King and Queen County
Founded 1691 in Virginia

County Administrator's Office
242 Allens Circle
P. O. Box 177
King and Queen Court House, Virginia 23085
Phone: (804) 785-5975 Fax: (804) 785-5999

King and Queen County
Board of Supervisors Meeting

Monday, November 4, 2019
7:00 P.M.

King and Queen County Courts and Administration Building
General District Courtroom

AGENDA

1. Invocation and Pledge of Allegiance to the Flag of the United States
2. Approval and Signing of the September 23, 2019 and October 15, 2019 Minutes of the Board
3. Approval and Signing of the November 2019 County Warrants and Appropriations and School Fund Revenues
    a) Approval of November 2019 County Warrants and Appropriations
    b) School Fund Revenues for July, August and September 2019
4. Budget Amendment/Supplement – Sheriffs Department (Highway Safety Grant)
5. Adoption of FY2021 Proposed Budget Schedule
6. Public Comment Period
7. Superintendent of Schools and Social Services Reports
8. Public Hearings:
    a) CUP19-02 & SP19-07 – Cellco Partnership's d.b.a. Verizon Wireless
    b) CUP19-03 & SP19-08 – Cellco Partnership's d.b.a. Verizon Wireless
    c) ZA19-02 – Zoning Text Amendment – Article 4, Table 4.1 –
    d) ZA19-04 – Zoning Text amendment – Article 14, 3-316A (y&z)
    e) County Text Amendment – Chapter 30, Article VII, License Tax regarding Business Licenses
9. Appointments to various Boards and Commissions
10. Request for Resolution naming Rt. 360 Bridge over Mattaponi River as "Robert H. Morecock Memorial Bridge"
11. County Administrator's Comments
12. Board of Supervisors Comments
13. Closed Session: (If Needed)

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King and Queen County Wireless Services Authority
(Immediately following the regular meeting of the Board of Supervisors)

AGENDA: Monday, November 4, 2019 Regular Meeting

ITEM #1:

Invocation and Pledge of Allegiance to the Flag of the United States

ACTION REQUESTED:

None required.

SUMMARY OF INFORMATION:

None

ATTACHMENTS:

None

AGENDA: Monday, November 4, 2019 Regular Meeting

ITEM #2:

Approval and Signing of the September 23, 2019 and October 15, 2019 Minutes of the Board

ACTION REQUESTED:

Approval and Signing of the September 23, 2019 and October 15, 2019 minutes of the Board

SUMMARY OF INFORMATION:

ATTACHMENTS:

- Copy of minutes

King and Queen County
Board of Supervisors Workshop/Presentation Meeting

Monday, September 23, 2019
7:00 P.M.

King and Queen County Courts and Administration Building
2nd Floor Conference Room

"Minutes of the Meeting"

Chairman Burns called the meeting to order, with all members present.

APPROVAL OF RECURRING WARRANTS

A motion was made by Ms. Alsop and seconded by Mrs. Morris to approve the recurring warrants for September 2019.

AYES: J. M. BURNS, JR., J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY, JR.
NAYS: NONE

POSSIBLE CHANGES TO BUSINESS LICENSE TAX (COMMISSIONER OF THE REVENUE (KELLY LUMPKIN)

Commissioner of the Revenue Kelly Lumpkin was present discussing two (2) proposed changes to the Business License Tax, those being:

1) To eliminate the adm fee, as she does not feel it is necessary and,
2) She would like to make direct sellers as defined by the code exempt.

County Administrator Thomas Swartzwelder reminded the Board that the business license was set up to track and know where businesses are located and was not meant to be a revenue generator.

PROPOSED CHANGES TO LAND USE PERMIT FEES (LARGE LAND DISTURBANCE)

Proposed fees were presented and discussion was made advising that we do not have fee schedules for large scale land disturbance and had borrowed the idea from Spotsylvania County, and was based on our Erosion and Sediment Control salary and outside consultants if hired. It was noted that this would not apply to agriculture or mining.

After further discussion, the Board recommended sending the proposed changes to the Planning Commission for their review.

RATIFY APPOINTMENT OF COUNTY ADMINISTRATOR TO MIDDLE PENINSULA JUVENILE DETENTION CENTER

County Administrator Thomas Swartzwelder asked that the Board ratify his re-appointment to the Middle Peninsula Juvenile Detention Center.

A motion was made by Ms. Alsop and seconded by Mr. Simpkins that Thomas Swartzwelder be reappointed to the Middle Peninsula Juvenile Detention Center effective June 25, 2019.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY, JR.
NAYS: NONE

CLOSED SESSION PURSUANT TO SECTION 2.2-3711 (A) (7) OF THE CODE OF VIRGINIA FOR THE PURPOSE OF CONSULTATION WITH LEGAL COUNSEL ANDREW MILLER REGARDING OPIOID LITIGATION AND STRATEGY FOR KING AND QUEEN COUNTY AND PURSUANT TO SECTION 2.2-3711 (A) (7) CONSULTATION WITH COUNTY ATTORNEY FOR PURPOSES OF RECEIVING LEGAL ADVICE REGARDING:

1) **Negotiation strategy of a new lease with Verizon on County owned property "Sandy Point" where doing so in open session might adversely affect the negotiating position of the County.**
2) **ITI Notice of Violation**
3) **Walnut Solar I, LLC – Proposed voluntary waiver and payment agreement**

A motion was made by Ms. Alsop and seconded by Mr. Bailey to enter into closed session pursuant to the above stated sections and purposes.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY, JR.
NAYS: NONE

A motion was made by Mrs. Morris and seconded by Mr. Bailey to come out of closed session with each member of the Board certifying by individual vote that only those public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act were heard, discussed and considered in closed session.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY, JR.
NAYS: NONE

A motion was made by Ms. Alsop and seconded by Mrs. Morris instructing the County Administrator to take steps to initiate state litigation regarding Opioids.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY, JR.
NAYS: NONE

COMMENTS

Ms. Alsop had the following comments:

- Advised of complaints that she had received regarding one of our neighboring counties, that AP Hill has moved its bombing closer to King and Queen and that they have had meetings, but King and Queen has not been invited, and that she is trying to get a seat at the table to discuss the matter.

County Administrator Thomas Swartzwelder reminded the Board that the School Board will be attending the October workshop and that the school study was progressing and we may have a report by then.

Mr. Burns advised that he has reviewed some of the results and feels we will have some options.

IT IS ORDERED THAT THE BOARD BE ADJOURNED:

A motion was made by Mr. Bailey and seconded by Mrs. Morris to adjourn.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY, JR.
NAYS: NONE

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James M. Burns, Chairman

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Thomas J. Swartzwelder, Clerk

King and Queen County Board of Supervisors Regular Meeting
Tuesday, October 15, 2019

7:00 P.M.

King and Queen County Courts and Administration Building
General District Courtroom

"Minutes of the Meeting"

INVOCATION AND PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES

Chairman Burns called the October 15, 2019 meeting to order with all members present. Mr. Bailey provided the invocation followed by the Pledge of Allegiance to the Flag of the United States.

APPROVAL AND SIGNING OF THE AUGUST 26, 2019 AND SEPTEMBER 9, 2019 MINUTES OF THE BOARD

A motion was made by Mr. Simpkins and seconded by Ms. Alsop to approve the August 26, 2019 and September 9, 2019 minutes.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY, JR.
NAYS: NONE

APPROVAL AND SIGNING OF THE OCTOBER 2019 WARRANTS AND APPROPRIATIONS FOR COUNTY AND SCHOOLS

1) **APPROVAL OF THE OCTOBER 2019 WARRANTS AND APPROPRIATIONS**

A motion was made by Ms. Alsop and seconded by Mr. Bailey to approve the October 2019 warrants and appropriations, subject to audit.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY, JR.
NAYS: NONE

2) **SCHOOL FOOD SERVICES – REQUEST FOR LUMP SUM APPROPRIATION THROUGH DECEMBER 2019**

A motion was made by Ms. Alsop and seconded by Mrs. Morris to approve the lump sum appropriation through December 2019 in the amount of $89,841.00.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY, JR.
NAYS: NONE

3) **SCHOOLS – RETROACTIVE APPROPRIATION FOR JULY AND AUGUST 2019 ACCURED SCHOOL FUND REVENUE**

Chairman Burns advised that during the audit fieldwork, it was identified that the accrued revenue for July and August was not appropriated to the school fund and has been verified that the revenue has been received and needs to be appropriated to the school division.

A motion was made by Mr. Bailey and seconded by Ms. Alsop to approve the July and August 2019 accrued School Fund Revenue in the amount of $318,938.55, subject to audit.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY, JR.
NAYS: NONE

KING AND QUEEN COUNTY SCHOOLS – REQUEST FOR MATCH – SCHOOL SECURITY EQUIPMENT GRANT (SUPERINTENDENT OF SCHOOLS)

The Board was advised that the School System applied for a school security equipment grant which included classroom security door hardware received last year, surveillance cameras (mounted on interior and exterior walls of school buildings and additional two-way radios. The extra security door hardware would complete their project from last year to include the gym, library, additional classroom doors, art room and pullout rooms.

A grant was awarded in the amount of $38,223 with a required 25% match of $9,555.75 with this amount they will be able to finish the classroom security doors for Central High School and Lawson Marriott Elementary School. The schools are also requesting the full amount of $15,280.00 to cover King and Queen Elementary School.

A motion was made by Ms. Alsop to approve the $9,555.75 local match. Ms. Alsop rescinded her motion and further made a motion to fund the $9,555.75 plus $15,280.00. The motion was seconded by Mr. Bailey to make sure that King and Queen Elementary was included.

After discussion, County Administrator Thomas Swartzwelder suggested that the Board wait until November to see what the report says in regards to the new building.

Ms. Alsop rescinded her last motion to approve both amounts and made a motion to approve only the $9,555.75 local match for Central High School and relook at the $15,280.00 amount within this year, based on results of the report. This motion was seconded by Mr. Bailey.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY, JR.
NAYS: NONE

BUDGET AMENDMENTS/SUPPLEMENT
PROJECT PROPOSAL FOR ADMINISTRATION BUILDING AIR CONDITIONING

A motion was made by Ms. Alsop and seconded by Mrs. Morris to approve a budget supplement for the replacement of condensing unit #3 which serves the 1st floor of the administration building (Social Services, Commissioner of the Revenue and Treasurers area) to come from the fund balance allocated for county capital projects.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY, JR.
NAYS: NONE

PUBLIC COMMENT PERIOD

Chairman Burns opened the Public Comment Period, asking that those who wish to speak to come forward stating their name and district and to limit their comments to three (3) minutes.

After hearing no comments the public comment period was closed.

SUPERINTENDENT OF SCHOOLS AND DIRECTOR OF SOCIAL SERVICES REPORTS

Superintendent of Schools Carol Carter provided the following update:

- ADM – 793 students with Vava total is 842 students
- Provided September monthly financial report to the Board, Food Services and Revenue Expenditures reports
- Presented photos taken by Mr. Cobbsmith of Central High School roof and advised that the roof should be completed within a few weeks.

Chairman Burns questioned OASHA/Safety requirements after review of the pictures that had been presented,

- Mrs. Carter further advised of details for Community Pride Day and that it would be held on the 18th of October and the parade would begin at 10:00 a.m. The Homecoming Game will be held at 2:00 P.M., against West Point.
- Thanked the Board for their continued support.

Director of Social Services Betty Dougherty provided the following update:

- Provided an update on the Childrens Services Act Audit, with the final report indicating two findings of non-compliance.
- Reported on the Childrens Services Act utilization review, advising that 9 children were served with 55.6% between 13-17 years of age; four (4) special education students were served and three (3) foster children.
- Reported that she attended the opening ceremony for the new domestic violence shelter in New Kent County on October 4, which will serve King William, King and Queen and King William Counties. Bridges of change are currently seeking donations of items to prepare the shelter for occupancy.
- Reported that Quin Rivers is in the beginning stages of a three (3) year cycle of conducting a community assessment for 2020.
- Reported that as of September 24th, all Social Services Board Members have participated in Local Board Member training.

Mr. Burns asked for a list of items needed for the shelter.

REQUEST TO DIRECT ADVERTISEMENT FOR PUBLIC HEARING

A motion was made by Mr. Simpkins and seconded by Mr. Bailey to hold a public hearing on the following at the next regular meeting of the Board to be held on November 4, 2019.

CUP19-02 and SP19-07 – Cellco Partnership's d.b.a. Verizon Wireless for a 305' communications tower on Rt. 14 in the Stevensville Magisterial District. Property is owned by R. Earl Parker.

CUP19-03 & SP19-08 – Cellco Partnership's d.b.a. Verizon Wireless for a 199' communications tower on Rt. 14 in the Buena Vista District. Property is owned by Mark V. Chandler.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY, JR.
NAYS: NONE

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A motion was made by Mr. Bailey and seconded by Ms. Alsop to hold a public hearing on the following on the next regular meeting of the Board:

ZA19-02 – Zoning Text Amendment – Article 4, Table 4.1 – pertaining to fuel distribution facilities.

ZA19-04 – Zoning Text Amendment – Article 14, Section 3-316A (y&z) – to include specific regulatory agencies and include adjoining parcel uses as part of the site plan review.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY, JR.
NAYS: NONE

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A motion was made by Ms. Alsop and seconded by Mrs. Morris to hold a public hearing on the following text amendment pertaining to business licenses at the next regular meeting of the Board.

County Text Amendment – Chapter 30 Taxation, Article VII pertaining to License (Business) Tax.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY, JR.,
NAYS: NONE

VACO – VOTING CREDENTIALS FOR THE ANNUAL BUSINESS MEETING

A motion was made by Mrs. Morris and seconded by Mr. Bailey designating Sherrin Alsop as voting delegate at the annual meeting to be held at "The Homestead" in November.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY, JR.
NAYS: NONE

APPOINTMENTS/REAPPOINTMENTS TO VARIOUS BOARDS AND COMMISSIONS

WETLANDS BOARD – 5 YEAR TERM (TO FILL UNEXPIRED TERM OF MR. GIBSON) TERM TO EXPIRE DECEMBER 20, 2020.

TABLED

Mrs. Morris advised that there would be an opening on the Economic Development Authority/IDA from the Stevensville District. Current member representing the Stevensville District Jason West will no longer be able to serve due to job obligations.

COUNTY ADMINISTRATORS COMMENTS

Thomas Swartzwelder County Administrator provided an update on the following:

- Advised of air conditioning issues on the 1st floor of the Administration Building and that they have been corrected.
- Advised that the Planning Commission has been extremely busy
- Advised that Walnut Solar has asked for deferral again to November and should be before the Board in February or March
- Advised of phone issues at King and Queen Elementary where they could not call out and further advised that six (6) office lines can be put on the County's voice over IP at a minimal cost.
- Reported that there are issues with the track and Central High School and that he is working with the Superintendent in getting quotes.
- Advised that he is hoping to have information on King and Queen Elementary School in November.

BOARD OF SUPERVISORS COMMENTS

Ms. Alsop had the following comments:

- Thanked everyone for coming out to the meeting
- Thanked the Superintendent of Schools in providing answers to several questions
- Advised that she will be attending the annual VACO Conference and will be serving two (2) terms as immediate past President.
- Reminded everyone of Election Day and hopes everyone will go out and vote.

Mrs. Morris had the following comments:

- Thanked everyone for attending the meeting.
- Thanked the Superintendent of Schools for the free pass to the homecoming football game.
- Thanked those that provided reports
- Advised that she took the training as a member of the Social Services Board Member and that it was very helpful.

Mr. Simpkins had the following comments:

- Thanked everyone for coming
- Thanked the Superintendent for the football game passes
- Encouraged everyone to go out and vote on Election Day
- Advised that he attended the MPA meeting and they continue to work on drawing Economic Development
- Wished everyone a safe trip home

Mr. Bailey had the following comments:

- Thanked everyone for coming out and for the reports that were given
- Thanked everyone for their service and was glad to be a part of the Board
- Wished everyone a safe trip home

Mr. Burns had the following comments:

- Expressed that the Solar project is consuming an extreme amount of time for staff and for the Planning Commission.

MORATORIUM ON NEW SOLAR APPLICATIONS

Mr. Burns made a motion and was seconded by Mr. Simpkins requesting approval of a moratorium in accepting new Solar Project Applications. By doing this a more detailed Solar Ordinance would be available for the Board to review and understand what they are getting into and further instructs the Planning Commission to draft a new Ordinance.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY, JR.
NAYS: NONE

County Administrator Thomas Swartzwelder commented that it was not uncommon to do this and that most redraft the entire Solar Ordinance.

Ms. Alsop expressed that she felt it was a good idea and questioned what happens to EMS needs, as we need to get our ducks in a row.

Mr. Bailey expressed concern of environmental and long term effects from Solar farms. Everything that he has read about them has been bad.

- Chairman Burns thanked Ms. Alsop and Mr. Simpkins for their 20 year of service being recognized by the Virginia Association of Counties
- Expressed that it is important to get out and vote
- Thanked everyone for their reports
- Wished everyone a safe trip home

IT IS ORDERED THAT THE BOARD BE ADJOURNED:

A motion was made by Ms. Alsop and seconded by Mr. Bailey to adjourn.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY, JR.
NAYS: NONE

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James M. Burns, Chairman

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K. Diane Gaber, CMC, Deputy Clerk

AGENDA: *Monday, November 4, 2019 Regular Meeting*

ITEM #3:

Approval and Signing of the November 2019 warrants and appropriations for County and Schools

ACTION REQUESTED:

Actions requested:

(1) <u>Approval of the November 2019 Warrants and Appropriations</u>

Need a motion and a second to approve or disapprove warrants and appropriation for month of November 2019

(2) <u>School Fund Revenues for July, August and September 2019</u>

July 2019 School Fund Revenue	**$188,992.41**
August 2019 School Fund Revenue	**$539,207.08**
September 2019 School Fund Revenue	**$428,950.23**

Need a motion and a second to approve and appropriate School Revenues for the month of July, August and September 2019 in the above listed amounts.

ATTACHMENTS:

See attachments

Part-time Employee Payroll Run

Payroll: Wednesday, November 6 , 2019

County	
Cavenaugh, Wyatt	
Hunter, Greg	$2,520.00
Miller, Ed	$1,463.00
Dean, Elaine	$672.00
Registrar	
Nickelson, Robert W.	$30.00
Hart, Martha	$924.00
Sheriff's Department	
Burton, Melvin	$589.00
Copeland-Blake, Denise	$437.25
Cox, Robert	$264.00
Hinson, Elizabeth	$843.75
Jorgenson, Craig	$957.00
Sciscente, Andrew	$1,559.25
Shackleford, Donald	$1,303.75
Trent, Darryl	$856.00
Wilson, Megan	$948.75
Overtime/Sheriff's Deparment	
Burr, Brian	$180.00
Clark, Jon-Eric	$510.00
Kline, Matthew	$120.00
Russell, Brian	$420.00
Schefflien, Harvey	$180.00
Rescue Services	
Barill, Kelly	$1,215.00
Beasley, Michael	$462.00
Bennett, Christopher	$168.00
Boutchyard, Shaun	$903.00
Chenault, Trevor	$940.50
Evans, Norwood	$504.00
Floyd, David	$486.50
Hillesheim, Travis	$168.00
Marable, Adam	$354.75
Shahan, Philip	$504.00
TOTAL	**$20,483.50**

Fulltime Payroll - November 2019

Board of Supervisors	
James Burns	$333.33
R.F. Bailey	$333.33
Doris Morris	$333.33
Lawrence Simpkins	$333.33
Sherrin Alsop	$333.33
County Administrator	
Tom Swartzwelder	$20,471.25
Diane Gaber	Hourly
Commissioner of the Revenue	
Kelly Lumpkin	$5,366.56
Brenda Robinson	$3,121.84
Shelby Dufour	$2,478.01
Finance	
Tina Ammons	$4,611.78
Treasurer	
Irene Longest	$5,986.53
Stephanie Sears	$3,765.68
Cheryl Jessie	$2,478.01
Registrar	
Diane Klausen	$4,104.67
Clerk of Circuit Court	
Vanessa Porter	$6,742.47
Patricia Reed	$3,121.84
Hattie Robinson	$2,478.01
Commonwealth Attorney	
Charles Adkins	$11,321.42
Ann Young	$2,772.93
Sheriff	
John Charboneau	$6,173.75
Rob Balderson	$5,266.08
James Simmons	$4,298.08
Vacant	?
Ernie Shefflien	$4,022.58

William Moore	$3,224.67
Brian Russell	$3,224.67
Mitchell Wilson	$3,500.00
Brian Burr	$3,224.67
Matthew Kline	$3,224.67
Jon-Eric Clark	$3,224.67
Micheal Andrews	$3,125.00
Joshua Shipman	$3,125.00
Vacant	?
Sandra Davis	$3,437.50
Cathy Brooks	$3,201.50
Shirley Hill	$3,201.50
Michelle Barbee	$2,933.75
Tammy Thompson	$2,708.33
Crystal Gibson	$2,504.58
Shannon Bristow	$2,333.33
Vickie Draine	$3,445.42
Rescue Services	
David Lankford	$4,440.23
Kevin Mounts	$4,111.17
Josh Schrum	$3,150.94
Robert Coggsdale	$3,937.69
Kevin Harris	$3,762.25
Phillip Jewell	$3,342.78
Gary Breen	$3,150.94
Vacant	?
Building Inspections	
Mike Eutsey	$5,071.03
General Properties/Buildings & Grounds	
Charles Thornton	$1,982.06
Zoning Administrator	
Donna Sprouse	$4,505.35
David McIntire	$2,937.90
	$190,279.74

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
	*** Board of Supervisors ***				
RAPPAHANNOCK TIMES	Advertising	PUBLIC HEARING ADS	KQC001 9/19	9/30/2019	170.00
RAPPAHANNOCK TIMES	Advertising	PUBLIC HEARING ADS	KQC001 9/19	9/30/2019	230.00
COUNTRY COURIER	Advertising	PUBLIC HEARING AD	13972	10/16/2019	195.00
					595.00 *
BARBOUR PRINTING SERVICES	Office Supplies	BUSINESS CARDS	1944-19	10/04/2019	44.00
					44.00 *
				TOTAL	639.00

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
	*** County Administrator ***				
GLOUCESTER-MATHEWS	Advertising	EMPLOYMENT AD	1776 9/19	9/30/2019	47.60
					47.60 *
BB & T BANKCARD CORP	Miscellaneous	FINANCE CHARGE	10/09/2019	10/09/2019	29.35
					29.35 *
SHRED-IT USA, LLC	Office Supplies	SHREDDING	8128388884	10/22/2019	50.91
					50.91 *
				TOTAL	127.86

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
	*** Commissioner of Revenue ***				
BMS DIRECT	Printing & Binding	2019 LANDBOOK	139360	10/08/2019	667.49
					667.49 *
LUMPKIN, KELLY N.	Books and Subscriptions	FOIA BOOKS	BK-001400222-5	10/01/2019	22.74
					22.74 *
				TOTAL	690.23

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
MCNEIL & COMPANY, INC.	Gen Liability - Fire & Rescue	ADD VEHICLE	39825125	10/11/2019	688.95
					688.95 *
				TOTAL	688.95

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
	*** Circuit Court ***				
SMITH, SHAWN W.	Compensation of Jurors	JURY DUTY	10/8/19	10/08/2019	30.00
ELLIOTT, LARRY	Compensation of Jurors	JURY DUTY	10/8/19	10/08/2019	30.00
TREASURER	Compensation of Jurors	DEBRA CARTER/TAXES	10/24/19	10/24/2019	25.00
TREASURER	Compensation of Jurors	MICHELLE MORRIS	10/24/19	10/24/2019	30.00
AMOS, SHANNON L.	Compensation of Jurors	JURY DUTY	10/8/19	10/08/2019	30.00
BROADDUS, ROGER L.	Compensation of Jurors	JURY DUTY	10/8/19	10/08/2019	30.00
MORRIS, MICHELLE	Compensation of Jurors	DELINQUENT TAXES	10/24/19	10/24/2019	30.00-
MORRIS, MICHELLE	Compensation of Jurors	JURY DUTY	10/8/19	10/08/2019	30.00
MORRIS, ANGELA	Compensation of Jurors	JURY DUTY	10/8/19	10/08/2019	30.00
SHACKLEFORD, R. DALE	Compensation of Jurors	JURY DUTY	10/8/19	10/08/2019	30.00
CARTER, DEBRA COWAN	Compensation of Jurors	DELINQUENT TAXES	10/24/19	10/24/2019	25.00-
CARTER, DEBRA COWAN	Compensation of Jurors	JURY DUTY	10/8/19	10/08/2019	30.00
					240.00 *
BARBOUR PRINTING SERVICES	Other Operating Supplies	ENVELOPES	2040-19	10/18/2019	85.00
					85.00 *
				TOTAL	325.00

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
	*** General District Court ***				
RICOH USA, INC.	Lease/Rent of Equipment	COPIER LEASE	32537793	10/11/2019	108.58
					108.58 *
VANFOSSEN, AMY	Court Appointed Attorney	GC1900185400	8337742	10/04/2019	120.00
VANFOSSEN, AMY	Court Appointed Attorney	GC1900167300	8337743	10/10/2019	120.00
					240.00 *
				TOTAL	348.58

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
	*** Clerk of Circuit Court ***				
BMS DIRECT	Printing & Binding	2019 LANDBOOK	139359	10/08/2019	667.49
					667.49 *
ROBINSON, HATTIE	Mileage	MILEAGE	10/18/19	10/18/2019	59.16
					59.16 *
VA COURT CLERKS ASSOC.	Convention & Education	CLERKS COURSE	10/24/19	10/24/2019	250.00
PORTER, VANESSA	Convention & Education	HOTEL/CLERK COURSE	99853326-1	10/02/2019	113.08
					363.08 *
OFFICE DEPOT	Office Supplies	OFFICE SUPPLIES	385743595001	10/04/2019	14.49
					14.49 *
				TOTAL	1,104.22

