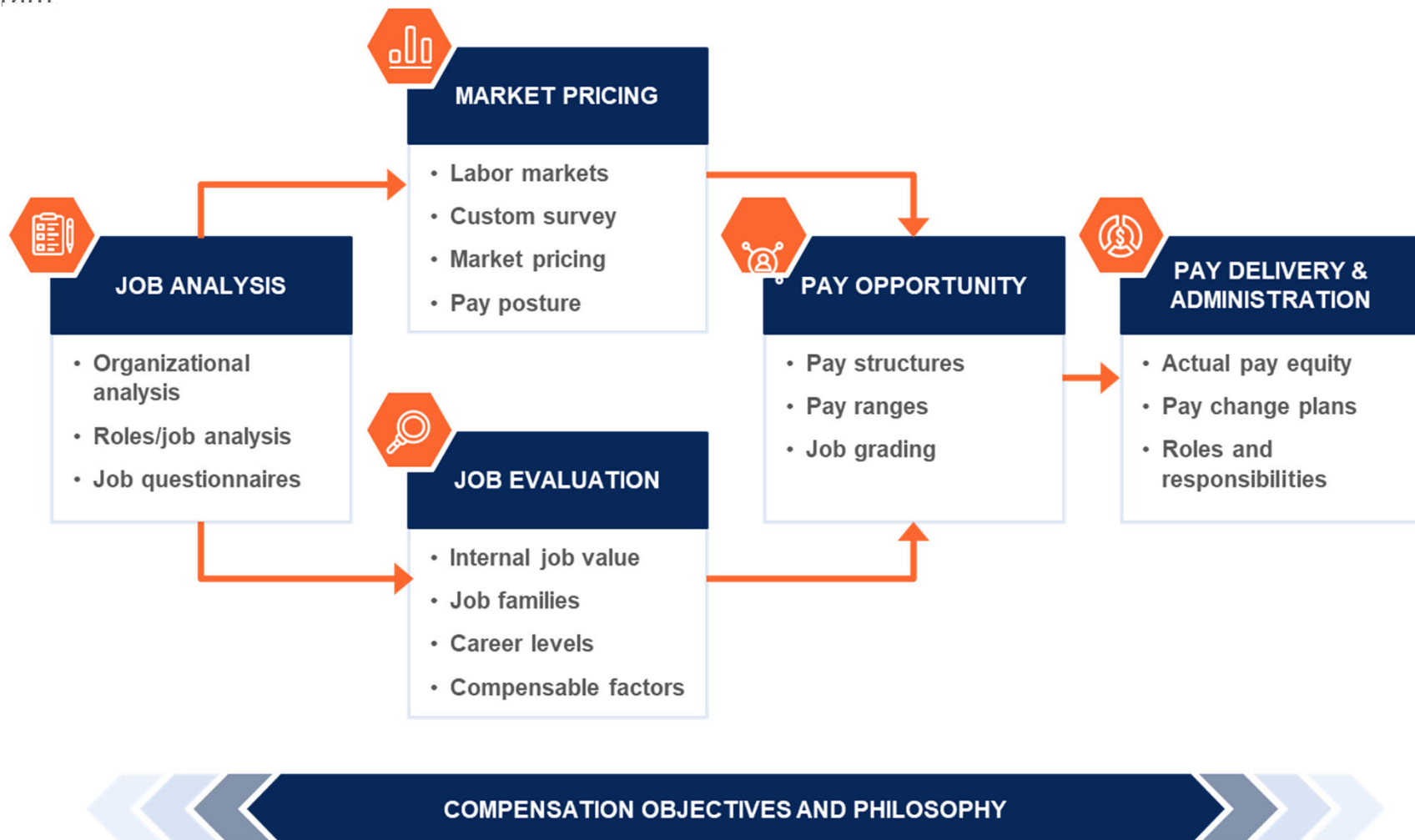
- ❑ Interviewed organizational and departmental leadership to gather information on processes and roles as well as competitive markets;
- ❑ Reviewed the existing classification and base pay program for clarity and understanding;
- ❑ Analyzed existing written job content data found in existing job descriptions;
- ❑ Conducted a pay level and practices survey of mutually identified peers;
- ❑ Developed additional public sector and private market levels and practices using relevant published surveys;
- ❑ Identified gaps between current compensation levels and practices and those that best align with people and reward strategies; and
- ❑ Recommend enhancements to close identified gaps in compensation levels and/or compensation practices.

This report provides Bolton's study methodology, market comparisons and program recommendations.

I. Introduction

Assessment Approach and Process

We employed our time-tested and systematic approach to review and recommend changes to Gloucester County's program



II. Current Program Review

Background Data Review

Bolton collected and reviewed detailed organizational and pay program data. These data included:

- ❑ Organization policy and other budget and financial documentation;
- ❑ Job descriptions;
- ❑ Pay plan and job grading listings; and
- ❑ Detailed electronic employee data.

We also led and participated in background discovery to fully understand the organization, its operations and its people needs.

- ❑ We employed a combination of direct research, discussions with Administration, and interviews with Division management.
- ❑ Our interviews helped define the work of each department, how it is grouped and how it integrates with other departments across the organization as well as provided background as to the pay program's effectiveness.

II. Current Program Review

Overview

Gloucester County's current program contains several key elements required to effectively manage base pay, including:

- ❑ Formalized approach for job description preparation and job documentation;
- ❑ Established exempt or non-exempt status relative the Fair Labor Standards Act (FLSA);
- ❑ Published schedule of active jobs with grades and ranges identified; and
- ❑ Pay policies that govern starting rates and pay adjustments.

Potential Areas for Enhancement

Our review found several areas of Gloucester County's current base pay program that could be improved. These can be categorized as follows:

- ❑ Job title hierarchy;
- ❑ Job evaluation system; and
- ❑ Base pay structure design.

II. Current Program Review

Job Analysis and Documentation

Our review of the County's job descriptions reveal that they are well-written and contain the data necessary to accurately evaluate a job. They could be improved slightly if the percent of time or importance was listed for the essential duties and functions.

Job Titles

Our review yielded that, while a systematic approach to job titles does not appear to exist, title inconsistencies that might lead to a perception of pay inequity are minimal. Our review yielded to following potential issues.

- ❑ Titles such as "Coordinator" and "Specialist" are used for support, exempt professional, and management jobs.
- ❑ Senior Analyst, Lead, Assistant Supervisor, Supervisor, and Manager title are all used for similar levels of people management.

Fair Labor Standards Act Compliance

- ❑ Our review did not find any jobs currently considered Exempt that we believe the Gloucester County should treat as Non-Exempt or covered by the FLSA.
- ❑ 15 jobs that are considered Non-Exempt have the potential to be considered Exempt.

II. Current Program Review

Job Evaluation

Job evaluation is a systematic approach to determining job value relative to other jobs for purposes of pay opportunity determination. Effective job evaluation systems:

- ❑ Reflect organizational values;
- ❑ Help rationalize and deliver internal equity;
- ❑ Should be defined by legally-acceptable compensable factors – not competencies or performance-related behaviors; and
- ❑ Align with the organization's need to recruit and retain qualified staff.

Our assessment indicated that while the County has well documented policies about job classification, pay structures and job grading, there does not appear to be a formal system for job evaluation nor is there an indication of an informal method being applied.

II. Current Program Review

Actual Pay Alignment

Compa-ratio is employee base pay divided by their jobs' range targets and describes the alignment of actual pay with the market, assuming targets are set at desired market levels.

- ❑ A compa-ratio of 100.0% means an organization is paying exactly at its market targets, overall.
- ❑ Gloucester County's overall compa-ratio of 100.9% indicates that it is paying below (0.9%) its current market targets represented by the structure midpoints.

While there is some variance of actual base pay within pay ranges, 80.7% are within the competitive range.

RANGE LOCATION (COMPA-RATIO)	COMPETITIVE POSTURE	EMPLOYEE DISTRIBUTION*		
		AVG SERVICE	NUMBER	% OF TOTAL
Below 80.0%	Less Than	7.6	3	0.9%
80.0% to 89.9%	Low End	3.0	15	4.6%
90.0% to 99.9%	Competitive Range	4.1	151	46.3%
100.0% to 109.9%		12.1	112	34.4%
110.0% to 120.0%	High End	22.7	38	11.7%
Above 120.0%	More than Competitive	28.2	7	2.1%
Total			326	100.0%

**Excludes elected officials and seasonal/temporary/intern employees*

III. Market Benchmarking

Methodology

Bolton consulted with Gloucester County management to confirm the desired competitive labor markets for staff pay comparison – Gloucester County desires to align its compensation with other comparable employers in the state with a particular eye on cities and counties in the local region.

We applied a two-fold approach in gathering market data. We utilized several sources of published data to reflect Gloucester County’s desired labor markets and conducted a custom survey of peer public sector employers.

The published data sources we utilized include:

- ❑ American Water Works Association, *Compensation Survey*
- ❑ Mercer, *Metropolitan Benchmark Series*
- ❑ National Recreation and Parks Association, *National Compensation Survey*
- ❑ WTW, *Middle Management and Professional Survey*

III. Market Benchmarking

We conducted a custom pay survey of 24 local government agencies identified jointly by Bolton and Gloucester County. The 16 agencies that submitted usable data include:

- ☐ City of Hampton, VA
- ☐ City of Hopewell, VA
- ☐ City of Newport News, VA
- ☐ City of Poquoson, VA
- ☐ City of Suffolk, VA
- ☐ City of Williamsburg, VA
- ☐ Isle of Wight County, VA
- ☐ James City County, VA
- ☐ Louisa County, VA
- ☐ Middlesex County, VA
- ☐ New Kent County, VA
- ☐ Northampton County, VA
- ☐ Prince George County, VA
- ☐ Surry County, VA
- ☐ Westmoreland County, VA
- ☐ York County, VA

Peers supplied unidentified incumbent-level data on over 10,000 employees in over 1,100 different jobs.

- ☐ Bolton calculated summary statistics at the 25th, 50th and 75th percentile levels for each job.
- ☐ We adhere to Department of Labor and Federal Trade Commission safe harbor guidelines on anti-trust and price fixing with respect to salary survey and labor market research. This means that we only provide clients and survey participants with data summarized by job in a fashion that will not allow personal or employer identification.

III. Market Benchmarking

Pay Ranges

Our review indicates that Gloucester County's current market targets (i.e., midpoints) are closely aligned with the 50th percentile of peers but trail the 75th percentile.

Labor Market	Midpoint/Target as % of Market Statistic		
	25P	50P	75P
Peers	103.8%	98.3%	92.9%
All/General Sector	93.2%	90.8%	87.4%

IV. Program Recommendations

Job Analysis and Documentation

We recommend that Gloucester County continue to place a strong emphasis on manager-written job descriptions and ensure their consistency and accuracy as a key component of the program going forward.

- ❑ Managers should prepare job descriptions and submit to Human Resources for review, classification and approval.
- ❑ Human Resources should review the job description for clarity and the stated minimum requirements for legal compliance and consistency.

Job Evaluation

We suggest that Gloucester County consider a more formal approach to job classification by consistently assigning jobs to career levels to better determine job worth and establish pay opportunity. Gloucester County could adopt our whole-job career levels defined by four primary and legally-defensible compensable factors to help manage employee perception of pay equity.

IV. Program Recommendations

Job Titles

To alleviate the confusion caused by current titling discrepancies among several specialist and support career groups, we recommend Gloucester County refine its job titling structure to provide more clarity between disparate career groups and levels of work.

For example:

Career Group	Type Title	Level Title
People Management	Director Manager Supervisor	Director Manager Supervisor
Specialist Individual Contributor	Accountant Analyst Engineer Specialist	Manager Senior <i>Specialist</i> I, II, III
Support and Technician Individual Contributor	Assistant Associate Coordinator Technician	Lead Senior <i>Associate</i> I, II, III
Trades, Operations and Labor	Associate Mechanic Operator Worker	Lead Senior <i>Operator</i> I, II, III

IV. Program Recommendations

Compensation Philosophy

As part of reviewing and adopting a new pay program, Gloucester County should confirm and articulate its compensation philosophy and market pay policy.

- ❑ We recommend Gloucester County set its market pay policy to align with the Peers, rather than the very broad All/General Industry market sector.
- ❑ Additionally, we recommend Gloucester County target the 50th percentile or median of this market.

IV. Program Recommendations

Base Pay Structures

As an alternative to the County's current structure design, we recommend a structure approach that calibrates to its approved market and market targets with a more effective design. Specifically, we suggest the County consider adopting two new structures.

1) Main Gloucester County Structure

- ❑ All non-sworn employee positions.
- ❑ Grade Progressions of 5.0% to 20.0% with 18 grades.
- ❑ Range widths of 40.0% to 70.0%.

2) Law Enforcement Step Structure

- ❑ All sworn Law Enforcement jobs and employees.
- ❑ Grade progressions of 5.0% to 10.0% with ten grades. Grades that start with "C" cover Court and Corrections jobs and grades that begin with "L" cover all other Law Enforcement jobs.
- ❑ 15 step progression of 3.0% to Step 06 and 2.0% thereafter creating a range width of 40%.
- ❑ The midpoint set to Step 6 to move employees to market rate faster and provide increases for a larger number of years while staying within market boundaries.

IV. Program Recommendations

2025/26 Main Gloucester County Structure

GRADE	BASE PAY RANGES (\$)					GRADE PROGRESSION	RANGE SPREAD
		MARKET RANGE					
	ENTRY	MR POINT 1	TARGET	MR POINT 3	MAXIMUM		
Structure: 2025/26 Main Gloucester County Structure							
118	120,494	148,616	162,656	176,738	204,838	20.0%	70.0%
117	104,270	125,133	135,554	145,995	166,837	15.0%	60.0%
116	90,667	108,805	117,874	126,942	145,059	15.0%	60.0%
115	78,853	94,619	102,502	110,386	126,173	15.0%	60.0%
114	71,302	83,179	89,128	95,056	106,954	10.0%	50.0%
113	64,813	75,608	81,016	86,403	97,219	10.0%	50.0%
112	58,926	68,744	73,653	78,562	88,400	10.0%	50.0%
111	53,560	62,483	66,955	71,406	80,350	10.0%	50.0%
110	48,693	56,805	60,861	64,917	73,050	10.0%	50.0%
109	46,114	52,270	55,328	58,427	64,563	5.0%	40.0%
108	43,909	49,754	52,686	55,598	61,464	5.0%	40.0%
107	41,808	47,382	50,170	52,957	58,531	5.0%	40.0%
106	39,811	45,115	47,778	50,419	55,744	5.0%	40.0%
105	37,918	42,973	45,510	48,027	53,082	5.0%	40.0%
104	36,130	40,955	43,347	45,781	50,586	5.0%	40.0%
103	34,403	39,000	41,288	43,597	48,173	5.0%	40.0%
102	32,760	37,128	39,312	41,496	45,864	5.0%	40.0%
101	31,200	35,360	37,440	39,520	43,680		40.0%

IV. Program Recommendations

2025/26 Law Enforcement Step Structure

GRADE	ANNUAL PAY STRUCTURE STEPS (\$)														
	STEP 01	STEP 02	STEP 03	STEP 04	STEP 05	STEP 06	STEP 07	STEP 08	STEP 09	STEP 10	STEP 11	STEP 12	STEP 13	STEP 14	STEP 15
Structure: 2025/26 Gloucester Law Enforcement Structure															
C2	47,029	48,443	49,899	51,397	52,936	54,517	56,160	57,283	58,427	59,592	60,778	61,984	63,232	64,501	65,790
C3	49,421	50,898	52,416	53,997	55,619	57,283	59,010	60,195	61,402	62,629	63,877	65,146	66,456	67,787	69,139
C4	52,146	53,706	55,307	56,971	58,677	60,445	62,254	63,502	64,771	66,061	67,392	68,744	70,117	71,510	72,946
C5	56,888	58,594	60,341	62,150	64,022	65,936	67,912	69,264	70,658	72,072	73,507	74,984	76,482	78,021	79,581
C6	64,792	66,726	68,723	70,782	72,904	75,088	77,334	78,874	80,454	82,056	83,699	85,363	87,069	88,816	90,584
C7	76,523	78,811	81,182	83,616	86,133	88,712	91,374	93,205	95,077	96,970	98,904	100,880	102,898	104,957	107,058
L1	51,584	53,123	54,725	56,368	58,053	59,800	61,589	62,816	64,064	65,354	66,664	67,995	69,347	70,741	72,155
L2	54,683	56,326	58,011	59,758	61,547	63,398	65,291	66,602	67,933	69,285	70,678	72,093	73,528	75,005	76,502
L3	57,970	59,717	61,506	63,357	65,250	67,205	69,222	70,616	72,030	73,466	74,942	76,440	77,979	79,539	81,120
L4	61,443	63,294	65,187	67,142	69,160	71,240	73,382	74,859	76,357	77,875	79,435	81,016	82,638	84,282	85,966
L5	66,331	68,328	70,387	72,509	74,693	76,939	79,248	80,829	82,451	84,094	85,779	87,485	89,232	91,021	92,851
L6	71,698	73,840	76,045	78,333	80,683	83,096	85,592	87,298	89,045	90,834	92,643	94,494	96,387	98,322	100,298
L7	77,418	79,747	82,139	84,594	87,131	89,752	92,435	94,286	96,179	98,093	100,048	102,045	104,083	106,163	108,285
L8	83,595	86,112	88,691	91,354	94,099	96,928	99,840	101,837	103,875	105,955	108,077	110,240	112,445	114,691	116,979
L9	90,314	93,018	95,805	98,675	101,629	104,686	107,827	109,990	112,195	114,442	116,730	119,059	121,430	123,864	126,339

IV. Program Recommendations

Base Pay Delivery

Annual Adjustments

- ☐ We recommend that Gloucester County continue to grant regular annual adjustments at a common point in time each year as is current practice. The size of the annual regular increase budget, if any, should be based on anticipated market movement and the organization's financial condition.

