



BOARD OF
SUPERVISORS

ERNIE Q. REED
Central District

JESSE N. RUTHERFORD
East District

J. DAVID PARR
West District

DR. JESSICA LIGON
South District

A. CAMERON LENAHAN
North District

CANDICE W. MCGARRY
County Administrator

AMANDA B. SPIVEY
Administrative Assistant/
Deputy Clerk

GRACE E. MAWYER
Director of Finance and
Human Resources

**AGENDA
NELSON COUNTY BOARD OF SUPERVISORS
APRIL 14, 2026**

**THE REGULAR MEETING CONVENES AT 2:00 P.M. IN THE
GENERAL DISTRICT COURTROOM AT THE COURTHOUSE IN LOVINGSTON**

- I. CALL TO ORDER**
 - A. Moment of Silence
 - B. Pledge of Allegiance

- II. PUBLIC COMMENTS**

- III. CONSENT AGENDA**
 - A. Resolution – **R2026-25** Minutes for Approval
 - B. Resolution – **R2026-26** Budget Amendment
 - C. Resolution – **R2026-27** Tax Refund
 - D. Resolution – **R2026-28** Public Safety Telecommunicators Week
 - E. Resolution – **R2026-29** Animal Care and Control Appreciation Week
 - F. Resolution – **R2026-30** April is Fair Housing Month
 - G. Resolution – **R2026-31** April is Child Abuse Prevention Month
 - H. Proclamation – **P2026-01** Month of the Military Child
 - I. Resolution – **R2026-32** Lovingston Volunteer Fire Department Fireworks Funding

- IV. PRESENTATIONS**
 - A. VDOT Report
 - B. VDOT Secondary Six Year Plan Work Session (**R2026-33**)

- V. NEW & UNFINISHED BUSINESS**
 - A. Authorization for Public Hearing on FY27 Budget (**R2026-34**)
 - B. In-House Vehicle Outfitting Proposal

- VI. REPORTS, APPOINTMENTS, DIRECTIVES AND CORRESPONDENCE**
 - A. Reports
 - 1. County Administrator's Report
 - 2. Board Reports
 - B. Appointments
 - C. Correspondence
 - 1. Region 2000 Settlement Proposal
 - D. Directives

VII. CLOSED SESSION PURSUANT TO §2.2-3711 (A)(7) & (A)(8)

VIII. OTHER BUSINESS (AS PRESENTED)

IX. ADJOURN AND CONTINUE – EVENING SESSION AT 7PM

**EVENING SESSION
7:00 P.M. – NELSON COUNTY COURTHOUSE**

I. CALL TO ORDER

II. PUBLIC COMMENTS

III. PUBLIC HEARINGS

A. Special Use Permit #250358 – Conference Center in A-1 Agriculture District

Consideration of a Special Use Permit application requesting County approval of a conference center use in the A-1 Agriculture District, located at The Monroe Institute, 365 Roberts Mountain Road in Faber. The subject property is further identified as Tax Map Parcels #33-3-2D, 34-12-3, 34-A-35, 34-12-4, 33-5-1C, 34-12-1, and 34-12-2 which total 53.58 acres and is owned by The Monroe Institute and The Centre Inc.

B. Rezoning #250339 – R-1 Residential and M-1 Limited Industrial to M-2 Industrial

Consideration of a Rezoning application requesting County approval to rezone parcels zoned R-1 Residential (2742 Arrington Road, Tax Map Parcel #77-A-45, 1 acre), and M-1 Limited Industrial (2731 Arrington Road, Tax Map Parcels #77-3-1, 2, 77-A-5, 46, totaling approximately 3 acres), to M-2 Industrial, to align the current storage use of the properties with the appropriate zoning designation. The subject properties are owned by Jeremy & Elisabeth Hale, and Nelson Storage, LLC.

C. Special Use Permit #260024 – Restaurant (Coffee Shop) in A-1 Agriculture District

Consideration of a Special Use Permit application requesting County approval of a restaurant use for a coffee shop in the A-1 Agriculture District, located at the Rockfish Valley Volunteer Fire Department, 11100 Rockfish Valley Hwy in Afton. The subject property is further identified as Tax Map Parcel #7-A-9B, which totals 22.04 acres and is owned by the Rockfish Valley Volunteer Fire Department.

D. Special Use Permit #250263 – Campground in A-1 Agriculture District

Consideration of a Special Use Permit application requesting County approval of a campground use in the A-1 Agriculture District, located on Morse Lane in Arrington. The subject property is further identified as Tax Map Parcels #76-5-4 (35.92 acres) and #76-5-5 (77.5 acres) and is owned by Tim and Lori Beth Masters, and Nelson Morse Lane Land Trust, respectively.

IV. OTHER BUSINESS (AS PRESENTED)

V. ADJOURN AND CONTINUE TO APRIL 16, 2026 AT 7:00 P.M. FOR A PUBLIC HEARING ON THE 2026 REAL ESTATE TAX RATE.



BOARD OF SUPERVISORS

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**RESOLUTION R2026-25
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF MINUTES**

(February 26, 2025, August 27, 2025, October 22, 2025, December 17, 2025 and January 13, 2026)

RESOLVED, by the Nelson County Board of Supervisors that the minutes of said Board meetings conducted on **February 26, 2025, August 27, 2025, October 22, 2025, December 17, 2025 and January 13, 2026** be and hereby are approved and authorized for entry into the official record of the Board of Supervisors meetings.

Approved: April 14, 2026

Attest: _____, Clerk
Nelson County Board of Supervisors

Virginia:

AT A CONTINUED MEETING of the Nelson County Board of Supervisors at 6:00 p.m. in the General District Courtroom located on the third floor of the Nelson County Courthouse, in Lovingston, Virginia.

Present: J. David Parr, West District Supervisor – Chair
Ernie Q. Reed, Central District Supervisor – Vice Chair
Jesse N. Rutherford, East District Supervisor
Dr. Jessica L. Ligon, South District Supervisor
Amanda B. Spivey, Assistant County Administrator/Deputy Clerk
Dylan M. Bishop, Director of Planning and Zoning

Michael Harman, West District Planning Commissioner
Gary Scott, South District Planning Commissioner
Richard Averitt, Central District Planning Commissioner
William Smith, East District Planning Commissioner

Absent: Thomas D. Harvey, North District Supervisor
Philippa Proulx, North District Planning Commissioner

I. CALL TO ORDER

Mr. Reed convened the Board of Supervisors meeting at 6:00 p.m. with four (4) Supervisors present to establish a quorum. Mr. Harvey was absent.

Mr. Harman convened the Planning Commission meeting at 6:00 p.m. with four (4) voting Commissioners present to establish a quorum. Ms. Proulx was absent.

Attendees introduced themselves.

II. JOINT WORKSESSION WITH PLANNING COMMISSION ON ZONING AND SUBDIVISION ORDINANCE UPDATES.

Chris Musso of the Berkeley Group stated that he and his colleague, Cecille Gaines, have been working with the County for approximately the last six months to update their zoning and subdivision ordinances.

Mr. Musso stated that the project involves a two-year effort to update the zoning and subdivision ordinance, divided into three phases: investigation, development, and adoption. He said the investigation phase was complete, noting that they began with a diagnostic of the existing subdivision and zoning ordinance. Mr. Musso said they analyzed how the current ordinance aligns with state code and the new comprehensive plan, identifying areas needing updates to comply with state law and plan objectives. He stated this diagnostic is available on the project website, nelson2042.com, in the document library, or can be obtained from staff.

Mr. Musso explained that after completing the diagnostic, they initiated the zoning ordinance update with County staff, holding a joint session with the Planning Commission and Board of Supervisors to gather direction. He said they launched community engagement in the fall, conducting five focus group sessions and two public workshops, one in the north and one at the Nelson Center, after modifying the original plan for a single workshop.

Mr. Musso stated that following engagement, they drafted a table of contents crosswalk—a matrix showing the proposed new ordinance structure compared to the existing one—which is included as Attachment H. He explained that the crosswalk details the current section numbers, their proposed placement, and the final location in the draft, noting that these may change as drafting progresses. Mr. Musso said the crosswalk is not fully completed yet, as it only covers drafted sections for the four articles presented that night, but he will continue to update it as more sections are completed.