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
	*** Sheriff ***				
COMPUTER PROJECTS OF IL	Maintenance Service Contracts	FIREFOX ANNUAL LIC.	19-10-115ME	10/07/2019	360.00
					360.00 *
RAPPAHANNOCK TIMES	Advertising	EMPLOYMENT ADS	KQC008 9/19	9/30/2019	61.00
SOUTHSIDE SENTINEL	Advertising	EMPLOYMENT AD	68788	9/05/2019	199.50
					260.50 *
BB & T BANKCARD CORP	Convention & Education	CONFERENCE REGISTRAT	10/09/2019	10/09/2019	.00
BB & T BANKCARD CORP	Convention & Education	CONFERENCE REGISTRAT	10/09/2019	10/09/2019	275.00
					275.00 *
BB & T BANKCARD CORP	Meals & Lodging	HOTEL/SHERIFF CONFER	10/09/2019	10/09/2019	959.79
ELAN CORPORATE PAYMENT SYS	Meals & Lodging	HOTEL/VALEACO CONFER	10/15/2019	10/15/2019	569.16
					1,528.95 *
OFFICE DEPOT	Office Supplies	OFFICE SUPPLIES	387994491001	10/09/2019	271.95
					271.95 *
ROBERT G. ALLEY, INC	Vehicle Maintenance & Repair	UNLOCK VEHICLE	19-8769	10/07/2019	45.00
MOBILE PRO GLASS, INC.	Vehicle Maintenance & Repair	WINDSHIELD/IMPALA	1000	9/30/2019	220.00
ROBERT G. ALLEY, INC.	Vehicle Maintenance & Repair	OFL/MOUNT&BAL TIRES	10996	9/16/2019	58.99
ROBERT G. ALLEY, INC.	Vehicle Maintenance & Repair	OIL CHANGE	10997	9/18/2019	15.00
ROBERT G. ALLEY, INC.	Vehicle Maintenance & Repair	OIL CHANGE	10998	9/11/2019	18.99
ROBERT G. ALLEY, INC.	Vehicle Maintenance & Repair	OIL CHANGE	10999	9/17/2019	15.00
ROBERT G. ALLEY, INC.	Vehicle Maintenance & Repair	MOUNT & BAL TIRES	11069	9/30/2019	60.00
ROBERT G. ALLEY, INC.	Vehicle Maintenance & Repair	OIL CHANGE	11153	10/09/2019	15.00
					447.98 *
MANSFIELD OIL COMPANY	Vehicle & Equipment Fuel	FUEL	551139	10/03/2019	2,603.89
					2,603.89 *
TAPPAHANNOCK CHEVROLET	Vehicle & Equipment Supplies	REPLACE BATTERY	05997	10/02/2019	160.70
SEREDNI TIRE & AUTO CENTE	Vehicle & Equipment Supplies	TIRES	268865	10/01/2019	261.44
CHARBONEAU, JOHN	Vehicle & Equipment Supplies	TITLE FEE	40626900028	9/26/2019	5.00
					427.14 *
OFFICE DEPOT	Police Supplies	POLICE SUPPLIES	388804943001	10/11/2019	41.45
OFFICE DEPOT	Police Supplies	POLICE SUPPLIES	388807306001	10/11/2019	14.20
					55.65 *
GALL'S LLC	Uniforms & Wearing Apparel	UNIFORM SHIRTS	013792326	9/24/2019	105.00
					105.00 *
KUSTOM SIGNALS, INC.	Radio Equipment	VIDEO TRANSFER SYSTM	567787	9/26/2019	583.25
KUSTOM SIGNALS, INC.	Radio Equipment	ACCESS POINT KITS	567788	9/26/2019	974.00
					1,557.25 *
KUSTOM SIGNALS, INC.	DCJS Grants	VIDEO TRANSFER SYSTM	567787	9/26/2019	1,749.75
					1,749.75 *
LABORATORY CORPORATION	Payment for Medical Expenses	EMPLOYEE TESTING	64033775	9/28/2019	168.00
					168.00 *
				TOTAL	9,811.06

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
	*** Rescue Services ***				
ELAN CORPORATE PAYMENT SYS	Training	CPR RENEWALS	10/15/2019	10/15/2019	80.00
ELAN CORPORATE PAYMENT SYS	Training	CPR CARDS	10/15/2019	10/15/2019	48.72
					128.72 *
MANSFIELD OIL COMPANY	Vehicle Fuel	FUEL	554229	10/17/2019	590.26
ELAN CORPORATE PAYMENT SYS	Vehicle Fuel	FUEL	10/15/2019	10/15/2019	34.00
					624.26 *
				TOTAL	752.98

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
	*** Radio Communications ***				
RAPPAHANNOCK ELECTRIC	Electrical Services	490 CANTERBURY ROAD	114292002 10/19	10/18/2019	306.43
RAPPAHANNOCK ELECTRIC	Electrical Services	8786 NEWTOWN ROAD	114292003 10/19	10/16/2019	340.49
					646.92 *
SBA TOWERS, INC.	Tower Rent - Shacklefords Site	TOWER LEASE	IN30495157	11/01/2019	5,217.91
					5,217.91 *
				TOTAL	5,864.83

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
MIDDLE PENINSULA	*** Regional Jail *** Payment to Joint Operation	2ND QTR BILLING	582	10/01/2019	209,953.12
					209,953.12 *
				TOTAL	209,953.12

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
	*** Building Inspections ***				
ELAN CORPORATE PAYMENT SYS	Convention & Education	E&S CERTIFICATION	10/15/2019	10/15/2019	.00
ELAN CORPORATE PAYMENT SYS	Convention & Education	E&S CERTIFICATION	10/15/2019	10/15/2019	78.00
					78.00 *
DEPT OF HOUSING & COMM	2% Surcharge	1ST QTR SURCHARGE	10/2/19	10/02/2019	262.98
					262.98 *
OFFICE DEPOT	Office Supplies	OFFICE SUPPLIES	385743594001	10/03/2019	21.98
					21.98 *
MANSFIELD OIL COMPANY	Vehicle Fuel	FUEL	554363	10/17/2019	107.66
					107.66 *
				TOTAL	470.62

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
BMS DIRECT	Printing Dog Tags	2020 DOG TAGS	136785	9/30/2019	870.50
					870.50 *
AMAZON CAPITAL SERVICES	Animal Capture Supplies	DIGITAL SURFACE THER	1FR7-FN1D-3CCL	10/10/2019	57.45
					57.45 *
				TOTAL	927.95

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
VIRGINIA PENINSULA PUBLIC	Administrative Services	ADMIN FEE	26556	10/15/2019	2,687.50
VIRGINIA PENINSULA PUBLIC	Administrative Services	LANDFILL ADMIN FEE	26571	10/15/2019	349.50
					3,037.00 *
VIRGINIA PENINSULA PUBLIC	Transfer System Operations	TRANSFER SYSTEM FEE	26565	10/15/2019	29,271.50
					29,271.50 *
VIRGINIA PENINSULA PUBLIC	Convenience Center Operations	CONV CENTER FEE	26575	10/16/2019	62,706.75
					62,706.75 *
VIRGINIA PENINSULA PUBLIC	MP Household Chemical Collecti	HHC COLLECTION	26586	10/16/2019	100.00
					100.00 *
				TOTAL	95,115.25

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
	*** General Properties ***				
CARTER MACHINERY CO, INC	Repairs & Maintenance	CHECK MAIN FUEL TANK	0640426	10/08/2019	227.83
JAMES RIVER AIR	Repairs & Maintenance	RPR HVAC/UNIT #3	S139025	9/30/2019	1,523.25
ESQUIRE SERVICES	Repairs & Maintenance	STRIP & WAX HALLS	22691	10/14/2019	3,500.00
					5,251.08 *
RUTHERFORD SUPPLY	Janitorial Supplies	CLEANING SUPPLIES	1118728	9/19/2019	181.13
					181.13 *
ELAN CORPORATE PAYMENT SYS	Building Supplies	CORD	10/15/2019	10/15/2019	61.28
ELAN CORPORATE PAYMENT SYS	Building Supplies	CORD	10/15/2019	10/15/2019	28.60
ELAN CORPORATE PAYMENT SYS	Building Supplies	AMBULANCE PLUG	10/15/2019	10/15/2019	138.48
					228.36 *
360 HARDWARE	Grounds Supplies	SUPPLIES	11001 0 9/19	9/30/2019	36.25
					36.25 *
				TOTAL	5,696.82

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
	*** Marriott School Facility ***				
DOMINION LOCK & SECURITY	Repairs & Maintenance	RPLC DOORS/MARRIOTT	190724-005	9/30/2019	5,900.00
					5,900.00 *
				TOTAL	5,900.00

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
	*** Rental Assistance Program ***				
BAY AGING	Rental Assist Payments	FY20 CONTRIBUTION	10/21/19	10/21/2019	3,438.00
					3,438.00 *
				TOTAL	3,438.00

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
	*** Bay Aging ***				
BAY AGING	Annual Contribution/Bay Aging	FY20 CONTRIBUTION	10/21/19	10/21/2019	5,448.00
					5,448.00 *
BAY AGING	County Match - Bay Transit	FY20 CONTRIBUTION	10/21/19	10/21/2019	26,667.00
					26,667.00 *
				TOTAL	32,115.00

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
	*** Planning Commission ***				
RAPPAHANNOCK TIMES	Advertising	PUBLIC HEARING ADS	KQC001 9/19	9/30/2019	266.00
VIRGINIA MEDIA	Advertising	PUBLIC HEARING AD	010823217000	9/30/2019	317.04
					583.04 *
				TOTAL	583.04

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
	*** Zoning Administrator ***				
BARBOUR PRINTING SERVICES	Office Supplies	BUSINESS CARDS	1910-19	10/10/2019	44.00
AMAZON CAPITAL SERVICES	Office Supplies	PRINTER RIBBONS	13Q4-PQDD-P9CG	10/03/2019	19.34
ELAN CORPORATE PAYMENT SYS	Office Supplies	OFFICE CHAIR	10/15/2019	10/15/2019	259.99
					323.33 *
				TOTAL	323.33

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
	*** Contingency Fund ***				
OFFICE DEPOT	Miscellaneous Contingencies	CUBICLE PANEL	385743421001	10/04/2019	269.98
OFFICE DEPOT	Miscellaneous Contingencies	OFFICE SUPPLIES	385743594001	10/03/2019	10.99
BB & T BANKCARD CORP	Miscellaneous Contingencies	WINDOW A/C UNITS	10/09/2019	10/09/2019	922.43
SENTARA HEALTHCARE	Miscellaneous Contingencies	FLU SHOTS	FC-1089	9/26/2019	150.00
MOBILE MINI, INC.	Miscellaneous Contingencies	STORAGE CONTAINER	9007231798	10/18/2019	157.56
					1,510.96 *
				TOTAL	1,510.96
				FUND TOTAL	376,386.80

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
KUSTOM SIGNALS, INC.	Sheriff's Dept. Vehicles	IN CAR CAMERAS	567786	9/26/2019	16,959.00
					16,959.00 *
WILSON ENGINEERS, LLC	Emergency Services Facility	FIRE STATION PROJECT	WE0159-02	10/20/2019	6,432.62
					6,432.62 *
				TOTAL	23,391.62
				FUND TOTAL	23,391.62

VENDOR NAME	CHARGE TO	DESCRIPTION	INVOICE#	INVOICE DATE	$$ PAY $$
HUDSON AND ASSOCIATES ARCH	Capital Projects School Capital Projects	KQES STUDY	1908.2	10/16/2019	39,447.50
					39,447.50 *
				TOTAL	39,447.50
				FUND TOTAL	39,447.50
				TOTAL DUE	439,225.92

Approved at meeting of _____ on _____.

Signed _____ _____ _____
Title Date

July 2019 School Fund Revenue

REVENUE DETAIL:				
School Operating (Fund 231)	**7/15/2019**	**7/31/2019**	**Total**	
Miscellaneous/Local:				
Refunds			$0.00	
Erate			$0.00	
Insurance Adjustments			$0.00	
Sale of Buses			$0.00	
Sale of Equipment			$0.00	
Tuition - Day School			$0.00	3-231-16120-0001
Donations			$0.00	
Other Funds	$13.21		$13.21	3-231-18990-0012
Student Fees			$0.00	3-231-18990-0014
Local/Miscellaneous	**$13.21**	**$0.00**	**$13.21**	

State

Grants:				
Homebound/Special Education			$0.00	3-231-24020-0046
At-Risk 4-Year Olds (Pre-School Initiative)			$0.00	3-231-24020-0081
Subtotal - State Grants	**$0.00**	**$0.00**	**$0.00**	
Non-Grants:				
At-Risk			$0.00	3-231-24020-0065
At-Risk	$4,189.54		$4,189.54	3-231-24020-0065
Basic State Aid	$100,972.83		$100,972.83	3-231-24020-0002
ISAEP				
Compensation Supplements	$6,952.08		$6,952.08	3-231-24020-0011
Early Reading Intervention			$0.00	3-231-24020-0028
English as a Second Language-SOQ	$288.54		$288.54	3-231-24030-0009
Foster Care			$0.00	
Gifted Education	$916.71		$916.71	3-231-24020-0007
Group Life	$458.38		$458.38	3-231-24020-0041
Instructional Retirement	$15,126.00		$15,126.00	3-231-24020-0023
Instructional Social Security	$6,856.33		$6,856.33	3-231-24020-0021
K-3 Class-Size Reduction			$0.00	3-231-24020-0075
Lottery Per Pupil			$0.00	3-231-24020-0033
Mentor Teachers			$0.00	3-231-24020-0091
Industry Certification			$0.00	
Remediation, Prevention, Intervention	$3,857.88		$3,857.88	3-231-24020-0008
Project Graduation			$0.00	3-231-24040-0045
Remedial Summer School	$258.83		$258.83	3-231-24020-0004
SOL Algebra			$0.00	3-231-24040-0005
Special Education	$25,840.25		$25,840.25	3-231-24020-0012
State Sales Tax			$0.00	3-231-24030-0008
Technology			$0.00	3-231-24020-0088
Textbook-funded by Lottery/SOQ	$1,923.04		$1,923.04	3-231-24020-0014
CTE Certification funds			$0.00	
Vocational Education	$3,838.79		$3,838.79	3-231-24020-0017

Vocational Education (CAT)			$0.00	
Enrollment Loss			$0.00	3-231-24020-0010
School Security Grant				
	$171,479.20	**$0.00**	**$171,479.20**	

Federal

Grants:				
21st Century			$0.00	3-231-33084-0395
Gear Up	$17,500.00		$17,500.00	3-231-33084-0334
Miscellaneous			$0.00	
Perkins III			$0.00	
Title I, Part A			$0.00	3-231-33084-0010
Title II - A			$0.00	3-231-33084-0067
Title III			$0.00	
Title IV			$0.00	3-231-33084-0086
Title VI,Part B:Six-B Flow Special Ed			$0.00	3-231-33084-0027
Title VI,Part B:Six-B Flow Special Ed PreSchool			$0.00	3-231-33084-0173
			$0.00	
Subtotal - Federal Grants	**$17,500.00**	**$0.00**	**$17,500.00**	
Federal Non-Grants:				
Medicaid			$0.00	3-231-33099-0005
ROTC			$0.00	3-231-33099-0001
Subtotal - Federal Non Grants	**$0.00**	**$0.00**	**$0.00**	
Total School Operating	**$188,992.41**	**$0.00**	**$188,992.41**	

August 2019 School Fund Revenue

REVENUE DETAIL: School Operating (Fund 231)	8/15/2019	8/31/2019	Total	
Miscellaneous/Local:				
Refunds			$0.00	
Erate			$0.00	
Insurance Adjustments	$24,769.52		$24,769.52	3-231-18990-0010
Sale of Buses			$0.00	
Sale of Equipment			$0.00	
Tuition - Day School			$0.00	3-231-16120-0001
Donations			$0.00	
Other Funds			$0.00	3-231-18990-0012
Student Fees			$0.00	3-231-18990-0014
Local/Miscellaneous	**$24,769.52**	**$0.00**	**$24,769.52**	

State

Grants:				
Homebound/Special Education			$0.00	3-231-24020-0046
At-Risk 4-Year Olds (Pre-School Initiative)			$0.00	3-231-24020-0081
Subtotal - State Grants	**$0.00**	**$0.00**	**$0.00**	
Non-Grants:				
At-Risk			$0.00	3-231-24020-0065
At-Risk	$4,189.54	$8,379.08	$12,568.62	3-231-24020-0065
Basic State Aid	$100,972.83	$201,945.66	$302,918.49	3-231-24020-0002
ISAEP				
Compensation Supplements	$6,952.08	$13,904.16	$20,856.24	3-231-24020-0011
Early Reading Intervention			$0.00	3-231-24020-0028
English as a Second Language-SOQ	$288.54	$577.08	$865.62	3-231-24030-0009
Foster Care			$0.00	
Gifted Education	$916.71	$1,833.42	$2,750.13	3-231-24020-0007
Group Life	$458.37	$916.75	$1,375.12	3-231-24020-0041
Instructional Retirement	$15,126.00	$30,252.00	$45,378.00	3-231-24020-0023
Instructional Social Security	$6,856.33	$13,712.66	$20,568.99	3-231-24020-0021
K-3 Class-Size Reduction			$0.00	3-231-24020-0075
Lottery Per Pupil			$0.00	3-231-24020-0033
Mentor Teachers			$0.00	3-231-24020-0091
Industry Certification			$0.00	
Remediation, Prevention, Intervention	$3,857.87	$7,715.75	$11,573.62	3-231-24020-0008
Project Graduation			$0.00	3-231-24040-0045
Remedial Summer School	$258.83	$517.66	$776.49	3-231-24020-0004
SOL Algebra			$0.00	3-231-24040-0005
Special Education	$25,840.25	$51,680.50	$77,520.75	3-231-24020-0012
State Sales Tax			$0.00	3-231-24030-0008
Technology			$0.00	3-231-24020-0088
Textbook-funded by Lottery/SOQ	$1,923.04	$3,846.08	$5,769.12	3-231-24020-0014
CTE Certification funds			$0.00	
Vocational Education	$3,838.79	$7,677.58	$11,516.37	3-231-24020-0017

Vocational Education (CAT)			$0.00	
Enrollment Loss			$0.00	3-231-24020-0010
School Security Grant				
	$171,479.18	**$342,958.38**	**$514,437.56**	

Federal

Grants:				
21st Century			$0.00	3-231-33084-0395
Gear Up			$0.00	3-231-33084-0334
Miscellaneous			$0.00	
Perkins III			$0.00	
Title I, Part A			$0.00	3-231-33084-0010
Title II - A			$0.00	3-231-33084-0067
Title III			$0.00	
Title IV			$0.00	3-231-33084-0086
Title VI,Part B:Six-B Flow Special Ed			$0.00	3-231-33084-0027
Title VI,Part B:Six-B Flow Special Ed PreSchool			$0.00	3-231-33084-0173
			$0.00	
Subtotal - Federal Grants	**$0.00**	**$0.00**	**$0.00**	
Federal Non-Grants:				
Medicaid			$0.00	3-231-33099-0005
ROTC			$0.00	3-231-33099-0001
Subtotal - Federal Non Grants	**$0.00**	**$0.00**	**$0.00**	
Total School Operating	**$196,248.70**	**$342,958.38**	**$539,207.08**	

September 2019 School Fund Revenue

REVENUE DETAIL:				
School Operating (Fund 231)	**9/15/2019**	**9/30/2019**	**Total**	
Miscellaneous/Local:				
Refunds			$0.00	
Erate			$0.00	
Insurance Adjustments			$0.00	3-231-18990-0010
Sale of Buses			$0.00	
Sale of Equipment			$0.00	
Tuition - Day School			$0.00	3-231-16120-0001
Donations			$0.00	
Other Funds			$0.00	3-231-18990-0012
Student Fees			$0.00	3-231-18990-0014
Local/Miscellaneous	**$0.00**	**$0.00**	**$0.00**	

State

Grants:				
Homebound/Special Education			$0.00	3-231-24020-0046
At-Risk 4-Year Olds (Pre-School Initiative)			$0.00	3-231-24020-0081
Subtotal - State Grants	**$0.00**	**$0.00**	**$0.00**	
Non-Grants:				
At-Risk			$0.00	3-231-24020-0065
At-Risk	$4,189.54	$4,189.54	$8,379.08	3-231-24020-0065
Basic State Aid	$100,972.83	$100,972.83	$201,945.66	3-231-24020-0002
ISAEP				
Compensation Supplements	$6,952.08	$6,952.08	$13,904.16	3-231-24020-0011
Early Reading Intervention			$0.00	3-231-24020-0028
English as a Second Language-SOQ	$288.54	$288.54	$577.08	3-231-24030-0009
Foster Care			$0.00	
Gifted Education	$916.71	$916.71	$1,833.42	3-231-24020-0007
Group Life	$458.38	$458.37	$916.75	3-231-24020-0041
Instructional Retirement	$15,126.00	$15,126.00	$30,252.00	3-231-24020-0023
Instructional Social Security	$6,856.33	$6,856.33	$13,712.66	3-231-24020-0021
K-3 Class-Size Reduction			$0.00	3-231-24020-0075
Lottery Per Pupil			$0.00	3-231-24020-0033
Mentor Teachers			$0.00	3-231-24020-0091
Industry Certification			$0.00	
Remediation, Prevention, Intervention	$3,857.88	$3,857.87	$7,715.75	3-231-24020-0008
Project Graduation			$0.00	3-231-24040-0045
Remedial Summer School	$258.83	$258.83	$517.66	3-231-24020-0004
SOL Algebra			$0.00	3-231-24040-0005
Special Education	$25,840.25	$25,840.25	$51,680.50	3-231-24020-0012
State Sales Tax	$42,822.21	$42,822.21	$85,644.42	3-231-24030-0008
Technology			$0.00	3-231-24020-0088
Textbook-funded by Lottery/SOQ	$1,923.04	$1,923.04	$3,846.08	3-231-24020-0014
CTE Certification funds			$0.00	
Vocational Education	$3,838.79	$3,838.79	$7,677.58	3-231-24020-0017

Vocational Education (CAT)			$0.00	
Enrollment Loss			$0.00	3-231-24020-0010
School Security Grant				
	$214,301.41	**$214,301.39**	**$428,602.80**	

Federal

Grants:				
21st Century			$0.00	3-231-33084-0395
Gear Up			$0.00	3-231-33084-0334
Miscellaneous			$0.00	
Perkins III			$0.00	
Title I, Part A			$0.00	3-231-33084-0010
Title II - A			$0.00	3-231-33084-0067
Title III			$0.00	
Title IV			$0.00	3-231-33084-0086
Title VI,Part B:Six-B Flow Special Ed			$0.00	3-231-33084-0027
Title VI,Part B:Six-B Flow Special Ed PreSchool			$0.00	3-231-33084-0173
			$0.00	
Subtotal - Federal Grants	**$0.00**	**$0.00**	**$0.00**	
Federal Non-Grants:				
Medicaid	$347.43		$347.43	3-231-33099-0005
ROTC			$0.00	3-231-33099-0001
Subtotal - Federal Non Grants	**$347.43**	**$0.00**	**$347.43**	
Total School Operating	**$214,648.84**	**$214,301.39**	**$428,950.23**	

KING AND QUEEN COUNTY
DEPARTMENT OF SOCIAL SERVICES
P. O BOX 7
242 ALLENS CIRCLE
KING AND QUEEN COURTHOUSE, VIRGINIA 23085

PHONE (804) 785-5977
(804) 769-5003

FAX (804) 785-5885
(804) 769-5073

TO: Board of Supervisors
King and Queen Courthouse, Virginia 23085

FROM: King and Queen Department of Social Services

DATE: October 18, 2019

The administrative, public assistance and special federal grant expenditures estimated expenses for November 2019 is $130,000.00.

Betty A. Dougherty

BETTY A. DOUGHERTY
DIRECTOR

AGENDA: ***Monday, November 4, 2019 Regular Meeting***

ITEM #4:

Budget Amendments/Supplement:

Sheriffs Department - Virginia Hwy Safety Grant Office Award

****

ACTION REQUESTED:

The Virginia Highway Safety Grant Office awarded a total of three (3) highway safety grants effective October 7, 2019 thru September 30, 2020. These grants will reimburse for overtime, training/lodging and equipment. The total is $28,280.00 and are federal grant pass-through funds.

Need a motion and a second to approve the budget supplement.

SUMMARY OF INFORMATION:

ATTACHMENTS:

- **See attachments**

KING AND QUEEN COUNTY FY 2020
BUDGET AMENDMENT/SUPPLIMENT/TRANSFER FORM

☐ Budget Amendment
☑ Budget Supplement
☐ Budget Transfer

DEPARTMENT: **King and Queen Co. Sheriff's Office** DATE: **Oct. 10, 2019**

BUDGET SUPPLIMENT

FUND	DEPT. CODE	ACCT. CODE	OBJ. CODE	PROJ. NO.*	PHASE*	REQUESTED AMENDMENT
4	100	031200	1111			24,000.
4	100	031200	5560-1			1,200.
4	100	031200	5540-1			400.
4	100	031200	8206			2,680.
				Sub-Total This Page		28,280.
				GRAND TOTAL		28,280.

REASON FOR SUPPLIMENT:

The Virginia Highway Safety Grant Office awarded a total of (3) three Highways Safety Grants effective October 7, 2019 thru Sept. 30, 2020. These grants will reimburse for overtime, training/lodging and equipment.

Federal Award ID #

1. 154AL - 2020-50156-20156 $16,280. (Alcohol)
2. FSC - 2020-50272-20272 9,000. (Speed)
3. FOP - 2020-50290-20290 $ 3,000. (Occupant)

Agency Head _____ Date: 10-10-19

* Federal Grant Pass-through funds.

www.dmvNow.com
Virginia Department of Motor Vehicles
Post Office Box 27412
Richmond, Virginia 23269-0001

HIGHWAY SAFETY GRANT AGREEMENT

Purpose: Virginia's Highway Safety Program Subrecipients use this form to certify and assure that they will fully comply with all terms of the Highway Safety Grant Agreement.

Instructions: Subrecipients must read the contract, complete all applicable information on the first and last page, initial the subsequent pages, and return all pages to the Department of Motor Vehicles.