Starting Rates

We suggest that Gloucester County refine its policy on determining rates for new hires to best reflect their job experience.

- ☐ Set at minimum or entry if only minimum job requirements are met.
- ☐ If new hires' experience exceed minimum work requirements, pay should be established in line with other employees' pay and experience.

In addition, the County should consider establishing guidelines overall or by department, *for example*:

- ☐ First Tercile: Less than 7 years job experience
- ☐ Middle Tercile: 7 to 14 years job experience.
- ☐ Third Tercile or above: More than 14 years.

Promotional Increases

- ☐ 50% of difference between current and new grade midpoints. At least to minimum of new range.

V. Next Steps and Implementation

Next Steps

Finalize pay program design and administrative policies.

Create or revise immediate supporting documents and tools:

- ☐ Job descriptions;
- ☐ Pay structures;
- ☐ Job classification and grading; and
- ☐ Pay policies.

Put the program changes into effect.

- ☐ Create an implementation process and plan;
- ☐ Finalize job grading;
- ☐ Transition program design documents, data and tools from Bolton to the County;
- ☐ Further orient management; and
- ☐ Communicate to employees.

V. Next Steps and Implementation

Employee-Level Implementation

We recommend Gloucester County consider one or more increase types to determine any market equity adjustments needed.

- ❑ Across-the-Board: a consistent percentage or dollar value increase provided to all or most employees. This is sometimes referred to as a general increase or cost-of-living adjustment.
- ❑ Experience-based: increase designed to align experience in a specific job with the position in a range someone is paid.

Gloucester County should develop guidelines for determining experience-based adjustments.

- ❑ We would expect an employee with 9-12 years of job-specific experience to be paid at or close to the Midpoint.
- ❑ Gloucester County should also establish a maximum number years of job-specific experience that will be used to help determine increase amount.



GLOUCESTER COUNTY
BOARD OF SUPERVISORS

MEETING DATE: July 15, 2025

AGENDA ITEM #: XI - B

BOARD AGENDA ITEM

TYPE OF AGENDA ITEM:

- ☐ CONSENT
- ☐ PRESENTATION
- ☒ REGULAR
- ☐ PUBLIC HEARING
- ☐ Duly Advertised

PURPOSE OF ITEM:

- ☐ INFORMATION / DISCUSSION
- ☒ DISCUSSION AND / OR DECISION
 - ☐ Resolution
 - ☐ Ordinance
 - ☐ Motion

PRESENTER: Anthony Vladu, Ed. D.

TITLE: Superintendent of Schools

AGENDA TITLE: Updates on School Board's vote to return to paid meal model

BACKGROUND / SUMMARY:

Division staff would like to give an update on the food service program and the decision to return to a paid meal model.

ATTACHMENTS:

None

REQUESTED ACTION:

☐ NO ACTION REQUESTED

FOR MORE INFORMATION:

Name: Anthony Vladu, Ed. D.

Phone: 804.693.1425

Email: anthony.vladu@gc.k12.va.us



GLOUCESTER COUNTY
BOARD OF SUPERVISORS

MEETING DATE: July 15, 2025

AGENDA ITEM #: XI - C

BOARD AGENDA ITEM

TYPE OF AGENDA ITEM:

- ☐ CONSENT
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 - ☒ Motion

PRESENTER: Anne Ducey-Ortiz; AICP, CZA

TITLE: Director of Planning, Zoning, & Environmental Programs

AGENDA TITLE: Technology Overlay District Recommendation from Planning Commission

BACKGROUND / SUMMARY:

At the suggestion of County Administration, the Board directed the Planning Commission (PC) to explore the creation of a "Technology Overlay District" (TOD) in the Glenss area. At the direction of the Planning Commission, Staff organized and advertised a meeting at RCC's Glenss Campus on May 28, 2025 to provide information to, and gather input from, the public regarding data centers and creating a TOD in the Glenss area.

Staff also created a public opinion survey regarding data centers and the creation of a TOD, which was available online from May 28th through June 9th.

Based upon the public comments at the RCC meeting and the survey results (82% of respondents opposed) received to date, the PC made a recommendation to the Board (at its June 6, 2025 meeting) that the County discontinue its efforts to create a TOD for data centers.

ATTACHMENTS:

Final TOD survey results

REQUESTED ACTION: ☐ NO ACTION REQUESTED

Make a decision whether County staff should (or should not) continue to work on creating a "Technology Overlay District" to attract and accommodate data centers.

FOR MORE INFORMATION:

Phone: (804) 693-1224

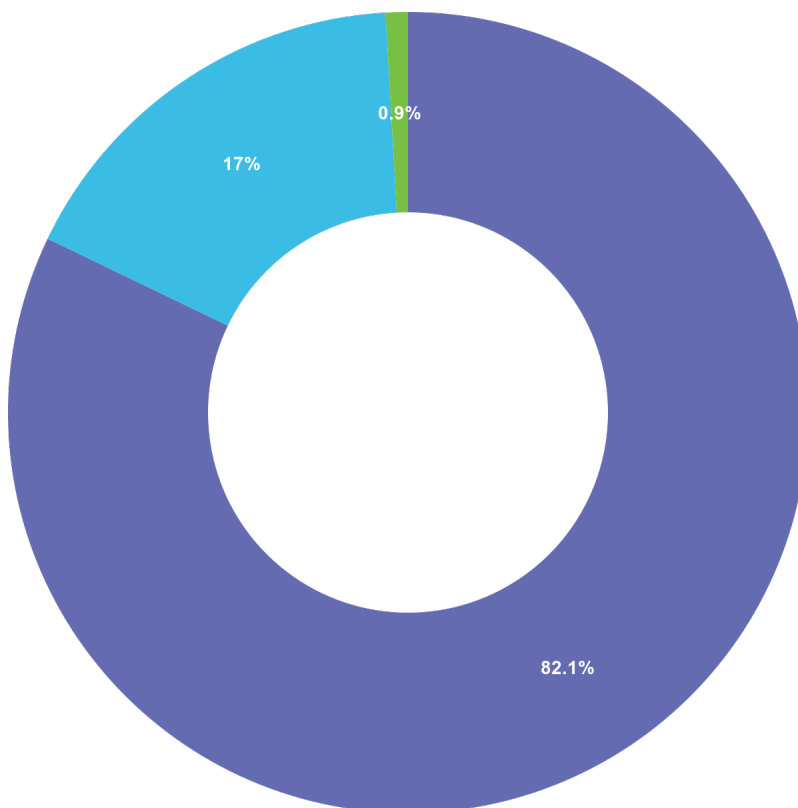
Name: Anne Ducey-Ortiz

Email: aducey@gloucesterva.info

Creating a Technology Overlay District

Thank you for your participation in this brief survey to gauge the public's interest in creating a Technology Overlay District to allow and attract data centers.

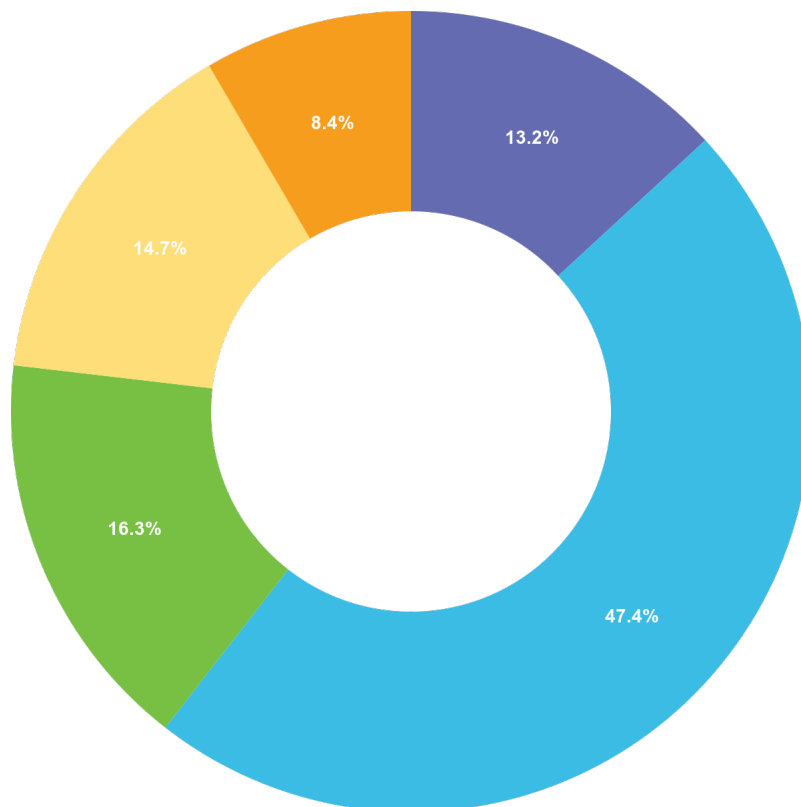
Q1 Are you a Gloucester resident?*



Answered: 224 Unanswered: 0

Choice	Total
 Yes	184
 Not a resident of Gloucester	38
 __archived__	2

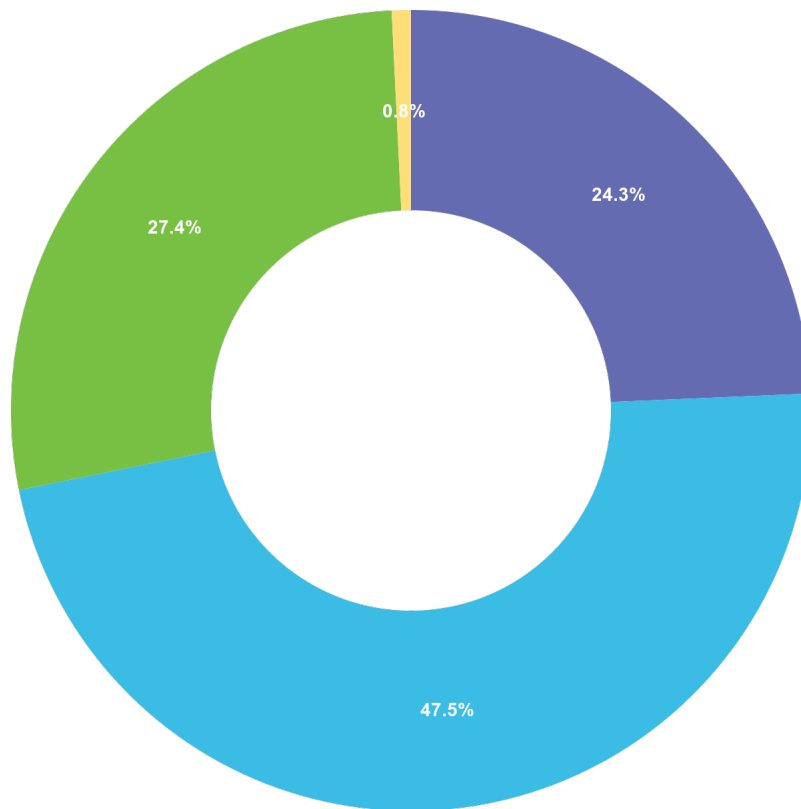
Q2 What is your magisterial district?







Answered: 190 Unanswered: 34

Choice	Total
 Abingdon	25
 Petsworth	90
 Ware	31
 York	28
 Gloucester Point	16

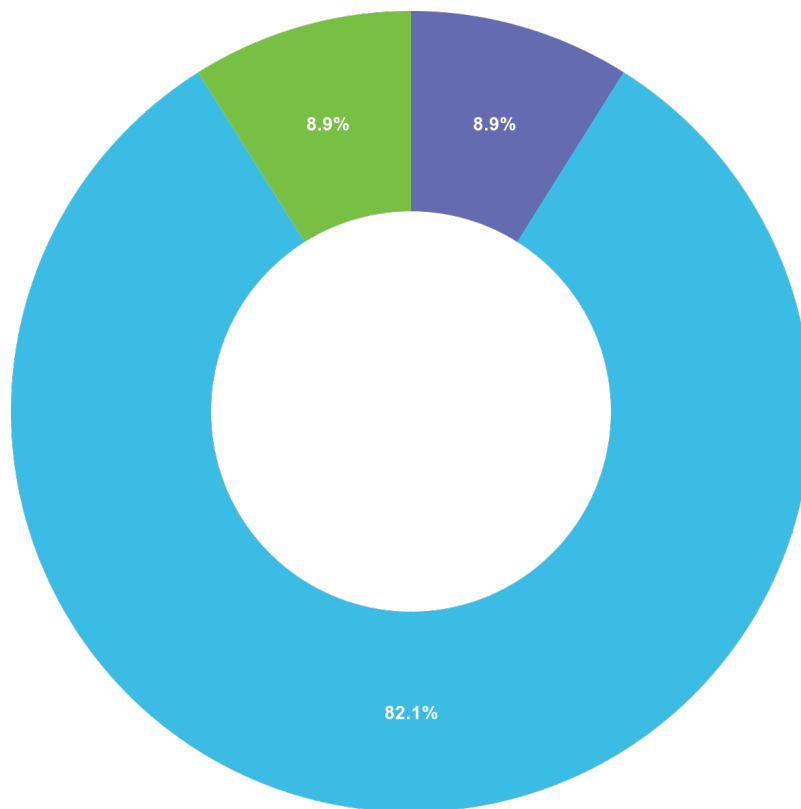
Q3 How did you hear about this meeting?*






Answered: 224 Unanswered: 0

Choice	Total
 County website/publication	63
 Social media (Facebook, X, Instagram, etc.)	123
 Other	71
 __archived__	2

Q4 After hearing the presentations and impacts on Gloucester, are you in favor of the County creating a Technology Overlay District (TOD) to allow and attract data centers?*



Answered: 224 Unanswered: 0

Choice	Total
 Yes	20
 No	184
 Not sure / No opinion	20

Q5 If yes, why?*

Saturday, June 7, 2025 at 3:21 PM UTC

The county needs new business and tax revenue! I hear a lot from BOS meeting recaps about the county's financial needs and the need to raise taxes, but seldom about the drive to bring new business here to alleviate proposed tax increases. This is a step in the right direction with minimal impact on the residents of the county. The pros definitely outweigh the cons when it comes to this initiative!

Friday, June 6, 2025 at 1:18 AM UTC

Will bring jobs and attention to the area.

Thursday, June 5, 2025 at 2:00 PM UTC

Gloucester needs growth in every sector. We need more businesses. More retail. More restaurants so that our community dollars can be kept in our own community vs going over the bridge to another city. This data center will bring jobs to the community.

Monday, June 2, 2025 at 3:42 PM UTC

Source of jobs and person/county income.

Monday, June 2, 2025 at 1:53 PM UTC
NA

Answered: 40 **Unanswered:** 184

Q6 If not, why not?

Monday, June 9, 2025 at 10:06 AM UTC

Destruction of land, noise pollution, the amount of energy increases along with mass amounts of water usage. Won't bring that many more jobs to the area versus the impact. People choose to live in rural areas for a purpose, do not want the county to become like areas to the North that have been devastated by these centers.

Sunday, June 8, 2025 at 10:13 PM UTC

low and high frequency noise
clear cutting
no clear source of cooling

Saturday, June 7, 2025 at 6:27 PM UTC

I have seen first hand the results of these centers in Northern Va. Like the unsightly . fields. This is not the type of development I would want for Gloucester.

Saturday, June 7, 2025 at 3:21 PM UTC

Saturday, June 7, 2025 at 1:03 AM UTC

Waste of money and it would do more damage to the northern part of Gloucester. The people running Gloucester can't be trusted. The same things happened with the dump and water supply. The current leadership in Gloucester is ruined Gloucester for years to come.

Answered: 223 **Unanswered:** 1



GLOUCESTER COUNTY
BOARD OF SUPERVISORS

MEETING DATE: July 15, 2025

AGENDA ITEM #: XI - D

BOARD AGENDA ITEM

TYPE OF AGENDA ITEM:

- ☐ CONSENT
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 - ☐ Ordinance
 - ☐ Motion

PRESENTER: Brian Lewis

TITLE: Director of Engineering Services

AGENDA TITLE: Request for Golf Cart Use from Piney Point Preservation League

BACKGROUND / SUMMARY: In June 2025 a request was received from Dr. Leming, representing the Piney Point Preservation League for authorization for the operation of golf carts within the Piney Point on the Piankatank Subdivision. At the League's annual meeting on June 7, 2025, the attendees discussed making it legal for owners and guest to operate golf carts on the public roadways in the subdivision. Dr. Leming stated in the request that about 55 of the possible 75 households were present. Only one person present expressed a concern. Additional information was provided by email on July 9, 2025, which is attached. The map of the proposed area was shared with Sheriff Warren who indicated no concerns as long as all laws are followed.

Golf cart usage on public County roads is governed by Article III of Chapter 18 of the Gloucester County Code, and Va. Code sections 46.2-100, 46.2-676, and 46.2-916.1 to 46.2-916.3. In order for golf cart usage to be allowed on the streets in Piney Point, it is necessary for the Board to pass an ordinance adding the streets to those where golf cart use is allowed. If a majority of the Board is in favor of moving forward, an ordinance amending County Code to add the streets in the Piney Point subdivision to the list of streets designated for golf cart use can be drafted for consideration at a future meeting.

The Board may decide as part of this consideration whether to hold a public hearing, which may be held, but is not required for this request.

ATTACHMENTS:

Email request and information
Proposed map
Gloucester County Code Chapter 18, Article III
State Code Sections 46.2-100, 46.2-676, 46.2-916.1-916.3

REQUESTED ACTION: ☐ NO ACTION REQUESTED

Consider whether to move the request forward and whether to hold a public hearing.