Mr. Musso reported that the last work session was held on December 18, when the team reviewed the table of contents crosswalk and gathered input from public engagement. He stated that this session marked the beginning of five ordinance drafting work sessions, with a total of six joint sessions planned. Mr. Musso explained that the drafting phase would culminate in a public open house, allowing the community to review and provide feedback on the ordinance. He said that any public input would be brought back to the room for consideration, and adjustments could be made before proceeding to public hearings in winter 2025–2026.

He stated that the session would begin with a review of the ordinance's structure and table of contents, noting that bolded articles would be discussed, with definitions addressed at every session until complete. Mr. Musso said Article 1 covers general provisions, Article 2 addresses administration, Article 3 pertains to permits and applications, and Article 9 concerns nonconformities; he would explain each as the session progressed. He said much of the ordinance is driven by state code and structural requirements, with Article 3 offering the most flexibility. Mr. Musso explained that the drafting process follows the Code of Virginia, including references to relevant sections to ensure future compliance and simplify updates.

Mr. Musso explained that the ordinance is being reorganized to improve readability and make it easier for contractors, lawyers, and County residents to find regulations, updating provisions to reflect community input, and drafts include footnotes to highlight major changes and questions with yellow highlighting to flag section references or effective dates for later revision. He stated that review of Article 1 would begin next, outlining its four divisions: Division 1, covering enactment and authority, including the ordinance's title and purpose; Division 2, on interpretation; Division 3, establishing the official zoning map and its interpretation; and Division 4, specifying the ordinance's effective date, adoption date, and transition provisions.

Mr. Musso said the official zoning map must have an original copy filed in the zoning administrator's office, updated as needed, though online versions could be considered if appropriate for the County. He stated that provisions now allow outstanding development permits or plats to continue under the new ordinance unless approvals expire or are revoked, requiring conformity with new rules. He noted that Article 1 is concise and largely guided by state code.

Mr. Reed referenced the third page of Article 1 and asked if it was necessary to have a definition for what a condition is, when talking about conditions imposed.

Mr. Musso responded that it is entirely up to the County, but his opinion is that you can never have too many definitions. He added that if there isn't a definition provided, the *Webster's Dictionary* definition will prevail and serve as a default, and they should include their own if that is not a definition they want to use.

Mr. Rutherford commented that most County definitions wouldn't contradict what state statute calls for, and he asked how much they are pulling from state definitions.

Mr. Musso agreed, stating that the Code of Virginia definitions are included but are not an exhaustive list. He stated that "condition" is definitely not defined in the state code. He said where applicable, they will include state code definitions—and their ordinance will match state code definitions unless they stipulate otherwise.

Mr. Musso stated that Article 2 addresses the administration of the ordinance, specifying roles and responsibilities. He said Division 1 establishes the powers and duties of the zoning administrator and subdivision agent, but going forward, both would be referred to simply as "administrator" in the zoning ordinance, unless a provision applies specifically to the subdivision agent. Mr. Musso stated this change is intended to improve clarity and ease of reading, and "administrator" will refer to the planning and zoning director, zoning administrator, subdivision agent, or their designee.

He said Division 2 covers the appointment, terms, membership, meetings, powers, and duties of the Planning Commission. Mr. Musso stated that current regulations for the Planning Commission are in Chapter 9 of the County Code, but he recommended repealing those provisions and moving them into the zoning ordinance for best planning practice. He said this consolidation ensures that all Planning Commission matters are organized within the zoning ordinance.

Mr. Musso stated that some sections in Division 2 refer directly to state code, as there were no existing provisions, and said that the Commission could request more explicit language if desired. He stated the major change was transferring all Planning Commission regulations into the zoning ordinance.

Mr. Musso said it was previously unclear whether the Board of Supervisors representative on the Planning Commission was a voting member. He stated that, based on his interpretation, the ordinance had implied voting authority, which he found extremely uncommon and has since revised. Mr. Musso said it is standard practice for a Board member to serve as a representative and liaison to the Planning Commission but not as a voting member, as dual voting creates conflicts and the potential for tie votes. He stated that, in this ordinance, the voting power for the Board representative has been removed.

Mr. Reed pointed out that Section C says each member is appointed for a four-year term, but the Board representative is appointed yearly.

Mr. Parr said that technically, that person is a liaison and not a voting member.

Mr. Harman noted that it was clarified in Section B where it stipulates five voting members and one non-voting representative.

Mr. Averitt said if it was being suggested that the administrator is the subdivision agent, they would be using the word “administrator” to reference everyone—but the way the definition is drafted, it says “zoning administrator.” He stated that they may want to clarify that this is applying to anybody in that capacity, no matter what their official role is.

Mr. Musso stated that Article 2 addresses the administration of the ordinance, outlining responsibilities and procedures. Mr. Musso said Division 1 establishes the powers and duties of the zoning administrator and subdivision agent, generally referred to as the administrator in the ordinance. He stated that the term “administrator” again includes the planning and zoning director, zoning administrator, subdivision agent, or their designee, with the authority to delegate responsibilities.

Mr. Musso said Division 2 covers the appointment, terms, membership, meetings, powers, and duties of the Planning Commission. He stated that all current provisions for the Planning Commission, located in Chapter 9 of the County Code, are recommended to be repealed and moved into the zoning ordinance for clarity and consistency. Mr. Musso said that references to state code are included in this division, and if the Commission wishes to specify any powers or duties explicitly, adjustments can be made. He stated that the only substantive change is relocating all regulations to the zoning ordinance.

Mr. Musso said that previously, the Board of Supervisors representative on the Planning Commission appeared to have voting authority, which he stated is uncommon and has been removed to prevent double voting and potential ties. Mr. Musso said Division 3 addresses similar provisions for the Board of Zoning Appeals, noting that these are primarily governed by state code. He stated that Division 4 regulates enforcement, including violations, and Division 5 discusses relevant fees for the ordinance.

Mr. Musso stated that civil penalties have been added as an optional provision from state code, allowing the County to fine ordinance violators up to \$5,000 before criminal penalties are applied. He said this provision offers a less punitive alternative to criminal misdemeanors and allows incremental fines for unresolved violations. Mr. Musso stated that a countywide fee schedule is recommended as best practice. He said the schedule would list all County fees, initially covering zoning and subdivision, and would be adopted annually by the Board of Supervisors, typically during budget season. He stated that this change streamlines fee updates and eliminates the need for public hearings and text amendments for adjustments, ensuring fees remain current and reasonable.

Mr. Musso stated that the ordinance specifies adoption by the Board annually, though this schedule can be modified to biannual or triennial adoption if preferred. He said he included the annual adoption as a best practice, but affirmed that if no changes are needed, the Board can simply approve the existing version. Mr. Musso said the ordinance also allows the County to charge applicants for professional review services. He stated that since Nelson County does not employ a professional engineer, the County may need to hire external experts for complex development reviews, which can involve significant costs. He explained that passing these fees to the applicant is permitted, and emphasized this applies to any professional review service, with engineering reviews being the most typical.

Mr. Musso stated that Article 3, Permits and Applications, encompasses all zoning action permits or applications. He said that Division 1 addresses general provisions for zoning or subdivision permits, while Division 2 details procedures for rezonings and text amendments. Mr. Musso stated that Division 3 establishes standards for proffers in rezonings, and Division 4 outlines standards for Special-Use Permits. He said Division 5 provides standards for variances, mostly dictated by state code.

Mr. Musso noted that Division 6 covers both concept and site plans, merging concept plans with site plans, and retaining both minor and major categories. He explained that Division 7 describes the procedure for obtaining a zoning permit, and Division 8 introduces temporary use permits, allowing flexibility for the County to create more as needed. He said that Division 9 outlines the administrator’s written determinations on zoning matters. Mr. Musso stated Division 10 details all appeal procedures, including appeals of administrator, Commission, Board, and BZA decisions. He added that Division 11 provides legal guidelines for public hearings, notice to property owners, and public posting.

Mr. Musso stated that the revisions span two pages, divided for clarity. Mr. Musso added that new provisions include pre-application and community meetings. He explained that a pre-application meeting allows an applicant to consult with the zoning administrator before submitting an application, helping address issues in advance. Mr. Musso said that while community meetings are encouraged for substantial applications, staff are not required to organize and hold them, but applicants are encouraged to do so, with guidelines provided.

Mr. Reed asked what a site plan review committee is.