This Highway Safety Grant Agreement is entered into between the Virginia Department of Motor Vehicles (hereinafter "Department"), 2300 West Broad Street, Richmond, Virginia 23220, and the following:

Subrecipient: King and Queen County	**Federal Award Identification Number (FAIN):** 69A37518300001
Project Title: Selective Enforcement - Alcohol	**Project Number:** 154AL-2020-50156-20156
CFDA Number: 20.607 **CFDA Name:** Alcohol Open Container Requirements	**Grant Award Amount: $ 16,280.00** Federal Funds Obligated: $ 16,280.00 Total Federal Funds Obligated: $ 16,280.00
Period of Performance: From October 1, 2019, or the date the Highway Safety Grant Agreement is signed by the Director, Virginia Highway Safety Office (whichever is later) through September 30, 2020. Allow 21 days for the Department to complete its review and signature. **FINAL VOUCHER IS DUE ON OR BEFORE NOVEMBER 5, 2020.**	**Source of funds obligated to this award:** U.S. Department of Transportation National Highway Traffic Safety Administration (NHTSA) **Date of Award Letter from NHTSA:** September 30, 2019

In performing its responsibilities under this Highway Safety Grant Agreement, the Subrecipient certifies and assures that it will fully comply with the following:

- Applicable Department regulations and policies and State and Federal laws, regulations, and policies
- Statement of Work and Special Conditions and an Approved Budget, included with this Highway Safety Grant Agreement
- General Terms and Conditions, also included with this Highway Safety Grant Agreement

Subrecipient's signature below indicates that the Subrecipient has read, understands and agrees to fully comply with all terms and conditions of this Highway Safety Grant Agreement without alteration. This Highway Safety Grant Agreement (hereinafter "Grant Agreement"), consisting of this certification, the attached Statement of Work and Special Conditions, the attached General Terms and Conditions, the attached Project Budget, the Subrecipient's proposal and the letter awarding the grant to the Subrecipient constitutes the entire agreement between the Department and the Subrecipient, supersedes any prior oral or written agreement between the parties and may not be modified except by written agreement as provided herein. Where any conflict arises between terms, the following is the order of governance of one term over another: (1) applicable Department regulations and policies, except where superseded by Federal laws, regulations, or policies; (2) applicable State laws, regulations, and policies, except where superseded by Federal laws, regulations, or policies; (3) applicable Federal laws, regulations, and policies; (4) Statement of Work and Special Conditions; (5) General Terms and Conditions; (6) Project Budget; (7) Subrecipient's proposal; and (8) grant award letter. **Subrecipient certifies that this grant does not include research and development.**

SIGNATURES OF AUTHORIZED APPROVING OFFICIALS

For Subrecipient:

William R. Balderson Chief Deputy
Name and Title of Project Director (print)

Signature — Date: 8/22/19

Subrecipient's DUNS Number 831296681

Does your locality/legal entity expend $750,000 or more annually in total federal funds? *(check one)* ✓ Yes ___ No

Thomas S. Swartzwelder, County Administrator
Name and Title of Authorized Approving Official (print)

Signature — Date: 8-22-19

For Virginia Department of Motor Vehicles:

John Saunders
Director, Virginia Highway Safety Office (print)

Signature — Date: 9-26-2019

FILE COPY

www.dmvNow.com
Virginia Department of Motor Vehicles
Post Office Box 27412
Richmond, Virginia 23269-0001

HIGHWAY SAFETY GRANT AGREEMENT

Purpose: Virginia's Highway Safety Program Subrecipients use this form to certify and assure that they will fully comply with all terms of the Highway Safety Grant Agreement.

Instructions: Subrecipients must read the contract, complete all applicable information on the first and last page, initial the subsequent pages, and return all pages to the Department of Motor Vehicles.

This Highway Safety Grant Agreement is entered into between the Virginia Department of Motor Vehicles (hereinafter "Department"), 2300 West Broad Street, Richmond, Virginia 23220, and the following:

Subrecipient: King and Queen County	**Federal Award Identification Number (FAIN):** 69A37519300004
Project Title: Selective Enforcement - Speed	**Project Number:** FSC-2020-50272-20272
CFDA Number: 20.600 **CFDA Name:** State and Community Highway Safety	**Grant Award Amount: $ 9,000.00** Federal Funds Obligated: $ 9,000.00 Total Federal Funds Obligated: $ 9,000.00
Period of Performance: From October 1, 2019, or the date the Highway Safety Grant Agreement is signed by the Director, Virginia Highway Safety Office (whichever is later) through September 30, 2020. Allow 21 days for the Department to complete its review and signature. **FINAL VOUCHER IS DUE ON OR BEFORE NOVEMBER 5, 2020.**	**Source of funds obligated to this award:** U.S. Department of Transportation National Highway Traffic Safety Administration (NHTSA) **Date of Award Letter from NHTSA:** September 30, 2019

In performing its responsibilities under this Highway Safety Grant Agreement, the Subrecipient certifies and assures that it will fully comply with the following:

- Applicable Department regulations and policies and State and Federal laws, regulations, and policies
- Statement of Work and Special Conditions and an Approved Budget, included with this Highway Safety Grant Agreement
- General Terms and Conditions, also included with this Highway Safety Grant Agreement

Subrecipient's signature below indicates that the Subrecipient has read, understands and agrees to fully comply with all terms and conditions of this Highway Safety Grant Agreement without alteration. This Highway Safety Grant Agreement (hereinafter "Grant Agreement"), consisting of this certification, the attached Statement of Work and Special Conditions, the attached General Terms and Conditions, the attached Project Budget, the Subrecipient's proposal and the letter awarding the grant to the Subrecipient constitutes the entire agreement between the Department and the Subrecipient, supersedes any prior oral or written agreement between the parties and may not be modified except by written agreement as provided herein. Where any conflict arises between terms, the following is the order of governance of one term over another: (1) applicable Department regulations and policies, except where superseded by Federal laws, regulations, or policies; (2) applicable State laws, regulations, and policies, except where superseded by Federal laws, regulations, or policies; (3) applicable Federal laws, regulations, and policies; (4) Statement of Work and Special Conditions; (5) General Terms and Conditions; (6) Project Budget; (7) Subrecipient's proposal; and (8) grant award letter. **Subrecipient certifies that this grant does not include research and development.**

SIGNATURES OF AUTHORIZED APPROVING OFFICIALS

For Subrecipient:

William R. Balderson Chief Deputy
Name and Title of Project Director (print)

W. R. B
Signature — Date: 8/22/19

Subrecipient's DUNS Number 831296681

Does your locality/legal entity expend $750,000 or more annually in total federal funds? *(check one)* ✓ Yes ___ No

Thomas J. Swartzwelder, County Administrator
Name and Title of Authorized Approving Official (print)

Signature — Date: 8-22-19

For Virginia Department of Motor Vehicles:

John Saunders
Director, Virginia Highway Safety Office (print)

Signature — Date: 9-24-2019

FILE COPY

dmvNow.com
Virginia Department of Motor Vehicles
Post Office Box 27412
Richmond, Virginia 23269-0001

HIGHWAY SAFETY GRANT AGREEMENT

Purpose: Virginia's Highway Safety Program Subrecipients use this form to certify and assure that they will fully comply with all terms of the Highway Safety Grant Agreement.

Instructions: Subrecipients must read the contract, complete all applicable information on the first and last page, initial the subsequent pages, and return all pages to the Department of Motor Vehicles.

This Highway Safety Grant Agreement is entered into between the Virginia Department of Motor Vehicles (hereinafter "Department"), 2300 West Broad Street, Richmond, Virginia 23220, and the following:

Subrecipient: King and Queen County	**Federal Award Identification Number (FAIN):** 69A37519300004
Project Title: Selective Enforcement - Occupant Protection	**Project Number:** FOP-2020-50290-20290
CFDA Number: 20.600 **CFDA Name:** State and Community Highway Safety	**Grant Award Amount: $ 3,000.00** Federal Funds Obligated: $ 3,000.00 Total Federal Funds Obligated: $ 3,000.00
Period of Performance: From October 1, 2019, or the date the Highway Safety Grant Agreement is signed by the Director, Virginia Highway Safety Office (whichever is later) through September 30, 2020. Allow 21 days for the Department to complete its review and signature. **FINAL VOUCHER IS DUE ON OR BEFORE NOVEMBER 5, 2020.**	**Source of funds obligated to this award:** U.S. Department of Transportation National Highway Traffic Safety Administration (NHTSA) **Date of Award Letter from NHTSA:** September 30, 2019

In performing its responsibilities under this Highway Safety Grant Agreement, the Subrecipient certifies and assures that it will fully comply with the following:

- Applicable Department regulations and policies and State and Federal laws, regulations, and policies
- Statement of Work and Special Conditions and an Approved Budget, included with this Highway Safety Grant Agreement
- General Terms and Conditions, also included with this Highway Safety Grant Agreement

Subrecipient's signature below indicates that the Subrecipient has read, understands and agrees to fully comply with all terms and conditions of this Highway Safety Grant Agreement without alteration. This Highway Safety Grant Agreement (hereinafter "Grant Agreement"), consisting of this certification, the attached Statement of Work and Special Conditions, the attached General Terms and Conditions, the attached Project Budget, the Subrecipient's proposal and the letter awarding the grant to the Subrecipient constitutes the entire agreement between the Department and the Subrecipient, supersedes any prior oral or written agreement between the parties and may not be modified except by written agreement as provided herein. Where any conflict arises between terms, the following is the order of governance of one term over another: (1) applicable Department regulations and policies, except where superseded by Federal laws, regulations, or policies; (2) applicable State laws, regulations, and policies, except where superseded by Federal laws, regulations, or policies; (3) applicable Federal laws, regulations, and policies; (4) Statement of Work and Special Conditions; (5) General Terms and Conditions; (6) Project Budget; (7) Subrecipient's proposal; and (8) grant award letter. **Subrecipient certifies that this grant does not include research and development.**

SIGNATURES OF AUTHORIZED APPROVING OFFICIALS

For Subrecipient:

William R. Balderson Chief Deputy
Name and Title of Project Director (print)

W. R. Balderson
Signature — Date: 8/22/19

Subrecipient's DUNS Number 831296681

Does your locality/legal entity expend $750,000 or more annually in total federal funds? *(check one)* ✓ Yes ___ No

Thomas S. Swartzwelder, County Administrator
Name and Title of Authorized Approving Official (print)

Signature — Date: 8-22-19

For Virginia Department of Motor Vehicles:

John Saunders
Director, Virginia Highway Safety Office (print)

Signature — Date: 9-24-2019

FILE COPY

AGENDA: *Monday, November 4, 2019* **Regular Meeting**

ITEM #5:

Discussion/Approval of FY 2021 Budget Schedule

ACTION REQUESTED:

Attached is the proposed FY 2021 Budget Schedule for review and consideration for approval.

Need a motion and a second to approve or disapprove proposed budget schedule.

SUMMARY OF INFORMATION:

ATTACHMENTS:

- Proposed FY 2021 Budget Schedule

FY2021 Proposed Budget Schedule

December 2019

20th – Send out budget packets to departments and agencies

January 2020

3rd – Budget requests due back from all departments, offices and agencies

27th 7:00 p.m. Regular Workshop	County Administrator provides 1st draft to Board of Supervisors

February 2020

10th 7:00 p.m. Regular Meeting	Presentations from Outside Agencies
18th 6:00 p.m. Special Meeting (Tuesday)	Board Budget Work Session
24th 7:00 p.m. Regular Workshop	Meet with County Departments & Schools

March 2020

16th 6:00 p.m. Special Meeting	Board Budget Work Session (Will need consensus for advertising of synopsis at this meeting)
23rd 7:00 p.m. Regular Workshop	Board Budget Work Session

March 20th - Deadline for submission of Budget Synopsis to newspapers.

March 25th Budget Synopsis and proposed tax rates advertised in Tidewater Review, Rappahannock Times and County Courier.

April 2020

6th 7:00 p.m. Regular Meeting	Public Hearing
13th 6:00 or 7:00 p.m. Special Meeting	**(Optional)** Board Budget Work Session
20th 7:00 p.m. Regular Workshop	Adopt FY2021 Budget and 2020 Tax Rates

**Presented to Board of Supervisors November 4, 2019

AGENDA: Monday, November 4, 2019 REGULAR MEETING

ITEM #6:

Public Comment Period

ACTION REQUESTED:

None required

SUMMARY OF INFORMATION:

ATTACHMENTS:

AGENDA: Monday, November 4, 2019 Regular Meeting

ITEM #7:

School Superintendent and Social Services Monthly Report

Superintendent of Schools

Social Services Director

ACTION REQUESTED:

SUMMARY OF INFORMATION:

ATTACHMENTS:

AGENDA: ***Monday, November 4, 2019 Regular Meeting***

ITEM #8:

PUBLIC HEARINGS:

We will now hold public hearings on the following:

A. CUP19-02 & SP19-07 – Cellco Partnership's d.b.a. Verizon Wireless
Requesting approval of a Conditional Use Permit and Level 3 Site Plan for a 305' communications tower (includes lightning rod), located on County Tax Map Parcel No. 1624-51L-430. The site location is at the intersection of Route 14, The Trail and Route 631, Poor House Lane, in the Stevensville Magisterial District. Subject property is owned by R. Earl Parker.

B. CUP19-03 & SP19-08 – Cellco Partnership's d.b.a. Verizon Wireless
Requesting approval of a Conditional Use Permit and Level 3 Site Plan for a 199' communications tower (includes lightning rod), located on County Tax Map Parcel No. 1623-66L-270. The site location is located off of Route 14, Buena Vista Road, approximately ¾ of a mile from the Gloucester County line, in the Buena Vista Magisterial District. Subject property is owned by Mark V. Chandler.

C. ZA19-02 – Zoning Text Amendment - Article 4, Table 4.1
Zoning Text Amendment amending Article 4, Table 4.1 to include fuel distribution facility with no retail from the property and no outdoor storage in the General Business 1 and General Business 2 zoning district as a by right use. Fuel Distribution facility with onsite retail and/or outside storage of tanks, equipment, vehicles in the General Business 1 by approved Conditional Use Permit (CUP) or as a by right use in General Business 2, Light Industrial and Industrial zoning districts.

D. ZA19-04 – Zoning Text Amendment - Article 14, Section 3-316A (y & z)
Requesting approval of a Zoning Text Amendment amending Article 14, Section 3-316A (y & z) to include specific regulatory agencies and include adjoining parcel uses as part of the site plan review.

E. County Text Amendment – Chapter 30 Taxation, Article VII License Tax
Text Amendment amending Chapter 30, Article VII, License Tax , regarding business licenses, to remove the $25.00 administrative fee and include "Direct Sellers" as defined in the State Code of Virginia §58.1-3719.1 as an exception for payment of the license tax. Delinquencies to be reported to the Commonwealth Attorney.

I now ask that the County Administrator verify proof of publication and provide any background information at this time.

Advertisement for public hearing was advertised in the Rappahannock Times and Tidewater Review the weeks of October 16th and October 23rd, 2019 and in one (1) issue of the Country Courier.

A. CUP19-02 & SP19-07 – Cellco Partnership's d.b.a. Verizon Wireless
Requesting approval of a Conditional Use Permit and Level 3 Site Plan for a 305' communications tower (includes lightning rod), located on County Tax Map Parcel No. 1624-51L-430. The site location is at the intersection of Route 14, The Trail and Route 631, Poor House Lane, in the Stevensville Magisterial District. Subject property is owned by R. Earl Parker.

I will now open the floor for public comment:

After hearing all comments, need to close hearing:

(Note: The Planning Commission is recommending approval of the CUP19-02 and SP19-07)

Need a motion and a second to accept or not accept the recommendation of the Planning Commission for approval of CUP19-02 and SP19-07.

****

We will not hold a public hearing on:

B. CUP19-03 & SP19-08 – Cellco Partnership's d.b.a. Verizon Wireless
Requesting approval of a Conditional Use Permit and Level 3 Site Plan for a 199' communications tower (includes lightning rod), located on County Tax Map Parcel No. 1623-66L-270. The site location is located off of Route 14, Buena Vista Road, approximately ¾ of a mile from the Gloucester County line, in the Buena Vista Magisterial District. Subject property is owned by Mark V. Chandler.

I now ask that the County Administrator verify proof of publication and provide any background information at this time.

Advertisement for public hearing was advertised in the Rappahannock Times and Tidewater Review the weeks of October 16th and October 23rd, 2019 and in one (1) issue of the Country Courier.

I will now open the floor for public comment:

After hearing all comments, need to close hearing:

(Note: The Planning Commission is recommending approval of the CUP19-03 and SP19-08)

Need a motion and a second to accept or not accept recommendation of the Planning Commission for approval of CUP18-03 and SP19-08.

****

We will now hold a public hearing on:

C. **ZA19-02 – Zoning Text Amendment - Article 4, Table 4.1**
Zoning Text Amendment amending Article 4, Table 4.1 to include fuel distribution facility with no retail from the property and no outdoor storage in the General Business 1 and General Business 2 zoning district as a by right use. Fuel Distribution facility with onsite retail and/or outside storage of tanks, equipment, vehicles in the General Business 1 by approved Conditional Use Permit (CUP) or as a by right use in General Business 2, Light Industrial and Industrial zoning districts.

I now ask that the County Administrator verify proof of publication and provide any background information at this time.

Advertisement for public hearing was advertised in the Rappahannock Times and Tidewater Review the weeks of

October 16th and October 23rd, 2019 and in one (1) issue of the Country Courier.

I will now open the floor for public comment:

After hearing all comments, need to close hearing:

(Note: The Planning Commission is recommending approval of the ZA19-02, Article 4, Table 4.1)

Need a motion and a second to accept or not accept recommendation of the Planning Commission for approval of ZA19-02, Article 4, Table 4.1

D. ZA19-04 – Zoning Text Amendment - Article 14, Section 3-316A (y & z)
Requesting approval of a Zoning Text Amendment amending Article 14, Section 3-316A (y & z) to include specific regulatory agencies and include adjoining parcel uses as part of the site plan review.

I now ask that the County Administrator verify proof of publication and provide any background information at this time.

Advertisement for public hearing was advertised in the Rappahannock Times and Tidewater Review the weeks of October 16th and October 23rd, 2019 and in one (1) issue of the Country Courier.

I will now open the floor for public comment:

After hearing all comments, need to close hearing:

(Note: The Planning Commission is recommending approval of the ZA19-04 Zoning Text Amendment – Article 14, Section 3-316A (y & z))

Need a motion and a second to accept or not accept recommendation of the Planning Commission for approval of ZA19-04 Zoning Text Amendment – Article 14, Section 3-316A (y & z)

****

We will now hold a public hearing on: (last one)

E. **County Text Amendment – Chapter 30 Taxation, Article VII License Tax**
Text Amendment amending Chapter 30, Article VII, License Tax , regarding business licenses, to remove the $25.00 administrative fee and include "Direct Sellers" as defined in the State Code of Virginia §58.1-3719.1 as an exception for payment of the license tax. Delinquencies to be reported to the Commonwealth Attorney.

I now ask that the County Administrator verify proof of publication and provide any background information at this time.

Advertisement for public hearing was advertised in the Rappahannock Times and Tidewater Review the weeks of October 16th and October 23rd, 2019 and in one (1) issue of the Country Courier.

I will now open the floor for public comment:

After hearing all comments, need to close hearing:

Need a motion and a second to approve or not approve Amendment regarding business licenses.

ATTACHMENTS:

- **Information form Planning and Zoning**

VIRGINIA MEDIA

KING AND QUEEN COUNTY

NOTICE OF PUBLIC HEARING

The King and Queen County Board of Supervisors will hold a public hearing Monday, November 4, 2019 at 7:00 P.M., in the King and Queen County Courts a Administration Building, General District Courtroom, King and Queen Court Hou Virginia, to consider the following:

A. CUP19-02 & SP19-07 – Cellco Partnership's d.b.a. Verizon Wirele
Requesting approval of a Conditional Use Permit and Level 3 Site Plan f a 305' communications tower (includes lightning rod), located on Cour Tax Map Parcel No. 1624-51L-430. The site location is at the intersecti of Route 14, The Trail and Route 631, Poor House Lane, in the Stevensvi Magisterial District. Subject property is owned by R. Earl Parker.

B. CUP19-03 & SP19-08 – Cellco Partnership's d.b.a. Verizon Wireless
Requesting approval of a Conditional Use Permit and Level 3 Site Plan f a 199' communications tower (includes lightning rod), located on Cour Tax Map Parcel No. 1623-66L-270. The site location is located off of Rou 14, Buena Vista Road, approximately ¾ of a mile from the Gloucest County line, in the Buena Vista Magisterial District. Subject property owned by Mark V. Chandler.

C. ZA19-02 – Zoning Text Amendment - Article 4, Table 4.1
Zoning Text Amendment amending Article 4, Table 4.1 to include fu distribution facility with no retail from the property and no outdc storage in the General Business 1 and General Business 2 zoning district a by right use. Fuel Distribution facility with onsite retail and/or outsi storage of tanks, equipment, vehicles in the General Business 1 approved Conditional Use Permit (CUP) or as a by right use in Gene Business 2, Light Industrial and Industrial zoning districts.

D. ZA19-04 – Zoning Text Amendment - Article 14, Section 3-316A (y & z)
Requesting approval of a Zoning Text Amendment amending Article : Section 3-316A (y & z) to include specific regulatory agencies and inclu adjoining parcel uses as part of the site plan review.

E. County Text Amendment – Chapter 30 Taxation, Article VII License Tax
Text Amendment amending Chapter 30, Article VII, License Tax, regardi business licenses, to remove the $25.00 administrative fee and inclu "Direct Sellers" as defined in the State Code of Virginia §58.1-3719.1 as exception for payment of the license tax. Delinquencies to be reported the Commonwealth Attorney.

A copy of the above mentioned proposals may be reviewed in the Office of t County Administrator, King and Queen County, King and Queen Courts a Administration Building, King and Queen Court House, Virginia, Monday throu Friday, from 9:00 a.m. to 5:00 p.m.

Thomas J. Swartzwelc
County Administrat

Diane Gaber

From: Diane Gaber
Sent: Thursday, October 10, 2019 11:14 AM
To: Cynthia.powell@virginiamedia.com
Subject: FW: Notice of Public Hearing. 4 hearings - 10.15.19 (005)
Attachments: Notice of Public Hearing. 4 hearings - 10.15.19 (005).doc

Please find attached Notice of Public Hearing to be run in your newspapers the following weeks: Sent this to Hope Askew, but received a reply to forward to you that she was on vacation.

County Courier: your next issue

Rappahannock Times and Tidewater Review: Wednesday, October 16th and Wednesday, October 23rd, 2019.

Please verify receipt of this Notice for publication.

If you have any questions, please do not hesitate to contact me.

K. Diane Gaber, CMC
Deputy Clerk of the Board
King and Queen County
dgaber@kingandqueenco.net
(804) 785-5975

From: Askew, Hope <hope.askew@virginiamedia.com>
Sent: Thursday, October 10, 2019 11:07 AM
To: Diane Gaber <dgaber@kingandqueenco.net>
Subject: Automatic reply: Notice of Public Hearing. 4 hearings - 10.15.19 (005)

Greetings! I am officially on vacation! Thank you for your email. Thank you for your email. Please contact Cynthia Powell at 247-7896 or Cynthia.powell@virginiamedia.com for assistance with proofs or billing questions. I will return on 10.14 at 830AM.

Thank you.
Hope Askew

KING AND QUEEN COUNTY
NOTICE OF PUBLIC HEARING

The King and Queen County Board of Supervisors will hold a public hearing on Monday, November 4, 2019 at 7:00 P.M., in the King and Queen County Courts and Administration Building, General District Courtroom, King and Queen Court House, Virginia, to consider the following:

A. CUP19-02 & SP19-07 – Cellco Partnership's d.b.a. Verizon Wireless
Requesting approval of a Conditional Use Permit and Level 3 Site Plan for a 305' communications tower (includes lightning rod), located on County Tax Map Parcel No. 1624-51L-430. The site location is at the intersection of Route 14, The Trail and Route 631, Poor House Lane, in the Stevensville Magisterial District. Subject property is owned by R. Earl Parker.

B. CUP19-03 & SP19-08 – Cellco Partnership's d.b.a. Verizon Wireless
Requesting approval of a Conditional Use Permit and Level 3 Site Plan for a 199' communications tower (includes lightning rod), located on County Tax Map Parcel No. 1623-66L-270. The site location is located off of Route 14, Buena Vista Road, approximately ¾ of a mile from the Gloucester County line, in the Buena Vista Magisterial District. Subject property is owned by Mark V. Chandler.

C. ZA19-02 – Zoning Text Amendment - Article 4, Table 4.1
Zoning Text Amendment amending Article 4, Table 4.1 to include fuel distribution facility with no retail from the property and no outdoor storage in the General Business 1 and General Business 2 zoning district as a by right use. Fuel Distribution facility with onsite retail and/or outside storage of tanks, equipment, vehicles in the General Business 1 by approved Conditional Use Permit (CUP) or as a by right use in General Business 2, Light Industrial and Industrial zoning districts.

D. ZA19-04 – Zoning Text Amendment - Article 14, Section 3-316A (y & z)
Requesting approval of a Zoning Text Amendment amending Article 14, Section 3-316A (y & z) to include specific regulatory agencies and include adjoining parcel uses as part of the site plan review.

E. County Text Amendment – Chapter 30 Taxation, Article VII License Tax
Text Amendment amending Chapter 30, Article VII, License Tax , regarding business licenses, to remove the $25.00 administrative fee and include "Direct Sellers" as defined in the State Code of Virginia §58.1-3719.1 as an exception for payment of the license tax. Delinquencies to be reported to the Commonwealth Attorney.

A copy of the above mentioned proposals may be reviewed in the Office of the County Administrator, King and Queen County, King and Queen Courts and Administration Building, King and Queen Court House, Virginia, Monday through Friday, from 9:00 a.m. to 5:00 p.m.

Thomas J. Swartzwelder
County Administrator

Editor's note— Chapter 30, Taxation - text amendment was adopted by the King and Queen Board of Supervisors on May 9, 2011. However, is not to take effect until May 1, 2012.

ARTICLE VII. LICENSE TAX

Sec. 30-200. Short title.