FOR MORE INFORMATION:

Name: Brian Lewis

Phone: 804-693-1245

Email: blewis@gloucesterva.info

From: [Joe Leming](#)
To: [Cronin, Patricia](#)
Cc: [Vickie Lynne Bell Leming](#); [Susan Nottingham](#); [Frank](#)
Subject: Request of the GCBOS to Designation the subdivision "Piney Point of the Piankatank" as a Golf Cart Community
Date: Wednesday, July 9, 2025 1:52:02 PM

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Service: Electronic Mail

July 9, 2025

Patricia (Trish) Cronin
Deputy Clerk
Gloucester County Administration
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In Reference: Request of the Gloucester County Board of Supervisors to Designate the subdivision "Piney Point on the Piankatank" as a Golf Cart Community

Dear Ms. Cronin:

I am a permanent resident of Gloucester County and I reside within the above referenced subdivision. The subdivision does ***not*** have any Home Owners Association (HOA).

4 years ago residents of the subdivision created the "Piney Point Preservation League (PPPL)" - a 501 C-3 non-profit community association to own, maintain and preserve certain common areas including our community pier and boat ramp. As required by the Bylaws an annual meeting is required.

The 4th Annual PPPL General Members Meeting was held June 7, 2025 at a private residence located at 11126 Piankatank Drive, Gloucester, VA convening @ 5:20 PM. As a dues paying member I attended this meeting and I addressed the assembled group under "New Business"

I stated to the group that the subdivision now has +/- 10 Golf Carts that are being used on the roadways in our subdivision. I told the group that: "it is illegal to drive golf carts on Piankatank Drive and Loblolly Lane." I stated: "To make it legal, we would (need to) apply to the County Board of Supervisors to become a golf cart community. I reviewed with the group all the requirements as outlined in the ordinance. Discussion then ensued. Only 1 person present expressed some concern that "by becoming a designated Golf Cart Community" - the subdivision would possibly experience an "enhanced" police presence to enforce the ordinance. I will note that this person is not a resident of Gloucester County and owns their principal residence

elsewhere and owns a vacation home located in the subdivision.

There are 56 households in the subdivision. 3 are presently vacant due to owner's recent deaths. Of the remaining only 26 families are permanent residents. There were 23 households present at this meeting. No vote was taken. However, it was by an overwhelming majority consensus that we proceed with this request. Additionally, subsequent to the meeting the "golf cart initiative" has been spread through our neighborhood Facebook page. No additional objections have been received.

If needed, I can supply the Board with the prepared minutes of that meeting.

The "Piney Point on the Piankatank" subdivision respectfully requests that the Gloucester County Board of Supervisors designate it and the roadways contained therein as a "Golf Cart Community." I remain,

yours in service,

Joe

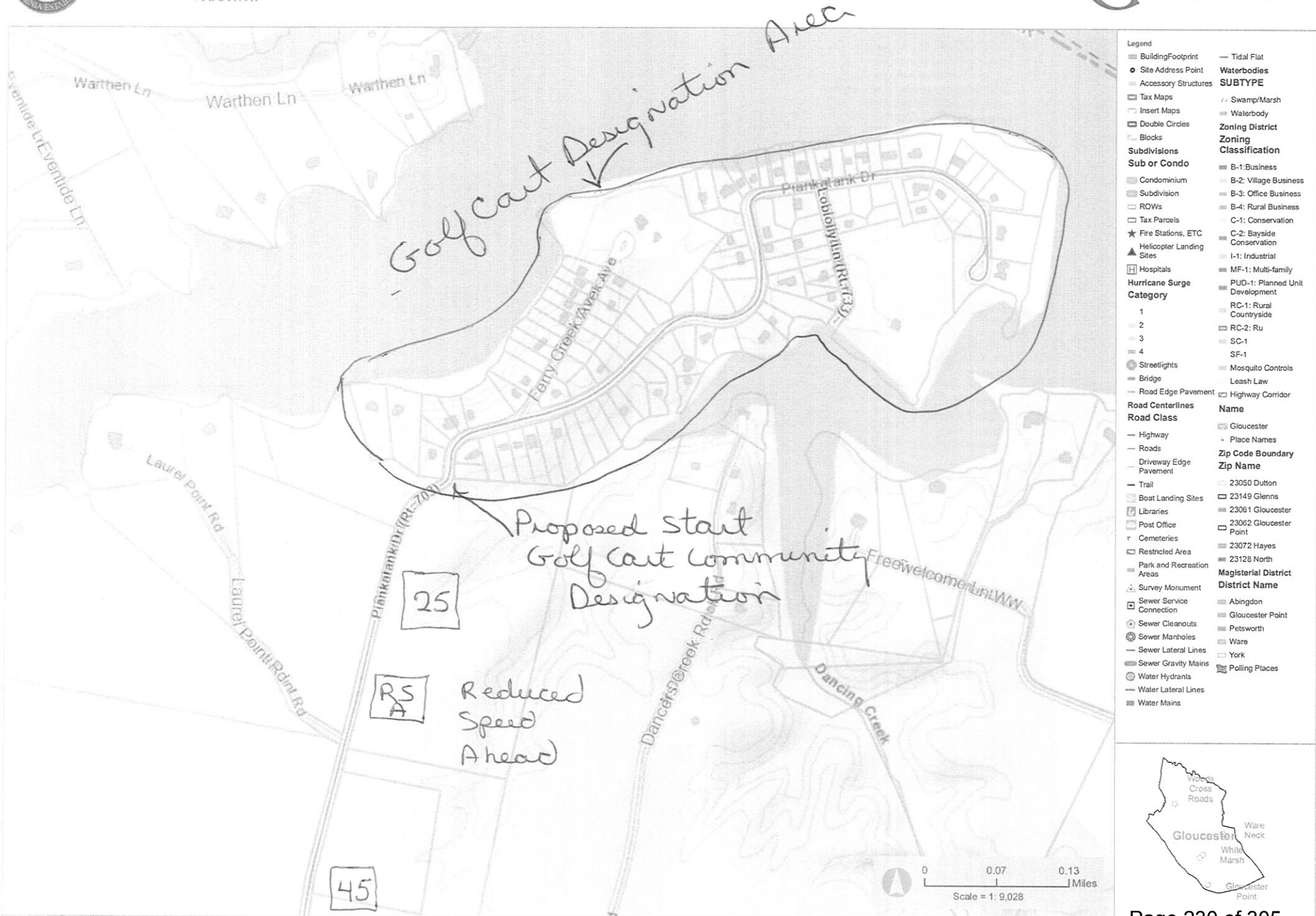
Joseph Atkins "Joe" Leming

[Residence:](#)

[11050 Ferry Creek Avenue Gloucester, Virginia 23061-2552](#)

[C: \(804\) 305.5105](#)

Golf Cart Designation



ARTICLE III. - GOLF CARTS AND UTILITY VEHICLES

Sec. 18-33. - Definitions.

For the purposes of this article, the following words and terms shall mean:

Golf cart means a self-propelled vehicle that is designed to transport persons playing golf and their equipment on a golf course and so used for such purpose or for other recreational purposes.

Street means the entire width between the boundary lines of every way or place open to the use of the public for purposes of vehicular travel, including roads and alleys, but not private streets, private roads and private driveways.

Utility vehicle means a motor vehicle that is designed for off-road use, powered by an engine or an electric motor which restricts the speed of the utility vehicle to less than twenty-five (25) miles per hour, used for general maintenance, security, agricultural, or horticultural purposes. "Utility vehicle" does not include all-terrain vehicles as defined in Section 46.2-915.1 of the Code of Virginia, 1950, as amended, riding lawn mowers, or any other vehicle whose definition is included in Section 46.2-100 of the Code of Virginia, 1950, as amended.

(Ord. of 4-4-2006(1))

Sec. 18-34. - Golf cart and utility vehicles operation on streets and highways.

It shall be unlawful for any person to operate a golf cart or utility vehicle on or over any street in the county except as provided in this article.

(Ord. of 4-4-2006(1))

Sec. 18-35. - Limitations on golf cart and utility vehicle operations.

(a) Golf cart and utility vehicle operations on designated streets shall be in accordance with the following limitations:

- (1) A golf cart or utility vehicle may be operated only on designated public streets where the posted speed limit is twenty-five (25) miles per hour or less. No golf cart or utility vehicle shall cross any highway at an intersection where the highway being crossed has a posted speed limit of more than twenty-five (25) miles per hour;
- (2) No person shall operate any golf cart or utility vehicle on any public street unless he has in his possession a valid driver's license;
- (3)

Every golf cart or utility vehicle, whenever operated on a public street, shall display a slow-moving vehicle emblem in conformity with Section 46.2-1081 of the Code of Virginia; 1950, as amended;

- (4) Golf carts and utility vehicles shall be operated upon the public streets only between sunrise and sunset, unless equipped with such lights as are required in Article 3, (Section 46.2-1010 et seq.), of the Code of Virginia, 1950, as amended;
 - (5) Golf carts and utility vehicles operated upon the public streets shall abide by all laws and rules of the road applicable to motor vehicles traveling on the public streets of the commonwealth;
 - (6) Golf carts and utility vehicles operating on designated streets pursuant to this article shall be insured by a policy of liability insurance with coverage of not less than fifty thousand dollars (\$50,000.00) per accident. In lieu of coverage provided by an insurance policy, the owner of such a golf cart or utility vehicle may self-insure the liability coverage if the Commissioner of the Virginia Department of Motor Vehicles has issued a certificate of self-insurance pursuant to Section 46.2-368 of the Code of Virginia, 1950, as amended;
 - (7) It shall be the responsibility of the organization, individual, homeowner's association, or other entity requesting the designation to install and maintain signs at one-half (½) mile intervals alerting motorists that golf carts and utility vehicles may be in use/operation. The cost of the installation of all signs and the continued maintenance pertaining thereto on streets designated for golf cart and utility vehicle use shall be the responsibility of the organizations, individuals, homeowners associations or other entities requesting the designations and the county shall assess the costs incurred by the county resulting from any failure to maintain such signs against those requesting the designations; and
 - (8) Any additional conditions and limitations imposed on specific streets listed in section 18-36 of this article.
- (b) The limitations of subsection (a) shall not apply to golf carts and utility vehicles being operated as follows:
- (1) To cross a highway from one portion of a golf course to another portion thereof or to another adjacent golf course; or to travel between a person's home and golf course if (i) the trip would not be longer than one-half (½) mile in either direction; and (ii) the speed limit on the road is no more than thirty-five (35) miles per hour;
 - (2) To the extent necessary for local government employees, operating only upon highways located within the locality, to fulfill a governmental purpose, provided the golf cart or utility vehicle is being operated on highways with speed limits of thirty-five (35) miles per hour or less; and
 - (3)

As necessary by employees of public or private two-year or four-year institutions of higher education if operating on highways within the property limits of such institutions, provided the golf cart or utility vehicle is being operated on highways with speed limits of thirty-five (35) miles per hour or less.

(Ord. of 4-4-2006(1))

Sec. 18-36. - Designated streets.

Notwithstanding any other provision of the County Code to the contrary, the following streets are designated for use by golf carts and utility vehicles in accordance with the provisions of this article and state law, subject to the limitations expressly stated herein:

- (1) Carters' Cove Subdivision: All streets located within the subdivision known as Carters' Cove as shown on all plats now on record in the clerk's office of the county circuit court.
- (2) Dunston Hall Subdivision: All streets located within the subdivision known as Dunston Hall as shown on all plats now on record in the clerk's office of the county circuit court, beginning at the northern corner of the intersection of Clayton Court and Roland Smith Drive. This does not include the portion of Roland Smith Drive between the northern corner of Clayton Court and Short Lane.
- (3) Riverwatch Subdivision: All streets located within the subdivision known as Riverwatch as shown on all plats now on record in the clerk's office of the county circuit court.

Use on such streets is limited to:

- (1) Self-propelled electric golf carts which have not been modified from manufacturer's specifications to specifically increase their speed; and
- (2) The number of passengers shall be limited to the designed seating capacity of the golf cart.

(Ord. of 4-4-2006(1); Ord. of 9-7-2021(3); Ord. of 6-6-2023(1))

Sec. 18-37. - Penalty for violation.

A violation of any provision of this article shall constitute a class 3 misdemeanor and upon conviction thereof shall be punished pursuant to the provisions of Section 18.2-11 of the Code of Virginia, 1950, as amended.

(Ord. of 4-4-2006(1); Ord. of 9-7-2021(3); Ord. of 10-5-2021)

Secs. 18-38—18-49. - Reserved.

§ 46.2-100. Definitions

As used in this title, unless the context requires a different meaning:

"All-terrain vehicle" means a motor vehicle having three or more wheels that is powered by a motor and is manufactured for off-highway use. "All-terrain vehicle" does not include four-wheeled vehicles commonly known as "go-carts" that have low centers of gravity and are typically used in racing on relatively level surfaces, nor does the term include any riding lawn mower.

"Antique motor vehicle" means every motor vehicle, as defined in this section, which was actually manufactured or designated by the manufacturer as a model manufactured in a calendar year not less than 25 years prior to January 1 of each calendar year and is owned solely as a collector's item.

"Antique trailer" means every trailer or semitrailer, as defined in this section, that was actually manufactured or designated by the manufacturer as a model manufactured in a calendar year not less than 25 years prior to January 1 of each calendar year and is owned solely as a collector's item.

"Autocycle" means a three-wheeled motor vehicle that has a steering wheel and seating that does not require the operator to straddle or sit astride and is manufactured to comply with federal safety requirements for motorcycles. Except as otherwise provided, an autocycle shall not be deemed to be a motorcycle.

"Automobile transporter" means any tractor truck, lowboy, vehicle, or combination, including vehicles or combinations that transport motor vehicles on their power unit, designed and used exclusively for the transportation of motor vehicles or used to transport cargo or general freight on a backhaul pursuant to the provisions of 49 U.S.C. § 31111(a)(1).

"Bicycle" means a device propelled solely by human power, upon which a person may ride either on or astride a regular seat attached thereto, having two or more wheels in tandem, including children's bicycles, except a toy vehicle intended for use by young children. For purposes of Chapter 8 (§ 46.2-800 et seq.), a bicycle shall be a vehicle while operated on the highway.

"Bicycle lane" means that portion of a roadway designated by signs and/or pavement markings for the preferential use of bicycles, electric power-assisted bicycles, motorized skateboards or scooters, and mopeds.

"Business district" means the territory contiguous to a highway where 75 percent or more of the property contiguous to a highway, on either side of the highway, for a distance of 300 feet or more along the highway, is occupied by land and buildings actually in use for business purposes.

"Camping trailer" means every vehicle that has collapsible sides and contains sleeping quarters but may or may not contain bathing and cooking facilities and is designed to be drawn by a motor vehicle.

"Cancel" or "cancellation" means that the document or privilege cancelled has been annulled or terminated because of some error, defect, or ineligibility, but the cancellation is without prejudice and reapplication may be made at any time after cancellation.

"Chauffeur" means every person employed for the principal purpose of driving a motor vehicle and every person who drives a motor vehicle while in use as a public or common carrier of persons or property.

"Circular intersection" means an intersection that has an island, generally circular in design, located in the center of the intersection, where all vehicles pass to the right of the island. Circular intersections include roundabouts, rotaries, and traffic circles.

"Commission" means the State Corporation Commission.

"Commissioner" means the Commissioner of the Department of Motor Vehicles of the Commonwealth.

"Converted electric vehicle" means any motor vehicle, other than a motorcycle or auticycle, that has been modified subsequent to its manufacture to replace an internal combustion engine with an electric propulsion system. Such vehicles shall retain their original vehicle identification number, line-make, and model year. A converted electric vehicle shall not be deemed a "reconstructed vehicle" as defined in this section unless it has been materially altered from its original construction by the removal, addition, or substitution of new or used essential parts other than those required for the conversion to electric propulsion.

"Crosswalk" means that part of a roadway at an intersection included within the connections of the lateral lines of the sidewalks on opposite sides of the highway measured from the curbs or, in the absence of curbs, from the edges of the traversable roadway; or any portion of a roadway at an intersection or elsewhere distinctly indicated for pedestrian crossing by lines or other markings on the surface.

"Decal" means a device to be attached to a license plate that validates the license plate for a predetermined registration period.

"Department" means the Department of Motor Vehicles of the Commonwealth.

"Disabled parking license plate" means a license plate that displays the international symbol of access in the same size as the numbers and letters on the plate and in a color that contrasts with the background.

"Disabled veteran" means a veteran who (i) has either lost, or lost the use of, a leg, arm, or hand; (ii) is blind; or (iii) is permanently and totally disabled as certified by the U.S. Department of Veterans Affairs. A veteran shall be considered blind if he has a permanent impairment of both eyes to the following extent: central visual acuity of 20/200 or less in the better eye, with corrective lenses, or central visual acuity of more than 20/200, if there is a field defect in which the peripheral field has contracted to such an extent that the widest diameter of visual field subtends an angular distance no greater than 20 degrees in the better eye.

"Driver's license" means any license, including a commercial driver's license as defined in the Virginia Commercial Driver's License Act (§ 46.2-341.1 et seq.) and a driver privilege card issued pursuant to § 46.2-328.3, issued under the laws of the Commonwealth authorizing the operation

of a motor vehicle.

"Electric personal assistive mobility device" means a self-balancing two-nontandem-wheeled device that is designed to transport only one person and powered by an electric propulsion system that limits the device's maximum speed to 15 miles per hour or less. For purposes of Chapter 8 (§ 46.2-800 et seq.), an electric personal assistive mobility device shall be a vehicle when operated on a highway.