Mr. Musso responded that he saw a few mentions of that committee in the Nelson County Zoning Ordinance, and his question for the Board and Commission is whether that actually still exists and functions.

Ms. Bishop explained that it existed before COVID but then became virtual, with everyone realizing it was easier and more streamlined to do that virtually—so there is no set committee or meeting schedule. She added that some representatives are in Albemarle, Lynchburg, Appomattox, etc.

Mr. Musso agreed to remove all mentions of a site plan review committee from the ordinance.

Mr. Averitt asked about the impact of pre-application meetings and any risks if there is non-binding guidance that ends up conflicting with actual decisions.

Ms. Bishop said they also have a pre-application meeting, which isn't anything formal, and that's done before an applicant submits a formal application. She emphasized that there is never a "soft green light" because staff are not the authoritative decisionmakers; they are simply stating that an application is complete and can be moved through the process. She added that staff can guide them based on the comprehensive plan and recommend that they speak to their elected and appointed officials.

Mr. Musso reported that minimum submission standards represent the essential requirements for an application to be considered complete, as outlined in the ordinance and now moved to administrative determination. He said that these standards are maintained by the zoning administrator—such as Ms. Bishop—in the office or, ideally, on the County website for public access and timely updates without requiring a zoning text amendment. Mr. Musso stated that if the Planning Commission or Board of Supervisors wished to see more detail in applications, the zoning administrator could revise the standards, and the changes would be reflected in future submissions.

Mr. Musso said there were no objections or questions following this explanation. Mr. Musso stated that ownership disclosure is included as a provision from the Code of Virginia, requiring Planning Commission and Board members to submit an ownership disclosure if they hold a vested interest in a property subject to a zoning application. He said that conversely, a notarized oath is required for rezoning, variance, and special use permit applications. He stated that this practice is common and easily fulfilled if a notary is present in the planning and zoning office when applications are submitted. He said the notarized oath affirms the truthfulness of all information on the application, and he wanted to confirm that both requirements were appropriate for inclusion in the zoning ordinance.

Mr. Rutherford stated that it seemed unnecessary to get things notarized, and he asked if this was a state statute requirement.

Mr. Musso responded that it was not, and both were optional provisions in state code. He added that a lot of communities are getting away from it because they have digital applications; they just submit it all online.

Mr. Harman asked if they would still be operating under the old ordinance until this was adopted in 2026.

Mr. Musso confirmed that they would be, noting that these articles are not set in stone and can continue to be discussed and revisited up until ordinance adoption.

Ms. Bishop mentioned that there is a declaration on the County's current application that says the information is true to the best of the applicant's knowledge.

The Board and Commission agreed that this was sufficient, and they hoped there would be an increasing shift to digital and away from paper.

February 26, 2025

Joint BOS – PC

Mr. Musso reported that public hearings require the posting of signs, particularly for zoning actions, as requested during public engagement. He said that a zoning action pending sign is common in Virginia, often placed on properties involved in special use permits, variances, or other zoning actions, and typically includes the planning and zoning office number and action details. Mr. Musso added that the Planning Commission currently operates with a two-person staff. He stated that each time an application requiring a public hearing is received, staff must install a sign on the property, which demands additional effort, but this process is effective in keeping the Board and County residents informed.

Mr. Musso said they could modify it to say that the applicant must post the sign on the property in question, but that comes with a lot of other potential problems.

Ms. Gaines mentioned that for another locality, they are stipulating that the County will provide the sign, but the applicant has to post it.

Mr. Musso stated that the sign cannot be placed on a state roadway and must be posted on the subject property at least 15 years prior to the hearing, and it must be “clearly visible from the frontage road of the subject property,” which means the front of the parcel where the driveway goes. He added that they could revise the language to clarify what is meant by “frontage.”

Mr. Bishop commented that she is fine with staff handling the signs because it is a really good practice to visit the site ahead of time anyway.

Mr. Musso commented that they should consider how much manpower will go into policing this and administrating the ordinance, especially during budget season.

Mr. Parr asked if they had skipped over modified provisions for including expiration time limits on SUPs.

Mr. Musso responded that he had missed it, and the Code of Virginia was recently updated last year to allow this provision. He said that Nelson was already doing this or has codified that they can do this, and they’ve retained that provision because it’s now legal and was a gray area before.

Mr. Musso presented a slide for concept and site plans, stating that a concept plan is a rough-drawn schematic plan, usually one or two pages instead of 20 pages and a lot less difficult to put together than a site plan. He stated that they are currently requiring a concept plan for almost every zoning action—with the caveat that the zoning administrator at any time they determine a site plan is needed can ask for a site plan to be submitted. He said they still have minor and major site plans; a minor site plan is any development of buildings and improvements, increased parking, land disturbance, change in traffic patterns, or at the administrator’s discretion; a major site plan is when the land disturbance exceeds one acre, it’s a commercial or industrial use, it’s three or more buildings on one lot, or if the building is more than 5,000 square feet. He noted that they don’t need site plans for single-family dwellings, two or less dwellings on a single parcel, accessory structures, agricultural activities, or temporary uses.

Mr. Musso said there is a long list of required elements that must be on every minor site plan—but for major site plans, it says “whatever the administrator determines.” He noted that this provides flexibility, and they can direct Ms. Bishop on items they want to see with a minor site plan. Conversely, he said, if they’re getting too much information or putting too much burden on citizens, they can adjust in the other direction.

Mr. Rutherford stated that the new Commissioners have not had the chance to really see this unless it was in their personal capacities. He noted that the Board has voted on special use permits that were drawn on a napkin, because it wasn’t complicated and there was no reason to ask them to do anything too egregious. But as it relates to a major site plan, he said the last large one was the solar facility and before that the retirement community on 151. He noted that the largest mechanisms involved are health department requirements, VDOT design, general elevation, and some topo maps. He expressed caution about requiring an applicant to spend thousands of dollars on drawings for something that may be uncertain for approval, such as converting a barn. Mr. Rutherford emphasized that most of the applications that come before them aren’t done by major corporations and big-money people.

Mr. Musso agreed and said that was the idea behind the concept plans for everything, and Ms. Bishop can ask for more if she needs it.

Mr. Musso stated that page 23, section 368C, contains standards and improvements related to site plan infrastructure. He said the list is exhaustive and not intended for an immediate answer. Mr. Musso stated that

they should review the section and consider which items are necessary and which may be overly restrictive for County citizens. He explained that while he did not wish to remove existing items from the County's zoning ordinance, he had included a few additional points that were previously missing. Mr. Musso said that if members identify any items that should be revised or removed, they should forward their suggestions to Ms. Bishop. He emphasized the importance of this section and wanted to ensure it received appropriate attention from the Planning Commission and the Board of Supervisors.

Mr. Reed asked about Page 22, under Waiver of Requirements, it states the waiver won't have an adverse effect on preservation of agriculture, forestry, and conservation lands. He said he is totally in favor of that but is wondering if that would also apply to something that comes up later, on Page 29, under Amendments of a Major Site Plan, ag and forestry districts are important in the County, even though they aren't binding. He suggested that for consistency's sake, they should perhaps add that this is something to always be considered. He said when talking about adequate fire hydrants, it would also be good to mention the service authority because that body ensures that is done and meets with their specifications, as well as when addressing water connections and disconnections.

Mr. Rutherford pointed out the language that says, "No alley on a site plan should have a right of way of less than 20 feet," as he didn't know of many alleys other than in Lovington, and they're all less than 20 feet.

Mr. Musso noted that going forward, they are encouraging bigger development around Lovington in their comp plan, so they may run into that.

Mr. Musso presented two examples of nonconformities and said the setback is basically non-existent. He said the building shown clearly does not fit in with the urban appeal as it stands because it's a historic building and has been preserved. He explained that nonconformity is basically something that was legal under an older ordinance or an older law but has since become illegal because we've updated the law, not because they've done anything wrong. He said it's a legal nonconforming status that gets applied to them, and all of these are very regulated through the Code of Virginia.

Mr. Musso stated that the current ordinance contains a provision allowing nonconforming uses to apply for rezoning or a special use permit without the usual application fee. He said that this consideration has now been extended to buildings, structures, and lots. Mr. Musso explained that this change encourages property owners to update or rezone their properties to achieve compliance, emphasizing that the fee is waived in these cases. He noted that the previous provision only permitted a nonconforming use to occupy 50% of a building, but now this applies to any preexisting building. Mr. Musso said that if a nonconforming use exists in one room of a building, it is now considered nonconforming throughout the building.