This article shall be known and may be cited as the "License Tax Ordinance of the County of King and Queen County, Virginia," or simply as the "license tax ordinance."

(Amend. of 5-9-2011)

Sec. 30-201. Definitions.

The following words, terms and phrases, when used within this chapter shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Business means a course of dealing which requires the time, attention and labor of the person so engaged for the purpose of earning a livelihood or profit. It implies a continuous and regular course of dealing, rather than an irregular or isolated transaction. A person may be engaged in more than one business. The following acts shall create a rebuttable presumption that a person is engaged in a business:

(1) Advertising or otherwise holding oneself out to the public as being engaged in a particular business; or

(2) Filing tax returns, schedules and documents that are required only of persons engaged in a trade or business.

Business service means any service rendered for compensation to any business, trade, occupation, or governmental agency, unless the service is specifically provided for under another section of these guidelines.

Categories of businesses or trades subject to license taxes means the various businesses, trades, professions, occupations, and callings which are subject to county license taxes as set out in this article shall mean any person who engages in the particular business, trade, profession, occupation, or calling as defined in chapter 37 of title 58.1 of the Code of Virginia (Code of Virginia, § 58.1-3700 et seq.), and to the guidelines defining and explaining local businesses, professional, and occupational license taxes distributed by the state department of taxation as required by Code of Virginia, § 58.1-3701.

Collecting office or *collecting official* means the county treasurer.

Contractor means as prescribed in Code of Virginia, § 58.1-3714(D), whether such work is done or offered to be done by day labor, general contract or subcontract.

Dealer means (for the purposes of this article) any person engaged in the business of buying and/or selling securities for his own account, but does not include a bank, or any person insofar as he buys or sells securities for his own account, either individually or in some fiduciary capacity, but not as part of a regular business.

Definite place of business means an office or a location at which occurs a regular and continuous course of dealing for 30 consecutive days or more. A definite place of business for a person engaged in business may include a location leased or otherwise, obtained from another person on a temporary or seasonal basis and real property leased to another. A person's residence shall be deemed to be a definite place of business if there is no definite place of business maintained elsewhere and the person is not subject to licensure as a peddler or itinerant merchant.

Financial services means the buying, selling, handling, managing, investing, and providing of advice regarding money, credit, securities, or other investments.

License year means the calendar year for which a license is issued for the privilege of engaging in business.

Personal services means the rendering for compensation either upon or for persons, animals or personal effects any repair, personal, business or other services not specifically classified as "financial, real estate, or professional service" under this article, or rendered in any other business or occupation not specifically classified in this article unless exempted from local license tax by Code of Virginia, title 58.1.

Professional services means services performed by architects, attorneys-at-law, certified public accountants, dentists, engineers, land surveyors, surgeons, veterinarians, and practitioners of the healing arts (the arts and sciences and dealing with the prevention, diagnosis, treatment and cure or alleviation of human physical or mental ailments, conditions, diseases, pain or infirmities) and such occupations, and no others, as the state department of taxation may list in the BPOL guidelines promulgated pursuant to Code of Virginia, § 58.1-3701. The department shall identify and list each occupation or vocation in which a professed knowledge of some department of science or learning, gained by a prolonged course of specialized instruction and study, is used in its practical application to the affairs of others, either advising, guiding, or teaching them, and in serving their interests or welfare in the practice of an art or science founded on it. The term "profession" implies attainments in professional knowledge as distinguished from mere skill, and the application of knowledge to uses for others rather than for personal profit.

Real estate services means providing a service for compensation as lessor, buyer, seller, agent, or broker and providing a service with respect to the purchase, sale, lease, rental or appraisal of real property, unless the service is otherwise specifically provided for in this article, and such services include, but are not limited to, the following:

(1) Appraisers of real estate.

(2) Escrow agents, real estate.

(3) Fiduciaries, real estate.

(4) Lessors of real property.

(5) Real estate agents, brokers, and managers.

(6) Real estate selling agents.

(7) Rental agents for real estate.

Repair service means the repairing, renovating, cleaning or servicing of some article or item of personal property for compensation, unless the service is specifically provided for under another section of these guidelines.

Retailer or *retail merchant* means any person or merchant who sells goods, wares and merchandise for use or consumption by the purchaser or for any purpose other than resale by the purchaser, but does not include sales at wholesale to institutional, commercial, and industrial users.

Security shall (for the purposes of this article) have the same meaning as in the Securities Act (Code of Virginia, § 13.1-501 et seq.), or in similar laws of the United States regulating the sale of securities. Those engaged in rendering financial services include, but are not limited to, the following:

(1) Buying installment receivables.

(2) Chattel mortgage financing.

(3) Consumer financing.

(4) Credit card services.

(5) Credit unions.

(6) Factors.

(7) Financing accounts receivable.

(8) Industrial loan companies.

(9) Installment financing.

(10) Inventory financing.

(11) Loan or mortgage brokers.

(12) Loan or mortgage companies.

(13) Safety deposit box companies.

(14) Security and commodity brokers and services.

(15) Stockbrokers.

(16) Working capital financing.

Any person other than a national bank or bank or trust company organized under the laws of this state or a duly licensed and practicing attorney-at-law that engages in the business of buying or selling for others, on commission or for other compensation, shares in any corporation, bonds, notes or other evidences of debt is a stockbroker. The fact that orders are taken subject to approval by a main office does not relieve the broker from local license taxation. Also, an insurance company engaged in selling mutual funds is a broker as to that portion of its business.

Services mean things purchased by a customer which do not have physical characteristics, or which are not goods, wares, or merchandise.

Wholesaler or *wholesale merchant* means any person or merchant who sells wares and merchandise for resale by the purchaser, including sales when the goods, wares, and merchandise will be incorporated into goods and services for sale, and also includes sales to institutional, commercial, government, and industrial users, which because of the quantity, price, or other terms indicate that they are consistent with sales at wholesale.

(Amend. of 5-9-2011)

State Law reference— Similar provisions, Code of Virginia, § 58.1-3700.1.

Sec. 30-202. Annual license taxes levied; purposes.

An annual license tax is hereby imposed and levied, and shall be collected for each calendar year, beginning January 1 and expiring on December 31, on all persons conducting or engaged in the businesses, occupations, or professional employments in the county set forth in this article.

(Amend. of 5-9-2011)

Sec. 30-203. Doing business without required license and payment of license tax prohibited; other taxes.

(a) It shall be unlawful for any person to do any business, carry on any trade or calling, practice any profession, or do any act for which a license is required or upon which a license tax is imposed by this article, or to open an office for a place of business or, by the use of signs or in any other manner to advertise any trade, business, profession, or activity within the county for which a license is required or upon which a license tax is imposed by this article without first having applied for and obtained such required license and without having paid the license ~~fee and~~ tax so imposed.

(b) No business license required by this article shall be issued until the applicant has produced satisfactory evidence that all delinquent business license, real estate and personal property taxes owed by the business have been paid in full.

(c) No business license required by this article shall be issued if any person or property owner is currently in violation of any building code, zoning ordinance, state regulation or county ordinance.

(d) Any person who engages in a business without obtaining the required local license, or after being refused a license, shall not be relieved of the tax imposed by this article.

(Amend. of 5-9-2011)

State Law reference— Doing business without required state license, Code of Virginia, § 58.1-3700.

Sec. 30-204. Application for and issuance of license; payment of license tax, required certificates, if any.

Any person proposing to prosecute any business, employment or profession, or to do anything for which a license is required or for which a license ~~fee~~ tax is imposed by this article shall make application for such license, in writing, to the commissioner of the revenue, the date of beginning and nature of the business, employment or profession, or thing to be done, the address or place in this county where it is proposed to be prosecuted and such other information as may be required, and such statement shall be made under oath. The commissioner of the revenue shall assess such applicant, or other person of whom

a license is required, with the license tax required by law, and shall issue a license, signed by him, to the applicant to prosecute the business, employment, profession or thing to be done therein named, which license shall not be valid or effective unless and until the tax required shall be paid to the treasurer, as collector of county taxes and levies, and such payment shall be shown on the license.

(Amend. of 5-9-2011)

Sec. 30-205. Duty of commissioner's office to ascertain zoning/approval of property.

(a) It shall be the duty of the commissioner's office each year to have the zoning department review each application for a business license to determine if the location for the conducting of such business, trade or occupation is properly zoned and has the necessary use permit before making application for such business license as may be required.

(b) The commissioner of the revenue in any case where he or she knows the location is no longer properly zoned for the type of business, trade or occupation applying for such business license, shall refuse to issue such business license until approval is received by the zoning department stating that the location has been properly zoned and/or the necessary use permit, if any, has been granted.

(c) The commissioner of the revenue shall keep and maintain annual records of all business license applications for those licensed to conduct business within the county. Said records shall clearly distinguish between those businesses physically located within the county and those located without but conducting business within the county.

(Amend. of 5-9-2011)

Sec. 30-206. Rules of construction and collection of license taxes.

As to all questions in regard to the duty of conduct of officers of the county in collecting and enforcing the license ~~fee~~ tax imposed in this article, and in regard to questions of construction and for definitions of terms used in this article, and the rules and regulations applicable to implementing the provisions of this article, reference is hereby made to chapter 37 of title 58.1 of the Code of Virginia (Code of Virginia, § 58.1-3700 et seq.), for the assessment, levy, and collection of taxes for the current license year, and for fixing their powers, right, duties, and obligations, the provisions of chapter 37 of title 58.1 of the Code of Virginia (Code of Virginia, § 58.1-3700 et seq.), so far as applicable, are hereby adopted, without being specifically quoted in this section.

(Amend. of 5-9-2011)

Sec. 30-207. ~~Fee~~ Tax ~~for issuing license;~~ and exceptions.

(1) The annual business license "flat rate" tax shall be $50.00. ~~Any such person shall be required to apply for the license and pay an administrative fee of $25.00 for such license.~~

(2) Any person engaged in the business of designing, developing, or other creation of computer software for lease, sale, or license shall be exempt from the license tax ~~and administrative fee~~ as described in this article.

(3) The county shall not impose a ~~license fee or levy any~~ license tax on the following however, licensing is still required pursuant to the terms herein:

a. On any public service corporation or any motor carrier, common carrier, or other carrier of passengers or property formerly certified by the Interstate Commerce Commission or presently registered for insurance purposes with the Surface Transportation Board of the United States

Department of Transportation, Federal Highway Administration, except as provided in Code of Virginia, § 58.1-3731 or as permitted by other provisions of law.

b. For selling farm or domestic products or nursery products, ornamental or otherwise, or for the planting of nursery products, as an incident to the sale thereof, outside of the regular market houses and sheds of the county, provided that such products are grown or produced by the person offering them for sale.

c. Upon the privilege or right of printing or publishing any newspaper, magazine, newsletter or other publication issued daily or regularly at average intervals not exceeding three months, provided the publication's subscription sales are exempt from state sales tax, or for the privilege or right of operating or conducting any radio or television broadcasting station or service.

d. On a manufacturer for the privilege of manufacturing and selling goods, wares and merchandise at wholesale at the place of manufacture.

e. On a person engaged in the business of severing minerals from the earth for the privilege of selling the severed mineral at wholesale at the place of severance, except as provided in Code of Virginia, §§ 58.1-3712 and 58.1-3713.

f. Upon a wholesaler for the privilege of selling goods, wares and merchandise to other persons for resale unless such wholesaler has a definite place of business or store in the county. This subsection shall not be construed as prohibiting the county from imposing a local license tax on a peddler at wholesale pursuant to Code of Virginia, § 58.1-3718.

g. Upon any person for engaging in the business of renting, as the owner of such property, real property other than hotels, motels, motor lodges, auto courts, tourist courts, travel trailer parks, lodging houses, campground parks, rooming houses and boardinghouses.

h. On or measured by receipts for management, accounting, or administrative services provided on a group basis under a nonprofit cost-sharing agreement by a corporation which is an agricultural cooperative association under the provisions of Code of Virginia, § 13.1-312 et seq., or a member or subsidiary or affiliated association thereof, to other members of the same group. This exemption shall not exempt any such corporation from such license or other tax measured by receipts from outside the group.

i. On or measured by receipts or purchases by an entity which is a member of an affiliated group of entities from other members of the same affiliated group. This exclusion shall not exempt affiliated entities from such license or other tax measured by receipts or purchases from outside the affiliated group. This exclusion also shall not preclude a locality from levying a wholesale merchant's license tax on an affiliated entity on those sales by the affiliated entity to a nonaffiliated entity, notwithstanding the fact that the wholesale merchant's license tax would be based upon purchases from an affiliated entity. Such tax shall be based on the purchase price of the goods sold to the nonaffiliated entity. As used in this subsection, the term "sales by the affiliated entity to a nonaffiliated entity" means sales by the affiliated entity to a nonaffiliated entity where goods sold by the affiliated entity or its agent are manufactured or stored in the commonwealth prior to their delivery to the nonaffiliated entity.

j. On any insurance company subject to taxation under Code of Virginia, § 58.1-2500 et seq. or on any agent of such company.

k. On any bank or trust company subject to taxation in Code of Virginia, § 58.1-1200 et seq.

l. Upon a taxicab driver, if the locality has imposed a license tax upon the taxicab company for which the taxicab driver operates.

m. On any blind person operating a vending stand or other business enterprise under the jurisdiction of the department for the blind and vision impaired, or a nominee of the department, as set forth in Code of Virginia, § 51.5-98.

n. On an accredited religious practitioner in the practice of the religious tenets of any church or religious denomination. The term "accredited religious practitioner" shall be defined as one who

is engaged solely in praying for others upon accreditation by such church or religious denomination.

o. Charitable nonprofit organization. For the purpose of this subsection, the term "charitable nonprofit organization" means an organization which is described in Internal Revenue Code 501 (c) (3) and to which contributions are deductible by the contributor under Internal Revenue Code 170, except that educational institutions shall be limited to schools, colleges and other similar institutions of learning.

p. On total assessments paid by condominium unit owners for common expenses. "Common expenses" and "unit owner" have the same meanings as in Code of Virginia, § 55-79.41; or

q. Qualifying transportation facility directly or indirectly owned or title to which is held by the commonwealth or any political subdivision thereof or by the United States as described in Code of Virginia, § 58.1-3606.1 and developed and/or operated pursuant to a concession under the Public-Private Transportation Act of 1995 (Code of Virginia, § 56-556 et seq.) or similar federal law.

r. On any retailer or merchant. Retailers/merchants are subject to merchants capital tax pursuant to Code of Virginia, § 58.1-3509 et seq.

s. Direct sellers as defined in Code of Virginia § 58.1-3719.1

(Amend. of 5-9-2011)

State Law reference— Similar provisions, Code of Virginia, § 58.1-3703.

Sec. 30-208. License requirement.

Every person shall apply for a license for each business or profession when engaging in a business in the county if the person has a definite place of business in the county; there is no definite place of business anywhere and the person resides in the county; or there is no definite place of business in the county but the person operates amusement machines or is classified as an itinerant merchant, peddler, carnival, circus, contractor, subject to Code of Virginia, § 58.1-3715, or public service corporation. A separate license shall be required for each definite place of business and for each business. A person engaged in two or more businesses or professions carried on at the same place of business may elect to obtain one license for all such businesses and professions if all of the following criteria are satisfied:

(1) Each business or profession is subject to licensure at the location and has satisfied any requirements imposed by state law.

(2) All of the businesses or professions are subject to the same flat rate license tax rate.

(3) The taxpayer agrees to supply such information as the assessor may require concerning the nature of several businesses.

(Amend. of 5-9-2011)

Sec. 30-209. Due dates and penalties.

(a) Each person subject to a license tax shall apply for a license prior to beginning business if he was not subject to licensure in the County on or before January 1 of the license year, or no later than March 1 of the license year if he had been issued a license for the preceding year. The application shall be on forms prescribed by the commissioner of the revenue.

(b) The tax ~~and the administrative fee~~ shall be paid with the submission of any application or billing. ~~If the business or profession is exempt from licensure, the administrative fee shall also be exempt.~~

(c) A penalty of ten percent of the license ~~fee~~ tax shall be imposed for failure to pay the tax by the appropriate due date. Only the late filing penalty shall be imposed by the assessing official if both the application and payment are late; however, both penalties may be assessed if the assessing official determines that the taxpayer has a history of noncompliance. If the failure to pay or file was not the fault of the taxpayer, the penalties shall not be imposed, or if imposed, shall be abated by the official who assessed them. In order to demonstrate lack of fault, the taxpayer must show that he acted responsibly and that failure was due to events beyond his control. The term "acted responsibly" shall mean that the taxpayer exercised the level of reasonable care that a prudent person would exercise under the circumstances in determining the filing obligations for the business, and the taxpayer undertook significant steps to avoid or mitigate the failure, such as requesting appropriate extensions (where applicable), attempting to prevent a foreseeable impediment, acting to remove an impediment once it occurred, and promptly rectifying a failure once the impediment was removed, or the failure discovered. The term "events beyond the taxpayer's control" include, but are not limited to, the unavailability of records due to fire or other casualty; the unavoidable absence (e.g., due to death or serious illness) of the person with the sole responsibility for tax compliance; or the taxpayer's reasonable reliance in good faith upon erroneous written information from the assessing official who was aware of the relevant facts relating to the taxpayer's business when he provided the erroneous information.

(d) Interest shall be charged on the late payment of the tax from the due date until the date paid without regard to fault or other reason for the late payment. Whenever an assessment of an additional or omitted tax by the assessing official is found to be erroneous, all interest and penalty charged and collected on the amount of the assessment found to be erroneous shall be refunded together with interest on the refund from the date of payment or the due date, whichever is later. No interest shall be paid on a refund or charged on a late payment, provided the refund or the late payment is made not more than 30 days from the date of the payment that created the refund or the due date of the tax, whichever is later.

(Amend. of 5-9-2011; Amend. of 1-14-2013)

Secs. 30-210—30-245. Reserved.

Sec. 30-246. Display of license.

Every person required to pay a business license ~~fee~~ tax under the provisions of this article shall post/display the license in a prominent location visible to the public.

(Amend. of 5-9-2011)

Sec. 30-247. License assignable.

(a) The commissioner of the revenue shall keep a record of each such assignment, and he or she shall notify the treasurer and zoning department thereof as each assignment is made.

(b) It shall be unlawful for any person to assign any license except in conformity with the provisions of this section.

(Amend. of 5-9-2011)

Sec. 30-248. Subjects of taxation not mentioned in this article.

Nothing contained in this article shall be construed to repeal any fee and/or tax imposed by any other provision of this Code or other ordinance of the county upon motor vehicles, persons, property,

admissions, charges for utility services, or any subject not mentioned in this article, unless otherwise specified.

(Amend. of 5-9-2011)

Sec. 30-249. No tax imposed where prohibited by federal or state tax law.

Nothing in this article contained shall be construed as imposing any license tax on any business, occupation, profession, employment or activity, or on any part thereof, that federal or state law prohibits the county from imposing.

(Amend. of 5-9-2011)

Sec. 30-250. Failure to file required statement; false statements.

It shall be unlawful for any person subject to the payment of a license tax required under this article to fail or refuse to file any statement required by this article, or to knowingly make any false statement in any affidavit required by this article.

(Amend. of 5-9-2011)

Sec. 30-251. Certain administrative and enforcement duties of the commissioner of the revenue; disposition of license ~~fees~~ tax and fines collected.

(a) It shall be the duty of the commissioner of the revenue to require all persons prosecuting any business, employment, profession, or activity for which a license is provided to procure such and pay the ~~fee~~ tax therefor; and should there be any license ~~fee~~ tax not paid, it shall be his or her duty to report any and all delinquents to the ~~county~~ commonwealth attorney and treasurer for prosecution and/or collections.

(b) The commissioner of the revenue shall report monthly to the treasurer the aggregate amount of licenses.

(c) All licenses and fines collected under this article shall be paid to the treasurer of this county to be deposited in the general fund.

(Amend. of 5-9-2011)

Sec. 30-252. Suspension and revocation of licenses.

Any license issued pursuant to this article may be suspended or revoked by the commissioner of the revenue or the board of supervisors for any of the following reasons:

(1) Suspension or revocation by the state of a similar state license.

(2) Any reason which would have denied the issuance of the license.

(3) Any violation of this article or any violation of a condition stated in the license.

(4) Conviction of a felony.

(5) Any person who is delinquent in the payment of any local tax on personal, machinery, or real property within King and Queen County.

(6) Any person currently in violation of any building code, zoning ordinance, state regulation or county ordinance.

(Amend. of 5-9-2011)

Sec. 30-253. Violations and penalties.

Violations of the provisions of this article shall be subject to all rights and remedies available to the county under Virginia law, both civil and criminal.

(Amend. of 5-9-2011)

Diane Gaber

From: Donna Sprouse
Sent: Thursday, September 12, 2019 9:10 AM
To: Diane Gaber
Cc: Tom Swartzwelder
Subject: October Board Meeting Reminder

Diane,

I will have additional public hearing recommendations from the PC to add to the BOS agenda for their October meeting to set for public hearing during their November meeting. I wanted to be sure that I have the space provided in your agenda for all of them. The added information is as follows: (this is in addition to the Article 4. Table 4.1 text amendment to include fuel distribution facilities which you already have in your box) PLEASE MAKE ALL COPIES IN AUTO DETECT COLOR.

a. **CUP19-02 & SP19-07 – Cellco Partnership's d.b.a. Verizon Wireless** *(public hearing)*
Requesting approval of a Conditional Use Permit and Level 3 Site Plan for a 305' communications tower, located on County Tax Map Parcel No. 1624-51L-430. The site location is at the intersection of Route 14, The Trail and Route 631, Poor House Lane, in the Stevensville Magisterial District. Property owned by R. Earl Parker.

b. **CUP19-03 & SP19-08 – Cellco Partnership's d.b.a. Verizon Wireless** *(public hearing)*
Requesting approval of a Conditional Use Permit and Level 3 Site Plan for a 199' communications tower, located on County Tax Map Parcel No. 1623-66L-270. The site location is located off of Route 14, Buena Vista Road, approximately ¾ of a mile from the Gloucester County line, in the Buena Vista Magisterial District. Property owned by Mark V. Chandler.

c. **ZA19-04 – Zoning Text Amendment - Article 14, Section 3-316A (y & z)** *(public hearing)*
Requesting approval of a Zoning Text Amendment amending Article 14, Section 3-316A (y & z) to include specific regulatory agencies and include adjoining parcel uses as part of the site plan review.

There is always a possibility that any of these could get tabled. I will inform you of their actions Tuesday, October 8, 2019.

Thanks, Need to add 4th Hearing

Donna Elliott Sprouse, CZA, CFM
Director of Community Development / GIS Coordinator
242 Allen's Circle, Suite L
P.O. Box 177
King & Queen C.H., VA 23085
(804) 785-5975 x2, option 1

King and Queen County

Founded 1691 in Virginia

Office of the Zoning Administrator
P.O. Box 177 • King and Queen Court House, Virginia 23085
Phone: (804) 785-5985 • Fax: (804) 785-5999

MEMORANDUM

TO: King & Queen County Board of Supervisors
Thomas J. Swartzwelder, County Administrator

FROM: Donna Sprouse, Director of Community Development

DATE: October 8, 2019

RE: Public Hearings – Conditional Use Permit CUP19-02 & Level 3 Site Plan SP19-07;
Conditional Use Permit CUP19-03 & Level 3 Site Plan SP19-08;
Zoning Text Amendment ZA19-04

During the October 7, 2019 Planning Commission meeting, the Planning Commission held a public hearing to consider the following...

- **CUP19-02 & SP19-07 – Cellco Partnership's d.b.a. Verizon Wireless**
  Request for approval of a Conditional Use Permit and Level 3 Site Plan for a 305' communications tower, located on County Tax Map Parcel No. 1624-51L-430. The site location is at the intersection of Route 14, The Trail and Route 631, Poor House Lane, in the Stevensville Magisterial District. Property owned by William C. & Michael Currie, C/o R. Earl Parker.

A motion was made by Mrs. Morton recommending approval of CUP19-02 & SP19-07, accepting staff's recommendation as presented, seconded by Mr. Coleman.

Voting For: Herrin, Campbell, Burns, Guess, Morton, Richardson, Coleman, Hudgins, Watkins, Harvey
Voting Against: None
Abstain: None

- **CUP19-03 & SP19-08 – Cellco Partnership's d.b.a. Verizon Wireless**
  Request for approval of a Conditional Use Permit and Level 3 Site Plan for a 199' communications tower, located on County Tax Map Parcel No. 1623-66L-270. The site location is located off of Route 14, Buena Vista Road, approximately ¾ of a mile from the Gloucester County line, in the Buena Vista Magisterial District. Property owned by Mark V. Chandler.

A motion was made by Mr. Herrin recommending approval of CUP19-03 & SP19-08, accepting staff's recommendation as presented, seconded by Mr. Watkins.

Voting For: Herrin, Campbell, Burns, Guess, Morton, Richardson, Coleman, Hudgins, Watkins, Harvey
Voting Against: None
Abstain: None

- **ZA19-04, Zoning Text Amendment – Article 14, Section 3-316A (y&z)**
  Amending Article 14, Section 3-316A (y & z) to include specific regulatory agencies and include adjoining parcel uses as part of the site plan review.

A motion was made by Mr. Burns recommending approval of ZA19-04, accepting staff's recommendation as presented, seconded by Mr. Watkins.

Voting For: Campbell, Burns, Guess, Morton, Richardson, Coleman, Hudgins, Watkins, Herrin, Harvey
Voting Against: None
Abstain: None

The Commission requests that the Board of Supervisors set a public hearing and accept their recommendation for approval.