"Electric power-assisted bicycle" means a vehicle that travels on not more than three wheels in contact with the ground and is equipped with (i) pedals that allow propulsion by human power, (ii) a seat for the use of the rider, and (iii) an electric motor with an input of no more than 750 watts. Electric power-assisted bicycles shall be classified as follows:

1. "Class one" means an electric power-assisted bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches a speed of 20 miles per hour;
2. "Class two" means an electric power-assisted bicycle equipped with a motor that may be used exclusively to propel the bicycle and that ceases to provide assistance when the bicycle reaches the speed of 20 miles per hour; and
3. "Class three" means an electric power-assisted bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches the speed of 28 miles per hour.

For the purposes of Chapter 8 (§ 46.2-800 et seq.), an electric power-assisted bicycle shall be a vehicle when operated on a highway.

"Essential parts" means all integral parts and body parts, the removal, alteration, or substitution of which will tend to conceal the identity of a vehicle.

"Farm tractor" means every motor vehicle designed and used as a farm, agricultural, or horticultural implement for drawing plows, mowing machines, and other farm, agricultural, or horticultural machinery and implements, including self-propelled mowers designed and used for mowing lawns.

"Farm utility vehicle" means a vehicle that is powered by a motor and is designed for off-road use and is used as a farm, agricultural, or horticultural service vehicle, generally having four or more wheels, bench seating for the operator and a passenger, a steering wheel for control, and a cargo bed. "Farm utility vehicle" does not include pickup or panel trucks, golf carts, low-speed vehicles, or riding lawn mowers.

"Federal safety requirements" means applicable provisions of 49 U.S.C. § 30101 et seq. and all administrative regulations and policies adopted pursuant thereto.

"Financial responsibility" means the ability to respond in damages for liability thereafter incurred arising out of the ownership, maintenance, use, or operation of a motor vehicle, in the amounts provided for in § 46.2-472.

"Financial responsibility in the future" means the future ability to respond to damages for liability incurred arising out of the ownership, maintenance, use, or operation of a motor vehicle in the amounts provided for in §§ 46.2-316 and 46.2-472.

"Foreign market vehicle" means any motor vehicle originally manufactured outside the United States, which was not manufactured in accordance with 49 U.S.C. § 30101 et seq. and the policies and regulations adopted pursuant to that Act, and for which a Virginia title or registration is sought.

"Foreign vehicle" means every motor vehicle, trailer, or semitrailer that is brought into the Commonwealth otherwise than in the ordinary course of business by or through a manufacturer or dealer and that has not been registered in the Commonwealth.

"Golf cart" means a self-propelled vehicle that is designed to transport persons playing golf and their equipment on a golf course.

"Governing body" means the board of supervisors of a county, council of a city, or council of a town, as context may require.

"Gross weight" means the aggregate weight of a vehicle or combination of vehicles and the load thereon.

"Highway" means the entire width between the boundary lines of every way or place open to the use of the public for purposes of vehicular travel in the Commonwealth, including the streets and alleys, and, for law-enforcement purposes, (i) the entire width between the boundary lines of all private roads or private streets that have been specifically designated "highways" by an ordinance adopted by the governing body of the county, city, or town in which such private roads or streets are located and (ii) the entire width between the boundary lines of every way or place used for purposes of vehicular travel on any property owned, leased, or controlled by the United States government and located in the Commonwealth.

"Intersection" means (i) the area embraced within the prolongation or connection of the lateral curblines or, if none, then the lateral boundary lines of the roadways of two highways that join one another at, or approximately at, right angles, or the area within which vehicles traveling on different highways joining at any other angle may come in conflict; (ii) where a highway includes two roadways 30 feet or more apart, then every crossing of each roadway of such divided highway by an intersecting highway shall be regarded as a separate intersection, in the event such intersecting highway also includes two roadways 30 feet or more apart, then every crossing of two roadways of such highways shall be regarded as a separate intersection; or (iii) for purposes only of authorizing installation of traffic-control devices, every crossing of a highway or street at grade by a pedestrian crosswalk.

"Lane-use control signal" means a signal face displaying indications to permit or prohibit the use of specific lanes of a roadway or to indicate the impending prohibition of such use.

"Law-enforcement officer" means any officer authorized to direct or regulate traffic or to make arrests for violations of this title or local ordinances authorized by law. For the purposes of access to law-enforcement databases regarding motor vehicle registration and ownership only, "law-enforcement officer" also includes city and county commissioners of the revenue and treasurers, together with their duly designated deputies and employees, when such officials are actually engaged in the enforcement of §§ [46.2-752](#), [46.2-753](#), and [46.2-754](#) and local ordinances enacted thereunder.

"License plate" means a device containing letters, numerals, or a combination of both, attached to a motor vehicle, trailer, or semitrailer to indicate that the vehicle is properly registered with

the Department.

"Light" means a device for producing illumination or the illumination produced by the device.

"Low-speed vehicle" means any four-wheeled electrically powered or gas-powered vehicle, except a motor vehicle or low-speed vehicle that is used exclusively for agricultural or horticultural purposes or a golf cart, whose maximum speed is greater than 20 miles per hour but not greater than 25 miles per hour and is manufactured to comply with safety standards contained in Title 49 of the Code of Federal Regulations, § 571.500.

"Manufactured home" means a structure subject to federal regulation, transportable in one or more sections, which in the traveling mode is eight body feet or more in width or 40 body feet or more in length, or, when erected on site, is 320 or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a permanent foundation when connected to the required utilities, and includes the plumbing, heating, air conditioning, and electrical systems contained therein. "Manufactured home" does not include a park model recreational vehicle, which is a vehicle that is (i) designed and marketed as temporary living quarters for recreational, camping, travel, or seasonal use; (ii) not permanently affixed to real property for use as a permanent dwelling; (iii) built on a single chassis mounted on wheels; and (iv) certified by the manufacturer as complying with the American National Standards Institute (ANSI) A119.5 Park Model Recreational Vehicle Standard.

"Military surplus motor vehicle" means a multipurpose or tactical vehicle that was manufactured by or under the direction of the United States Armed Forces for off-road use and subsequently authorized for sale to civilians. "Military surplus motor vehicle" does not include specialized mobile equipment as defined in § 46.2-700, trailers, or semitrailers.

"Moped" means every vehicle that travels on not more than three wheels in contact with the ground that (i) has a seat that is no less than 24 inches in height, measured from the middle of the seat perpendicular to the ground; (ii) has a gasoline, electric, or hybrid motor that (a) displaces 50 cubic centimeters or less or (b) has an input of 1500 watts or less; (iii) is power-driven, with or without pedals that allow propulsion by human power; and (iv) is not operated at speeds in excess of 35 miles per hour. "Moped" does not include an electric power-assisted bicycle or a motorized skateboard or scooter. For purposes of this title, a moped shall be a motorcycle when operated at speeds in excess of 35 miles per hour. For purposes of Chapter 8 (§ 46.2-800 et seq.), a moped shall be a vehicle while operated on a highway.

"Motor-driven cycle" means every motorcycle that has a gasoline engine that (i) displaces less than 150 cubic centimeters; (ii) has a seat less than 24 inches in height, measured from the middle of the seat perpendicular to the ground; and (iii) has no manufacturer-issued vehicle identification number.

"Motor home" means every private motor vehicle with a normal seating capacity of not more than 10 persons, including the driver, designed primarily for use as living quarters for human beings.

"Motor vehicle" means every vehicle as defined in this section that is self-propelled or designed for self-propulsion except as otherwise provided in this title. Any structure designed, used, or maintained primarily to be loaded on or affixed to a motor vehicle to provide a mobile dwelling, sleeping place, office, or commercial space shall be considered a part of a motor vehicle. Except as otherwise provided, for the purposes of this title, any device herein defined as a bicycle,

electric personal assistive mobility device, electric power-assisted bicycle, motorized skateboard or scooter, moped, or personal delivery device shall be deemed not to be a motor vehicle.

"Motorcycle" means every motor vehicle designed to travel on not more than three wheels in contact with the ground and is capable of traveling at speeds in excess of 35 miles per hour.

"Motorcycle" does not include any "autocycle," "electric personal assistive mobility device," "electric power-assisted bicycle," "farm tractor," "golf cart," "moped," "motorized skateboard or scooter," "utility vehicle," or "wheelchair or wheelchair conveyance" as defined in this section.

"Motorized skateboard or scooter" means every vehicle, regardless of the number of its wheels in contact with the ground, that (i) is designed to allow an operator to sit or stand, (ii) has no manufacturer-issued vehicle identification number, (iii) is powered in whole or in part by an electric motor, (iv) weighs less than 100 pounds, and (v) has a speed of no more than 20 miles per hour on a paved level surface when powered solely by the electric motor. "Motorized skateboard or scooter" includes vehicles with or without handlebars but does not include electric personal assistive mobility devices or electric power-assisted bicycles.

"Nonresident" means every person who is not domiciled in the Commonwealth, except: (i) any foreign corporation that is authorized to do business in the Commonwealth by the State Corporation Commission shall be a resident of the Commonwealth for the purpose of this title; in the case of corporations incorporated in the Commonwealth but doing business outside the Commonwealth, only such principal place of business or branches located within the Commonwealth shall be dealt with as residents of the Commonwealth; (ii) a person who becomes engaged in a gainful occupation in the Commonwealth for a period exceeding 60 days shall be a resident for the purposes of this title except for the purposes of Chapter 3 (§ 46.2-300 et seq.); (iii) a person, other than (a) a nonresident student as defined in this section or (b) a person who is serving a full-time church service or proselyting mission of not more than 36 months and who is not gainfully employed, who has actually resided in the Commonwealth for a period of six months, whether employed or not, or who has registered a motor vehicle, listing an address in the Commonwealth in the application for registration, shall be deemed a resident for the purposes of this title, except for the purposes of the Virginia Commercial Driver's License Act (§ 46.2-341.1 et seq.).

"Nonresident student" means every nonresident person who is enrolled as a full-time student in an accredited institution of learning in the Commonwealth and who is not gainfully employed.

"Off-road motorcycle" means every motorcycle designed exclusively for off-road use by an individual rider with not more than two wheels in contact with the ground. Except as otherwise provided in this chapter, for the purposes of this chapter off-road motorcycles shall be deemed to be "motorcycles."

"Operation or use for rent or for hire, for the transportation of passengers, or as a property carrier for compensation," and "business of transporting persons or property" mean any owner or operator of any motor vehicle, trailer, or semitrailer operating over the highways in the Commonwealth who accepts or receives compensation for the service, directly or indirectly; but these terms do not mean a "truck lessor" as defined in this section and do not include persons or businesses that receive compensation for delivering a product that they themselves sell or produce, where a separate charge is made for delivery of the product or the cost of delivery is included in the sale price of the product, but where the person or business does not derive all or a substantial portion of its income from the transportation of persons or property except as part of

a sales transaction.

"Operator" or "driver" means every person who either (i) drives or is in actual physical control of a motor vehicle on a highway or (ii) is exercising control over or steering a vehicle being towed by a motor vehicle.

"Owner" means a person who holds the legal title to a vehicle; however, if a vehicle is the subject of an agreement for its conditional sale or lease with the right of purchase on performance of the conditions stated in the agreement and with an immediate right of possession vested in the conditional vendee or lessee or if a mortgagor of a vehicle is entitled to possession, then the conditional vendee or lessee or mortgagor shall be the owner for the purpose of this title. In all such instances when the rent paid by the lessee includes charges for services of any nature or when the lease does not provide that title shall pass to the lessee on payment of the rent stipulated, the lessor shall be regarded as the owner of the vehicle, and the vehicle shall be subject to such requirements of this title as are applicable to vehicles operated for compensation. A "truck lessor" as defined in this section shall be regarded as the owner, and his vehicles shall be subject to such requirements of this title as are applicable to vehicles of private carriers.

"Passenger car" means every motor vehicle other than a motorcycle or auticycle designed and used primarily for the transportation of no more than 10 persons, including the driver.

"Payment device" means any credit card as defined in 15 U.S.C. § 1602 (k) or any "accepted card or other means of access" set forth in 15 U.S.C. § 1693a (1). For the purposes of this title, this definition shall also include a card that enables a person to pay for transactions through the use of value stored on the card itself.

"Personal delivery device" means a powered device operated primarily on sidewalks and crosswalks and intended primarily for the transport of property on public rights-of-way that does not exceed 500 pounds, excluding cargo, and is capable of navigating with or without the active control or monitoring of a natural person. Notwithstanding any other provision of law, a personal delivery device shall not be considered a motor vehicle or a vehicle.

"Personal delivery device operator" means an entity or its agent that exercises direct physical control or monitoring over the navigation system and operation of a personal delivery device. For the purposes of this definition, "agent" means a person not less than 16 years of age charged by an entity with the responsibility of navigating and operating a personal delivery device. "Personal delivery device operator" does not include (i) an entity or person who requests the services of a personal delivery device to transport property or (ii) an entity or person who only arranges for and dispatches the requested services of a personal delivery device.

"Pickup or panel truck" means (i) every motor vehicle designed for the transportation of property and having a registered gross weight of 7,500 pounds or less or (ii) every motor vehicle registered for personal use, designed to transport property on its own structure independent of any other vehicle, and having a registered gross weight in excess of 7,500 pounds but not in excess of 10,000 pounds.

"Private road or driveway" means every way in private ownership and used for vehicular travel by the owner and those having express or implied permission from the owner, but not by other persons.

"Reconstructed vehicle" means every vehicle of a type required to be registered under this title

materially altered from its original construction by the removal, addition, or substitution of new or used essential parts. Such vehicles, at the discretion of the Department, shall retain their original vehicle identification number, line-make, and model year. Except as otherwise provided in this title, this definition shall not include a "converted electric vehicle" as defined in this section.

"Replica vehicle" means every vehicle of a type required to be registered under this title not fully constructed by a licensed manufacturer but either constructed or assembled from components. Such components may be from a single vehicle, multiple vehicles, a kit, parts, or fabricated components. The kit may be made up of "major components" as defined in § 46.2-1600, a full body, or a full chassis, or a combination of these parts. The vehicle shall resemble a vehicle of distinctive name, line-make, model, or type as produced by a licensed manufacturer or manufacturer no longer in business and is not a reconstructed or specially constructed vehicle as herein defined.

"Residence district" means the territory contiguous to a highway, not comprising a business district, where 75 percent or more of the property abutting such highway, on either side of the highway, for a distance of 300 feet or more along the highway consists of land improved for dwelling purposes, or is occupied by dwellings, or consists of land or buildings in use for business purposes, or consists of territory zoned residential or territory in residential subdivisions created under Chapter 22 (§ 15.2-2200 et seq.) of Title 15.2.

"Revoke" or "revocation" means that the document or privilege revoked is not subject to renewal or restoration except through reapplication after the expiration of the period of revocation.

"Roadway" means that portion of a highway improved, designed, or ordinarily used for vehicular travel, exclusive of the shoulder. A highway may include two or more roadways if divided by a physical barrier or barriers or an unpaved area.

"Safety zone" means the area officially set apart within a roadway for the exclusive use of pedestrians and that is protected or is so marked or indicated by plainly visible signs.

"School bus" means any motor vehicle, other than a station wagon, automobile, truck, or commercial bus, which is: (i) designed and used primarily for the transportation of pupils to and from public, private or religious schools, or used for the transportation of individuals with mental or physical disabilities to and from a sheltered workshop; (ii) painted yellow and bears the words "School Bus" in black letters of a specified size on front and rear; and (iii) is equipped with warning devices prescribed in § 46.2-1090. A yellow school bus may have a white roof provided such vehicle is painted in accordance with regulations promulgated by the Department of Education.

"Semitrailer" means every vehicle of the trailer type so designed and used in conjunction with a motor vehicle that some part of its own weight and that of its own load rests on or is carried by another vehicle.

"Shared-use path" means a bikeway that is physically separated from motorized vehicular traffic by an open space or barrier and is located either within the highway right-of-way or within a separate right-of-way. Shared-use paths may also be used by pedestrians, skaters, users of wheel chairs or wheel chair conveyances, joggers, and other nonmotorized users and personal delivery devices.

"Shoulder" means that part of a highway between the portion regularly traveled by vehicular traffic and the lateral curbline or ditch.

"Sidewalk" means the portion of a street between the curb lines, or the lateral lines of a roadway, and the adjacent property lines, intended for use by pedestrians.

"Snowmobile" means a self-propelled vehicle designed to travel on snow or ice, steered by skis or runners, and supported in whole or in part by one or more skis, belts, or cleats.

"Special construction and forestry equipment" means any vehicle which is designed primarily for highway construction, highway maintenance, earth moving, timber harvesting or other construction or forestry work and which is not designed for the transportation of persons or property on a public highway.

"Specially constructed vehicle" means any vehicle that was not originally constructed under a distinctive name, make, model, or type by a generally recognized manufacturer of vehicles and not a reconstructed vehicle as herein defined.

"Stinger-steered automobile or watercraft transporter" means an automobile or watercraft transporter configured as a semitrailer combination wherein the fifth wheel is located on a drop frame behind and below the rearmost axle of the power unit.

"Superintendent" means the Superintendent of the Department of State Police of the Commonwealth.

"Suspend" or "suspension" means that the document or privilege suspended has been temporarily withdrawn, but may be reinstated following the period of suspension unless it has expired prior to the end of the period of suspension.

"Tow truck" means a motor vehicle for hire (i) designed to lift, pull, or carry another vehicle by means of a hoist or other mechanical apparatus and (ii) having a manufacturer's gross vehicle weight rating of at least 10,000 pounds. "Tow truck" also includes vehicles designed with a ramp on wheels and a hydraulic lift with a capacity to haul or tow another vehicle, commonly referred to as "rollbacks." "Tow truck" does not include any "automobile or watercraft transporter," "stinger-steered automobile or watercraft transporter," or "tractor truck" as those terms are defined in this section.