Mr. Musso clarified that expansion of the building itself is not permitted. He stated that the standard for nonconforming uses remains that, after two years of inactivity, the use may not resume.

Mr. Musso said the current ordinance allowed owners of nonconforming uses to apply for an extension to the two-year requirement, but this has been removed to align with state code and best practices. He concluded that if a nonconforming use ceases for two years, it cannot be reinstated.

Mr. Rutherford said he had issues with that because Lovington is a great example of nonconforming uses—and some of these buildings sit there for years and had an original purpose, with 95% of Lovington being nonconforming. He said there's got to be some opportunity for them to get an extension of a use instead of going through the whole special use permit process.

Ms. Bishop said what Mr. Musso is referencing is a nonconforming use, and then it stops for two years.

Mr. Rutherford said they need for them to be able to ask for extension, and it's worth studying further.

Mr. Musso said the last topic concerned meeting front setbacks and the use of parcels, specifically nonconforming lots and parcels. He stated that if a parcel is unusually shaped or has mountainous terrain making it difficult to meet the front setback, the average front setback of the adjoining properties may be used. Mr. Musso said that as long as the appearance matches neighboring properties, the approach is acceptable. He stated that his only question relates to the difficulty of applying this method in large rural counties, where parcels may span 15 or 20 acres. He asked if they want this to apply countywide or just to residential zones or commercial zones.

Mr. Rutherford responded definitely for R1, as they have very limited R1 stock at this time. He said A1 has a lot more accessible stock, so that is up for discussion.

Mr. Reed suggested picking up Article 9 again at their next meeting on this.

Mr. Musso said they would pick up where they left off next time and in the meantime, he would upload all these articles online to the website.

Mr. Harman made a motion to continue their meeting.

Mr. Smith seconded the motion, which passed unanimously (4-0).

III. OTHER BUSINESS AS PRESENTED

There was none.

IV. ADJOURNMENT

At 7:00 p.m. Mr. Rutherford moved to adjourn the Board of Supervisors meeting and Dr. Ligon seconded the motion. There being no further discussion, Supervisors unanimously approved the motion and the meeting adjourned.

DRAFT

Virginia:

AT A CONTINUED MEETING of the Nelson County Board of Supervisors at 5:00 p.m. in the former Board Room located on the third floor of the Nelson County Courthouse, in Lovingston, Virginia.

Present: J. David Parr, West District Supervisor – Chair
Ernie Q. Reed, Central District Supervisor – Vice Chair
Jesse N. Rutherford, East District Supervisor
Dr. Jessica L. Ligon, South District Supervisor
Candice W. McGarry, County Administrator
Amanda B. Spivey, Administrative Assistant/Deputy Clerk
Grace E. Mawyer, Director of Finance and Human Resources
Dylan M. Bishop, Director of Planning and Zoning

Michael Harman, West District Planning Commissioner
Gary Scott, South District Planning Commissioner
Richard Averitt, Central District Planning Commissioner
William Smith, East District Planning Commissioner
Philippa Proulx, North District Planning Commissioner

Absent: Thomas D. Harvey, North District Supervisor

I. CALL TO ORDER

Mr. Reed convened the Board of Supervisors meeting at 5:00 p.m. with four (4) Supervisors present to establish a quorum. Mr. Harvey was absent.

Mr. Harman convened the Planning Commission meeting at 5:00 p.m. with five (5) voting Commissioners present to establish a quorum.

II. JOINT WORKSESSION WITH PLANNING COMMISSION ON ZONING AND SUBDIVISION ORDINANCE UPDATES.

Rebecca Cobb, Deputy Director of the Planning Department for Berkeley Group, introduced herself and Cecille Gaines, Senior Planner with Berkeley Group, who would be taking over for Chris Musso as project manager for the County's updates.

Cecile Gaines stated that they were on the last two articles, 8 and 10, and she would be going back over things and finishing up. Ms. Gaines said Article 8 is mostly new, except for parking and loading and signs. She said the lighting standards in Division 8-2 include recommendations from the International Dark Skies Association, and those standards include nighttime safety, utility lighting, security, productivity, and commerce. She said they minimize light trespass, obtrusive light, and glare; help to curtail light pollution; reduce sky glow; preserve the nighttime environment for astronomy, wildlife, and enjoyment of residents and visitors; and ensure security for people and property. She noted that there is a list of exemptions, with some of those listed on the screen and the full list is in Section 8-2-2. She stated that types of lighting that are exempt from these standards include state and federal types of lighting such as FAA lighting, agricultural, temporary, holiday and decorative lighting, official flags, athletic fields, and some residential uses.

Ms. Gaines confirmed that these standards apply to new developments and new subdivisions, and there is a lighting plan required for any site plans and zoning use permits as part of the approval process. She said shielding is required to prevent glare and light trespass; hours of illumination are included to limit the illumination and protect neighborhoods; and color temperature, type of lighting, and illumination levels prevent glare and night blindness. She said there are height limitations of 30 feet in industrial districts and 20 feet in all other districts, and the ordinance does require uniformity of lighting within a project site along with canopy lighting.

Ms. Gaines stated that all landscaping and screening standards are new, with the purpose of protecting the visual character and the natural environment, protecting safety and privacy, helping to control erosion, and promoting economic development. She noted that it requires buffers between districts with differing intents and densities, with parking lot landscaping, frontage landscaping along Route 151 and Route 29 in the corridor overlay districts. She said this section requires preserving existing trees and vegetation and provides for proper planting and maintenance of trees and plant materials. Referencing Page 10, 834B.4, Ms. Gaines

read that landscaping materials “should be sustainable, biologically diverse, and tolerant of an urban environment with emphasis on trees and plants native to Virginia and the region,” and asked the Board to consider whether they wanted to change the “should” to a “shall.” She clarified that “urban environment” in Nelson’s case means elements such as landscaping/planting at a gas station or a strip mall, etc.

Mr. Rutherford said from a development standpoint when working with landscaping, what grows best isn't usually native, such as autumn olives that grow quickly. He said the same was true with evergreens, and this wasn't something they were necessarily going to monitor—so they should leave the language as “should.”

Mr. Reed commented that it would concern him a lot more that the materials were not invasive, and that should be a “shall.”

Dr. Ligon mentioned that holly, autumn olive, blueberry, and Bradford pear are all technically invasive.

Ms. McGarry suggested that they start with emphasis on non-invasive trees and plants native to Virginia and the region.

Ms. Proulx expressed concern with “should” as not being enforceable.

Mr. Rutherford said he was okay with leaving it as should.

Mr. Scott said he didn't know who would be enforcing it anyway, and he hoped they would not use County resources to go around and enforce people's bushes.

Ms. Gaines suggested that they leave it as “should” in the general plan and “shall” in the landscape plan.

Ms. Gaines stated that on Page 14, it says if there are 10 or more spaces, landscaping is required, and she wanted them to make a decision as to whether they're comfortable with that number. She noted that 10 spaces is an industry standard for triggering landscaping.

Mr. Smith said that he would be comfortable with 20 spaces, given the size of many small businesses.

Ms. Cobb stated that it varies greatly among localities, with stormwater being the biggest issue.

Ms. Gaines noted that it's technically based on square feet of frontage.

Cody Barker said the problem is that a lot of business owners over time aren't as interested in the upkeep of landscaping, and it can be pretty challenging to enforce from the code aspect. He said if the tree dies and they decide to remove it, it automatically puts the site in violation, and the only way they would be able to show the County they are in compliance is to hire someone like an arborist to prove something else killed it.

Dr. Ligon said that as a business owner, you make someone plant a tree and then put asphalt around it—and in 20 years, they're having to replace the asphalt because of the roots of the tree, then you have branches falling onto people's cars, which is a liability for the business. She emphasized that it's a lot put on the business owner; it's not just a tree.

Ms. Gaines presented a slide showing landscaping standards and highlighting that the purpose is to provide shade, screen views, and mitigate stormwater runoff. She noted the provision for parking areas of greater than 10 spaces, and the provision that the grass areas “shall be maintained in good condition,” and that “any dead or dying plants shall be removed and replaced.” She said it does not apply to off-street parking for single-family homes, duplexes, triplexes, quadplexes, or for parking garages or multi-level parking structures.