King & Queen County Land Development Application

Planning & Zoning Department
P.O. Box 177
King & Queen Courthouse, VA 23085
Phone: (804) 785-5975 or (804) 769-5000
Fax: (804) 785-5999 or (804) 769-5070

CUP19-02
SP19-07

Please print in ink or use a typewriter

Applicant: Cellco Partnership d/b/a/ Verizon Wireless

Applicant's Address: 1831 Rady Court, Richmond, VA 23222

Applicant's Phone: 804-901-7433

Agent (Contact Person): Stuart P. Squier, AICP

Agent's Address: 3126 W. Cary St. #604

Current Property Owner: William C. Currie & Michael T. Currie C/O R. Earl Parker

Owner's Address: 9077 Edgewater Circle, Mechanicsville, VA 23116

Owner's Phone: (804) 550-3659

Correspondence to be sent to: ____ Applicant ____ Owner __X__ Agent ____ Other ____

Tax Map Number: 24-51L-430 Magisterial District: Stevensville

General Project Location: Approximately 1,000 feet east of intersection of State Route 14 and VA-631 in Stevensville

Size of Request: 36,000 square feet

*Are Proffer's being offered along with this Application: YES ____ or NO __X__. If so please attach.

Check Appropriate Request:

Zoning Administrator

- ____: Site Plan (Level 1)
- ____: 1-2 Lot Subdivision Request
- ____: Family Subdivision Review
- ____: Boundary Line Adjustment
- ____: Plat Approval

Planning Commission

- ____: Site Plan (Level 2)
- ____: Chesapeake Bay Exception
- ____: Other
- ____: Final Plat Review for Minor & Major Subdivision

Planning Commission & Board of Supervisors

- ____: Rezoning
- __X__: Conditional Use Permit
- ____: Zoning Ordinance Text Amendment
- ____: Subdivision Ordinance Text Amendment
- __X__: Site Plan (Level 3)
- ____: Other
- ____: Preliminary Plat Review for Minor & Major Subdivision

Board of Zoning Appeals

- ____: Administrative Appeal
- ____: Variance
- ____: Special Exception
- ____: Other

King & Queen County Land Development Application

Complete As Applicable:

Name of Subdivision, Development, or Proposal: Verizon "Stevensville" Wireless Communication Facility

Proposal/Request: Obtain a conditional use permit and site plan approval to construct and operate a 300-foot self-support lattice telecommunication tower with a 5-foot lightning rod for 305-foot overall height.

Reason for Request: Applicant has a need for a structure on which to hang its antennas in order to extend wireless service north of the Mattaponi River into King and Queen County. There are no existing towers or tall structures in the area on which Applicant can co-locate its antennas.

Applicant: The information provided is accurate to the best of my knowledge. I acknowledge that any percolation tests, topographic studies, or other requirements of the Health Official or the Zoning Administrator will be carried out at my expense. I understand that the County may deny, approve, or conditionally approve that for which I am applying. I certify that all property corners have been clearly staked and flagged.

Applicant's Signature: _____ **Date:** July 16, 2019

Owner: I have read this completed application, understand its content, and freely consent to it's filing. If this application is for the purpose of subdivision, further subdivision of this property will require a new application and approval by the Board of Supervisors. Furthermore, I grant permission to the Zoning Administrator and the other County Officials to enter the property and make such investigations and tests as they deem necessary.

Owner's Signature: R Earl Parker **Date:** July 22, 2019

Conditional Use Permit Application &
Site Plan (Level 3)
Cellco Partnership d/b/a Verizon Wireless
300-Foot Self-Supporting Lattice Telecommunication Tower
With a 5-Foot Lightning Rod
Parcel ID 24-51L-430 ("Property")

Use Narrative

Cellco Partnership d/b/a Verizon Wireless ("Applicant") is making this application to construct and operate a 300-foot self-support lattice communication tower with a 5-foot lightning rod on a 10,000 square foot portion of the referenced Property. The Applicant is licensed by the Federal Communications Commission to provide wireless communications services throughout King and Queen County ("County") and the surrounding region. As indicated on the attached network map, the Applicant currently has a need for an antenna site to improve wireless service north of the Mattaponi River into King and Queen County from sites to the south labeled "King William", "King and Queen" and "Whites Shop" on the enclosed aerial map. The sites labeled "King and Queen" and "Whites Shop" are not on the air yet, but are planned to be completed later this year. The site labeled "King and Queen" will be an antenna installation on an existing tower near the King and Queen Courthouse. The proposed tower site labeled "Stevensville" is the yellow pin near the center of the map.

Like the networks of all other wireless carriers, the Applicant's network of antenna sites is largely based on the use of existing towers and tall structures built by the Applicant and other wireless carriers and tower companies. Before determining that a new tower was necessary to satisfy its coverage objectives, the Applicant first searched the area near the yellow pin to locate existing towers and/or tall structures on which it could co-locate its antennas. Absent a suitable existing tower or tall structure on which it could co-locate its antennas, the Applicant is seeking a conditional use permit and site plan (Level 3) approval in order to construct a new tower on the subject Property. As indicated above, the Applicant will be locating its antennas on the existing tower to the south at King and Queen Courthouse. That site will work in tandem with this site to enhance the Applicant's coverage of the County and enable it to provide more robust wireless services.

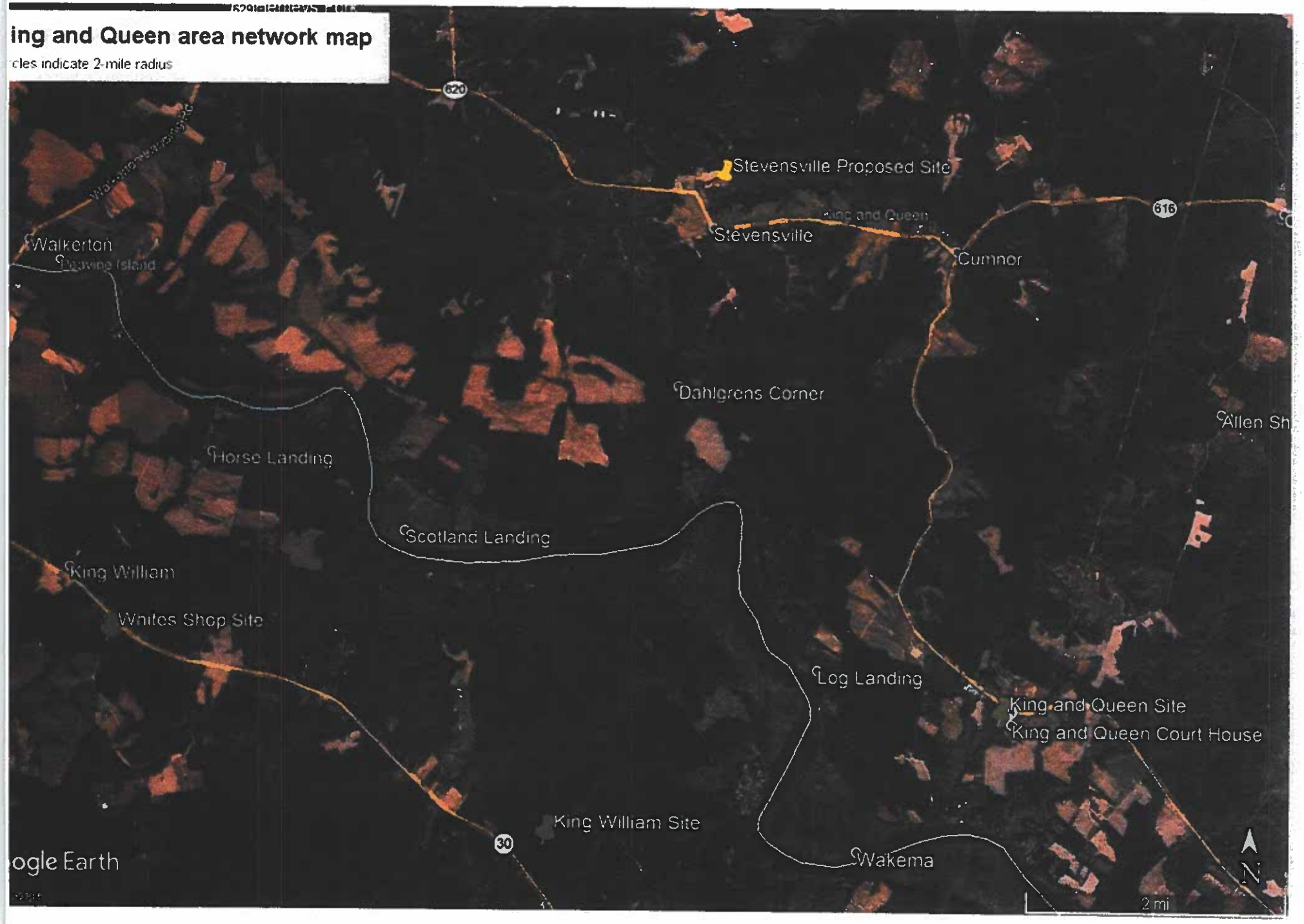
Once the Applicant determined that it had a need for a new structure on which to hang its antennas, it searched for large remote properties within its search area. The proposed self-supporting lattice tower will be made of galvanized steel and will be located over 1,000 feet from the nearest public road. It will be designed to accommodate a total of four (4) sets of antennas, including those of the Applicant in order to foster the County's goals of collocation and improved wireless services. As the enclosed site plan indicates, the large trees and mature vegetation along the southern property line of the Property will provide an excellent natural buffer to those adjacent properties to the south. In addition, the proposed tower will be located in a somewhat remote portion of the

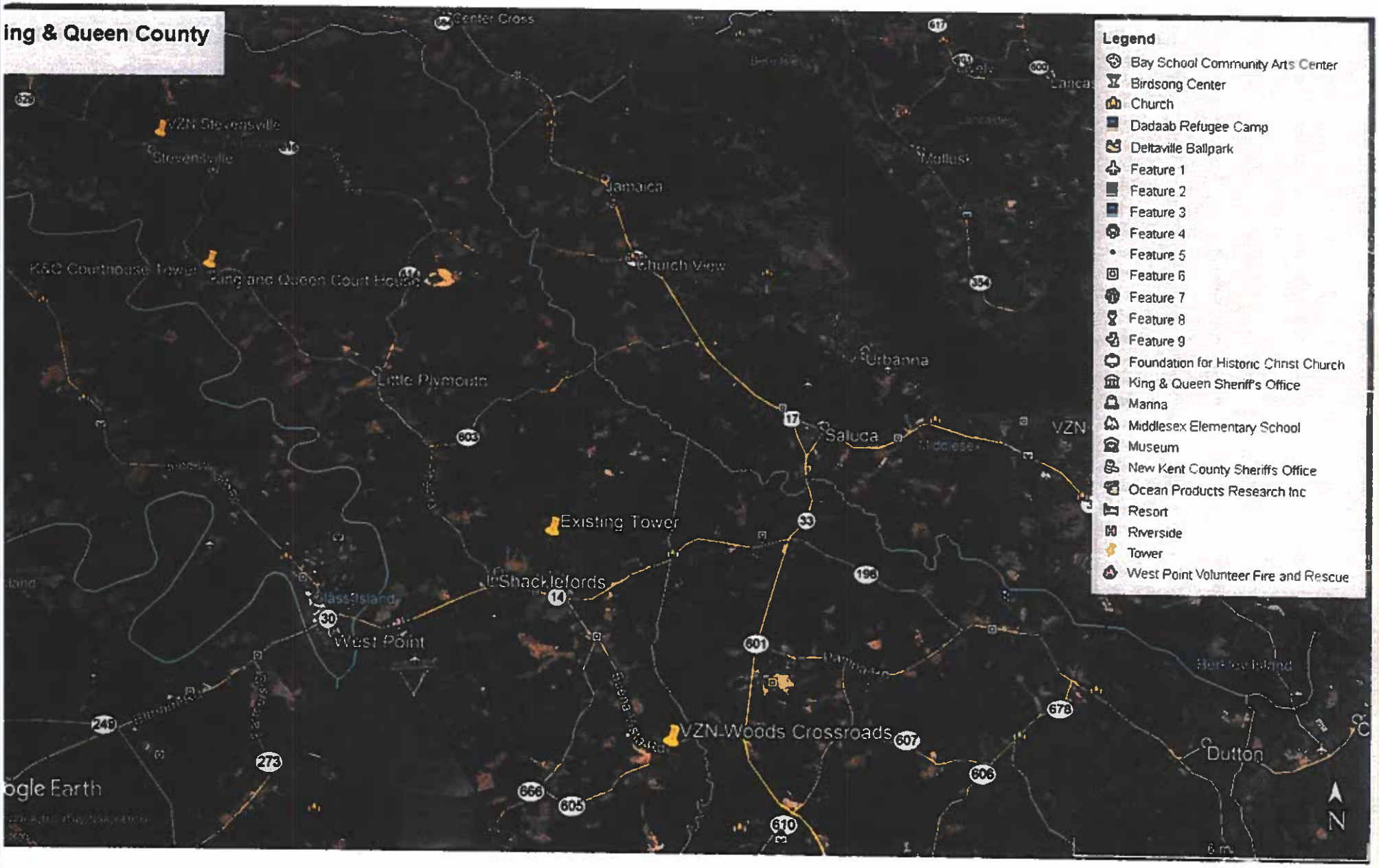
Property, which is over 110 acres in size. The closest home, which is to the west of the proposed tower, is over 900 feet away. The view of the base of the tower and the communications equipment on the ground will be screened with a four (4) foot strip of Leland cypress trees six (6) feet in height at planting, which will be planted along the exterior of the security fence.

The proposed tower facility will be accessed from an existing gravel access drive/curb cut on The Trail (S.R. 14). The facility will be unmanned and will be visited infrequently by technicians. The noises emitted from the equipment on the ground will not be any louder than normal residential HVAC equipment. Given the location of the proposed tower in a heavily vegetated unused portion of the subject Property fairly far from any homes, this site is the ideal location for a new tower, which is passive in nature, and will have a minimal impact on surrounding uses.

ing and Queen area network map

cles indicate 2-mile radius




ing & Queen County
Legend
Bay School Community Arts Center
Birdsong Center
Church
Dadaab Refugee Camp
Deltaville Ballpark
Feature 1
Feature 2
Feature 3
Feature 4
Feature 5
Feature 6
Feature 7
Feature 8
Feature 9
Foundation for Historic Christ Church
King & Queen Sheriff's Office
Marina
Middlesex Elementary School
Museum
New Kent County Sheriffs Office
Ocean Products Research Inc
Resort
Riverside
Tower
West Point Volunteer Fire and Rescue
Center Cross
VZN Stevensville
Stevensville
Jamaica
Church View
K&Q Courthouse Tower
King and Queen Court House
Little Plymouth
Urbanna
Saluca
VZN
Existing Tower
Shackelfords
West Point
VZN Woods Crossroads
Dutton
ogle Earth
N

Tower

September 11, 2019

CONDITIONAL USE PERMIT, CUP19-02
LEVEL 3 SITE PLAN, SP19-07

William C. & Michael T. Currie, C/o R. Earl Parker –*Owner(s)*

Cellco Partnership d.b.a. Verizon Wireless – *Applicant*

Stuart Squire, AICP - *Agent*

BACKGROUND

The Planning and Zoning Department received an application dated August 30, 2019 from Stuart Squire on behalf of Cellco Partnership d.b.a. Verizon Wireless, requesting approval of a Conditional Use and Level 3 Site Plan to allow the construction of a new 305' tall self supporting wireless communications tower (including the 5 foot lightning rod) and a 75' x 75' fenced compound area for the tower and associated equipment in a 100' x 100' leased area.

GENERAL INFORMATION

Location

The property is located on State Route 14, The Trail, in the Stevensville Magisterial District, County Tax Map Parcel No. 1624-51L-430, located at the intersection of Route 14, The Trail and Route 631, Poor House Lane.

Proposal

Cellco Partnership d.b.a Verizon Wireless is requesting approval of a conditional use and level 3 site plan to allow the construction of a new 305' tall self supporting wireless communications tower (including the 5 foot lightning rod) and a 75' x 75' fenced compound area for the tower and associated equipment in a 100' x 100' leased area.

Zoning

The property is zoned Agricultural. Other surrounding land uses include agricultural and residential uses.

PUBLIC AGENCY COMMENTS

Drainage and Erosion

Codes Compliance Officer, David McIntire, has received the site plan for review and noted that the project will be required to have a land disturbance permit as well as a construction entrance. They must install silt fence around the perimeter of the lot during construction which may be removed once vegetation is established. There is no RPA within the project area. The entrance/drive shall be graveled and maintained during and after construction and must be installed according the requirements of VDOT.

Health Department

George "Bill" Sanford with the King & Queen County Health Department noted that there were no existing files found for septic and well on the subject property, nor is there a well or septic system proposed for this project. (Review Attached)

Virginia Department of Transportation

Scott Gagnon with Virginia Department of Transportation noted that his office has reviewed the site plan of development and that all items appear to be satisfactory. (Review Attached)

Planning Department

According to Chapter 3, Article 4, Permitted Use Table 4.1, Communications facility towers are permitted in the Agricultural and/or GB1, GB2 and Industrial zoning districts with an approved Conditional Use Permit & Level 3 Site Plan, provided that the following conditions are met... *"Any part of the tower and its support structures must be at a minimum of 500' from any public street. Must adhere to all requirements outlined in Article 8."*

ARTICLE 8 TELECOMMUNICATION TOWERS & ANTENNAS

3-170 Purpose

The purpose of this article is to establish general guidelines for the siting of towers and antennas. The goals of this article are to: (I) encourage the location of towers in nonresidential areas and minimize the total number of towers and tower sites throughout the community, (II) encourage strongly the joint use of new and existing tower sites, (III) encourage users of towers and antennas to locate them, to the extent possible, in areas where the adverse impact on the community is minimal, (IV) encourage users of towers and antennas to configure them in a way that minimizes the adverse visual impact of the towers and antennas, (V) to provide adequate sites for the provision of wireless communication services with minimal negative impact on the resources of the county.

3-171 Applicability

The requirements set forth in this article shall govern the location of towers that exceed and antennas that are installed at greater than fifty (50) feet in height and dish antennae/satellite dishes over six (6) feet in diameter at any height.

3-172 Definitions

1. ***Alternative Tower Structure*** *– Man-made trees, silos, clock towers, steeples, utility companies power transmission towers, and similar alternative-design mounting structures that camouflage or conceal the presence of antennas or towers.*

2. ***Antenna*** *– Any apparatus designed for telephonic, data, radio or television communications through the sending and/or receiving of electromagnetic waves.*

3. ***Dish Antenna/Satellite Dishes -***

4. ***FAA*** *– The Federal Aviation Administration*

5. ***FCC*** *– The Federal Communications Commission*

6. ***Height*** *– When referring to a tower or other structure, the distance measured from ground level to the highest point on the tower or other structure, even if the highest point is an antenna or lighting rod.*

7. ***Tower*** *– Any structure that is designed and constructed primarily for the purpose of supporting one or more antennas, including self-supporting lattice towers, or monopole towers. The term includes television transmission towers, microwave towers, common-carrier towers, wireless communications towers, alternative tower structures, and the like.*

3-173 Availability of Suitable Existing Towers or Other Structures

No new tower shall be permitted unless the applicant demonstrates to the reasonable satisfaction of the governing authority that no existing tower or structure can accommodate the applicant's proposed antenna. Evidence submitted to demonstrate that no existing tower or structure can accommodate the applicant's proposed antenna may consist of any of the following.

1. *No existing towers or structures are located within the geographic area required to meet applicant's engineering requirements.*

2. *Existing towers or structures are not of sufficient height to meet applicant's engineering.*

3. *Existing towers or structures do not have sufficient structural strength to support applicant's proposed antenna and related equipment.*

4. *The applicant's proposed antenna would cause electromagnetic interference with the antenna on the existing towers or structures, or the antenna on the existing towers or structures would cause interference with the applicant's proposed antenna.*

5. *The fees, cost, or contractual provisions required by the owner in order to share and existing tower or structure or to adapt an existing tower or structure for sharing are unreasonable. Costs exceeding new tower development are presumed to be unreasonable.*

6. *The applicant demonstrated that there are other limiting factors that render existing towers and structures unsuitable.*

3-174 Setbacks and Separation

The following setbacks and separation requirements shall apply to all towers and antennas for which a conditional use permit is required; provided, however, that the governing authority may, reduce the standard setbacks and separation requirements if the goals of this article would be better served thereby.

1. *Towers must be set back a distance equal to 200 percent of the height of the tower from any existing off-site residential structure and in no case less than 400 feet.*

2. *Towers, guys, and accessory facilities must satisfy the minimum zoning district setback requirements for primary structures; and*
3. *The distance from the base of all towers to the property boundary of the parcel upon which the tower is located shall be 110 percent of the height of the tower.*

3-175 Security Fencing

Towers shall be enclosed by security fencing not less than ten feet in height and shall also be equipped with an appropriate anti-climbing device; provided, however, that the governing authority may waive such requirements, as it deems appropriate.

3-176 Landscaping

The following requirements shall govern the landscaping surrounding towers for which a conditional use permit is required or any dish antenna/satellite dish over six (6) feet in diameter in zoning district LB or GB; provided, however, that the governing authority may waive such requirements if the goals of this article would be better served thereby.

1. *Tower facilities shall be landscaped with a buffer of plant materials that effectively screens the view of the support buildings from adjacent property. The standard buffer shall consist of a landscaped strip at least four feet wide outside the perimeter of the compound. Every dish antenna/satellite dish shall be landscaped as much as practical with a buffer of plant materials that effectively screens the view from adjacent properties.*

2. *In locations where the visual impact of the tower or dish antenna/satellite dish would be minimal, the landscaping requirement may be reduced or waived altogether.*

3. *Existing mature tree growth and natural landforms on the site shall be preserved to the maximum extent possible. In some cases, such as towers or dish antennae/satellite dishes sited on large, wooded lots, natural growth around the property perimeter may be sufficient buffer.*

4. *In the event the base of the tower or a dish antenna/satellite dish becomes visible from the adjacent property lines because of changes on the subject property, the base shall promptly be screened with evergreen landscaping where visible, as determined by the Zoning Administrator.*

3-177 Local Government Access

Owners of towers shall provide the county co-location opportunities without compensation as a community benefit to improve radio communication for county departments and emergency services.

3-178 Removal of Appended Antennas and Towers

Any antenna or tower that is not operated for a continuous period of 6 months shall be considered abandoned, and the owner of such antenna or tower shall remove same within 90 days of receipt of notice from the governing authority notifying the owner of such removal requirement. Removal includes the removal of the tower, any and all footers; underground cables and support buildings. The buildings may remain with owner's approval. If there are two or more users of a single tower, then this provision shall not become effective until all users cease using the tower. If the tower is not removed per this section, the county may require the landowner to have it removed.

3-179 Design and Lighting

The requirement set forth in this section shall govern the location of all towers and the installation of all antennas governed by the supplementary regulations;

1. *Towers shall either maintain a galvanized steel finish or, subject to any applicable standards of the FAA, be painted a neutral color, so as to reduce visual obtrusiveness. Dish antennas will be of a neutral, non-reflective color with no logos.*

2. *At a facility site, the design of the buildings and related structures shall, to the extent possible, use materials; colors, textures, screening, and landscaping that will blend the tower facilities to the natural setting and surrounding structures.*

3. *If an antenna is installed on a structure other than a tower, the antenna and supporting electrical and mechanical equipment must be of a neutral color that is identical to, or closely compatible with, the color of the supporting-structure so as to make the antennae and related equipment as visually unobtrusive as possible.*

4. *Towers shall not be artificially lighted, unless required by the FAA or other applicable authority. If lighting is required, the county may review the available lighting alternatives and approve the design that would cause the lease disturbance to the surrounding views.*

5. *No advertising of any type may be place on the tower or accompanying facility unless as part of retrofitting an existing sign structure.*

6. *To permit co-location, the tower shall be designed and constructed to permit extensions to a maximum height of one hundred ninety-nine (199) feet, except as otherwise provided in the approved conditional use permit.*

7. *Towers shall be designed to collapse within the lot lines in case of structural failure.*

8. *Except where the provisions of an approved conditional use permit by special exception or other governmental regulations restrict the height of the tower, or where a stealth design is used, an engineering report, certifying that the proposed tower is compatible for co-location with a minimum of four (4) users including the primary user, must be submitted. If the height of the tower is restricted or a stealth design is used and the tower cannot accommodate four (4) users, then a report must be submitted that describes the design limitations for co-location.*

3-180 Federal Requirements

All new towers must meet or exceed current standards and regulations of the FAA, the FCC, and any other agency of the federal government with the authority to regulate towers and antennas. If such standards and regulations are changed, then the owners of the towers and antennas governed by this article shall bring such towers and antennas into compliance with such revised standards as required. Failure to bring towers and antennas into compliance with such revised standards and regulations shall constitute grounds for the removal of the tower or antenna at the owner's expense.

3-181 Building Codes

To ensure the structural integrity of towers, the owner of a tower shall ensure that it is maintained in compliance with standards contained in applicable federal, state, and local building codes and regulations.

3-182 Factors Considered in Granting Conditional Use Permits

The governing authority shall consider the following factors in determining whether to issue a special use permit, although the governing authority may waive or reduce the burden on the applicant of one or more of these criteria if the governing authority concludes that the goals of this article are better served thereby.

1. *Height of the proposed tower;*

2. *Proximity of the tower to residential structures and residential district boundaries;*

3. *Nature of the uses on adjacent and nearby properties;*

4. *Surrounding topography;*

5. *Surrounding tree coverage and foliage;*

6. *Design of the tower, with particular reference to design characteristics that have the effect of reducing or eliminating visual obtrusiveness;*

7. *Proposed ingress and egress*

8. *Co-location policy which outlines policy regarding company's willingness to co-locate on other company towers, company's willingness to accept other uses on its towers and fees charged for additional antennas;*

9. *Language of the lease agreement;*

10. *Consistency with the comprehensive plan and the purposes to be served by zoning; and*

11. *Availability of suitable existing towers and other structures as discussed in Section 3-173 of this article.*

RECOMMENDATION

Based on the site plan requirements noted in Article 14 and the communication tower requirements noted in Article 8 of the King & Queen County Zoning Ordinance has been met, approval is recommended.

Staff suggested conditions are attached

CUP19-02

305 Foot Communications Tower

Route 14, The Trail, and Route 631, Poor House Lane

Parcel #1624-51L-430

Staff Recommended Conditions

1. The communications tower and related facilities shall be located within the lease area depicted on the Level 3 Site Plan, entitled "Stevensville Verizon New Build The Trail (ST. RT. 14), Stevensville, VA 23161", prepared by NB&C Engineering Services, LLC, approved in connection with this conditional use permit.