"Towing and recovery operator" means a person engaged in the business of (i) removing disabled vehicles, parts of vehicles, their cargoes, and other objects to facilities for repair or safekeeping and (ii) restoring to the highway or other location where they either can be operated or removed to other locations for repair or safekeeping vehicles that have come to rest in places where they cannot be operated.

"Toy vehicle" means any motorized or propellant-driven device that has no manufacturer-issued vehicle identification number that is designed or used to carry any person or persons, on any number of wheels, bearings, glides, blades, runners, or a cushion of air. "Toy vehicle" does not include electric personal assistive mobility devices, electric power-assisted bicycles, mopeds, motorized skateboards or scooters, or motorcycles, nor does it include any nonmotorized or nonpropellant-driven devices such as bicycles, roller skates, or skateboards.

"Tractor truck" means every motor vehicle designed and used primarily for drawing other vehicles and not so constructed as to carry a load other than a part of the load and weight of the

vehicle attached thereto.

"Traffic control device" means a sign, signal, marking, or other device used to regulate, warn, or guide traffic placed on, over, or adjacent to a street, highway, private road open to public travel, pedestrian facility, or shared-use path by authority of a public agency or official having jurisdiction, or in the case of a private road open to public travel, by authority of the private owner or private official having jurisdiction.

"Traffic infraction" means a violation of law punishable as provided in § 46.2-113, which is neither a felony nor a misdemeanor.

"Traffic lane" or "lane" means that portion of a roadway designed or designated to accommodate the forward movement of a single line of vehicles.

"Trailer" means every vehicle without motive power designed for carrying property or passengers wholly on its own structure and for being drawn by a motor vehicle, including manufactured homes.

"Truck" means every motor vehicle designed to transport property on its own structure independent of any other vehicle and having a registered gross weight in excess of 7,500 pounds. "Truck" does not include any pickup or panel truck.

"Truck lessor" means a person who holds the legal title to any motor vehicle, trailer, or semitrailer that is the subject of a bona fide written lease for a term of one year or more to another person, provided that: (i) neither the lessor nor the lessee is a common carrier by motor vehicle or restricted common carrier by motor vehicle or contract carrier by motor vehicle as defined in § 46.2-2000; (ii) the leased motor vehicle, trailer, or semitrailer is used exclusively for the transportation of property of the lessee; (iii) the lessor is not employed in any capacity by the lessee; (iv) the operator of the leased motor vehicle is a bona fide employee of the lessee and is not employed in any capacity by the lessor; and (v) a true copy of the lease, verified by affidavit of the lessor, is filed with the Commissioner.

"Utility vehicle" means a motor vehicle that is (i) designed for off-road use, (ii) powered by a motor, and (iii) used for general maintenance, security, agricultural, or horticultural purposes. "Utility vehicle" does not include riding lawn mowers.

"Vehicle" means every device in, on or by which any person or property is or may be transported or drawn on a highway, except personal delivery devices and devices moved by human power or used exclusively on stationary rails or tracks. For the purposes of Chapter 8 (§ 46.2-800 et seq.), bicycles, electric personal assistive mobility devices, electric power-assisted bicycles, motorized skateboards or scooters, and mopeds shall be vehicles while operated on a highway.

"Watercraft transporter" means any tractor truck, lowboy, vehicle, or combination, including vehicles or combinations that transport watercraft on their power unit, designed and used exclusively for the transportation of watercraft.

"Wheel chair or wheel chair conveyance" means a chair or seat equipped with wheels, typically used to provide mobility for persons who, by reason of physical disability, are otherwise unable to move about as pedestrians. "Wheel chair or wheel chair conveyance" includes both three-wheeled and four-wheeled devices. So long as it is operated only as provided in § 46.2-677, a self-propelled wheel chair or self-propelled wheel chair conveyance shall not be considered a motor vehicle.

Code 1950, §§ 46-1, 46-169, 46-185, 46-186, 46-343; 1954, c. 59; 1958, cc. 501, 541, §§ 46.1-1, 46.1-161; 1964, c. 618; 1966, c. 643; 1968, cc. 285, 641, 653, 685; 1972, cc. 433, 609; 1974, c. 347; 1975, cc. 382, 426; 1976, c. 372; 1977, cc. 252, 585; 1978, cc. 36, 550, 605; 1979, c. 100; 1980, c. 51; 1981, c. 585; 1983, c. 386; 1984, cc. 404, 780; 1985, c. 447; 1986, cc. 72, 613; 1987, c. 151; 1988, cc. 107, 452, 865; 1989, cc. 645, 705, 727; 1990, cc. 45, 418; 1992, c. 98; 1993, c. 133; 1994, c. 866; 1996, cc. 943, 994; 1997, cc. 9, 186, 486, 783, 904; 1998, c. 888; 1999, cc. 67, 77; 2001, c. 834; 2002, cc. 214, 234, 254; 2003, cc. 29, 46; 2004, cc. 746, 796; 2005, cc. 310, 928; 2006, cc. 529, 538, 540, 874, 891, 896; 2007, cc. 209, 325, 366, 393; 2010, c. 135; 2011, c. 128; 2012, c. 177; 2013, cc. 128, 400, 783; 2014, cc. 53, 256; 2016, cc. 428, 500, 764; 2017, cc. 251, 370, 554, 788; 2018, c. 555; 2019, c. 780; 2020, cc. 59, 260, 1269; 2021, Sp. Sess. I, c. 421; 2023, cc. 148, 149; 2025, cc. 163, 177.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

Code of Virginia
Title 46.2. Motor Vehicles
Subtitle II. Titling, Registration and Licensure
Chapter 6. Titling and Registration of Motor Vehicles
Article 6. Exemptions from Registration

§ 46.2-676. Registration certificate, license plates, or decals for any golf carts and utility vehicles; fees

No person shall be required to obtain the registration certificate, license plates, or decals for or pay any registration fee for any golf cart or utility vehicle that either (i) is not operated on or over any public highway in the Commonwealth or (ii) is operated on or over a public highway as authorized by Article 13.1 (§ 46.2-916.1 et seq.) of Chapter 8.

1973, c. 194, § 46.1-45.2; 1980, c. 37; 1986, c. 220; 1987, cc. 151, 342, 388; 1989, c. 727; 1995, c. 670; 1996, c. 920; 1997, cc. 485, 783, 904; 1999, c. 211; 2002, cc. 44, 98; 2003, c. 105; 2004, c. 746; 2016, c. 142.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

Code of Virginia
Title 46.2. Motor Vehicles
Subtitle III. Operation
Chapter 8. Regulation of Traffic
Article 13.1. Golf Cart and Utility Vehicle Operation

§ 46.2-916.1. Golf cart and utility vehicle operations on public highways not otherwise designated for such operation

No person shall operate a golf cart or utility vehicle on or over any public highway in the Commonwealth except as provided in this article.

2004, c. [746](#).

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

§ 46.2-916.2. Designation of public highways for golf cart and utility vehicle operations

A. No portion of the public highways may be designated for use by golf carts and utility vehicles unless the governing body of the county, city, or town in which that portion of the highway is located has reviewed and approved such highway usage.

B. The governing body of any county, city, or town may by ordinance authorize the operation of golf carts and utility vehicles on designated public highways within its boundaries after (i) considering the speed, volume, and character of motor vehicle traffic using such highways and (ii) determining that golf cart and utility vehicle operation on particular highways is compatible with state and local transportation plans and consistent with the Commonwealth's Statewide Pedestrian Policy provided for in § 33.2-354.

C. Notwithstanding the other provisions of this section, no town that has not established its own police department, as defined in § 9.1-165, may authorize the operation of golf carts or utility vehicles. The provision of this subsection shall not apply to the Towns of Claremont, Clifton, Dendron, Irvington, Ivor, Jarratt, Saxis, Stony Creek, Urbanna, or Wachapreague.

D. No public highway shall be designated for use by golf carts and utility vehicles if such golf cart and utility vehicle operations will impede the safe and efficient flow of motor vehicle traffic.

E. The county, city, or town that has authorized the operation of golf carts or utility vehicles shall be responsible for the installation and continuing maintenance of any signs pertaining to the operation of golf carts or utility vehicles. Such county, city, or town may include in its ordinance for designating highways the ability to recover its costs of the signs and maintenance pertaining thereto from organizations, individuals, or entities requesting the designations. The cost of installation and continuing maintenance of any signs pertaining to the operation of golf carts or utility vehicles shall not be paid by the Virginia Department of Transportation.

F. Notwithstanding the other provisions of this section, employees of the Department of Conservation and Recreation may operate golf carts and utility vehicles on those portions of public highways located within Department of Conservation and Recreation property and on Virginia Department of Transportation-maintained highways that are adjacent to Department of Conservation and Recreation property, provided the golf cart or utility vehicle is being operated on highways with speed limits of no more than 35 miles per hour.

2004, c. 746; 2006, c. 728; 2008, c. 196; 2009, cc. 68, 504; 2011, c. 469; 2012, c. 9; 2013, c. 64; 2014, c. 69; 2017, c. 357; 2019, c. 104; 2022, c. 449; 2023, c. 451.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

§ 46.2-916.3. Limitations on golf cart and utility vehicle operations on designated public highways

A. Golf cart and utility vehicle operations on designated public highways shall be in accordance with the following limitations:

1. A golf cart or utility vehicle may be operated only on designated public highways where the posted speed limit is 25 miles per hour or less. However, a golf cart or utility vehicle may cross a highway at an intersection controlled by a traffic light if the highway has a posted speed limit of no more than 35 miles per hour and in the Town of Colonial Beach may cross any highway at an intersection marked as a golf cart crossing by signs posted by the Virginia Department of Transportation;
2. In towns with a population of 2,000 or less, a golf cart or utility vehicle may cross a highway at an intersection conspicuously marked as a golf cart crossing by signs posted by the Virginia Department of Transportation if the highway has a posted speed limit of no more than 35 miles per hour and the crossing is required as the only means to provide golf cart access from one part of the town to another part of the town;
3. No person shall operate any golf cart or utility vehicle on any public highway unless he has in his possession a valid driver's license;
4. Every golf cart or utility vehicle, whenever operated on a public highway, shall display a slow-moving vehicle emblem in conformity with § 46.2-1081; and
5. Golf carts and utility vehicles shall be operated upon the public highways only between sunrise and sunset, unless equipped with such lights as are required in Article 3 (§ 46.2-1010 et seq.) of Chapter 10 for different classes of vehicles.

B. The limitations of subdivision A 1 shall not apply to golf carts and utility vehicles being operated as follows:

1. To cross a highway from one portion of a golf course to another portion thereof or to another adjacent golf course or to travel between a person's home and golf course if (i) the trip would not be longer than one-half mile in either direction and (ii) the speed limit on the road is no more than 35 miles per hour;
2. To the extent necessary for local government employees, operating only upon highways located within the locality, to fulfill a governmental purpose, provided the golf cart or utility vehicle is being operated on highways with speed limits of 35 miles per hour or less;
3. As necessary by employees of public or private two-year or four-year institutions of higher education if operating on highways within the property limits of such institutions, provided the golf cart or utility vehicle is being operated on highways with speed limits of 35 miles per hour or less;

4. On a secondary highway system component that has a posted speed limit of no more than 35 miles per hour and is within three miles of a motor speedway with a seating capacity of at least 25,000 but less than 90,000 on the same day as any race or race-related event conducted on that speedway;

5. To the extent necessary for employees of the Department of Conservation and Recreation, operating only on highways located within Department of Conservation and Recreation property or upon Virginia Department of Transportation-maintained highways that are adjacent to Department of Conservation and Recreation property, to fulfill a governmental purpose, provided that the golf cart or utility vehicle is being operated on highways with speed limits of no more than 35 miles per hour; and

6. To cross a one-lane or two-lane highway from one portion of a venue hosting an equine event to another portion thereof if (i) the crossing occurs on the same day as such equine event, (ii) a temporary traffic control zone is established at such crossing with speed limits of no more than 35 miles per hour, and (iii) the crossing and highway vehicular traffic are being monitored and controlled by a uniformed law-enforcement officer.

C. The governing body of any county, city, or town may by ordinance impose additional restrictions or limitations on operations of golf carts, utility vehicles, or both, on public highways within its boundaries, provided that the restrictions or limitations imposed by any such ordinance are no less stringent than the restrictions and limitations contained in this article. In the event that any provision of any such ordinance conflicts with any provision of this section other than subdivision B 5, the provision of the ordinance shall be controlling.

2004, c. 746;2008, c. 456;2009, cc. 743, 835;2010, c. 112;2011, cc. 68, 140, 469;2018, c. 112.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.



GLOUCESTER COUNTY
BOARD OF SUPERVISORS

MEETING DATE: July 15, 2025

AGENDA ITEM #: XI - E

BOARD AGENDA ITEM

TYPE OF AGENDA ITEM:

- ☐ CONSENT
- ☐ PRESENTATION
- ☒ REGULAR
- ☐ PUBLIC HEARING
- ☐ Duly Advertised

PURPOSE OF ITEM:

- ☐ INFORMATION / DISCUSSION
- ☒ DISCUSSION AND / OR DECISION
 - ☒ Resolution
 - ☐ Ordinance
 - ☐ Motion

PRESENTER: Maria Calloway

TITLE: Chief Financial Officer

AGENDA TITLE: Appropriation of State Funds – School Retention Bonuses and Circuit Court Staffing (No local dollars)

BACKGROUND / SUMMARY: The Gloucester County School Board has been awarded a one-time allocation of \$535,204 from the Commonwealth of Virginia, representing the state share for Standards of Quality (SOQ) funded positions with no required local match. As the funds were received near the end of FY2025 and remained unexpended by June 30, 2025, the School Board has requested to carry them forward into FY2026 to support one-time retention bonuses of \$600 for qualifying full-time employees and \$300 for qualifying part-time employees hired on or before January 31, 2025. These bonuses are scheduled to be paid on July 31, 2025, consistent with guidance provided by the Virginia Department of Education. The adopted School Board resolution is attached for reference.

Additionally, the FY2026 state budget provides state funding for an additional position in the Circuit Court Clerk's Office in response to significant changes in criminal case processing requirements that take effect on July 1, 2026. These changes require the scanning and digitization of criminal case records dating back to 1986, as well as the entry of those records into the statewide court system. The added staffing support is intended to help local offices meet this new mandate efficiently and effectively.

ATTACHMENTS:

Resolution

Adopted School Board Resolution dated June 10, 2025

REQUESTED ACTION:

☐ NO ACTION REQUESTED

FOR MORE INFORMATION:

Name: Maria Calloway

Phone: (804) 693-1385

Email: mcalloway@gloucesterva.info

AT A REGULAR MEETING OF THE GLOUCESTER COUNTY BOARD OF SUPERVISORS, HELD ON TUESDAY, JULY 15, 2025, AT 6:00 P.M., IN THE COLONIAL COURTHOUSE AT 6504 MAIN STREET, GLOUCESTER, VIRGINIA ON A MOTION MADE BY _____, AND SECONDED BY _____, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:

Phillip N. Bazzani, ____;
Ashley C. Chriscoe, ____;
Kenneth W. Gibson, ____;
Christopher A. Hutson, ____;
Michael A. Nicosia, ____;
Robert J. Orth, ____;
Kevin M. Smith, ____;

A RESOLUTION TO APPROPRIATE STATE FUNDS FOR SCHOOL RETENTION BONUSES AND CIRCUIT COURT STAFFING FOR FY2026

WHEREAS, the Gloucester County Board of Supervisors finds it necessary to provide carryover and additional state-funded appropriations for Fiscal Year 2026 to support school retention bonuses and staffing for the Circuit Court Clerk's Office; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Gloucester County, Virginia, that the following appropriations be, and the same hereby are, made for FY2026 for the following functions:

<u>Account Description</u>	<u>Revenue</u>	<u>Expenses</u>
School Operating Fund:		
State Revenue	\$535,204	
Instruction		\$376,104
Attendance/Health		\$21,100
Transportation		\$69,600
Operations		\$57,200
Technology		\$11,200
General Fund:		
State Shared Expenses-Clerk of Circuit Court	\$51,509	
Clerk of Circuit Court-Salaries-State		\$51,509
Total	\$586,713	\$586,713

A Copy Teste:

Carol E. Steele, County Administrator



GLOUCESTER COUNTY PUBLIC SCHOOLS

6099 T. C. Walker Road
Gloucester, VA 23061

To: Gloucester County School Board
From: Anthony Vladu, Ph.D., Superintendent of Schools
CC: Dwight Duren, CPA, Chief Financial Officer
Date: June 10, 2025
Re: Resolution to carry over funds from FY2025 to FY2026 for Retention Bonus

RESOLUTION TO CARRY OVER FUNDS FROM FY2025 TO FY2026 RETENTION BONUS ALLOCATION FOR QUALIFYING EMPLOYEES

Whereas, the Gloucester County School Board received a one-time allocation of \$535,204 from the Commonwealth of Virginia, representing the state share for Standards of Quality (SOQ) funded positions with no required local match, as certified to the Virginia Department of Education in May 2025 and disbursed on May 31, 2025; and

Whereas, these funds were received near the end of Fiscal Year 2025 and were not expended by June 30, 2025; and

Whereas, the Virginia Department of Education has provided school divisions with flexibility regarding the timing and amount of retention bonuses paid using these funds; and

Whereas, the School Board intends to use these funds in Fiscal Year 2026 to support staff retention and recognize the continued contributions of employees; and

Whereas, the School Division plans to issue retention bonuses of \$600 to qualifying full-time employees and \$300 to qualifying part-time employees who were hired on or before January 31, 2025; and

Whereas, these retention bonuses will be paid on July 31, 2025;

Be it resolved that the Gloucester County School Board requests approval from the Gloucester County Board of Supervisors to carry over \$535,204 from Fiscal Year 2025 to Fiscal Year 2026 for the purpose of issuing one-time retention bonuses to qualifying employees.