Mr. Averitt commented that for small businesses, 20 spaces feels right to him, and he wondered how this applies differently in zoning areas—and properties zoned industrial should have a different set of considerations.

Mr. Harman commented that he likes the number 30 better than the number 10, because if you think about the small business owner, they cannot afford a lot of landscaping.

Ms. Bishop said that based on the site plans she has seen since she has been here, she thinks 30 is fair.

The Board and Commission agreed to use 30 spaces as the triggering mechanism.

Ms. Gaines reported that all street standards are now in Article 8 instead of being in both, which would be easier for staff. She said that street standards are provided for easements, street alignment, street angle and layout, reserve strips, street widening, service drives, public street design, alleys, and private streets.

Ms. Gaines reviewed the standards for public versus private streets, streets that are built to VDOT standards versus streets that are not. She explained that street construction and maintenance, especially private streets, can cause a lot of problems for people, because people buy homes not knowing that they're in charge of paying for the street maintenance. She said that homeowners associations get freaked out about how much it's costing to upkeep the roads, so they end up going to the County and asking them to take over the private streets and maintain them; they want to minimize those risks. She said the content presented was taken from Nelson's cluster development language in the existing ordinance, but Berkley feels like the County should consider requiring the private streets be constructed to state standards in case of eventual adoption into the state highway system. She said they would thus remove A through C in that section and replace it with a statement requiring that they be built to state standards. She noted that there's A, B, and C, and then class 1 private streets, class 2 private streets—and they could replace all of this with just a statement that they be built to VDOT standards, which are on the VDOT website and controlled by VDOT, with them setting those standards.

Mr. Rutherford asked who would inspect the standard, as it wouldn't be VDOT.

Ms. Gaines responded that it would be whomever inspected the class 2 street currently.

Mr. Rutherford said you build it to the VDOT standards, with a lot of subdivisions built that way, but 25 years later, if they don't maintain their drainage systems and sediment ponds, it becomes more difficult to manage. He said when you purchase a property, you're signing with whatever road maintenance agreement has been recorded; developers are already required to do that, to produce some type of road maintenance that goes with the deed forever.

Mr. Averitt said he agreed that the County shouldn't take over any roads that aren't up to VDOT standards, and private roads should have to meet that criteria if they are handed over.

Mr. Scott stated that counties like Augusta will require you to get an outside consultant to establish that.

Ms. Gaines commented that she's not entirely confident on what they have here because it didn't come from a solid spot in the County's existing ordinance; it came from the cluster subdivision because that was all they could find.

Mr. Reed commented that he is happy with the way it's already worded, but the burden of proof is on the applicant to demonstrate that this is how it is at the time they receive approval. He pointed out that VDOT is really good about saying they are not going to take a road over.

Ms. Proulx agreed, adding that it's not just up to the County.

Ms. Gaines noted that they could also require a maintenance plan, with the applicant submitting a maintenance plan for how they're going to maintain it.

Ms. Bishop said she was going to suggest this as well, and she asked if the Commission and Board liked a provision for a private road for 3–10 lots, and a VDOT-standard road for 11 or more lots, which would qualify as a major subdivision by ordinance standards.

Mr. Harman asked about the provision of 21 lots having to go through VDOT if any one of those lots is under five acres.

Ms. Bishop said she was fine with taking that out.

Ms. Gaines said that makes it much simpler, and they could just say that major subdivisions have to have roads built to VDOT standards; anything else does not.

Ms. Gaines said for the bikeway and sidewalk standards, she is referencing a strategy pulled from their comp plan, which says it's a strategy "to support expanded greenway trail networks and ensure that the trail network connects to key public destinations, such as parks, libraries, schools, and community centers, as well as private developments and other trail systems, including regional trail networks." She noted that in Section 8-5A on page 27, it requires that subdivisions construct either bicycle lanes on collector and arterial streets, or they can build off-road bikeways, shared use paths, or sidewalks in their subdivisions. Ms. Gaines stated that in B, it states that if a subdivision's land falls within the comprehensive plan designated bikeway areas, the developer may construct a bikeway and dedicate it to the County. She asked the Board and Commission to consider if they want to change that to a requirement, presenting the greenways and trail map from the comp plan. She stated that it's a lot easier to require developers to put a piece in when they are putting in a subdivision, noting that this pertains to subdivisions that have their land in one of the bikeway areas.

Mr. Rutherford asked if an applicant could get a waiver for this.

Ms. Bishop responded that this particular provision says “may,” so it doesn’t mean they have to.

Ms. Gaines noted that there was a similar plan in the Roanoke Valley 25 years ago—and it’s almost all built out now, which has been done section by section by four different jurisdictions.

Mr. Reed suggested that it be required for major subdivisions, because they would be talking about something that’s larger scale and something that’s going to have some use internally as well as externally.

Dr. Ligon noted that they would already have to be constructing to VDOT standards.

Ms. Proulx added that it would be easier to put in a bike lane.

Mr. Parr asked where the lines were derived, as it was unlikely that people were biking on some of these roads.

Ms. Gaines said that regarding parking and loading, the next section establishes standards for off-street parking and off-street loading; it provides ways to reduce parking spaces, such as shared parking spaces. She noted that there’s a bicycle parking credit to reduce the number of vehicle spaces one has to provide; there’s a reduction or increase in required spaces for certain things someone might want to do with their parking lot, and it also provides design standards. She clarified that it would apply to a new development required to put in off-street parking, but it’s not going to apply to people who are already in operation.

Ms. Bishop mentioned that she and Mr. Barker would be going through the entire ordinance before their final work session, so they could provide recommendations to the Commission and the Board.

Ms. Gaines stated that the next category relates to signs and sign regulations, which have been brought into compliance with the Code of Virginia and with the Reed v. Gilbert case law. She noted that allowable sign sizes have been modified based on zoning districts, and the overlay district standards will supersede the underlying districts in those overlays. She said the purpose is to enhance the visceral environment of the County, provide adequate business signage, provide safe streets and sidewalks, prevent excessive signage, ensure that signage is maintained, and offer ways to measure this. She added that some signs are permitted by district, and she confirmed that political signs and banners are considered temporary signs.

Ms. Gaines noted that there is a long list of prohibited signs on page 44, pointing out signage that is too close to the parkway, public forests and parks, cemeteries. She noted that roof signage is not allowed to be above the roof line or the parapet; you can’t attach signs to inoperative vehicles or paint them on cliffs, rocks, trees, on utility poles and similar items, or across a public right-of-way or obstruct motorists or pedestrians. She said they can’t mimic official traffic signs or be flashing, revolving, or beacons, or mimic emergency services signage and balloon signage. She said that signs exempt from the standards include governmental signs, flags up to 24 square feet, any signs not visible from the right-of-way, small signs that are less than three square feet or four feet high, temporary signs, window signage that’s less than 10 percent of the window area, memorial plaques and cornerstones, and then nameplates that are less than two square feet.

Ms. Gaines reported that Article 10, Subdivisions, compiles and reorganizes the content from both the existing zoning ordinance and the subdivision ordinance—which would all be in the zoning ordinance now. She said the existing subdivision ordinance would be repealed, and the subdivision code will be contained in Article 10 of the new ordinance. She noted that the standards expand upon and update the regulations in the existing subdivision ordinance and ensure compliance with the Code of Virginia.

Mr. Reed asked if there were any things the Planning Commission had jurisdiction over that would have to come before them for a decision.

Ms. Bishop responded that this is all taken out of the equation.

Ms. Gaines explained that a major subdivision is 12 or more lots; minor is 3 to 11 lots; and a single subdivision is just making two lots out of one. She noted that family subdivisions are for family members of the parcel owner. She also stated that a preliminary plat is optional if it’s less than 50 lots and required for more than 50 lots—and those are now administrative review and approval, which was also part of the state code change. She said this also addresses HOAs and their ownership and maintenance of common areas unless they’re dedicated to the County; minor subdivisions of 3 to 11 lots also have an HOA to own and maintain common areas unless they decide to dedicate it to the County; a preliminary plat is optional, a final

plat is required, and all of that is through administrative review and approval. She stated that no preliminary plat is required for a single subdivision, with the final plat required with administrative approval.