2. A four (4) foot strip of Leland cypress trees six (6) feet in height at planting will be planted and maintained around the exterior of the security fence throughout the term of the lease and/or completion of tower decommission, whichever is longer.

3. The communications tower will be a self-supporting lattice tower with a galvanized steel finish, which will be lit in accordance with FAA requirements, and may be painted a neutral color, subject to any applicable standards of the FAA.

4. The communications tower will be designed to accommodate a total of four (4) users and to collapse within the lot lines of the subject property. Prior to the issuance of a building permit, the applicant will submit a report from a registered structural or civil engineer indicating the tower height, the total anticipated capacity of the structure and the area of potential impact in the event of a structural failure.

5. Subject to federal law, the height of the communications tower, including the lightning rod, will not exceed 305 feet above ground level.

6. The communications tower shall be enclosed by a nine (9) foot security fence with a one (1) foot of anti-climbing device for a total height of ten (10) feet.

7. No advertising signage will be installed on the tower. Signage will be limited to warning signs or other signage associated with the operation of the tower and related antennas and equipment.

8. Any antenna or tower that is not operated for a continuous period of 6 months shall be considered abandoned, and the owner of such antenna or tower shall remove same within 90 days of receipt of notice from the governing authority notifying the owner of such removal requirement. Removal includes the removal of the tower, any and all footers; underground cables and support buildings. The buildings may remain with owner's approval. If there are two or more users of a single tower, then this provision shall not become effective until all users cease using the tower. If the tower is not removed per this section, the county may require the landowner to have it removed.

KING & QUEEN COUNTY
Zoning and Planning Department
Administration Building, 242 Allen Circle, Suite L,
King & Queen C.H., VA 23085
Phone 804-785-5975, Fax 804-785-5999
Email: dsprouse@kingandqueenco.net

Memorandum

Date: August 30, 2019

To: King & Queen Department of Health

David McIntire, Codes Compliance Officer

Ronald "Chad" Brooks & Scott Gagnon, VDOT

From: Donna E. Sprouse, Director of Community Development

RE: CUP19-02 & SP19-07, Cellco Partnership DBA Verizon Wireless C/o William C. & Michael T. Currie, C/o R. Earl Parker - Level 3 Site Plan and Conditional Use Permit for a Communications Tower (305') tall including light rod

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Please find attached a copy of Cellco Partnership's DBA Verizon Wireless' application request for the approval of a new Conditional Use Permit & Level 3 Site Plan for a 305' communications tower, located on County Tax Map Parcel No. 1624-51L-430. The site location is at the intersection of Route 14, The Trail and Rt. 631, Poor House Lane, in the Stevensville Magisterial District.

Please find enclosed copies of the following:

1) King & Queen County Land Development Application & Narrative/Supportive Documentation
2) Level 3 Site Plan prepared by NB+C Engineering Services, LLC, dated August 22, 2019.

Please review the material and submit any and all comments to my attention at the address listed above and/or via email at dsprouse@kingandqueenco.net. If you should have any questions or if this office can be of any assistance, please do not hesitate to contact me.

* No Existing Files found @ Health Department
* No Well or Septic Proposed

GWS
9/5/19

COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION
87 Deacon Road
Fredericksburg, Virginia 22405

Stephen C. Brich, P.E.
COMMISSIONER

September 10, 2019

King & Queen County
Attn: Ms. Donna Sprouse
242 Allen Circle, Suite L
King & Queen, VA. 23085

Re: Verizon Wireless (Stevensville)
1st Review, CUP19-02 & SP-19-07
King & Queen County, Rt. 14

Dear Ms. Sprouse:

This office has reviewed the referenced items in accordance with the minimum standards as received on September 6, 2019, and we have noted that all items appear to be satisfactory. Therefore, the plan is hereby found acceptable on this date of September 10, 2019. The owner must obtain a VDOT Land Use Permit prior to construction, and please contact Ms. Celeste DeSimone at (804) 286-3126 for information related to the VDOT permit process. Should you have any questions concerning the plan review, please contact Scott Gagnon at (804) 286-3124, or Chad Brooks at (804) 761-2148 to discuss any technical issues.

Sincerely,

Scott Gagnon, P.E.
Assistant Resident Engineer-Land Use
Fredericksburg District

Cc: VDOT, Ms. Joyce McGowan
VDOT, Mr. Ed Yang
VDOT, Ms. Celeste DeSimone

Tower

September 11, 2019

CONDITIONAL USE PERMIT, CUP19-03
LEVEL 3 SITE PLAN, SP19-08

Mark Vincent Chandler –*Owner*

Cellco Partnership d.b.a. Verizon Wireless – *Applicant*

Jeff Holland, Network Building & Consulting - *Agent*

BACKGROUND

The Planning and Zoning Department received an application dated August 30, 2019 from Jeff Holland, Network Building & Consulting, LLC on behalf of Cellco Partnership d.b.a. Verizon Wireless, requesting approval of a Conditional Use and Level 3 Site Plan to allow the construction of a new 199' tall monopole wireless communications tower (including the 4 foot lightning rod) and a 50' x 50' fenced compound area for the tower and associated equipment in a 100' x 100' leased area.

GENERAL INFORMATION

Location

The property is located on State Route 14, Buena Vista Road, in the Buena Vista Magisterial District, County Tax Map Parcel No. 1623-66L-270, located approximately ¾ of a mile from the Gloucester County line.

Proposal

Cellco Partnership d.b.a Verizon Wireless is requesting approval of a conditional use and level 3 site plan to allow the construction of a new 199' tall monopole wireless communications tower (including the 4 foot lightning rod) and a 50' x 50' fenced compound area for the tower and associated equipment in a 100' x 100' leased area.

Zoning

The property is zoned Agricultural. Other surrounding land uses include agricultural and residential uses.

PUBLIC AGENCY COMMENTS

Drainage and Erosion

Codes Compliance Officer, David McIntire, has received the site plan for review and noted that the project will be required to have a land disturbance permit. The entrance/drive shall be graveled and maintained during and after construction and must be installed according the requirements of VDOT.

Health Department

George "Bill" Sanford with the King & Queen County Health Department noted that there were no existing files found for septic and well on the subject property, nor is there a well or septic system proposed for this project. (Review Attached)

Virginia Department of Transportation

Scott Gagnon with Virginia Department of Transportation noted that his office has reviewed the site plan of development and that all items appear to be satisfactory. (Review Attached)

Planning Department

According to Chapter 3, Article 4, Permitted Use Table 4.1, Communications facility towers are permitted in the Agricultural and/or GB1, GB2 and Industrial zoning districts with an approved Conditional Use Permit & Level 3 Site Plan, provided that the following conditions are met... *"Any part of the tower and its support structures must be at a minimum of 500' from any public street. Must adhere to all requirements outlined in Article 8."*

ARTICLE 8 TELECOMMUNICATION TOWERS & ANTENNAS

3-170 Purpose

The purpose of this article is to establish general guidelines for the siting of towers and antennas. The goals of this article are to: (I) encourage the location of towers in nonresidential areas and minimize the total number of towers and tower sites throughout the community, (II) encourage strongly the joint use of new and existing tower sites, (III) encourage users of towers and antennas to locate them, to the extent possible, in areas where the adverse impact on the community is minimal, (IV) encourage users of towers and antennas to configure them in a way that minimizes the adverse visual impact of the towers and antennas, (V) to provide adequate sites for the provision of wireless communication services with minimal negative impact on the resources of the county.

3-171 Applicability

The requirements set forth in this article shall govern the location of towers that exceed and antennas that are installed at greater than fifty (50) feet in height and dish antennae/satellite dishes over six (6) feet in diameter at any height.

3-172 Definitions

1. ***Alternative Tower Structure*** *– Man-made trees, silos, clock towers, steeples, utility companies power transmission towers, and similar alternative-design mounting structures that camouflage or conceal the presence of antennas or towers.*

2. ***Antenna*** *– Any apparatus designed for telephonic, data, radio or television communications through the sending and/or receiving of electromagnetic waves.*

3. ***Dish Antenna/Satellite Dishes -***

4. ***FAA*** *– The Federal Aviation Administration*

5. ***FCC*** *– The Federal Communications Commission*

6. ***Height*** *– When referring to a tower or other structure, the distance measured from ground level to the highest point on the tower or other structure, even if the highest point is an antenna or lighting rod.*

7. ***Tower*** *– Any structure that is designed and constructed primarily for the purpose of supporting one or more antennas, including self-supporting lattice towers, or monopole towers. The term includes television transmission towers, microwave towers, common-carrier towers, wireless communications towers, alternative tower structures, and the like.*

3-173 Availability of Suitable Existing Towers or Other Structures

No new tower shall be permitted unless the applicant demonstrates to the reasonable satisfaction of the governing authority that no existing tower or structure can accommodate the applicant's proposed antenna. Evidence submitted to demonstrate that no existing tower or structure can accommodate the applicant's proposed antenna may consist of any of the following.

1. *No existing towers or structures are located within the geographic area required to meet applicant's engineering requirements.*

2. *Existing towers or structures are not of sufficient height to meet applicant's engineering.*

3. *Existing towers or structures do not have sufficient structural strength to support applicant's proposed antenna and related equipment.*

4. *The applicant's proposed antenna would cause electromagnetic interference with the antenna on the existing towers or structures, or the antenna on the existing*

towers or structures would cause interference with the applicant's proposed antenna.

5. *The fees, cost, or contractual provisions required by the owner in order to share and existing tower or structure or to adapt an existing tower or structure for sharing are unreasonable. Costs exceeding new tower development are presumed to be unreasonable.*

6. *The applicant demonstrated that there are other limiting factors that render existing towers and structures unsuitable.*

3-174 Setbacks and Separation

The following setbacks and separation requirements shall apply to all towers and antennas for which a conditional use permit is required; provided, however, that the governing authority may, reduce the standard setbacks and separation requirements if the goals of this article would be better served thereby.

1. *Towers must be set back a distance equal to 200 percent of the height of the tower from any existing off-site residential structure and in no case less than 400 feet.*

2. *Towers, guys, and accessory facilities must satisfy the minimum zoning district setback requirements for primary structures; and*
3. *The distance from the base of all towers to the property boundary of the parcel upon which the tower is located shall be 110 percent of the height of the tower.*

3-175 Security Fencing

Towers shall be enclosed by security fencing not less than ten feet in height and shall also be equipped with an appropriate anti-climbing device; provided, however, that the governing authority may waive such requirements, as it deems appropriate.

3-176 Landscaping

The following requirements shall govern the landscaping surrounding towers for which a conditional use permit is required or any dish antenna/satellite dish over six (6) feet in diameter in zoning district LB or GB; provided, however, that the governing authority may waive such requirements if the goals of this article would be better served thereby.

1. *Tower facilities shall be landscaped with a buffer of plant materials that effectively screens the view of the support buildings from adjacent property. The standard buffer shall consist of a landscaped strip at least four feet wide outside the perimeter of the compound. Every dish antenna/satellite dish shall be landscaped as much as practical with a buffer of plant materials that effectively screens the view from adjacent properties.*

2. *In locations where the visual impact of the tower or dish antenna/satellite dish would be minimal, the landscaping requirement may be reduced or waived altogether.*

3. *Existing mature tree growth and natural landforms on the site shall be preserved to the maximum extent possible. In some cases, such as towers or dish antennae/satellite dishes sited on large, wooded lots, natural growth around the property perimeter may be sufficient buffer.*

4. *In the event the base of the tower or a dish antenna/satellite dish becomes visible from the adjacent property lines because of changes on the subject property, the base shall promptly be screened with evergreen landscaping where visible, as determined by the Zoning Administrator.*

3-177 Local Government Access

Owners of towers shall provide the county co-location opportunities without compensation as a community benefit to improve radio communication for county departments and emergency services.

3-178 Removal of Appended Antennas and Towers

Any antenna or tower that is not operated for a continuous period of 6 months shall be considered abandoned, and the owner of such antenna or tower shall remove same within 90 days of receipt of notice from the governing authority notifying the owner of such removal requirement. Removal includes the removal of the tower, any and all footers; underground cables and support buildings. The buildings may remain with owner's approval. If there are two or more users of a single tower, then this provision shall not become effective until all users cease using the tower. If the tower is not removed per this section, the county may require the landowner to have it removed.

3-179 Design and Lighting

The requirement set forth in this section shall govern the location of all towers and the installation of all antennas governed by the supplementary regulations;

1. *Towers shall either maintain a galvanized steel finish or, subject to any applicable standards of the FAA, be painted a neutral color, so as to reduce visual obtrusiveness. Dish antennas will be of a neutral, non-reflective color with no logos.*

2. *At a facility site, the design of the buildings and related structures shall, to the extent possible, use materials; colors, textures, screening, and landscaping that will blend the tower facilities to the natural setting and surrounding structures.*

3. *If an antenna is installed on a structure other than a tower, the antenna and supporting electrical and mechanical equipment must be of a neutral color that is identical to, or closely compatible with, the color of the supporting-structure so as to make the antennae and related equipment as visually unobtrusive as possible.*

4. *Towers shall not be artificially lighted, unless required by the FAA or other applicable authority. If lighting is required, the county may review the available lighting alternatives and approve the design that would cause the lease disturbance to the surrounding views.*

5. *No advertising of any type may be place on the tower or accompanying facility unless as part of retrofitting an existing sign structure.*

6. *To permit co-location, the tower shall be designed and constructed to permit extensions to a maximum height of one hundred ninety-nine (199) feet, except as otherwise provided in the approved conditional use permit.*

7. *Towers shall be designed to collapse within the lot lines in case of structural failure.*

8. *Except where the provisions of an approved conditional use permit by special exception or other governmental regulations restrict the height of the tower, or where a stealth design is used, an engineering report, certifying that the proposed tower is compatible for co-location with a minimum of four (4) users including the primary user, must be submitted. If the height of the tower is restricted or a stealth design is used and the tower cannot accommodate four (4) users, then a report must be submitted that describes the design limitations for co-location.*

3-180 Federal Requirements

All new towers must meet or exceed current standards and regulations of the FAA, the FCC, and any other agency of the federal government with the authority to regulate towers and antennas. If such standards and regulations are changed, then the owners of the towers and antennas governed by this article shall bring such towers and antennas into compliance with such revised standards as required. Failure to bring towers and antennas into compliance with such revised standards and regulations shall constitute grounds for the removal of the tower or antenna at the owner's expense.

3-181 Building Codes

To ensure the structural integrity of towers, the owner of a tower shall ensure that it is maintained in compliance with standards contained in applicable federal, state, and local building codes and regulations.

3-182 Factors Considered in Granting Conditional Use Permits

The governing authority shall consider the following factors in determining whether to issue a special use permit, although the governing authority may waive or reduce the burden on the applicant of one or more of these criteria if the governing authority concludes that the goals of this article are better served thereby.

1. *Height of the proposed tower;*

2. *Proximity of the tower to residential structures and residential district boundaries;*

3. *Nature of the uses on adjacent and nearby properties;*

4. *Surrounding topography;*

5. *Surrounding tree coverage and foliage;*

6. *Design of the tower, with particular reference to design characteristics that have the effect of reducing or eliminating visual obtrusiveness;*

7. *Proposed ingress and egress*

8. *Co-location policy which outlines policy regarding company's willingness to co-locate on other company towers, company's willingness to accept other uses on its towers and fees charged for additional antennas;*

9. *Language of the lease agreement;*

10. *Consistency with the comprehensive plan and the purposes to be served by zoning; and*

11. *Availability of suitable existing towers and other structures as discussed in Section 3-173 of this article.*

RECOMMENDATION

Based on the site plan requirements noted in Article 14 and the communication tower requirements noted in Article 8 of the King & Queen County Zoning Ordinance has been met, approval is recommended.

Staff suggested conditions are attached

CUP19-03

199 Foot Communications Tower

Route 14, Buena Vista Road, approximately ¾ of a mile from the Gloucester County Line

Tax Map Parcel No. 1623-66L-270

Staff Recommended Conditions

1. The communications tower and related facilities shall be located within the lease area depicted on the Level 3 Site Plan, entitled "Verizon Woods Crossroads, Buena Vista Road, Saluda, Virginia 23149," prepared by Dewberry Engineers Inc., approved in connection with this conditional use permit.

2. Tree clearing within the Applicant's lease area will be limited to the areas depicted on the site plan. In the event that the base of the tower becomes visible from any adjacent property or the public street, the Applicant will install a landscape buffer consisting of a strip of Leland cypress trees four (4) feet in width around the perimeter of the security fence, in a manner sufficient to screen the base of the tower and ground equipment from view throughout the term of the lease and/or completion of tower decommission, whichever is longer.

3. The communications tower will be a monopole with a galvanized steel finish, which will not be marked or lit, but may be painted a neutral color, subject to any applicable standards of the FAA.

4. The communications tower will be designed to accommodate a total of four (4) users and to collapse within the lot lines of the subject property. Prior to the issuance of a building permit, the applicant will submit a report from a registered structural or civil engineer indicating the tower height, the total anticipated capacity of the structure and the area of potential impact in the event of a structural failure.

5. Subject to federal law, the height of the communications tower, including the lightning rod, will not exceed 199 feet above ground level.

6. The communications tower shall be enclosed by a nine (9) foot security fence with a one (1) foot of anti-climbing device for a total height of ten (10) feet.

7. No advertising signage will be installed on the tower. Signage will be limited to warning signs or other signage associated with the operation of the tower and related antennas and equipment.

8. Any antenna or tower that is not operated for a continuous period of 6 months shall be considered abandoned, and the owner of such antenna or tower shall remove same within 90 days of receipt of notice from the governing authority notifying the owner of such removal requirement. Removal includes the removal of the tower, any and all footers; underground cables and support buildings. The buildings may remain with owner's approval. If there are two or more users of a single tower, then this provision shall not become effective until all users cease using the tower. If the tower is not removed per this section, the county may require the landowner to have it removed.

KING & QUEEN COUNTY
Zoning and Planning Department
Administration Building, 242 Allen Circle, Suite L,
King & Queen C.H., VA 23085
Phone 804-785-5975, Fax 804-785-5999
Email: dsprouse@kingandqueenco.net

Memorandum

Date: August 30, 2019

To: King & Queen Department of Health

David McIntire, Codes Compliance Officer

Ronald "Chad" Brooks & Scott Gagnon, VDOT

From: Donna E. Sprouse, Director of Community Development

RE: CUP19-03 & SP19-08, Cellco Partnership DBA Verizon Wireless C/o Mark Vincent Chandler - Level 3 Site Plan and Conditional Use Permit for a Communications Tower (199') tall including light rod

---

Please find attached a copy of Cellco Partnership's DBA Verizon Wireless' application request for the approval of a new Conditional Use Permit & Level 3 Site Plan for a 199' communications tower, located on County Tax Map Parcel No. 1623-66L-270. The site location is located off Route 14, Buena Vista Road, approximately ¾ of a mile from the Gloucester County line, in the Buena Vista Magisterial District.

Please find enclosed copies of the following:

1) King & Queen County Land Development Application & Narrative/Supportive Documentation
2) Level 3 Site Plan prepared by Dewberry Engineers, Inc., dated August 01, 2019.

Please review the material and submit any and all comments to my attention at the address listed above and/or via email at dsprouse@kingandqueenco.net. If you should have any questions or if this office can be of any assistance, please do not hesitate to contact me.

*No Existing Files found @ Health Department
* No Water or Sewage proposed

GWS III
9/5/19

COMMONWEALTH of VIRGINIA

DEPARTMENT OF TRANSPORTATION
87 Deacon Road
Fredericksburg, Virginia 22405

Stephen C. Brich, P.E.
COMMISSIONER

September 10, 2019

King & Queen County
Attn: Ms. Donna Sprouse
242 Allen Circle, Suite L
King & Queen, VA. 23085

Re: Verizon Wireless (Woods Crossroads)
1st Review, CUP19-03 & SP-19-08
King & Queen County, Rt. 14

Dear Ms. Sprouse:

This office has reviewed the referenced items in accordance with the minimum standards as received on September 6, 2019, and we have noted that all items appear to be satisfactory. Therefore, the plan is hereby found acceptable on this date of September 10, 2019. The owner must obtain a VDOT Land Use Permit prior to construction, and please contact Ms. Celeste DeSimone at (804) 286-3126 for information related to the VDOT permit process. Should you have any questions concerning the plan review, please contact Scott Gagnon at (804) 286-3124, or Chad Brooks at (804) 761-2148 to discuss any technical issues.

Sincerely,

Scott Gagnon, P.E.
Assistant Resident Engineer-Land Use
Fredericksburg District

Cc: VDOT, Ms. Joyce McGowan
VDOT, Mr. Ed Yang
VDOT, Ms. Celeste DeSimone

King & Queen County Land Development Application

Planning & Zoning Department
P.O. Box 177
King & Queen Courthouse, VA 23085
Phone: (804) 785-5975 or (804) 769-5000
Fax: (804) 785-5999 or (804) 769-5070

CUP19-03
SP19-08

Please print in ink or use a typewriter

Applicant: Cellco Partnership (d/b/a Verizon Wireless)

Applicant's Address: 1831 Rady Court, Richmond, VA 23222

Applicant's Phone: (757) 817-6628 (Jeff Holland, agent) // jholland@nbcllc.com

Agent (Contact Person): Jeff Holland, Network Building + Consulting, LLC

Agent's Address: 4435 Waterfront Drive, Suite 100, Glen Allen, VA 23060

Current Property Owner: Mark Vincent Chandler

Owner's Address: 2505 Plain View Lane, Plain View, VA 23156

Owner's Phone: _____

Correspondence to be sent to: ____ Applicant ____ Owner X Agent ____ Other ____

Tax Map Number: 23-66L-270 Magisterial District: Buena Vista

General Project Location: Buena Vista Road, Saluda, VA 23149

Size of Request: _____

*Are Proffer's being offered along with this Application: YES ____ or NO X . If so please attach.

Check Appropriate Request:

Zoning Administrator

- ____: Site Plan (Level 1)
- ____: 1-2 Lot Subdivision Request
- ____: Family Subdivision Review
- ____: Boundary Line Adjustment
- ____: Plat Approval

Planning Commission

- ____: Site Plan (Level 2)
- ____: Chesapeake Bay Exception
- ____: Other
- ____: Final Plat Review for Minor & Major Subdivision

Planning Commission & Board of Supervisors

- ____: Rezoning
- X: Conditional Use Permit
- ____: Zoning Ordinance Text Amendment
- ____: Subdivision Ordinance Text Amendment
- X: Site Plan (Level 3)
- ____: Other
- ____: Preliminary Plat Review for Minor & Major Subdivision

Board of Zoning Appeals

- ____: Administrative Appeal
- ____: Variance
- ____: Special Exception
- ____: Other

King & Queen County Land Development Application

Complete As Applicable:

Name of Subdivision, Development, or Proposal: Verizon Wirelss - Woods Crossroads

Proposal/Request: Request for CUP and site plan approval

Reason for Request: Verizon Wireless proposes to construct a 199' monopole tower within a 50'x50' fenced compound thats located within a 100'x100' lease a

Applicant: The information provided is accurate to the best of my knowledge. I acknowledge that any percolation tests, topographic studies, or other requirements of the Health Official or the Zoning Administrator will be carried out at my expense. I understand that the County may deny, approve, or conditionally approve that for which I am applying. I certify that all property corners have been clearly staked and flagged.

Applicant's Signature: Linda French **Date:** 8/20/2019

Owner: I have read this completed application, understand its content, and freely consent to it's filing. If this application is for the purpose of subdivision, further subdivision of this property will require a new application and approval by the Board of Supervisors. Furthermore, I grant permission to the Zoning Administrator and the other County Officials to enter the property and make such investigations and tests as they deem necessary.

Owner's Signature: [illegible] **Date:** 8/9/2019

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Network Field Engineering

1831 Rady Court
Richmond, VA 23222

Applicant: Cellco Partnership (d/b/a Verizon Wireless)
Conditional Use Permit Application – King & Queen County
Project Narrative
Site Name: Woods Crossroads
Tax Map #23-66L-270
Buena Vista Road, Saluda, VA 23149

Cellco Partnership d/b/a Verizon Wireless ("Applicant") is making this application to construct and operate a 195-foot monopole communication tower with a 4-foot lightning rod on a 2,500 square foot portion of the subject property. As indicated on the attached network map, the Applicant currently has a need for an antenna site to improve wireless service along Buena Vista Road (Route 14) in King and Queen County. The proposed antenna site will connect with an existing tower, owned by SBA, which is approximately 5 ½ miles to the north labeled "Existing Tower" on the attached aerial network map and on which the Applicant is currently operating antennas. The site labeled "King and Queen Courthouse" will be an antenna installation on an existing tower near the King and Queen Courthouse. The Applicant will complete its proposed antenna installations in King & Queen County with a proposed tower site labeled "VZN Stevensville" in the northern portion of the County. That proposed tower will be the subject of a separate conditional use permit application.

The subject property is an approximately 29.5 acre parcel zoned A, Agricultural District, located on tax map 23-66L-270. In accordance Article 8 of the King & Queen County Zoning Ordinance, towers are permitted subject to an approved Conditional Use Permit. The submission requirements listed in this section are as follows:

ARTICLE 8. - TELECOMMUNICATION TOWERS AND ANTENNAS

Sec. 3-173. - Availability of suitable existing towers or other structures.

No new tower shall be permitted unless the applicant demonstrates to the reasonable satisfaction of the governing authority that no existing tower or structure can accommodate the applicant's proposed antenna. Evidence submitted to demonstrate that no existing tower or structure can accommodate the applicant's proposed antenna may consist of any of the following:

1. No existing towers or structures are located within the geographic area required to meet the applicant's engineering requirements.
2. Existing towers or structures are not of sufficient height to meet the applicant's engineering.
3. Existing towers or structures do not have sufficient structural strength to support the applicant's proposed antenna and related equipment.
4. The applicant's proposed antenna would cause electromagnetic interference with the antenna on the existing towers or structures, or the antenna on the existing towers or structures would cause interference with the applicant's proposed antenna.
5. The fees, cost, or contractual provisions required by the owner in order to share an existing tower or structure or to adapt an existing tower or structure for sharing are unreasonable. Costs exceeding new tower development are presumed to be unreasonable.