Adopted this 10th day of June, 2025.

Antia J. Parker
Vice-Chair, Gloucester County School Board

Jennifer B. Bunch
Clerk, Gloucester County School Board

Summary of Changes

Fund 20 - Operating

Revenue	FY26 Original Budget	Appropriation	FY26 Revised Budget
Federal	245,651	-	245,651
State	43,346,837	535,204	43,882,041
Local	30,424,128	-	30,424,128
Misc. Local	114,000	-	114,000
Total for Operating	74,130,616	535,204	74,665,820

Expenditures	FY26 Original Budget	Appropriation	FY26 Revised Budget
Instruction	52,021,023	376,104	52,397,127
Administration, Attendance, Health	3,340,298	21,100	3,361,398
Transportation	6,057,967	69,600	6,127,567
Operations	9,287,016	57,200	9,344,216
Debt & Fund Transfers	-	-	-
Technology	3,424,312	11,200	3,435,512
Grand Total	74,130,616	535,204	74,665,820



GLOUCESTER COUNTY
BOARD OF SUPERVISORS

MEETING DATE: July 15, 2025

AGENDA ITEM #: XI - F

BOARD AGENDA ITEM

TYPE OF AGENDA ITEM:

- ☐ CONSENT
- ☐ PRESENTATION
- ☒ REGULAR
- ☐ PUBLIC HEARING
- ☐ Duly Advertised

PURPOSE OF ITEM:

- ☐ INFORMATION / DISCUSSION
- ☒ DISCUSSION AND / OR DECISION
 - ☒ Resolution
 - ☐ Ordinance
 - ☐ Motion

PRESENTER: Maria Calloway

TITLE: Chief Financial Officer

AGENDA TITLE: Update on Utilities Borrowing Approved During the FY2026 Budget

BACKGROUND / SUMMARY: An update will be provided on the financing schedule for the Utilities borrowing that was approved during the FY2026 budget process. A public hearing will also be requested for September 2, 2025 to satisfy the requirements of issuing water and sewer debt. A brief update will also be provided on the School HVAC borrowing, also approved during the FY2026 budget process.

ATTACHMENTS:

Resolution authorizing public hearing
Presentation
Draft public hearing notice

REQUESTED ACTION:

☐ NO ACTION REQUESTED

FOR MORE INFORMATION:

Name: Maria Calloway

Phone: (804) 693-1385

Email: mcalloway@gloucesterva.info

AT A REGULAR MEETING OF THE GLOUCESTER COUNTY BOARD OF SUPERVISORS, HELD ON TUESDAY JULY 15, 2025, AT 6:00 P.M., IN THE COLONIAL COURTHOUSE AT 6504 MAIN STREET, GLOUCESTER, VIRGINIA ON A MOTION MADE BY _____, AND SECONDED BY _____, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:

Phillip N. Bazzani, ____;
Ashley C. Chriscoe, ____;
Kenneth W. Gibson, ____;
Christopher A. Hutson, ____;
Michael A. Nicosia, ____;
Robert J. Orth, ____;
Kevin M. Smith, ____;

**RESOLUTION AUTHORIZING A PUBLIC HEARING TO
CONSIDER THE ISSUANCE OF NOT TO EXCEED \$3,000,000
WATER AND SEWER REVENUE BONDS**

WHEREAS, the Board of Supervisors has determined that it may be necessary or desirable to contract a debt to issue water and sewer revenue bonds of the County of Gloucester, Virginia in an amount not to exceed \$3,000,000 to finance some or all of the costs associated with the Gloucester County Public Utilities capital improvement costs.

NOW, THEREFORE, BE IT RESOLVED by the Gloucester County Board of Supervisors that the Clerk is directed to advertise, in a newspaper of general circulation, a public hearing notice for a public hearing to be held in the Colonial Courthouse, 6504 Main Street, Gloucester, Virginia, on Tuesday, September 2, 2025, at 6:00 p.m., to consider issuance of not to exceed \$3,000,000 water and sewer revenue bonds.

A Copy Teste:

Carol E. Steele, County Administrator



Gloucester County, VA

Utilities Borrowing Update and Request for Public Hearing

July 15, 2025

Maria Calloway

Chief Financial Officer

Utilities Capital Plan

Projects Beginning in FY26

(as adopted in the FY26 Budget)

Project	FY2026
Motor Control Center	\$460,000
Gloucester Street and Clements Avenue Waterline Replacement	\$445,635
Pump Station Upgrades (Design)	\$360,000
Million Gallon Storage (Design)	\$200,000
Tillage Heights Waterline Replacement	\$230,000
Pump Stations Generators or Permanent Bypass Pumps	\$400,000
Year 1 (FY26) Capital Plan Cost	\$2,095,635



Utilities FY26 Capital Plan

Staff Recommended Changes

Project	Adopted	Revised	Difference
Motor Control Center	\$460,000	\$600,000	\$260,000
Gloucester Street and Clements Avenue Waterline Replacement	\$445,635	\$0	(\$445,635)
Pump Station Upgrades	\$360,000	\$1,360,000	\$1,000,000
Million Gallon Storage (Design)	\$200,000	\$0	(\$200,000)
Tillage Heights Waterline Replacement	\$230,000	\$0	(\$230,000)
Pump Stations Generators or Permanent Bypass Pumps	\$400,000	\$0	(\$400,000)
Raw Water Pump Upgrade	\$0	\$60,000	\$60,000
Filter Repairs	\$0	\$330,000	\$330,000
Year 1 (FY26) Capital Plan Cost – Revised	\$2,095,635	\$2,350,000	\$254,365

Total project costs are estimated to be \$2,350,000. For purposes of the borrowing, a “not-to-exceed” amount of \$3,000,000 is recommended. This provides flexibility for borrowing costs and project contingency.



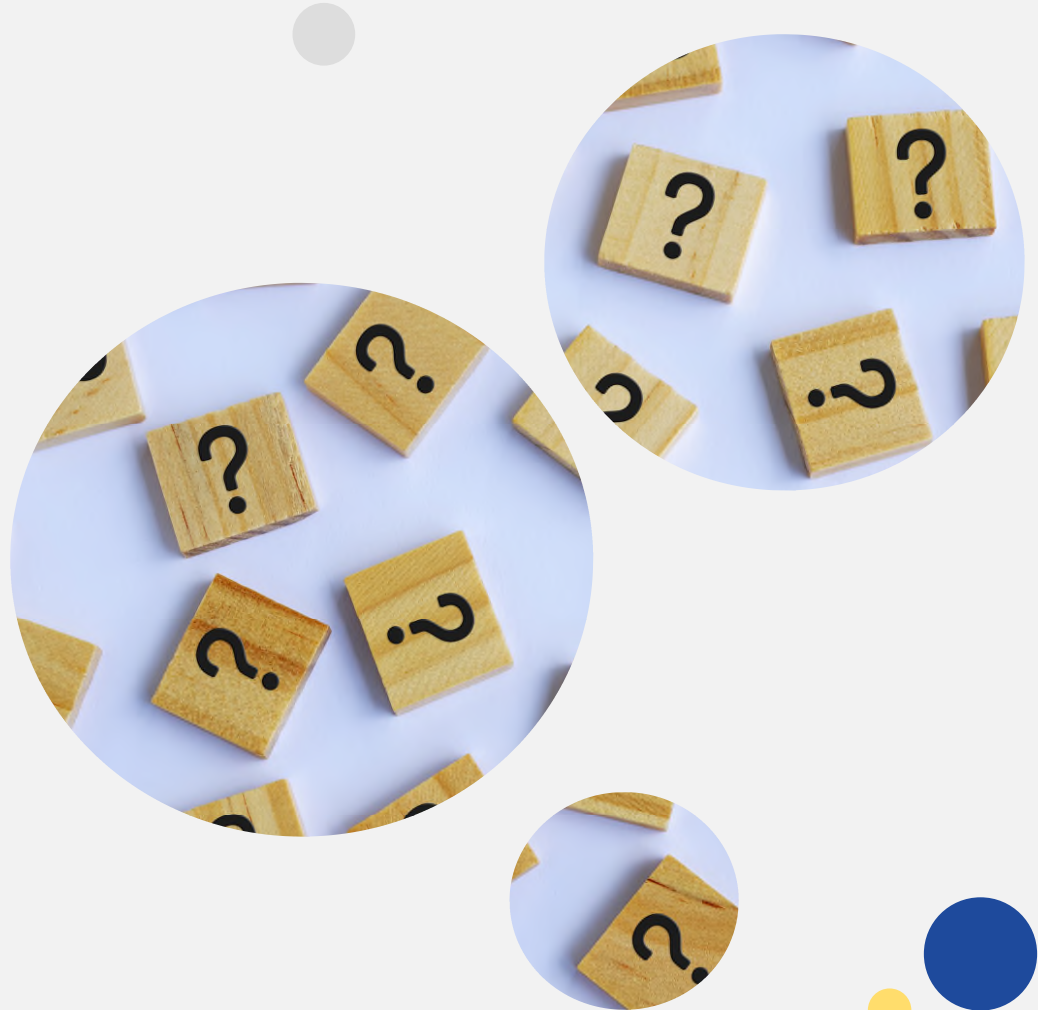
Borrowing Timeline

Date	Task
July 15 th	Request for Public Hearing
By July 18 th	Davenport distributes bank request for proposal
August 1 st	Non-binding application submitted to VRA
August 14 th & August 21 st	Public Hearing Advertised in local papers
September 2 nd BOS Meeting Proposed Public Hearing on Proposed Water and Sewer Bond Financing	Davenport Presents analysis of bank proposals and borrowing options and Board of Supervisors considers decision on preferred financing method.
September 16 th and/or October 7 th BOS Meetings	Board of Supervisors adopts final borrowing authorization resolutions
By November 30 th	Tentative Bond Closing



Questions?

- A resolution approving a public hearing for September 2nd is included in your board packet.



PUBLIC HEARING NOTICE
GLOUCESTER COUNTY BOARD OF SUPERVISORS

Pursuant to the Code of Virginia, the Gloucester County Board of Supervisors will conduct a Public Hearing on September 2, 2025, beginning at 6:00 p.m. in the Colonial Courthouse, 6504 Main Street, Gloucester, Virginia to consider the following:

**PROPOSED WATER AND SEWER BOND FINANCING THROUGH
THE VIRGINIA RESOURCES AUTHORITY**

The Gloucester County Board of Supervisors will hold a public hearing in accordance with Section 15.2-2606 of the Code of Virginia of 1950, as amended, on the issuance of water and sewer revenue bonds through the Virginia Resources Authority in an estimated maximum principal amount of \$3,000,000 to finance the costs of capital projects for the utility system contained in the County's capital improvement plan including without limitation the costs associated with pump station upgrades, filter repairs, and water treatment plant motor control center.

The preceding is a summary, not the full text, of the County's capital improvement plan for the Department of Public Utilities. It is not intended to be a comprehensive representation of all of the projects and does not substitute for the plan, which is available for review on the web at www.gloucesterva.gov, and in the County Administrator's Office at 6489 Main Street, Gloucester, Virginia.

The meeting will be broadcast live through the County website meeting portal at: <https://www.gloucesterva.gov/640/Meeting-Portal> and on Cox channel 48.

All interested parties are invited to express their views on this matter. Public comments may be submitted prior to the public hearing by three different methods:

- To submit comments online, complete the [Public Comment Submission](http://www.gloucesterva.gov/publiccomment) form (www.gloucesterva.gov/publiccomment). Please follow the instructions on the form to indicate the public hearing on which you want to comment.
- Comments may also be submitted by calling and leaving a message at 804-824-2760. Follow the prompts to leave comments for this specific public hearing, and clearly indicate your name (including spelling if needed) and your magisterial district.
- Finally, comments may be submitted by US Mail to County Administration, ATTN: PUBLIC HEARING, 6489 Main Street, Gloucester, VA 23061. Any mailed comments must include your name, your magisterial district, and the title of this public hearing clearly printed at the top, and all such comments must be received by the scheduled date of this hearing. Please type or print all comments legibly.

Comments submitted through these methods must be received by 4:30 p.m. on September 2, 2025, and will be read or played aloud during the public hearing up to the set time limit of 3 minutes.

“Form letters,” consisting of communications which are verbatim duplicates (other than the identifying information of the author/submitter) of one or more other communications received by the County pertaining to the matter to be considered at the public hearing, shall be read only once per letter, along with the list of persons submitting the same comments pursuant to such “form letter.”

Persons requiring assistance to submit comments for the meeting should contact the Gloucester County Administrator’s office at (804) 693-4042.

Carol Steele, County Administrator



GLOUCESTER COUNTY
BOARD OF SUPERVISORS

MEETING DATE: July 15, 2025

AGENDA ITEM #: XI – G

BOARD AGENDA ITEM

TYPE OF AGENDA ITEM:

- ☐ CONSENT
- ☐ PRESENTATION
- ☒ REGULAR
- ☐ PUBLIC HEARING
- ☐ Duly Advertised

PURPOSE OF ITEM:

- ☐ INFORMATION / DISCUSSION
- ☒ DISCUSSION AND / OR DECISION
 - ☐ Resolution
 - ☐ Ordinance
 - ☐ Motion

PRESENTER: Carol Steele

TITLE: County Administrator

AGENDA TITLE: Tourism Initiative Opportunities

BACKGROUND / SUMMARY: The County Administrator will present opportunities and initiatives to utilize tourism as an economic driver. While the County may be limited in some of the traditional resources for economic growth such as access to the interstate, lack of natural gas and others, Gloucester is abundant in natural and historic resources. These resources may be leveraged to help draw tourists, which will benefit local businesses, non-profits, and the County.

ATTACHMENTS:

Presentation

REQUESTED ACTION: ☐ NO ACTION REQUESTED

Consider information and provide direction to staff.

FOR MORE INFORMATION:

Name: Carol Steele

Phone: 804-693-4042

Email: county.administrator@gloucesterva.info



Tourism Opportunities and Initiatives

**Utilizing the County's Natural and Historic
Assets for Economic Development**

Why Focus on Tourism?

Because Gloucester has Limitations with Attracting Traditional Economic Development

- We have no rail, interstate, airport, or port for shipping and receiving products and supplies.
- Gloucester doesn't have access to natural gas, the preferred (or required) energy source for production and manufacturing.
- Development is generally limited to the Route 17 corridor from the Courthouse south. This could result in capacity challenges due to vehicular congestion.



We Need to “Play” to Our Strengths

- Scenic vistas of rivers, creeks, farms, and forestry
- Outdoor recreational opportunities
- State and national park facilities
- Revolutionary and Civil War history – including the site of the second surrender of the Revolutionary War (250th Commemoration now through 2031)

Investing in Tourism will Pay Off for the County

More Strengths -

- County-owned historical buildings
- Two national chain hotels, a historic inn, two large campgrounds, marinas, and many short-term rentals
- Unique and intriguing sites including museums, Beaverdam Park, Main Street, Brent and Becky's, restaurants, gift shops, public art and more

Gloucester is 46th out of 133 Virginia localities in population, and 76th in visitor spending

There's Room for Improvement



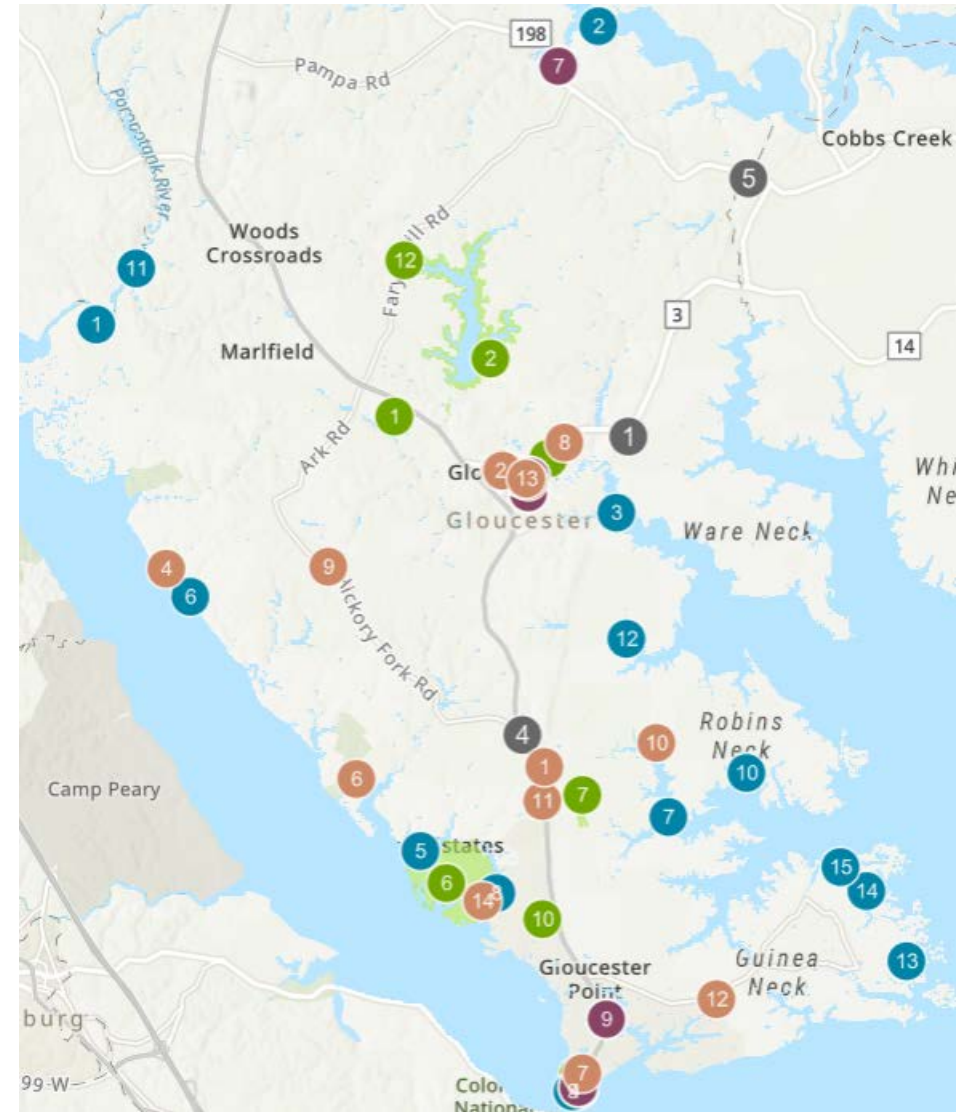
Positive Economic Impacts

- Direct Dollars
 - Sales Tax
 - Meals Tax
 - Lodging Tax
 - Business Taxes
 - Grants & Contributions - Sponsorships, Coop Advertising, Donations, etc.
- Indirect Economic Impact
 - Growth in businesses and new business-related financial impacts
 - Multiplier effect in spending
- Additional Assets and Services that Benefit Residents and Tourists
 - New restaurants, new retail, improved facilities, new events and programs



Potential for Economic Growth

- We're located near and can draw from tourism hubs in Williamsburg, Virginia Beach and Richmond
- We can also draw from the population centers of DC/NOVA/MD and beyond
- We have a charm and attraction that can be polished and enhanced to offer more reasons to visit and to stay longer



Historical Attractions in Gloucester

Abingdon Church

Abingdon Glebe House

Battle of the Hook Wayside

Botetourt Building

Buck's Store Museum

CAPE – Texaco

Cappahosic House

Court Circle Buildings

Fairfield Archeology Park

Gloucester Institute

Gl Pt Archeological District

Masonic Lodge

Powhatan's Chimney

Rosewell

Seawell's Ordinary

TC Walker's House

Timberneck House

Walter Reed's Birthplace

Ware Academy

Ware Church

Warner Hall

Werowocomoco

Women's Club

Woodville School

Zion Polar Church



Sites range from being open daily, open limited hours, or open for events only. Seawell's Ordinary is open as a commercial site.