Ms. Gaines said the purpose of family subdivisions is to promote the ability of family members to live near each other, mutually care and support each other, and preserve family lands. She noted that immediate family does have a definition, which is in the definitions article and also in state code: a natural or legally defined offspring, stepchild, spouse, sibling, grandchild, grandparent, or parent of the owner of the land. She stated that the grantor must own the land for five years before they can gift any of it, and then that grantee has to own it for five more years before they can sell it.

Ms. Gaines explained that the five-year provision is something they can change—and Berkely has seen it as low as three and as high as 15, which is the maximum. She said the five years is basically 10 because someone has to own it for five before they can give a piece away to a family member; they also have to own it for five more before they can sell it out of the family.

Mr. Averitt asked if the only difference in splitting parcels off was the minimum lot requirements.

Ms. Gaines confirmed that family subdivisions are less restrictive, with the benefits being lower lot size requirement and reduced road requirements.

Ms. Gaines stated that design requirements provide for how subdivisions are designed and managed, and most of what is drafted here is new content, with the content from the existing subdivision ordinance incorporated and footnoted in the document. She said requirements are that the land has to be suitable for development, and there are obligations related to flooding as well as lot characteristics such as shape, dimension, orientation to the street, and stem lots. She said there are standards for utilities and providing for utilities, obligation of improvement that pertains to how the roads, etc. are paid for. She added that there are provisions from state code for forming homeowners associations and for property marker monuments. She reminded them that all the street, bikeway, and sidewalk standards are now in Article 8 rather than being both in 8 and 10.

Mr. Reed noted that on Page 7 under C, it says the Board of Supervisors can determine that a circumvention has occurred in a family subdivision; he asked if it is appropriate for the Board to be the one that's making that decision, or if that is also an agent scenario.

Ms. Cobb explained that this is similar to the BZA process, so if someone comes in and asks Ms. Bishop a question about what the ordinance says, she provides a determination—and if that person disagrees, they can appeal to the BZA. Ms. Cobb said Item C does the same thing, with Ms. Bishop “ruling” that they are circumventing the ordinance, and then the landowner taking their proof to the Board of Supervisors.

The Commission and Board discussed whether this should go to the BZA instead to be more consistent with other appeals.

Ms. Bishop noted that there's a section that says nothing shall prevent the owner or developer from filing for an appeal from the BZA.

Mr. Harman asked if the Supervisors can overrule the BZA.

Ms. Bishop responded that only a judge can do that.

Mr. Rutherford stated that this is if the Board of Supervisors sees something concerning and can directly intervene, but only in this specific instance—and typically when something is brought to their attention by neighbors or other affected.

Ms. Bishop explained that there have been scenarios before where she has made a determination and has to send written notification to all adjoining landowners; for example, if she has to make a formal determination on a family subdivision and approves it, all the neighbors get a letter. She noted that the neighbors can then appeal that decision to the BZA, and adjoining landowners have 30 days to appeal any decision. She also mentioned that the County doesn't currently have any codes about zoning determinations, and this is something she would look into later on.

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Regarding guarantees, Ms. Gaines explained that these establish the type, amount, and release of guarantees required for public and other site-related improvements; this division streamlines and reorganizes content from the existing ordinance and ensures Code of Virginia compliance.

Ms. Gaines reported that these divisions outline the required elements on plats, review timeframes, and approval and disapproval actions; they incorporate recent state code changes that reduce the review timeframes and remove the Planning Commission from the approval and disapproval process. She said these are general requirements, approval before sale, the subdivision name, separate ownership, changes to plats, preliminary plats, final plats, vacation of plats, and then enforcement violation and fees.

Ms. Gaines states that this brings them to the end of Article 10 and asked if there were any questions.

Mr. Rutherford noted that they went back to the drawing board on lot size minimums and asked if they had ever held a work session on that.

Ms. Gaines responded that they had not held one, and this was something requiring more direction from the Board and Commission.

Mr. Reed noted that in Article 10, Page 15, under Monuments, permanent Monuments A, that language also says, “Approval of final plats by the Planning Commission.”

Ms. Gaines assured him that Berkley would go through all of that and edit accordingly.

Ms. Gaines stated that there are a few outstanding items to discuss in addition to those they will be addressing later. She said for the 151 corridor overlay, Article 8 already now contains the buffer and frontage landscaping standards, walls and fences, sidewalk standards, bicycle parking, and sign standards for the 151 corridor; however, they have not yet established the corridor in Article 5, and she would draft that for them—but she needed to get direction from them first. She explained that she needed them to determine the boundaries of the overlay from beginning to end, and then whether you want it to go 250 or 500 feet.

She referenced the future land use map from the comp plan and asked if they wanted it to go end to end from Afton down to the Piney River boundary.

The Commission and Board mentioned Rue Hollow as a start/end point, just past Devil’s Backbone.

Ms. Proulx said someone had raised the notion that the other side—the West District—would also need to be brought into the overlay district, and she wondered if they wanted to do that now or stop at Rue Hollow.

Mr. Averitt stated that there are a few cideries down there and more in the plan, so it’s moving in that direction, with this area emerging as the next area for the continued agritourism run down 151. He said the question is whether they address that now for the next 20 years and decide whether the standards should be different on one side of Brent’s Gap versus another.

Ms. Bishop commented that with Brent’s Gap upward, there are fewer topography challenges.

Mr. Rutherford noted that it’s also in the floodplain, and the topography would also provide natural limitations.

Dr. Ligon said she didn’t think the traffic would be as big of an issue because this isn’t an arterial connection to Waynesboro.

Ms. Proulx said there would be traffic coming up from Amherst and Lynchburg though.

Mr. Averitt stated that the question is whether they are designing the 151 overlay for traffic considerations or for more of a design aesthetic and development consideration; he emphasized that the next phase of development would be down there, and the question was whether they want that to happen.

Mr. Rutherford said the big difference is there is County water and sewer there, and the County at one point put infrastructure down there for a reason—with flatter topography there versus going north. He commented that it would likely take 15-20 years, as it did with Afton before Blue Mountain. He added that they would be writing the next comprehensive plan and could address it that way.

The Board and Commission agreed that the Rue Hollow to Afton (the Albemarle boundary) seemed to make sense at this point.

Ms. Bishop mentioned that they could also revisit this through amending the zoning ordinance, adding that she would add this to the internally accessible GIS system so they could see where the boundary lies.

Ms. Gaines said that the 29 Overlay District is 500 on each side, and she wasn't sure if they would follow that for this one.

Ms. Bishop said she would like to discuss this at their September Planning Commission meeting along with other topics they have not fully addressed.

Ms. Proulx stated that she would like to limit future access points in that overlay corridor, as that has been a significant issue. She also said the road is too dangerous for people to ride bikes.

Ms. Gaines responded that this plan reflects off-road bike trails.

Ms. Bishop reviewed the calendar for additional meetings and work sessions, with all comments slated to be sent to the Berkley Group by the end of October. She emphasized that some topics, such as short-term rentals, would take some time. She confirmed that she would email dates for those meetings as well as the open house and public hearings.

III. OTHER BUSINESS AS PRESENTED

There was none.

IV. ADJOURNMENT

At 6:37 p.m. Mr. Averitt made a motion to adjourn and continue the Planning Commission meeting to September 24, 2025 at 5:00 p.m. Mr. Scott seconded the motion, which passed unanimously (4-0) and the meeting adjourned.

Mr. Parr moved to adjourn the Board of Supervisors meeting. Mr. Rutherford seconded the meeting, which passed unanimously (4-0) and the Board of Supervisors adjourned their meeting at 6:39 p.m.

Virginia:

AT A CONTINUED MEETING of the Nelson County Board of Supervisors at 5:00 p.m. in the former Board Room located on the third floor of the Nelson County Courthouse, in Lovingston, Virginia.

Present: J. David Parr, West District Supervisor – Chair
Ernie Q. Reed, Central District Supervisor – Vice Chair
Jesse N. Rutherford, East District Supervisor
Dr. Jessica L. Ligon, South District Supervisor
Candice W. McGarry, County Administrator
Amanda B. Spivey, Administrative Assistant/Deputy Clerk
Grace E. Mawyer, Director of Finance and Human Resources
Dylan M. Bishop, Director of Planning and Zoning
Cody Barker, Planner
Michael Harman, West District Planning Commissioner
William Smith, East District Planning Commissioner
Philippa Proulx, North District Planning Commissioner

Absent: Thomas D. Harvey, North District Supervisor
Gary Scott, South District Planning Commissioner
Richard Averitt, Central District Planning Commissioner

I. CALL TO ORDER

Mr. Reed convened the Board of Supervisors meeting at 5:00 p.m. with four (4) Supervisors present to establish a quorum. Mr. Harvey was absent.