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Richmond, VA 23222

6. The applicant demonstrated that there are other limiting factors that render existing towers and structures unsuitable.

   Like the networks of all other wireless carriers, the Applicant's network of antenna sites is largely based on the use of existing towers and tall structures, built by the Applicant and other wireless carriers and tower companies. Before determining that a new tower was necessary to satisfy its service objectives, the Applicant first searched the area near the yellow pin labeled "VZN Woods Crossroads" on the attached aerial network map aerial for existing towers and/or tall structures on which it could co-locate its antennas. Because there were no existing towers or structures in the search area on which the Applicant could locate its antennas, the Applicant is seeking this Conditional Use Permit from the Board of Supervisors in order to construct a galvanized steel monopole tower, which will not be marked or lit, in a heavily vegetated portion of the subject property.

Sec. 3-174. - Setbacks and separation.

The following setbacks and separation requirements shall apply to all towers and antennas for which a conditional use permit is required; provided, however, that the governing authority may reduce the standard setbacks and separation requirements if the goals of this article would be better served thereby:

1. Towers must be set back a distance equal to 200 percent of the height of the tower from any existing off-site residential structure and in no case less than 400 feet;
2. Towers, guys, and accessory facilities must satisfy the minimum zoning district setback requirements for primary structures; and
3. The distance from the base of all towers to the property boundary of the parcel upon which the tower is located shall be 110 percent of the height of the tower.

   The proposed tower will comply with all setback requirements. The closest single family residence is 525 feet away. The tower will meet all underlying zoning district setbacks in the Agricultural District. The closest property line to the tower will be 260 feet away, which is more than 110% of the tower height (199 ft. x 110% = 218.9 feet).

Sec. 3-175. - Security fencing.

Towers shall be enclosed by security fencing not less than ten feet in height and shall also be equipped with an appropriate anti-climbing device; provided, however, that the governing authority may waive such requirements, as it deems appropriate.

A 10 foot chain-link fence with barbed wire will be around the compound.

Sec. 3-176. - Landscaping.

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Richmond, VA 23222

The following requirements shall govern the landscaping surrounding towers for which a conditional use permit is required; provided, however, that the governing authority may waive such requirements if the goals of this article would be better served thereby:

1. Tower facilities shall be landscaped with a buffer of plant materials that effectively screens the view of the support buildings from adjacent property. The standard buffer shall consist of a landscaped strip at least four feet wide outside the perimeter of the compound.
2. In locations where the visual impact of the tower would be minimal, the landscaping requirement may be reduced or waived altogether.
3. Existing mature tree growth and natural landforms on the site shall be preserved to the maximum extent possible. In some cases, such as towers sited on large, wooded lots, natural growth around the property perimeter may be sufficient buffer.
4. If the base of the tower becomes visible from the adjacent property lines because of changes on the subject property, the base shall promptly be screened with evergreen landscaping where visible, as determined by the zoning administrator.

As the site plan indicates, the majority of the large trees and mature vegetation surrounding the proposed tower site will remain in place providing an excellent natural buffer. The tower compound will not be visible from any adjacent property or the closest public street. Given the existing mature vegetation surrounding the site and the distance between the compound and the nearest public road and residences, the Applicant is seeking a waiver of the landscaping requirements contained in the Section 3-176 of the County's Zoning Ordinance with regard the otherwise required landscaping around the tower compound, which will be screened from view by existing mature vegetation.

Sec. 3-177. - Local government access.

Owners of towers shall provide the county collocation opportunities without compensation as a community benefit to improve radio communication for county departments and emergency services.

In accordance with Virginia Code §15.2-2316.4:2, tower applicants are no longer required to provide collocation opportunities to municipalities without compensation.

Sec. 3-178. - Removal of appended antennas and towers.

Any antenna or tower that is not operated for a continuous period of six months shall be considered abandoned, and the owner of such antenna or tower shall remove same within 90 days of receipt of notice from the governing authority notifying the owner of such removal requirement. Removal includes the removal of the tower, any and all footers, underground cables and support buildings. The buildings may remain with owner's approval. If there are two or more users of a single tower, then this provision shall not become effective until all users cease using the tower. If the tower is not removed per this section, the county may require the landowner to have it removed.

Noted.

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Richmond, VA 23222

Sec. 3-179. - Design and lighting.

The requirement set forth in this section shall govern the location of all towers and the installation of all antennas governed by the supplementary regulations.

1. Towers shall either maintain a galvanized steel finish or, subject to any applicable standards of the FAA, be painted a neutral color, so as to reduce visual obtrusiveness. Dish antennas will be of a neutral, nonreflective color with no logos.

   The proposed tower will be a galvanized steel color and will not be marked or lit.

2. At a facility site, the design of the buildings and related structures shall, to the extent possible, use materials, colors, textures, screening, and landscaping that will blend the tower facilities to the natural setting and surrounding structures.

   No equipment shelter will be used. Outdoor cabinets and equipment will be used inside the fenced compound. The existing vegetation will screen the compound from adjacent properties and the nearest public street.

3. If an antenna is installed on a structure other than a tower, the antenna and supporting electrical and mechanical equipment must be of a neutral color that is identical to, or closely compatible with, the color of the supporting structure so as to make the antenna and related equipment as visually unobtrusive as possible.

   Not applicable.

4. Towers shall not be artificially lighted, unless required by the FAA or other applicable authority. If lighting is required, the county may review the available lighting alternatives and approve the design that would cause the least disturbance to the surrounding views.

   The proposed tower will not be marked or lit.

5. No advertising of any type may be placed on the tower or accompanying facility unless as part of retrofitting an existing sign structure.

   The proposed tower will not have advertising on it.

6. To permit collocation, the tower shall be designed and constructed to permit extensions to a maximum height of 199 feet, except as otherwise provided in the approved conditional use permit.

   The proposed tower is already designed to be 199 feet.

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Richmond, VA 23222

7. Towers shall be designed to collapse within the lot lines in case of structural failure.

   The tower will be designed to collapse within the lot lines of the subject parcel.

8. Except where the provisions of an approved conditional use permit by special exception or other governmental regulations restrict the height of the tower, or where a stealth design is used, an engineering report, certifying that the proposed tower is compatible for collocation with a minimum of four users including the primary user, must be submitted. If the height of the tower is restricted or a stealth design is used and the tower cannot accommodate four users, then a report must be submitted that describes the design limitations for collocation.

   Tower design drawings prepared by a registered structural or civil engineer will be submitted with the building permit application for the tower and will demonstrate that the facility will be designed to support the antennas of at least four (4) users, including the Applicant's antennas.

Sec. 3-180. - Federal requirements.

All new towers must meet or exceed current standards and regulations of the FAA, the FCC, and any other agency of the federal government with the authority to regulate towers and antennas. If such standards and regulations are changed, then the owners of the towers and antennas governed by this article shall bring such towers and antennas into compliance with such revised standards as required. Failure to bring towers and antennas into compliance with such revised standards and regulations shall constitute grounds for the removal of the tower or antenna at the owner's expense.

The Applicant will comply with all standards and regulations of the FAA, FCC, and any other agency of the federal government.

Sec. 3-181. - Building codes.

To ensure the structural integrity of towers, the owner of a tower shall ensure that it is maintained in compliance with standards contained in applicable federal, state, and local building codes and regulations.

All applicable federal, state and local building codes and regulations will be complied with.

Sec. 3-182. - Factors considered in granting conditional use permits.

The governing authority shall consider the following factors in determining whether to issue a special use permit, although the governing authority may waive or reduce the burden on the applicant of one or more of these criteria if the governing authority concludes that the goals of this article are better served thereby:

1. Height of the proposed tower;

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Richmond, VA 23222

The proposed tower will be 195 feet with a 4 foot lightning rod for a total height of 199 feet above ground level.

2. Proximity of the tower to residential structures and residential district boundaries;

   The closest single family residence is 525 feet away. The general area is all zoned Agricultural District, and the closest residential zoning district is over 3 miles away.

3. Nature of the uses on adjacent and nearby properties;

   All adjacent and nearby properties are zoned Agricultural District and are generally single family residences on 2+ acre lots or large vacant lots used for agricultural purposes.

4. Surrounding topography;

   The general topography of the subject parcel and adjacent properties is relatively flat. Steep slopes surround the river/creek that is located to the south and east (approximately 1 mile east and south).

5. Surrounding tree coverage and foliage;

   The subject parcel is heavily wooded in the middle and rear of the parcel. The proposed cell tower will be located within the heavily wooded middle section of the property.

6. Design of the tower with particular reference to design characteristics that have the effect of reducing or eliminating visual obtrusiveness;

   Although, the top portion of the monopole tower will be visible from some adjacent properties, it will have a galvanized steel finish which will blend with the blue sky. The fenced compound will not be visible from adjacent properties or the public street.

7. Proposed ingress and egress;

   The proposed tower will be accessed from an existing gravel access drive/curb cut on Buena Vista Road (Route 14).

8. Collocation policy which outlines policy regarding company's willingness to collocate on other company towers, company's willingness to accept other uses on its towers and fees charged for additional antennas;

   See enclosed Verizon Wireless collocation guidelines.

9. Language of the lease agreement;

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Richmond, VA 23222

See enclosed memorandum of lease.

10. Consistency with the comprehensive plan and the purposes to be served by zoning; and

The need for better wireless service in King & Queen County is quite clear. The proposed wireless communications facility would not only provide quality wireless services for County residents, in a manner that will have minimal impact on surrounding uses and will not generate or increase traffic, but it will also advance goals and objectives adopted by the County in the Comprehensive Plan:

Telecommunications – complete wireless coverage in the County is needed. The proposed facility will improve cellular coverage in the southern portion of the County along Route 14. The proposed facility will also be designed to have four (4) users including the primary user, Verizon Wireless. There is sufficient space for other carriers including the County's E-911 to collocate on this facility.

Education – investing and improving public schools and libraries to provide quality facilities and outstanding educational opportunities for youth is imperative. In today's interconnected world, schools and libraries are using the internet more and more. Having a strong wireless network is required for student's schools to properly function in connected learning environment.

Rural Atmosphere – only minimal clearing is required for the proposed facility. It will be located in a heavily wooded area on a large parcel (29.44 acres). The rural character of the parcel and surrounding area will not be altered.

The facility will be unmanned and will be visited infrequently by technicians. The noises emitted from the equipment on the ground will not be any louder than normal residential HVAC equipment. Given the location of the proposed tower in a heavily vegetated unused portion of the subject property fairly far from any homes, this site is the ideal location for a new tower, which is passive in nature, and will have a minimal impact on surrounding uses.

11. Availability of suitable existing towers and other structures as discussed in section 3-173 of this article.

Like the networks of all other wireless carriers, the Applicant's network of antenna sites is largely based on the use of existing towers and tall structures, built by the Applicant and other wireless carriers and tower companies. Before determining that a new tower was necessary to satisfy its service objectives, the Applicant first searched the area near the yellow pin labeled, "VZN Woods Crossroads" on the attached network map aerial for existing towers and/or tall structures on which it could co-locate its antennas.

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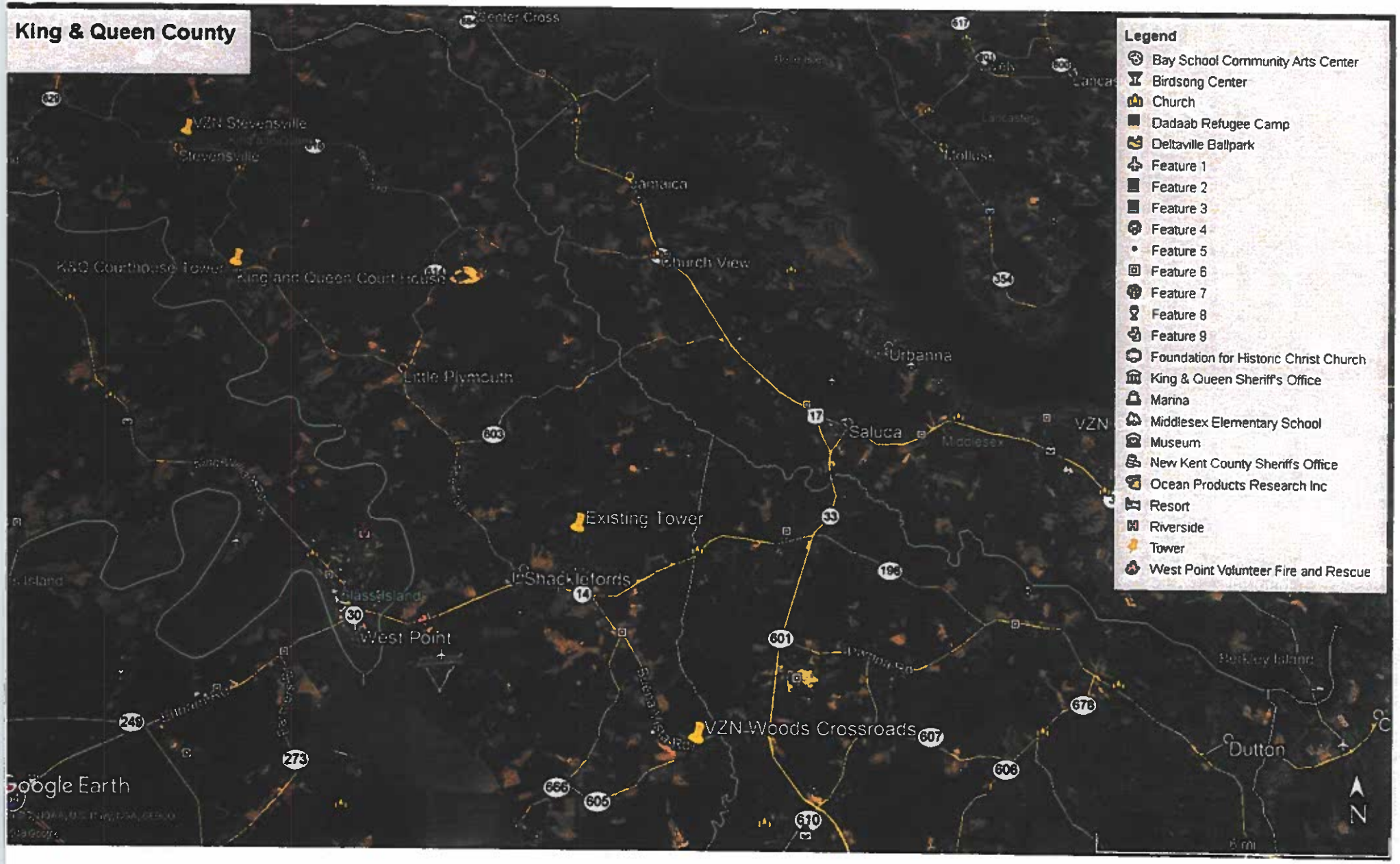
Richmond, VA 23222

Because there were no existing towers or structures in the search area on which the Applicant could locate its antennas, the Applicant is seeking this Conditional Use Permit from the Board of Supervisors in order to construct a galvanized steel monopole tower, which will not be marked or lit, in a heavily vegetated portion of the subject property.


King & Queen County
Legend
Bay School Community Arts Center
Birdsong Center
Church
Dadaab Refugee Camp
Deltaville Ballpark
Feature 1
Feature 2
Feature 3
Feature 4
Feature 5
Feature 6
Feature 7
Feature 8
Feature 9
Foundation for Historic Christ Church
King & Queen Sheriff's Office
Marina
Middlesex Elementary School
Museum
New Kent County Sheriffs Office
Ocean Products Research Inc
Resort
Riverside
Tower
West Point Volunteer Fire and Rescue
VZN Stevensville
Stevensville
Center Cross
Jamaica
Church View
KSQ Courthouse Tower
King and Queen Court House
Little Plymouth
Urbanna
Saluca
VZN
Existing Tower
Shackelfords
West Point
VZN Woods Crossroads
Dutton
Google Earth
N

ZA19-04

KING & QUEEN COUNTY
Land Development Application
Planning & Zoning Department

(804) 785-5985
(804) 769-0511
Fax: (804) 785-5999

(Please print in ink or use a typewriter)

Applicant: King and Queen County Zoning & Planning Department

Applicant's Address: P.O. Box 177, King and Queen Courthouse, VA 23085

Agent (Contact Person): Thomas J. Swartzwelder, Zoning Administrator Phone: 785-5975

Agent's Company: King and Queen County Zoning & Planning Department

Agent's Address: P.O. Box 177, King and Queen Courthouse, VA 23085

Current Property Owner: N/A

Owner's Address: N/A

Correspondence to be sent to: X Applicant ___Owner X Agent ___Other

Tax Map/Parcel Number: N/A Magisterial District: N/A

General Project Location: N/A

Size of request site: N/A

Are Proffer's Being offered along with this Application: YES _____ or NO X
If so please Attach.

Check Appropriate Request:

Zoning Administrator
- ____:Site Plan (Level 1)
- ____:1-2 Lot Subdivision Approval
- ____:Estate Subdivision Review

Planning Commission
- ____:Site Plan (Level 2)
- ____:Section 15.1-455
- ____:Other

Planning Commission & Board of Supervisors
- ____:Rezoning
- ____:Conditional Use Permit
- X :Zoning Ordinance Text Amendment
- ____:Subdivision Ordinance Text Amendment
- ____:Site Plan (Level 3)
- ____:Other

Board of Zoning Appeals
- ____:Administrative Appeal
- ____:Variance
- ____:Special Exception
- ____:Other

Complete As Applicable:

Name of Subd'n, Development, or Proposal: _____

Proposal/Request: Article 14, Site Plan Requirements, Section 3-316A (y&z)

Reason for request: To Add specific regulatory agencies and include adjoining parcels

Applicant: The information provided is accurate to the best of my knowledge. I acknowledge that any percolation tests, topographic studies, or other requirements of the Health Official or the Zoning Administrator will be carried out at my expense. I understand that the County may deny, approve, or conditionally approve that for which I am applying. I certify that all property corners have been clearly staked and flagged.

Applicant's Signature: _____ **Date:** 9/3/19

Owner: I have read this completed application, understand its content, and freely consent to it's filing. If this application is for the purpose of subdivision, further subdivision of this property will require a new application and approval by the Board of Supervisors. Furthermore, I grant permission to the zoning administrator and the other County Officials to enter the property and make such investigations and tests as they deem necessary.

Owner's Signature: _____ **Date:** _____

ARTICLE 14 SITE PLAN REQUIREMENTS

3-310 Purpose

The purpose of this Article is to promote the orderly development of land within the County by ensuring: (i) that land development activities are planned in a manner consistent with the comprehensive plan and development policies of the County; (ii) that specific development projects are planned to achieve harmony with the immediately surrounding environment; (iii) that each project contains proper internal and external circulation and other infrastructure consistent with the objectives of the County for the area in which a proposed use is located; and (iv) that the use of land occurs in such a manner as to preserve the community's valuable natural resources.

3-311 Site Plans, When Required, Notice Required

A. Uses Requiring Site Plans

A site plan shall be submitted to and approved by the appropriate authority for the following uses:

(1) Any use within a Chesapeake Bay RPA or RMA, which involves more than twenty-five hundred (2,500) square feet of land disturbance

(2) Any proposed use in the Floodplain Overlay District

(3) Any development fronting a navigable waterway

(4) Multi-Family Residential Projects

(5) Any Minor and Major Subdivision Projects

(6) Rural Residential Cluster Developments

(7) Planned Unit Developments

(8) Conditional Uses

(9) Any Commercial or Business Use

(10) Any Industrial or Manufacturing Use

(11) Institutional or Governmental Projects

B. Waiver of Requirements

Any requirement of this Article may be waived when the waiver is not adverse to the purpose of this Article and when the applicant establishes that, in a specific case, an undue hardship would result from the strict enforcement of this Article. Such waiver shall be authorized by the official commission or board responsible for approving site plans as

established in the following section only after a written request by the applicant.

3-312 Levels of Site Plan Development Reviews

Because the degree of complexity varies among various development projects, the requirements for site plan submissions and reviews are grouped into three levels according to the complexity of the project and the actions necessary for approval. Notwithstanding the review requirements of this Ordinance, this Article is not intended to exempt an applicant from any review, which may be required by other provisions of this Ordinance or other land development ordinances of the County.

A. Level One Site Plan Approval: requires review and approval of site plans by the Zoning Administrator only. The following uses are subject to this level of review unless a use is required to have a higher level of review under the next two subsections:

(1) Any use within a Chesapeake Bay Protection Area Overlay District, which involves more than twenty-five hundred (2500) square feet of land disturbance

(2) Any use in the Floodplain Overlay District

(3) Any development fronting a navigable waterway

(4) Limited Business Uses

B. Level Two Site Plan Approval: requires review and approval of site plans by the Planning Commission. The following uses are subject to this level of review:

(1) Multi-Family Residential Projects

(2) Any Minor and Major Subdivision Project

(3) General Business 1 "GB-1" Use

C. Level Three Site Plan Approval: requires review and approval of site plans by the Board of Supervisors with recommendations by the Planning Commission. The following uses are subject to this level of review:

(1) Rural Residential Cluster Developments

(2) Planned Unit Developments

(3) Conditional Uses

(4) Light Industrial Use

(4) Industrial or Manufacturing Use

(5) Institutional or Governmental Use

(7) General Business 2 "GB-2" Use

3-313 Pre-Application Conference

Prior to submitting a preliminary site plan, the applicant should schedule a pre-application conference with the Zoning Administrator. A preliminary sketch may be submitted on the conference date.

The purpose of a preliminary sketch is to permit the Zoning Administrator to advise the applicant whether the proposed plans in general are in accordance with the requirements of this Ordinance. Upon submission of any preliminary sketch, the Zoning Administrator shall study it and advise the applicant wherein it appears that changes would be necessary. If the proposed development is to be reviewed by the Planning Commission and/or the Board of Supervisors, the Zoning Administrator shall advise the applicant as to the procedures to be followed.

3-314 Site Plan Submission Procedures

After the Pre-application Conference with the Zoning Administrator, an applicant may submit an application for site plan approval using one of the following procedures:

A. Level One Site Plan Review Procedures

(1) The applicant submits ten (10) copies of a preliminary site plan to the Zoning Administrator.

(2) The Zoning Administrator reviews the preliminary site plan for the purpose of assuring: (i) good arrangement, appearance, function, harmony with surroundings and adjacent uses; (ii) conformity with the objectives of the Comprehensive Plan; and (iii) compliance with these regulations.

(3) After completing the review, the Zoning Administrator shall approve or disapprove the preliminary site plan within sixty days (60) days from the date the application was filed.

(4) If the preliminary site plan is approved, the applicant shall submit the final site plan to the Zoning Administrator within ninety (90) days of the preliminary plan being approved.

(5) In the event the preliminary site plan or any component thereof is disapproved, the Zoning Administrator shall so notify the applicant in writing. The Zoning Administrator may recommend appropriate modifications, which, if followed, would enable the application to be approved.

(6) If the recommended modifications are unacceptable to the applicant, the applicant may appeal such administrative decision to the Board of Zoning Appeals within thirty (30) days as provided in Article 20.

(7) Upon approval of the preliminary site plan, the applicant shall submit a final site plan to the Zoning Administrator for final approval.

B. Level Two Site Plan Review Procedures

(1) The applicant submits twenty-five (25) copies of a preliminary site plan to the Zoning Administrator.

(2) The Zoning Administrator reviews the preliminary site plan for conformity with the objectives of the Comprehensive Plan and compliance with applicable regulations and ordinances. The preliminary site plan shall then be transmitted to the Planning Commission together with an analysis by the Zoning Administrator.

(3) The Planning Commission reviews the preliminary site plan for the purpose of assuring good arrangement, appearance, function, harmony with surroundings and adjacent uses and the objectives of the Comprehensive Plan.

(4) The Planning Commission shall approve, approve with modifications, or disapprove the preliminary site plan. In approving the plan, the Planning Commission may establish such conditions and may require such modifications as to assure compliance with this section.

(5) Upon approval of the preliminary site plan, the applicant shall submit a final site plan to the Zoning Administrator for final approval.

C. Level Three Site Plan Review Procedures

(1) Unless otherwise provided in this Ordinance, applications for level three-site plan review require the submission of a general development plan for informal review prior to the submission of a preliminary site plan. The applicant shall submit twenty-five (25) copies of the general development plan to the Zoning Administrator and request a hearing with the Planning Commission for the purpose of guidance and comment concerning the proposed development. No official action shall be taken by the Planning Commission at said meeting and no commitments shall be made by the County or any agency thereof at said meeting.

(2) The Zoning Administrator shall prepare an analysis of the general development plan and a brief report stating whether the site plan is in general conformity with applicable regulations and/or policies contained in the County's Comprehensive Plan. The Zoning Administrator's report may recommend actions that would enable the plan to meet county requirements, should it not meet such requirements as submitted. This report will accompany the general development plan when submitted to the Planning Commission.

(3) The general development plan may be general in nature and schematic in form, but must show the following:

(a) A map of the subject property at a scale of not less than one (1) inch equals

two hundred (200) feet showing property lines and general topographic features.

(b) Existing and proposed land uses.

(c) Where applicable, the approximate number and size of lots, project density and dwelling types.

(d) The general location of proposed open space, including recreational and preservation areas.

(e) The general location and character of the proposed major roads, trails, public utilities, storm water management systems and other major features.

(f) Any additional information deemed reasonably necessary by the Zoning Administrator.

(4) After preparing a general development plan and receiving the Planning Commission's comments concerning the proposal, the applicant may submit a preliminary site plan to the Zoning Administrator.

(5) Upon determination by the Zoning Administrator that the application is complete, the preliminary site plan and supplementary documents shall be submitted to the Planning Commission for formal review.

(6) The Planning Commission shall review the preliminary site plan and, if the application includes a request for a change in zoning or conditional use permit, the Commission shall hold a public hearing thereon in accordance with the provisions contained in Title 15.2, Sections 15.2-2204, 15.2-2205 and 15.2-2285 of the Code of Virginia (1950), as amended.

(7) The Planning Commission shall make its recommendation to the Board of Supervisors within one hundred (100) days following the first meeting of the Planning Commission after the preliminary site plan and application for rezoning have been referred to it.