Outdoor Recreation Attractions

Abingdon Park
Ark Park
Beaverdam Park
Brown Park
Boat Landings and Wharfs
Captain Sinclair's Recreational Area
Gloucester Country Club
Gloucester Point Beach
Gloucester Point Campground
Holiday Marina
Machicomoco State Park
Tyndall's Point Park
Perrindise Marina and Club
Severn Marina
Thousand Trails
Woodville Park
York River Yacht Haven



Access to sites ranges from open daily to open limited hours and use ranges from free use to fee based commercial locations.

Proposed Tourism Development Initiatives

Three multi-year projects to focus on:

- Main Street/Courthouse Village
- Gloucester Point
- Working Waterfronts/Waterfront Access – Designations and Improvements

Defining and focusing on projects that have been discussed for years

#1. Main Street/Courthouse Village

- Main Street Improvements – Address Safety, Pedestrian Access, Parking, and Landscaping
- Historic Buildings – Rehab and Improvements
- The History Center – New Construction
- Redevelopment of GVFR properties

Each project is highlighted in this presentation but will be further explained with budget impacts if the Board wants to move forward

Main Street – Safety Concerns

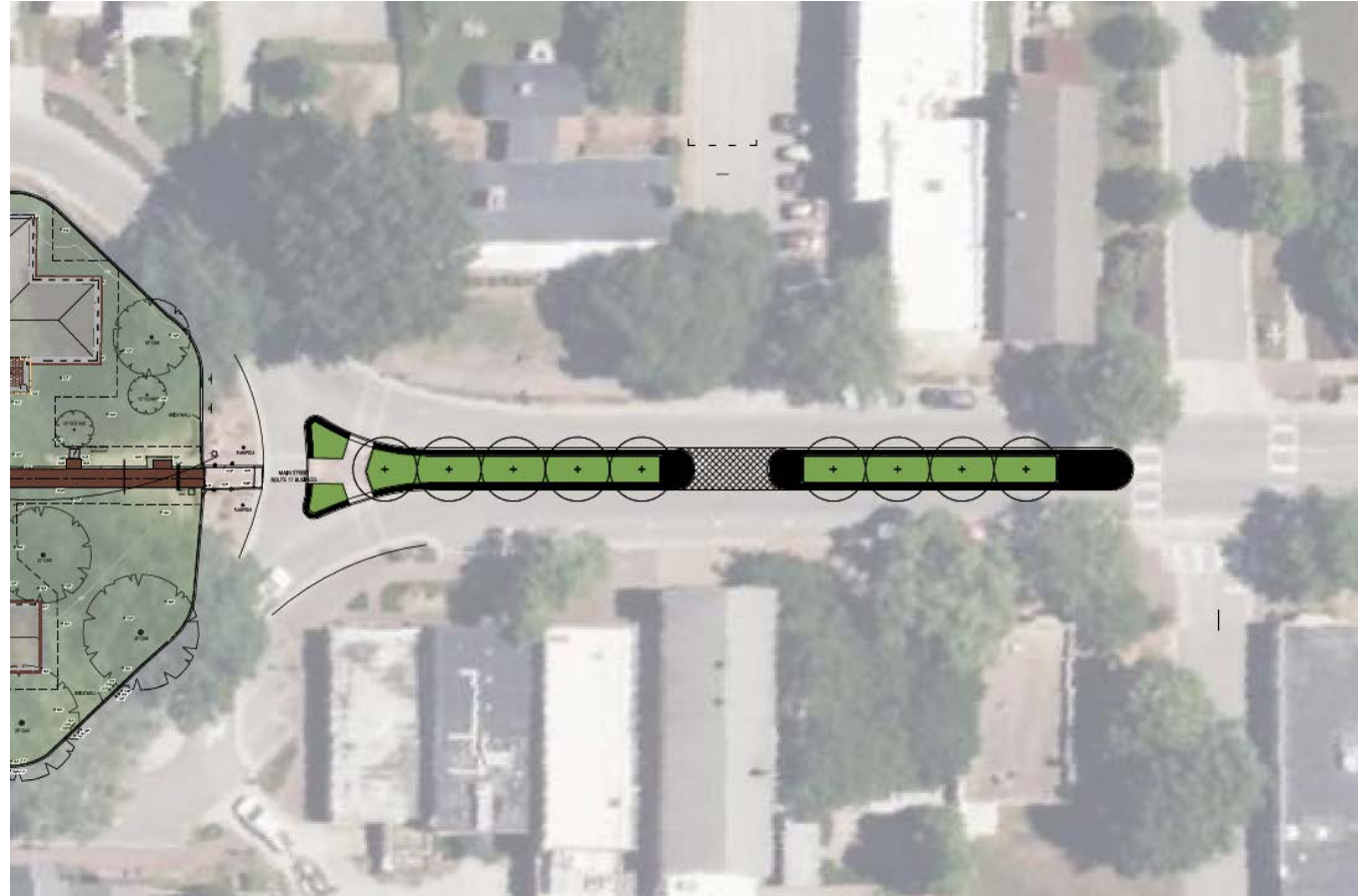
Court Circle Wall Accidents

	Past 7 Fiscal Years of Claims
	Repair Costs
3/29/2019	\$5,500
10/23/2019	\$5,340
12/19/2019	\$5,850
3/15/2020	\$13,871
10/20/2020	\$4,455
12/16/2020	\$2,600
3/14/2022	\$5,679
11/3/2023	\$6,400
4/20/2024	\$7,250
2/15/2025	\$6,640
2/21/2025	\$12,665
	\$76,250



Potential Road and Landscaping Improvements

- Street design changes to slow traffic, provide safer pedestrian access, and protect the wall
- Installation of recessed bollard holders on the sidewalk and crosswalk to protect crowds from vehicles during festivals and parades
- Improve parking to facilitate new development and longer visitor stays



Main Street Beautification

- MSPT Contributions:
 - Public Art and Murals
 - Multiple landscaping sites along Main Street
 - VDOT Approved landscaping for Route 14 Intersection
 - Planned Development for Main Street and Route 17N Intersection
- County Contributions:
 - Landscaped areas included with Main Street and Sidewalk project
 - Daffodil Sculptures (originally donated)
 - Partnership with MSPT for Street Flags
 - Welcome Signs
 - Streetlights

What's Next?

- Enhancements and Address Maintenance Issues
- Creation of Art District



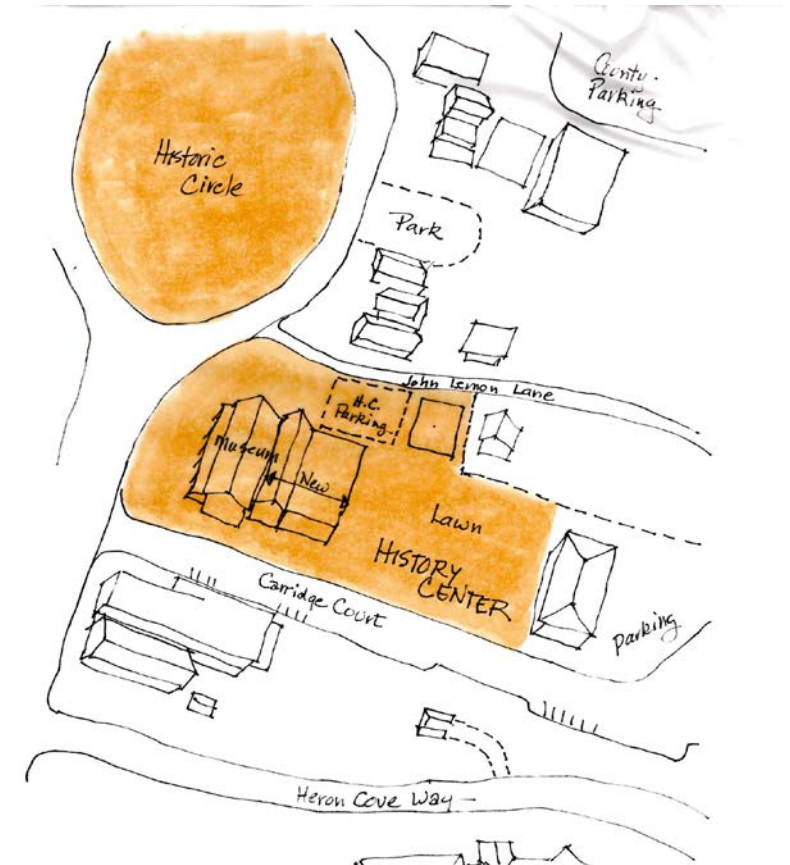
County-Owned Historic Buildings

- The historic buildings assessment, which is nearly complete, indicates that each building needs substantial repair work.
- The Colonial Courthouse is an iconic image for the County. Even in their underutilized state, the 1766 structure along with the collection of buildings in the Court Circle, attract thousands of tourists annually. Current visitation rates are the tip of the iceberg for what is possible.
- Historic buildings adjacent to quaint restaurants and shops make a great combination for a tourist destination.
- A staged plan for repairs will be needed. Watching the progress of rehab work could become an attraction of its own.



The County's Most Precious and Treasured Resources have the Potential to be a Significant Tourist Attraction

- The County's Museum of History is in a 1770s building.
- Moving the artifacts and displays into a modern space designed for that use would be best. A new facility would provide space for events, classes and other group tours, climate-controlled exhibit space, storage, offices, etc.
- A new structure could be built behind the Hotel which is ideally situated next to a lawn for outdoor events.
- Once unoccupied, the Botetourt Building can be rehabilitated to expose original materials and be interpreted as an 18th Century tavern with its ballroom and tap room. The building's history could be told all the way up to the 1950's when it closed.
- Both the new building and the rehabilitated hotel would be exciting new attractions for Gloucester to market.



Construction of New History Center and Rehabilitation of the Tavern and Botetourt Hotel



The concept design includes a beautiful glass enclosure that protects the historic building's exterior and provides a unique covered space for events and programs. The two buildings would be joined by walkways that make all three floors of the tavern handicapped accessible.



Revitalization Project

Once the GVFR properties are turned over to the County, we will have the opportunity to change the use and appearance of the area. Redevelopment of these properties will have an impact on residents, businesses and potentially our ability to attract tourists.

Creating a vision is important for meeting community needs and initial and long-term economic impacts.

#2. Gloucester Point

- Route 17 Gateway
- Gloucester Point Beach and Tyndall's Point Park Improvements
- Business Revitalization
- VIMS Development

Note: VDOT has approved funding for widening of Route 17 from Farmwood Lane to Tidemill. The project includes sidewalks and a multi-use path on the east side of the highway. The new pedestrian access along with VDOT sidewalk additions on Greate Road will create a more village-like atmosphere for the residents of Gloucester Point where they can walk and bike to sites nearby.

Route 17 Gateway Enhancements

When funding is available, a gateway project can be designed. Changes will need to be coordinated with the removal of the toll plaza and road redesign.

Beautification plantings and signage will welcome visitors and can help define the gateway's appearance.

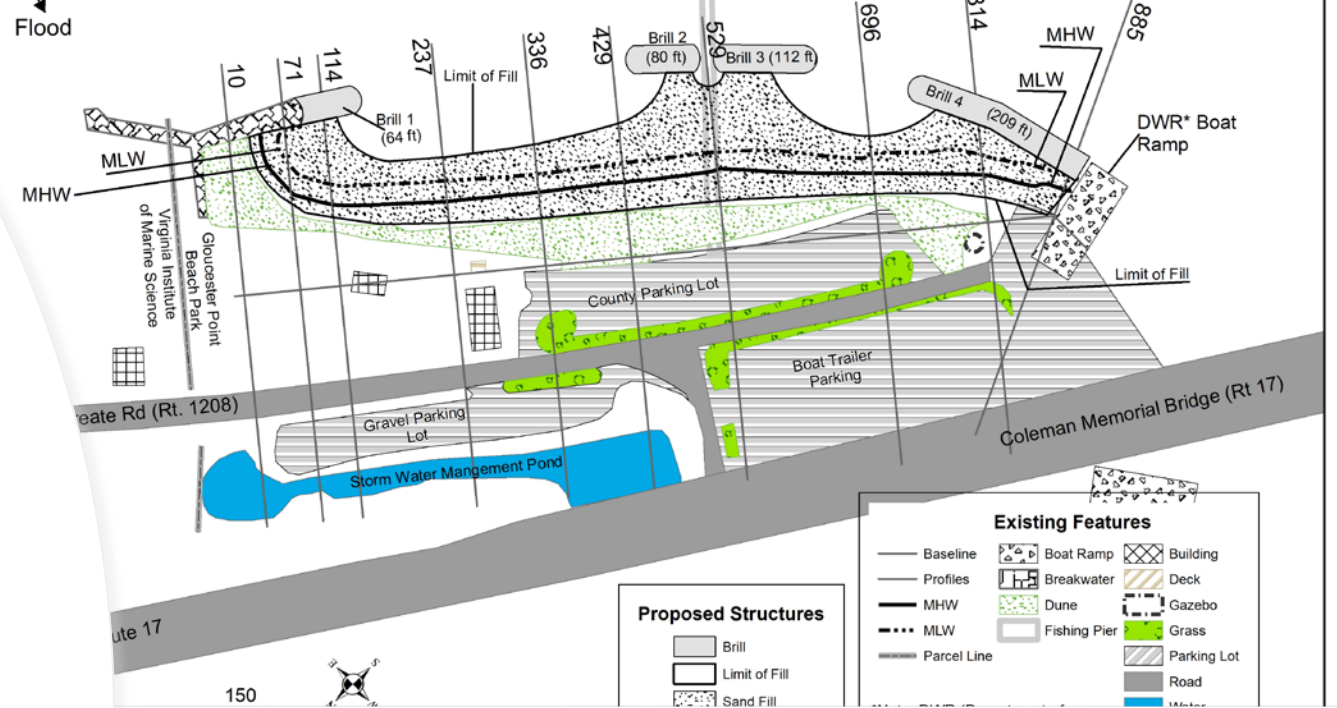


Gloucester Point Park Improvements

Shoreline Project – DCR funded for FY26 - 5% County Match

Bathroom Renovation – August 2025 LWCF Grant Application

Park Grading, Stormwater Management and Boardwalk – Anticipated DCR grant request in Fall 2025



Gloucester Point Park Improvements

- County Boat Landing Repair – Anticipated Spring 2026 Grant Application
- Parking Lot Repairs and Fishing Pier Replacement – currently no External Funding Source
- Walkway Connection to Tyndall's Point Park – Anticipated Spring 2027 VDOT Grant Application





Tyndall's Point Park Improvements

- Road and Access Improvements – Spring 2026 VDOT Grant Application
- Historical Map Interpretation Project – Anticipated Winter 2026 Grant Application



Tyndall's Point Park Improvements

- Historical Interpretative Signage and Equipment Grant – Anticipated Winter 2027
- Walkway Connection to Tyndall's Point Park – Anticipated Spring 2027 Grant Application



Business Redevelopment

- Project potential depends on local and state funding and owner's financial resources and desires
- Acquisition of properties, Brownfield, and other potential grants, tax incentives, and financing assistance could be used to redevelop sites and to develop new targeted businesses