Mr. Harman convened the Planning Commission meeting at 5:00 p.m. with three (3) voting Commissioners present to establish a quorum. Mr. Averitt and Mr. Scott were absent.

II. JOINT WORKSESSION WITH PLANNING COMMISSION ON ZONING AND SUBDIVISION ORDINANCE UPDATES.

Ms. Bishop stated that the Berkeley Group was not present for this work session but would be included in one coming up in December to do a review of the full ordinance draft, with the option to schedule more in between if needed. She said for today, the Berkeley Group provided the Route 151 corridor overlay added to the scope of work, as well as lot size minimums and short-term rentals. She noted that there had been a work session with the Planning Commission a few weeks ago for the PC to give some guidance, and they would be reviewing those recommendations.

Ms. Bishop stated that she would review the purpose and intent for the primary districts—rural districts, C-1 conservation, and A-1 agriculture, noting that everyone had agreed with the intent sections. Ms. Bishop stated that the minimum area requirement originally recommended by the Berkeley Group was 10 acres for the A-1 agriculture district; the Planning Commission had discussed this a few weeks ago and thought that aligning the requirement with the land use taxation program would be more appropriate. She said she had spoken to the Commissioner of Revenue’s office, which indicated that the requirement is five acres plus one additional acre for the homesite, so they simplify this for the public by saying “six acres.”

Ms. Bishop stated that reducing the front setback from the center of the road would clear up many nonconformities by using 50 feet instead of 75 feet, and the discussion also included minimum lot width. She stated that she had Glen Yi and the IT department prepare a map with zoom function, which shows blue parcels as less than 10 acres. Ms. Bishop said this is all currently A-1 zoned property, with green lots being over 10 acres and blue lots under 10 acres. She said the intent was to consider what areas should be rezoned or slated for residential development, in the context of the future zoning map to be updated along with the comprehensive plan. Ms. Bishop stated that the map is not an exact blueprint of future zoning maps but gives an idea of where existing residential development under 10 acres exists in the A-1 zone.

Mr. Rutherford commented that 10 acres is “pretty crazy,” and they are in an awkward spot of defining something when they don’t really know what the future land use/rezoning map would look like. He said that doing six-acre minimum lot sizes can destroy ecosystems, and he confirmed that he was advocating for lot sizes that were lower than 10 acres. He explained that they currently have a sliding scale with one two-acre zoning right, one two-acre subdivision right, then it scales to five or six—so they already have a less intensive use, yet the population has still continued to decline.

Ms. Bishop stated that the idea is that to be consistent with the future land use map, noting the green areas representing high-conservation value rural areas and currently protected landscape. She mentioned the village hub status, with Lovington and Colleen identified for additional residential development. Ms. Bishop read from the planning guidelines from the comp plan: “Alterations and retrofits to existing low-density single-family subdivisions is appropriate and encouraged; however, expanded or new subdivisions is not the primary intent of this planning area.” She noted the existence of cluster development standards and mentioned the finite number of allowable lots as another method to ensure the rural nature of those areas is protected by increasing the lot size but also increasing the amount of residential zoning and then retrofitting existing developments.

Mr. Reed said it was great in concept, but he agreed that not having a map actually reflecting it makes it difficult to compare it to anything else and see what areas it would apply to. He added that residential zoning is a good idea, and using the small parcels of ag/forestal makes a lot of sense.

Mr. Rutherford commented that he agrees they need more R1, but it will be interesting where they locate that and how they work it into specific villages and what water/sewer capacities may exist within those.

Ms. Bishop acknowledged that the water/sewer was another important piece and said she understood that the service authority has been slowly working on mapping their systems, which would be important when they do the zoning map. She emphasized that they are just breaking down the categories now; when they get to the map development phase, that’s when all the lot sizes, water/sewer, etc. would come into play in determining what areas should be rezoned.

Mr. Rutherford responded that they would have R1 in both the water and sewer context—conventional as well as County—because the stretch of areas such as Schuyler were very limited.

Ms. Proulx commented that going back to the chart showing minimum lot size in agricultural, and there may be a transition period where it doesn’t make sense in all the places it will five years from now when there will possibly be a new zoning map. She noted that the Planning Commission had talked about the six acres aligning with what could be done with agriculture, including getting tax credit for it.

Mr. Rutherford said he wants to know where A1 is going to be, and someone in Williamstown or Wingina with an eight-acre parcel who wants to sell off an acre or two, they would not have that ability; it would be a nonconforming ag parcel at that point, and it’s hard and expensive to rezone in those particular areas.

Ms. Proulx asked what he would do in the meantime.

He said in the meantime, they have a two-acre allowed by right and a sliding scale—so they have more opportunity today with A-1 than if they were to go into this more restrictive approach.

Ms. Proulx commented that she would have to do some math to determine whether a six-acre minimum is really more restrictive than the larger than 10-acre parcels when the “sliding scale” is applied.

Ms. Bishop provided a hypothetical example of someone who owns a 60-acre lot; with a six-acre lot minimum, they could create 10 lots out of that, and if they wanted more than that, they could apply to rezone it to residential, which drops it down to a one-acre lot minimum. She noted that the Berkley Group recommended two acres, but the Planning Commission felt one was appropriate. She emphasized that when you are giving in one area, you are taking in another.

Mr. Rutherford commented that rezonings were subject to whatever Board existed in the future. He said he is supportive of having agriculture in areas that make more sense, but there will be a weird lull period with the A1 that is not a lot of fun for a lot of people.

Ms. Bishop pointed out that in the meantime, while they’re developing the map and people come forward with potential projects, the market is identifying where they should go—and they then come to the Board to demonstrate that they meet minimum water and soil requirements.

Mr. Rutherford said in his opinion, they should have to prove percability anyway, because it doesn’t do anyone any good to have five acres that hasn’t been perc tested. He added that some localities require percability proof before subdividing, and to prove water feasibility to equal the three-bedroom household standard.

Mr. Rutherford clarified that he is supporting having A1 be what it is today, because it is going to be more restrictive—and he would prefer to stay at the current sliding scale if they’re going to make it more restrictive.

Mr. Reed stated that they are trying to create more R1 and protect rural character.

Mr. Rutheford said they've done a great job in protecting rural character over the last 20 years.

Dr. Ligon noted that this objective is in their comp plan.

Mr. Reed said this proposal does that, as it allows for rezoning when situations come up, and that is a perfectly viable way to get additional housing as well. He asked Mr. Rutherford what his concerns are.

Mr. Rutherford explained that they are putting this into effect but don't know what the map looks like, and they could be making scenarios in more rural contexts where it's going to be very hard to get those rezonings.

Ms. Proulx said once they do the map, they don't to rezone residential.

Mr. Rutherford emphasized that there would be a lot of rural families who are out of luck with this.

Mr. Reed said a rezoning is not difficult and allows the County to weigh it in terms of whether it's good or not.

Mr. Rutherford pointed out that they have never successfully done this in a residential before. He clarified that only one has come forward, with a potential second one from someone who wanted to do cluster housing.

Ms. Bishop asked if there was any consensus on any number.

Mr. Rutherford said no.

Dr. Ligon said she liked what they had talked about.

Ms. Proulx said aside from the difficulty of tracking, she likes the model they have at the moment but could also move to six acres.

Mr. Rutherford stated that they will have the same amount of public participation as they did in the early 2000s when they considered a lot size minimum of 20 acres.

Dr. Ligon suggested that they hear from the public.

Ms. Bishop said they had to start somewhere and can always modify it later on.

Dr. Ligon noted that they could get feedback during the public engagement process before it goes to public hearing.

Ms. Proulx commented that she would not want to see the two acres without a sliding scale.

Ms. Bishop stated that the residential districts are R1, R2, and R3, the latter of which is a new district. She said part of what the Planning Commission discussed by making A1 six acres was dropping R1 down to one acre. She said a 35-foot setback from the center line of the road would involve nonconformities, and they would also want to address reducing the road frontage requirements.