(8) The Board of Supervisors shall: (i) consider the proposed development and hold a public hearing thereon in accordance with provisions contained in Title 15.2, Sections 15.2-2204, 15.2-2205 and 15.2-2285 of the Code of Virginia, 1950, as amended, and (ii) approve or disapprove the application for zoning change or conditional use permit. If the Board approves the zoning change or conditional use permit, it shall approve, approve with modifications, or disapprove the preliminary site plan.

(9) In the event that a preliminary site plan shall be approved with modifications by the Board of Supervisors, the Board of Supervisors may continue the public hearing on the rezoning application to a certain date in order to permit the applicant to modify the development plan in accordance with such modifications.

(10) Upon approval of the preliminary site plan, the applicant may submit a final site plan to the Zoning Administrator for final approval.

3-315 Amendments to Site Plans

Any amendment or change of substance in an approved site plan shall be subject to the same procedures as required for a new site plan application, provided that minor modifications to an approved site plan may be authorized by the Zoning Administrator when such modifications do not:

- alter the boundaries of the property significantly;
- conflict with specific requirements of this Ordinance or specific conditions of the approved site plan;
- decrease the width or depth of any yard, setback or buffer areas;
- alter points of access to the property or the internal arrangement of site plan elements significantly; and
- have an appreciable effect on surrounding properties.

3-316 Requirements for Site Plans

An application for approval of any development or use of land requiring a site plan under this Ordinance shall be accompanied by a preliminary site plan. Based upon an approved preliminary site plan, the applicant shall submit a final site plan for approval prior to commencement of construction. Unless specific items are waived by the Zoning Administrator, site plans shall conform to the following requirements.

A. Preparation of Preliminary Site Plans

The preliminary site plan shall comply with the following items:

(1) A preliminary site plan may be prepared by the owner of the land proposed to be developed, or any professional architect, engineer, land surveyor, land planner, landscape architect or other professional having training or experience in land planning or design.

(2) The site plan shall show:

(a) The proposed title of the project and the developer's name;

(b) The name of the person or firm who prepared the plan;

(c) North point, scale, and date;

(d) The boundaries of the property involved, the proposed locations of all

existing easements, property lines, existing streets, waterways, major tree masses or wooded areas and other existing physical features in or adjoining the project;

(e) Unless otherwise approved by the Zoning Administrator, topography of the project area with a contour interval of one (1) foot for any site of two (2) acres or less; otherwise, two (2) feet;

(f) If applicable, the approximate location and sizes of sanitary sewers or water mains, existing or planned, in or near the project;

(g) The location and character of proposed construction including: streets, driveways, parking and loading areas, curb cuts approved VDOT, entrances and exits, outdoor lighting systems, and other significant features;

(h) The general locations of proposed lots, setback lines, easements, reservation for parks, playgrounds, school sites or other open spaces or preservation areas;

(i) The location with respect to each other and to lot lines and approximate height of all proposed buildings and structures. The locations and footprints of buildings shall be drawn to scale but full dimensioning is not required on preliminary site plan;

(j) Location and dimensions of all areas of land disturbance;

(k) Preliminary plans and elevations of dwellings types and other buildings, where applicable;

(l) General location, height, and materials of all fences, walls, screen plantings, and landscaping, waste receptacles, when to be used on the site. Waste receptacles shall be screened and method of screening shall also be shown;

(m) General location, character, size and height and orientation of proposed signs;

(n) The location of boundary lines of any Chesapeake Bay Preservation Area, RPA including buffer areas, or RMA;

(o) For any development or redevelopment within a Chesapeake Bay Preservation Area, which involves more than twenty five hundred (2500) square feet of land-disturbance, the following additional documents shall be submitted in accordance with Article 12 of this Ordinance.

1) An environmental site assessment

2) A landscape plan

3) A storm water management plan

4) An erosion and sediment control plan

(p) A tabulation of the following data: (i) total project area; (ii) area within the RPA and/or the RMA; (iii) any area having slopes greater than twenty (20) percent; or (iv) wetlands;

(q) For multi-family residential projects, a tabulation of the total number of dwelling units of various types in the project and the overall project density in dwelling units per acre;

(r) A vicinity map at a scale of not less than one (1) inch equals two thousand (2,000) feet;

(s) A statement which confirms the ownership of the property, the nature of the applicant's interest in the same, and the place of record of the latest instrument in the change of title for each parcel constituting the subject property;

(t) A statement from the Virginia Department of Health approving drain field locations including septic tank back-up drainage fields when required;

(u) Where applicable, a statement from the Virginia Department of Transportation approving the locations of any proposed roads which are intended for acceptance into the secondary road system;

(v) Existing zoning classification(s);

(w) The shortest distances from all property lines to all existing and proposed structures;

(x) The approximate limit of the 100-year floodplain;

(y) Documentation of all existing permits and applications relevant to the parcel and/or adjacent parcel, including but not limited to: Health Department permits for all wells and septic drain fields; all existing zoning permits and zoning applications; applications for rezoning, special use and conditional use permits; and zoning variances; and

(z) Any additional information required by the Zoning Administrator necessary to evaluate the character and the impact of the proposed project. Such information required may include, but is not limited to: Environmental Protection Agency (EPA), Code of Federal Regulations (CFR), Department of Environmental Quality (DEQ), National Fire Protection Association (NFPA), Uniform Statewide Building Code (USBC), VA Statewide Fire Prevention Code (SFPC), Pipeline and Hazardous Materials Safety Administrator (PHMSA) and Occupational Safety and Health

Administration (OSHA).

B. Final Site Plans

After receiving approval of the preliminary site plan, the applicant may submit three (3) copies of the final site plan to the Zoning Administrator. Final site plans shall comply with all laws, regulations and ordinances governing the approval of developments and in addition shall show the following information where applicable:

(1) All of the features required on the preliminary site plan with sufficiently accurate dimensions and construction specifications to support the issuance of construction permits.

(2) Existing and proposed streets, service driveways, rights-of-way, and easements, with their names, numbers, and widths; center line curve data, including degree of curvature, delta radius, arc, cord and tangent; the edge of proposed street surface or the face of curb as the case may be for the full length of all streets; typical street sections; transition of pavement with existing street or road; provisions for future connection to adjoining property; acceleration and deceleration lanes, and any other data to conform to current standards.

(3) Lot lines, lot numbers, total area, total developed area, residential density, proposed building lines, the location and size of parks, playgrounds, common open areas, and other public or community facilities.

(4) Chesapeake Bay RMA and RPA boundaries.

(5) If the land is to be developed in sections, stages or phases, such sections shall be clearly indicated and data furnished as to the order and timing of their development; a table showing the total acreage devoted to each land use classification in each section.

(6) Identification of all off-street parking areas, common parking lots, loading spaces, schedule showing number, type and location of parking spaces; walkways and construction details regarding size, surface, materials; fences, retaining walls, screening and buffer zones; and location of street signs and similar site improvements.

(7) A proposed finish grade plan, supplemented by spot elevations; a drainage plan and identification of drainage structures by type, size, and location, connections to existing drainage systems, and the contributing drainage area in acres for each sub-basin; existing and proposed drainage easements, the direction of flow, dredging or relocation of drainage ways, storm sewers or drainage ways related to street or service driveway construction; typical drainage section, proper driveway entrance and computed culvert size; and limits of floodplain, provision and schedule for the adequate control of erosion and sedimentation.

(8) A utility plan identifying the location, type and size of existing and proposed

improvements and easements for the system; sizes, connections, valves, hydrants, and similar appurtenances; street lights, trash containers, maintenance buildings, and central television antenna service; and similar utility service characteristics.

(9) The identification and description of the open space and common area, types of improvements and a timetable for their construction, schedule of areas by section, provision for operation and maintenance, and the overall description of the responsibilities of any association, in addition to the methods for protecting the common area from any further development. A copy of all covenants, restrictions, and conditions pertaining to the use, maintenance and operation of all open space areas.

(10) Existing topography with such contour intervals approved by the Zoning Administrator provided that, where existing ground is on a slope of less than two (2) percent, the contour interval shall be not less than two (2) feet. Spot elevations shall be given where necessary to document unusual topography.

(11) Distances and bearings must close with an accuracy of not less than one (1) in ten thousand (10,000).

(12) When the development is to be constructed in stages, a final sequence of development schedule showing the order of such stages, an approximate completion date of each stage, and a final cost estimate of all improvements within each stage.

(13) A detailed soil engineering study delineating soil types, listing suitabilities for the proposed uses and the sewage handling capacities for each distinct area of soil type contained in the proposed phase of development.

(14) A final statement in tabular form, which sets forth, the following data, when such data are applicable to a given development plan:

(a) The total number and type of dwelling units.

(b) Residential density in units per acre.

(c) The total area in open space.

(d) The total area in developed recreational open space.

(e) The total number of off-street parking and loading spaces.

(f) The total area in non-residential use.

(g) A maintenance agreement as deemed necessary and appropriate by the Zoning Administrator to ensure proper maintenance of best management practices in order to continue their functions.

(h) Any deviation that alters the character of the approved preliminary site plan,

such as the elimination of any use shown on the preliminary site plan or an increase or decrease in the density of the development, shall require a resubmitting of the preliminary site plan in accordance with the procedures contained in this Ordinance.

3-317 Coordination with the Subdivision Ordinance

In cases where a final site plan approved under this Article is for a planned unit development, cluster development, or other subdivision of land, it is the intent of this Article that such final site plan shall have the standing of an approved preliminary subdivision plat under the Subdivision Ordinance.

3-318 Agreement and Fees

A. Guarantee of Completion

Prior to the approval of any final site development plan, the governing body shall require a contract with safeguards approved by the County Attorney securing construction of public improvements.

The owner or developer shall furnish to the governing body a certified check or cash escrow in the amount of the estimated costs of construction of the public improvements, or, post a personal, corporate or property bond, with surety satisfactory to the County Attorney in the amount of the estimated cost of construction, or, furnish to the governing body a bank or savings and loan association's letter of credit on certain designated funds in the amount of the estimated cost of construction, said letter of credit to be approved by the County Attorney with regard to form.

3-319 Approval of Extensions

A. Extensions during site plan reviews

The Zoning Administrator may, on written request by the applicant, grant an extension of the time limit set for the applicant to respond to comments made regarding any part of the site plan approval process.

B. Extensions following approval of final plat

Approval of a site plan submitted under the provisions of this Article shall expire one (1) year after the date of such approval unless building permits have been obtained for construction in accordance therewith. A single-year extension may be given upon written request by the applicant to the Zoning Administrator made within ninety (90) days before the expiration of the approved site plan. The Zoning Administrator shall acknowledge the request and shall make a decision regarding the requested extension within thirty (30) days after receipt of the request.

3-320 Right of Developer to Continue Project

The applicant shall have not more than six (6) months after receiving official notification concerning the preliminary site plan to file with the Zoning Administrator a final site plan in accordance with this Ordinance. Failure of the applicant to file a final site plan within such designated period shall invalidate the preliminary approval. The Zoning Administrator may, on written request by the applicant, grant an extension of this time limit.

3-321 Conformity with Final Site Plan

No permit shall be issued for any building or structure in any area covered by a final site plan that is required to be approved under this Article except in conformity with such final site plan. Permits issued under an approved final site plan may be revoked by the Zoning Administrator for failure to comply with the approved final site plan, the conditions attached thereto, or other applicable regulations.

... through 3-339 Reserved

King and Queen County

Founded 1691 in Virginia

Office of the Zoning Administrator
P.O. Box 177 • King and Queen Court House, Virginia 23085
Phone: (804) 785-5985 • Fax: (804) 785-5999

MEMORANDUM

TO: King & Queen County Board of Supervisors
Thomas J. Swartzwelder, County Administrator

FROM: Donna Sprouse, Director of Community Development

DATE: September 4, 2019

RE: Public Hearings – Zoning Text Amendments ZA19-02

During the September 3, 2019 Planning Commission meeting, the Planning Commission held a public hearing to consider the following...

- **ZA19-02, Article 4, Table 4.1**– Article 4, Table 4.1 to include fuel distribution facility with no retail from the property and no outdoor storage in the GB1 and GB2 zoning district as a by right use. Fuel Distribution facility with onsite retail and outside storage of tanks, equipment, vehicles in the GB1 by approved CUP or as a by right use in GB2, LI and I zoning districts.

A motion was made by Mrs. Morton recommending approval of ZA19-02, accepting staff's recommendation as presented as well as setting a public hearing for Article 14 during their October 7th meeting, seconded by Mr. Herrin.

Voting For: Herrin, Campbell, Guess, Morton, Richardson, Harvey, Hudgins, Watkins
Voting Against: None
Abstain: None

The Commission requests that the Board of Supervisors set a public hearing and accept their recommendation for approval.

ZA19-02

KING & QUEEN COUNTY
Land Development Application
Planning & Zoning Department

(804) 785-5985
(804) 769-0511
Fax: (804) 785-5999

(Please print in ink or use a typewriter)

Applicant: King and Queen County Zoning & Planning Department

Applicant's Address: P.O. Box 177, King and Queen Courthouse, VA 23085

Agent (Contact Person): Thomas J. Swartzwelder, Zoning Administrator Phone: 785-5975

Agent's Company: King and Queen County Zoning & Planning Department

Agent's Address: P.O. Box 177, King and Queen Courthouse, VA 23085

Current Property Owner: N/A

Owner's Address: N/A

Correspondence to be sent to: X Applicant ___ Owner X Agent ___ Other

Tax Map/Parcel Number: N/A Magisterial District: N/A

General Project Location: N/A

Size of request site: N/A

Are Proffer's Being offered along with this Application: YES _____ or NO X
If so please Attach.

Check Appropriate Request:

Zoning Administrator
- ____:Site Plan (Level 1)
- ____:1-2 Lot Subdivision Approval
- ____:Estate Subdivision Review

Planning Commission
- ____:Site Plan (Level 2)
- ____:Section 15.1-455
- ____:Other

Planning Commission & Board of Supervisors
- ____:Rezoning
- ____:Conditional Use Permit
- X :Zoning Ordinance Text Amendment
- ____:Subdivision Ordinance Text Amendment
- ____:Site Plan (Level 3)
- ____:Other

Board of Zoning Appeals
- ____:Administrative Appeal
- ____:Variance
- ____:Special Exception
- ____:Other

Complete As Applicable:

Name of Subd'n, Development, or Proposal: _____

Proposal/Request: _____

Reason for request: Article 4, Table 4.1 - create a permitted use "Fuel Distribution" with and without outside storage and retail

Applicant: The information provided is accurate to the best of my knowledge. I acknowledge that any percolation tests, topographic studies, or other requirements of the Health Official or the Zoning Administrator will be carried out at my expense. I understand that the County may deny, approve, or conditionally approve that for which I am applying. I certify that all property corners have been clearly staked and flagged.

Applicant's Signature: _____ **Date:** 7/1/19

Owner: I have read this completed application, understand its content, and freely consent to it's filing. If this application is for the purpose of subdivision, further subdivision of this property will require a new application and approval by the Board of Supervisors. Furthermore, I grant permission to the zoning administrator and the other County Officials to enter the property and make such investigations and tests as they deem necessary.

Owner's Signature: _____ **Date:** _____

Abbreviated Description of Uses	A	RS	RR	RG	LB	GB1	GB2	LI	I	Comments / Footnotes
Flea Market (Outside)								C		NO STORAGE OR DISPLAY OF ANY KIND MAY BE WITHIN THE FRONT 50', MEASURED FROM THE EDGE OF THE ROAD OR WITHIN 50' TO A RESIDENTIAL USE LOT WITH AN APPROVED FENCE OR VEGETATIVE BUFFER AND 15' TO A COMMERCIAL USE LOT.
Florist Shop						R	R			NO STORAGE OR DISPLAY OF ANY KIND MAY BE WITHIN THE FRONT 50', MEASURED FROM THE EDGE OF THE ROAD OR WITHIN 50' TO A RESIDENTIAL USE LOT WITH AN APPROVED FENCE OR VEGETATIVE BUFFER AND 15' TO A COMMERCIAL USE LOT.
Flour, feed mill								R	R	NO STORAGE OR DISPLAY OF ANY KIND MAY BE WITHIN THE FRONT 50', MEASURED FROM THE EDGE OF THE ROAD OR WITHIN 50' TO A RESIDENTIAL USE LOT WITH AN APPROVED FENCE OR VEGETATIVE BUFFER AND 15' TO A COMMERCIAL USE LOT.
Fuel Distribution (No onsite retail, no general public access, no storage of tanks, equipment, and vehicles)						R	R			NO STORAGE OR DISPLAY OF ANY KIND MAY BE WITHIN THE FRONT 50', MEASURED FROM THE EDGE OF THE ROAD OR WITHIN 50' TO A RESIDENTIAL USE LOT WITH AN APPROVED FENCE OR VEGETATIVE BUFFER AND 15' TO A COMMERCIAL USE LOT.
Fuel Distribution (With onsite retail and/or storage of tanks, equipment, and vehicles)						C	R	R	R	NO STORAGE OR DISPLAY OF ANY KIND MAY BE WITHIN THE FRONT 50', MEASURED FROM THE EDGE OF THE ROAD OR WITHIN 50' TO A RESIDENTIAL USE LOT WITH AN APPROVED FENCE OR VEGETATIVE BUFFER AND 15' TO A COMMERCIAL USE LOT.
Funeral home without a Crematory						C	C			NO STORAGE OR DISPLAY OF ANY KIND MAY BE WITHIN THE FRONT 50', MEASURED FROM THE EDGE OF THE ROAD OR WITHIN 50' TO A RESIDENTIAL USE LOT WITH AN APPROVED FENCE OR VEGETATIVE BUFFER AND 15' TO A COMMERCIAL USE LOT.

AGENDA: ***Monday, November 4, 2019 Regular Meeting***

ITEM #9: Appointments/reappointments to various Boards and Commissions

ACTION REQUESTED:

(Please advise if Board wishes for staff to contact those that their terms are about to expire or have expired)

Wetlands Board – 5 year term

(1) (Vacancy for Alternate Member (to fill Mr. Gibsons **unexpired term)(12.14.20)**

Planning Commission (Buena Vista District)

FYI – Term of Jim Burns, representative on the Planning Commission representing the Buena Vista District expires January 11, 2020.

ATTACHMENTS:

- **Memo from Donna Sprouse**

Diane Gaber FYI

From: Donna Sprouse
Sent: Thursday, October 24, 2019 12:21 PM
To: Tom Swartzwelder; Diane Gaber
Subject: Planning Commission - James Burns (Buena Vista) expires January 11, 2020

Just a FYI...

Donna Elliott Sprouse, CZA, CFM
Director of Community Development / GIS Coordinator
242 Allen's Circle, Suite L
P.O. Box 177
King & Queen C.H., VA 23085
(804) 785-5975 x2, option 1

AGENDA: *Monday, November 4, 2019* **Regular Meeting**

ITEM #10:

Request for Resolution naming Rt. 360 Bridge over Mattaponi River as "Robert H. Morecock Memorial Bridge"

ACTION REQUESTED:

Approval of Resolution

SUMMARY OF INFORMATION:

See County Administrator

ATTACHMENTS:

- Copy of Resolution

Bridge Naming Resolution Template for Boards of Supervisors

County Letterhead or Symbol

Resolution

Title: Bridge Naming on Route 360, Richmond-Tappahannock Highway over Mattaponi River in King and Queen County as the "Robert H. Morecock Memorial Bridge";

WHEREAS, Bob Morecock moved to the county in 2006 following a long career with VDOT in their Fredericksburg District office: Bob was the Structure and Bridge Engineer for the Fredericksburg District for his last 26 years with VDOT: During that time, he was involved with the design, maintenance, inspection, and construction supervision of many bridges in King and Queen County: He moved to Mattaponi after retiring from VDOT when the consultant firm he was working for won the construction oversight contract for the new State Route 33 bridges over the Pamunkey and Mattaponi Rivers: Due to the length of time for construction, he and his wife moved from Fredericksburg to Mattaponi to drastically shorten his commute time to the job site where they remained until Bob's passing April 6, 2019;

WHEREAS, Bridges were a big part of Bob's life and dedicating a bridge he was involved with, in the County he last resided in, over the river he closely resided near, would be a lasting memorial recognizing him for his service and dedication to the Commonwealth;

WHEREAS, provide further information in multiple "whereas" clauses as the County sees fit; and

WHEREAS, Section 33.2-213 of the *Code of Virginia* authorizes the Commonwealth Transportation Board (CTB) to give suitable names to state highways, bridges, interchanges, and other transportation facilities and change the names of any highways, bridges, interchanges, or other transportation facilities forming a part of the systems of state highways; and

WHEREAS, Section 33.2-213 provides that the Virginia Department of Transportation shall place and maintain appropriate signs indicating the names of highways, bridges, interchanges, and other transportation facilities named by the CTB and requires that the costs of producing, placing, and maintaining such signs shall be paid by the localities in which they are located.

NOW, THEREFORE, BE IT RESOLVED, that King and Queen County, in accordance with the requirements of Section 33.2-213 of the *Code of Virginia*, does hereby request that the Commonwealth Transportation Board name the bridge on Route 360, Richmond-Tappahannock Highway over Mattaponi River in King and Queen County as the "Robert H. Morecock Memorial Bridge";

BE IT FURTHER RESOLVED, that King and Queen County agrees to pay the costs of producing, placing, and maintaining the signs calling attention to this naming.

.

Signature_____ _____ Board of Supervisors Chairman Date or other representative

AGENDA: *Monday, November 4, 2019 REGULAR MEETING*

ITEM #11:

County Administrator's Comments

ACTION REQUESTED:

SUMMARY OF INFORMATION:

ATTACHMENTS:

Memo: Annual Dinner at "The Tavern" December 9, 2019 meeting

Tom Swartzwelder

From: Diane Gaber
Sent: Monday, October 28, 2019 12:15 PM
To: Tom Swartzwelder
Subject: FW: Tavern Museum Annual Board of Supervisors Supper

See below – Annual Dinner

K. Diane Gaber, CMC
Deputy Clerk of the Board
King and Queen County
dgaber@kingandqueenco.net
(804) 785-5975

From: Nancy Herman-thompson <nthompsonls@yahoo.com>
Sent: Friday, October 25, 2019 3:59 PM
To: Diane Gaber <dgaber@kingandqueenco.net>
Cc: Susan Richardson <strich01@gmail.com>; Biddie Shelor <biddie@theshelors.com>; Page McLemore <pomclemore@gmail.com>
Subject: Re: Tavern Museum Annual Board of Supervisors Supper

Hi Diane, We would like to invite the Board and Admin. Staff to supper at the Museum on Monday, December 9th. We will have holiday decorations up from our Christmas Open House the day before and guarantee the dining room will look festive!

We understand the Board has a heavy load these next few meetings with discussions regarding the solar farm, among other topics...**Alternatively**, if it would be more convenient for the Board, we would be happy to prepare a 'bagged' meal with ham biscuits, finger food, dessert, and a drink that they could eat during a working meal as they prepared themselves in the Administration Building prior to their official meeting. We know their time is very limited and some things may be more important than visiting with the museum volunteers. We would present a written yearly report.

Again, the museum was involved with a new exhibit opening at the K&Q library on the evening of November 4th, and due to that event, we have to reschedule our usual November dinner with the Board.

Let me know what will work the best, and finalize a head count when the date is closer. Thank you, Nancy

NANCY HERMAN-THOMPSON, P.L.S.
PROFESSIONAL LAND SURVEYOR
P.O. Box 495
Shacklefords, VA 23156
804-512-9095

On Thursday, October 10, 2019, 10:40:08 AM EDT, Diane Gaber <dgaber@kingandqueenco.net> wrote:

AGENDA: Monday, November 4, 2019 Regular Meeting

ITEM #12:

Board of Supervisors Comments

ACTION REQUESTED:

SUMMARY OF INFORMATION:

None

ATTACHMENTS:

AGENDA: *Monday, November 4, 2019 Regular Meeting*

ITEM #13:

Closed Session : Pursuant to :
(If Needed)

ACTION REQUESTED:

(See County Administrator)

(1) Motion to enter into closed session pursuant to: Section _____where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body._____

AFTER COMING OUT OF CLOSED SESSION

(2) Need a motion and a second to come out of closed session with each member of the Board certifying by individual vote that only those public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act were heard, discussed and considered in the closed session.

Any action:

SUMMARY OF INFORMATION:

ATTACHMENTS:

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Wireless

Services

Authority

King and Queen County

Wireless Services Authority Meeting

Monday, November 4, 2019

(immediately following the Board of Supervisors Meeting)

King and Queen County Courts and Administration Building

General District Courtroom

AGENDA

1. Approval and Signing of the October 15, 2019 minutes of the Wireless Services Authority
2. Update

King and Queen County
Wireless Services Authority

Tuesday, October 15, 2019
8:05 P.M.
(immediately following the Board of Supervisors Meeting)

King and Queen County Courts and Administration Building
General District Courtroom

"Minutes of the Meeting"

APPROVAL AND SIGNING OF THE SEPTEMBER 9, 2019 WIRELESS MINUTES

A motion was made by Ms. Alsop and seconded by Mr. Simpkins to approve the September 9, 2019 minutes.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, J. L. SIMPKINS
NAYS: NONE

WI
UPDATE

Thomas Swartzwelder County Administrator, provided an update on the following:

- That the VATI grant has been submitted and he has received some feedback for request for more detail staging schedule. Mr. Swartzwelder further advised that he and Riverstreet submitted the information.
- Commented that he believes that Riverstreet plans to attend the Boards workshop to discuss upgrades to the network.

Mr. Simpkins questioned the cable company, Mid-Atlantic and when they would be coming through. It was mentioned that there should be and answer by the 25th.

IT IS ORDERED THAT THE BOARD BE ADJOURN:

A motion was made by Mr. Bailey and seconded by Ms. Alsop to adjourn the meeting.

AYES: J. M. BURNS, J. L. SIMPKINS, S. C. ALSOP, D. H. MORRIS, R. F. BAILEY, JR.
NAYS: NONE

_____
James M. Burns, Chairman

_____
Thomas J. Swartzwelder, Secretary