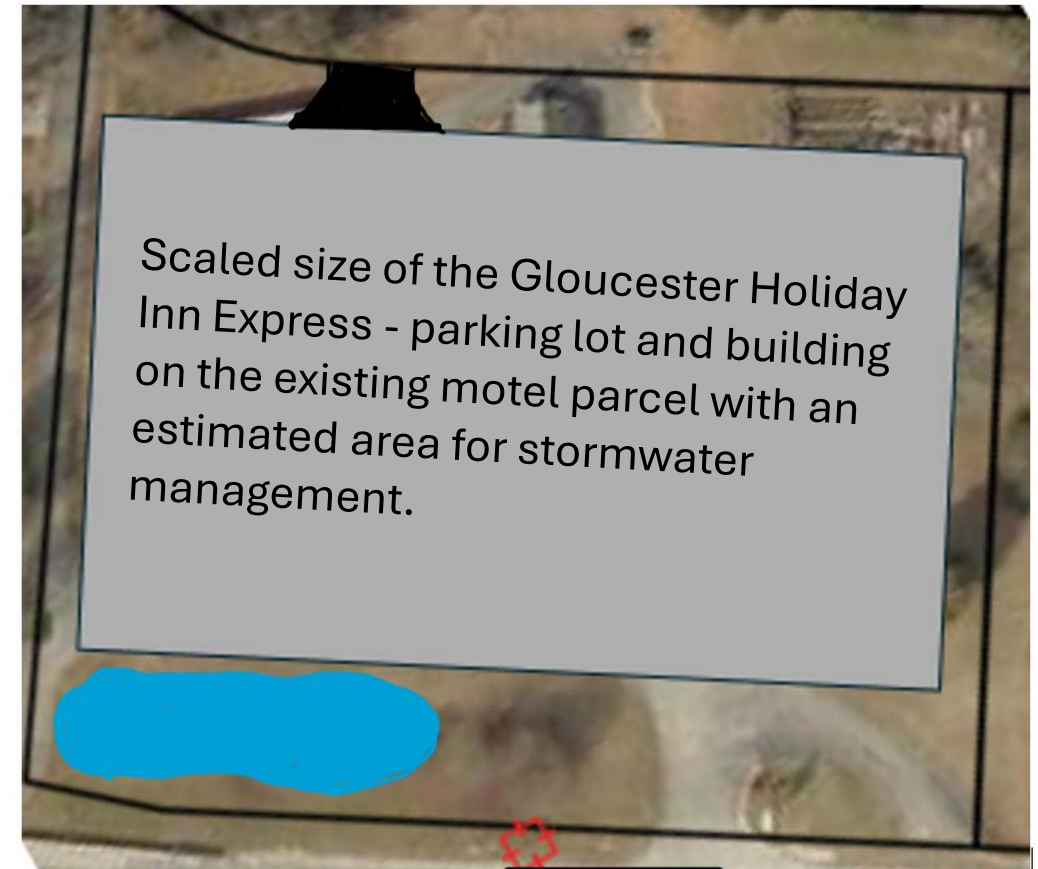
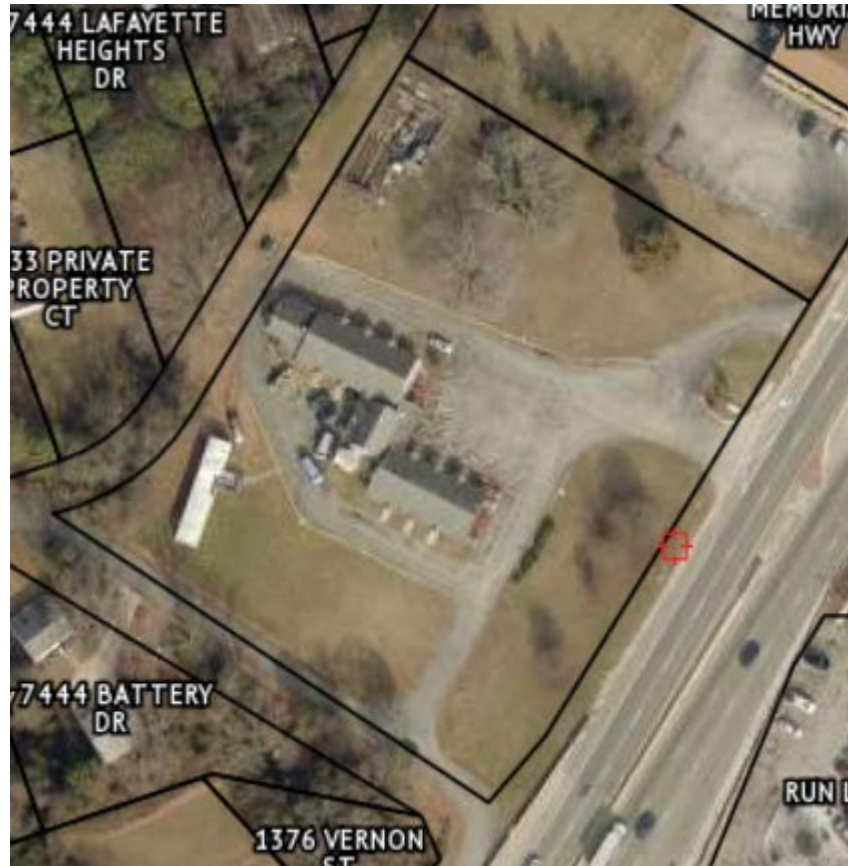


**Thematic and attractive façades and building designs
would promote the “village” feel and relate to the
County’s history**

Repurposing Businesses Could Improve the Aesthetics and Economic Return of the Sites



Potential Site for a Hotel at Gloucester Point



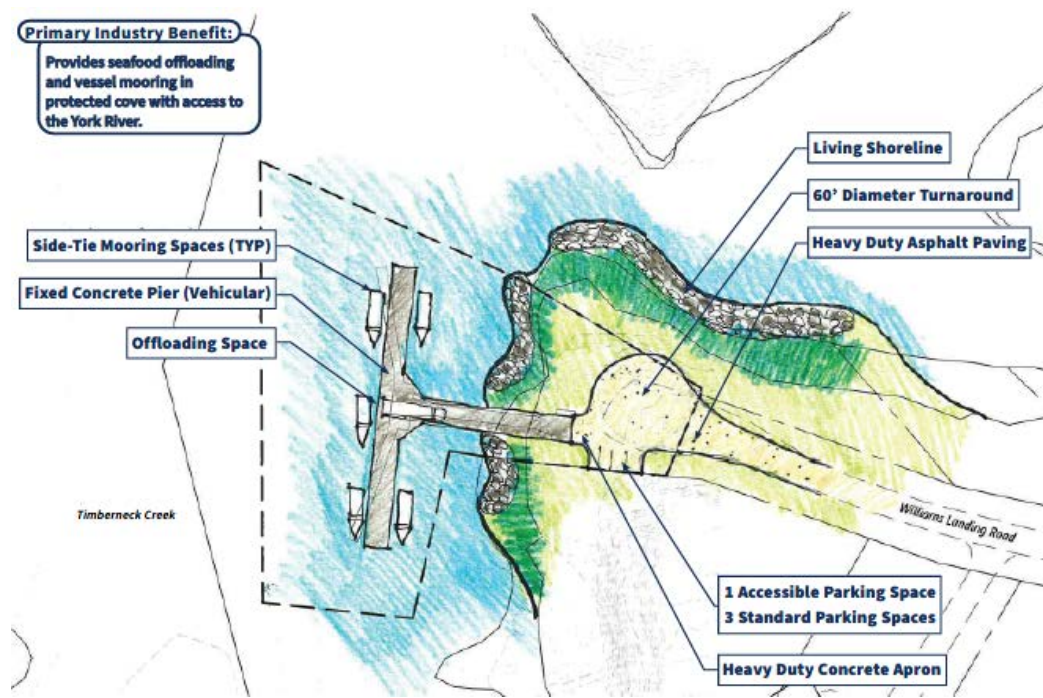


VIMS Development –
Students, faculty, staff
and visitors generate
positive economic
impacts

- Plans for Marine Operations Center
- Plans for educational waterfront walkway
- Campus definitions on Greate Road
- Plans for building renovations and new facilities

#3. Boating Access, Support for Working Watermen and Eco-Tourism

- Need for an additional public boat landing and waterfront access
- Support for the seafood industry – ordinance changes, business incentives, facility improvements
- Support for eco-tourism
- Greater access to fresh seafood



Concept Plan for Williams Landing – Image Credit: VHB

**Potential for state
and federal grants to
support economic
growth**



Image Credit: NSea Oyster Co.



Plans for Newport News Seafood Park - Image Credit: WPA

TOURISM ZONES IN VIRGINIA

VIRGINIA IS FOR LO♥ERS

* See detailed list on page 2



Tourism Financing Development Authority Act

- By ordinance or resolution, the Board can create a Tourism Financing Development Authority for the purpose of supporting tourism infrastructure in localities.
- Funded, in part, by lodging tax – required to designate any excess over two percent to be used for purposes of the Authority
- The Authority is governed by a seven-member board of directors appointed by the governing body of the locality

A TDA, like an EDA, is a financing authority that can take advantage of programs and funding sources that can make projects easier to materialize

Summary of the Powers of an Authority

- Acquire, improve, maintain, equip, and furnish authority facilities
- Lease to others any or all of its facilities and charge and collect rent
- Sell, exchange, donate, and convey any or all of its facilities or properties
- Employ employees and agents, including attorneys and real estate brokers
- Exercise all powers expressly given to the authority by the governing body of the locality
- Accept contributions, grants, and other financial assistance for or in aid of the construction, acquisition, ownership, maintenance, or repair of the authority facilities
- Make loans or grants in furtherance of the purposes of promoting economic development
- Establish a revolving loan fund or loan guarantee program to help carry out its powers and promote establishment of tourism infrastructure

Potential Revenues for TDA Operations

- Lodging Tax
- Contributions
- Fees and charges – admission, rentals, etc.
- Grants
- General Fund Contributions – if appropriate

If A TDA is created, the Board will decide on which projects and activities will stay with the County Tourism Operations and be funded through the CIP, what they may ask the EDA to handle and what they want the TDA to do.

TDA Roles and Activities

- Acquisition of properties to enhance tourism programs and spending by tourists
- Capital construction of revenue producing facilities and/or other capital projects that will enhance the local economy through tourism spending
- Support operations by obtaining funds through grants, soliciting of donations, sponsorships, etc.
- Provide financial support to tourism related businesses through grants, and special programs

Questions and Discussion



County Administration
6489 Main Street
Gloucester, Virginia 23061
Phone: 804-693-4042 Fax: 804-693-6004

MEETING DATE: July 15, 2025
AGENDA ITEM#: XI - H

DATE: July 7, 2025
TO: Carol E. Steele, County Administrator
FROM: Trish Cronin, Deputy Clerk
SUBJECT: Board Appointment Considerations

Board, Commission, Council or Committee	Type of Appointment	Current Term Expires	New Term Expires	Reappointment Desired	Board Member to Make Nomination
Board of Equalization Vacant	Real Estate/Building/Finance professional	12/31/24	12/31/27	--	Any
Clean & Green Advisory Committee Vacant Vacant	County-Wide County-Wide	-- --	6/30/26 6/30/26	-- --	Any Any
Middle Peninsula Planning District Commission Dr. William Reay	Citizen Rep	6/30/28	6/30/28	Resignation	Any

***Note:** Magisterial districts are listed next to the names of appointees for those groups attempting to maintain equal geographical representation.

AT A REGULAR MEETING OF THE GLOUCESTER COUNTY BOARD OF SUPERVISORS, HELD ON TUESDAY, JULY 15, 2025, AT 6:00 P.M., IN THE COLONIAL COURTHOUSE AT 6504 MAIN STREET, GLOUCESTER, VIRGINIA ON A MOTION MADE BY _____, AND SECONDED BY _____, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:

Phillip N. Bazzani, ____;
Ashley C. Chriscoe, ____;
Kenneth W. Gibson, ____;
Christopher A. Hutson, ____;
Michael A. Nicosia, ____;
Robert J. Orth, ____;
Kevin M. Smith, ____;

BOARD OF EQUALIZATION

WHEREAS, the Gloucester County Board of Supervisors, acting pursuant to the authority vested in it by virtue of Virginia Code Section 58.1-3373, created a permanent Board of Equalization; and

WHEREAS, members of the Board of Equalization are to be appointed by the Gloucester County Circuit Court; and

WHEREAS, the Gloucester County Board of Supervisors decided to submit to the Circuit Court the name of an individual who has expressed an interest in serving on the Gloucester County Board of Equalization.

NOW, THEREFORE, BE IT RESOLVED by the Gloucester County Board of Supervisors that the following individual is hereby recommended for consideration by Circuit Court for appointment to the Gloucester County Permanent Board of Equalization to fill an unexpired term that shall begin immediately and expire on December 31, 2027:

A Copy Teste:

Carol E. Steele, County Administrator

AT A REGULAR MEETING OF THE GLOUCESTER COUNTY BOARD OF SUPERVISORS, HELD ON TUESDAY, JULY 15, 2025, AT 6:00 P.M., IN THE COLONIAL COURTHOUSE AT 6504 MAIN STREET, GLOUCESTER, VIRGINIA ON A MOTION MADE BY _____, AND SECONDED BY _____, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:

Phillip N. Bazzani, ____;
Ashley C. Chriscoe, ____;
Kenneth W. Gibson, ____;
Christopher A. Hutson, ____;
Michael A. Nicosia, ____;
Robert J. Orth, ____;
Kevin M. Smith, ____;

CLEAN & GREEN ADVISORY COMMITTEE

WHEREAS, the Gloucester County Board of Supervisors has created the Clean & Green Advisory Committee to serve as the advisory body for the Gloucester County Board of Supervisors on matters affecting the quality of the local environment; and

WHEREAS, the Gloucester County Board of Supervisors is the appointing authority for said committee; and

WHEREAS, the Board has learned that appointments are needed to this Committee and is now ready to make these appointments; and

NOW, THEREFORE, BE IT RESOLVED by the Gloucester County Board of Supervisors that the following individuals be hereby appointed to the Clean & Green Advisory Committee for terms which shall begin immediately and shall expire on June 30, 2026.

A Copy Teste:

Carol E. Steele, County Administrator

AT A REGULAR MEETING OF THE GLOUCESTER COUNTY BOARD OF SUPERVISORS, HELD ON TUESDAY, JULY 15, 2025, AT 6:00 P.M., IN THE COLONIAL COURTHOUSE AT 6504 MAIN STREET, GLOUCESTER, VIRGINIA ON A MOTION MADE BY _____, AND SECONDED BY _____, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:

Phillip N. Bazzani, ____;
Ashley C. Chriscoe, ____;
Kenneth W. Gibson, ____;
Christopher A. Hutson, ____;
Michael A. Nicosia, ____;
Robert J. Orth, ____;
Kevin M. Smith, ____;

MIDDLE PENINSULA PLANNING DISTRICT COMMISSION

WHEREAS, it has been brought to the attention of the Gloucester County Board of Supervisors that a citizen appointment is needed to the Middle Peninsula Planning District Commission; and

WHEREAS, the Gloucester County Board of Supervisors has considered this appointment and now wishes to act.

NOW, THEREFORE, BE IT RESOLVED by the Gloucester County Board of Supervisors that the following individual be appointed as the Middle Peninsula Planning District Commission Citizen Representative in accordance with the by-laws of the organization for a term that shall begin immediately and shall expire on June 30, 2028.

A Copy Teste:

Carol E. Steele, County Administrator

AT A REGULAR MEETING OF THE GLOUCESTER COUNTY BOARD OF SUPERVISORS, HELD ON TUESDAY, JULY 15, 2025, AT 6:00 P.M., IN THE COLONIAL COURTHOUSE AT 6504 MAIN STREET, GLOUCESTER, VIRGINIA ON A MOTION MADE BY _____, AND SECONDED BY _____, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:

Phillip N. Bazzani, ____;
Ashley C. Chriscoe, ____;
Kenneth W. Gibson, ____;
Christopher A. Hutson, ____;
Michael A. Nicosia, ____;
Robert J. Orth, ____;
Kevin M. Smith, ____;

CLOSED MEETING RESOLUTION

WHEREAS, the Gloucester County Board of Supervisors desires to discuss a particular subject in Closed Meeting during the course of its meeting of July 15, 2025; and

WHEREAS, the nature of the subject is personnel matters, more specifically, the assignments and duties of the County Administrator and Deputy County Administrators. Such discussion in Closed Meeting is expressly permitted by Virginia Code Section 2.2-3711(A)(1).

NOW, THEREFORE, BE IT RESOLVED that the Gloucester County Board of Supervisors does hereby convene in Closed Meeting for the purposes herein expressed pursuant to the legal authority herein recited.

A Copy Teste:

Carol E. Steele, County Administrator

AT A REGULAR MEETING OF THE GLOUCESTER COUNTY BOARD OF SUPERVISORS, HELD ON TUESDAY, JULY 15, 2025, AT 6:00 P.M., IN THE COLONIAL COURTHOUSE AT 6504 MAIN STREET, GLOUCESTER, VIRGINIA ON A MOTION MADE BY _____, AND SECONDED BY _____, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:

Phillip N. Bazzani, ____;
Ashley C. Chriscoe, ____;
Kenneth W. Gibson, ____;
Christopher A. Hutson, ____;
Michael A. Nicosia, ____;
Robert J. Orth, ____;
Kevin M. Smith, ____;

RESOLUTION TO RETURN TO OPEN MEETING

WHEREAS, the Gloucester County Board of Supervisors has completed its discussion in Closed Meeting, and now desires to continue its open meeting; and

WHEREAS, only public business matters lawfully exempted from Open Meeting were heard, discussed, or considered during the Closed Meeting, and the only subjects heard, discussed, or considered in said Closed Meeting were the matters identified in the Resolution by which it was convened.

NOW, THEREFORE, BE IT RESOLVED that the Gloucester County Board of Supervisors does hereby reconvene in Open Meeting at its meeting of July 15, 2025, and certifies the matters set forth in Virginia Code Section 2.2-3712(D).

A Copy Teste:

Carol E. Steele, County Administrator