Ms. Bishop reported that the village overlays identified were Piney River, Gladstone, Schuyler, Shipman, Faber, and Arrington. She stated that goals for the Route 29 corridor were to promote high-quality commercial development, tourism-friendly businesses, etc., and she referenced a map showing the corridor at 500 feet on each side for the length of the County. She noted that some higher standards in the plan for Route 29 were access management, signage (no pole-mounted signage), and other parameters.

Mr. Rutherford asked if they had already addressed sign sizes.

Ms. Bishop responded that Article 8–Community Design Standards addresses landscaping, lighting, parking, and signage.

Ms. Bishop stated that the Route 151 overlay intent is, "To preserve the rural and scenic character of the Gateway Corridor to protect its role as an outdoor rural tourism destination. This district promotes safe and efficient travel by preventing traffic congestion along the corridor, design standards, including those related to landscaping, signage, and site aesthetics, ensure new businesses and services, enhance and support the preservation and promotion of the county's natural beauty, and promote a Gateway Corridor that reflects the values of the county. Growth within the corridor should complement the county's tourism economy and rural identity, supporting both economic vitality and long-term preservation of the corridor's unique character."

Ms. Bishop clarified that this corridor goes from the County line down to Rhue Hollow, anything in the corridor requires an access plan, so landowners must show all access points within 400 feet of their property lines and must submit a traffic impact analysis and any improvements to mitigate negative impacts to traffic circulation, as well as a landscape plan.

Ms. Proulx asked if the access plan had to be approved by someone or some entity.

Ms. Bishop responded that it depends on the proposal, and if it's a permitted use, it would just be reviewed administratively; if it was something requiring a special use permit, the whole package would go to the Planning Commission and the Board. She said it could be thought of as another zoning district layer, so all the provisions in an A1 district, for example, are administratively confirmed to be met. Regarding the access plan, Ms. Bishop said there are sections on vehicular access and circulation, including that, "Any partial subdivision or cluster development having frontage along Route 151 or a roadway within the corridor will be allowed only one direct access to that roadway," and that "Additional access points must provide access to adjacent parcels," and "No direct access on the 151 from out parcels which are part of a larger coordinated development."

Ms. Bishop mentioned that on pages 42–43, the plan includes guidance on what she would be reviewing as planning director. She said that she and Cody Barker would be continuing to go through it and look at the regulatory aspects of it. She also stated that this joint meeting was a higher-level overview, and they would have more work sessions and Planning Commission meetings to delve into the details.

Mr. Reed asked if there was any place where it specifies the responsibilities the HOA has to maintain other things besides the open space.

Ms. Bishop responded that this is likely covered under Article 8 as well, which has a whole section on open space, but she would need to spend more time with the HOA part of it.

Ms. Proulx commented that she wasn't sure they wanted bicycles on 151, as the road was hazardous.

Mr. Harman said that issue had come up previously, and his understanding was that they were going to create some sort of space on the side—but he did not understand how that was going to work either.

Mr. Reed said there is mention of the connectivity between things, that is either actually done or has space allocated for it.

Ms. Bishop explained that regarding bicycle parking, the draft ordinance says, "Any commercial development within the Route 151 corridor overlay district that requires 10 or more vehicle parking spaces." She noted that she is not as familiar with people who are doing it internally as opposed to people doing it along Route 151, and she asked if they wanted to address it at all.

Ms. Proulx said she did not feel a need to address it.

Mr. Reed said if they don't do something about it and don't mention parking, it doesn't preclude that there won't be any; it was the connectivity that would create parking, and businesses would want to provide that anyway regardless of it being obligatory.

Ms. Bishop agreed that requiring it implied supporting it, and she received consensus from the PC and Board that they should just remove those requirements from the ordinance.

Ms. Bishop stated that "EV Charging Station" was by-right across the board in the use matrix, which aligns with what they have already, and she asked if they wanted it as a special use permit (SUP).

The Board and Commission agreed that it should not warrant an SUP since it's already by-right.

Ms. Bishop stated that storage shed businesses are prohibited except in B-1.

Mr. Reed said one of the prohibited uses is solar energy utility scale, which infers an industrial component, and he wondered if they could add data centers to prohibited uses.

Ms. Bishop responded that they are permitted by SUP in the heavy industrial district.

Ms. Bishop reviewed other uses in the matrix and asked for input. She said all the sections have additional use standards that go with them in Article 7. She said that for the residential districts, the primary points since they last discussed this was whether they want by right or special use in the overlay districts, which the Planning Commission went through and made recommendations on, such as SUP and 151.

Mr. Rutherford asked if someone could do a by-right multifamily dwelling if it only had four units.

Ms. Bishop responded that under suggested residential, there's dwelling townhouse, dwelling triplex, or quadplex, and those are by-right in the Village Overlay District.

Regarding home occupations, Ms. Bishop stated that Class A is by-right, with no more than one person employed other than members of the family; Class B is also by-right, but with no more than four persons employed other than members of the family.

Mr. Rutherford commented that Village Overlay should definitely have Class B, and he thinks of something like Ralph Turpin's office.

Dr. Ligon asked if this would be for the Route 29 Corridor too.

Mr. Rutherford said he felt home occupations should also be in the Route 29 Corridor, and he asked if A-1 in the corridor, it would not be by-right.

Ms. Bishop responded that the overlay governs. She also stated that mixed-use is by-right in the Village Overlay and 29 Corridor Overlay, and she asked if they also wanted that by-right or by permit for 151.

Ms. Proulx said the default is always SUP if they're not sure about by-right, so they could have it as SUP there.

Ms. Bishop clarified that accessory dwelling is by-right in Village, C-1, A-1, R-1, R-2, and Service Enterprise.

Regarding short-term rentals, Ms. Bishop said the Planning Commission deliberated these a few weeks ago. She said what is proposed is 30 days or less, transient stays—a homestay, owner-occupied, permitted by right, and a single-family dwelling, which is something that state code per this past legislative session mandated. She said the other use is a hosted stay—with a primary resident or designated resident manager onsite (not necessarily the owner). She said rental of one additional dwelling, such as an ADU, on the same lot is permitted; if someone lives on a property and owns an adjoining property, they can rent that out because it adjoins. She noted that this would be in the A-1 and R-1 districts but can be considered in other districts such as overlays and service enterprise districts.

Ms. Bishop reported that two forms of verification of primary residence would be required; with five acres or less, only two rentals are allowed on one lot; more than five acres is a maximum of three; number of occupants can be limited based on health department regulations (septic) by number of bedrooms; fire extinguisher is required; no amplified music or sound from 10 p.m. to 7 a.m. She said the owner must submit a property management plan including a point of contact for complaints, number of permitted guests, parking information, location of fire extinguisher and smoke alarm, and trash management; there is prohibition of events that include attendees who are not guests at the short-term rental; RVs, buses, travel trailers, or non-permanent structures; and there must be written consent allowing County inspections as needed, requested, or upon a complaint.

Ms. Bishop stated that while not certain of the legality or enforceability of this, there is a stipulation that upon change of ownership, the new owner must comply with these provisions. She said there was also consideration of an annual fee, and the County is procuring a software to track and monitor short-term rentals.

Ms. Bishop said there was some interest in restricting short-term rentals to only residents of Nelson County, but she has learned that would not be a legal pathway in zoning because it's a land use consideration, so there's a state code section: "All zoning regulations shall be uniform for each class or kind of buildings and uses throughout each district, but the regulations in one district may differ from those in other districts." Ms. Bishop said they must separate the Nelson County ownership resident aspect from the land use issue.

Ms. Proulx commented that they could have a resident manager addresses that consideration.

Ms. Bishop pointed out that the current language does not allow absentee owners and asked if everyone is okay with that, as it would be possible for them to ask for an SUP. She also clarified that state code says once a use is legally vested, it can continue with that use and would not lose that right until two years without being used for that purpose. She said the Virginia Attorney General released an opinion that will be codified that says if the parcel is zoned agriculture and is engaged in bona fide agricultural productions, short-term rentals are by-right on that farm as part of agritourism.

Mr. Parr asked about a scenario under which an owner rented out their primary residence for a week or so during a special event in the County.

Ms. Bishop responded that it wouldn't fit under either scenario under short-term rental.

Mr. Barker said if they were to stipulate an established residency of at least six months every year, it could qualify for short-term rental; then you're allowed to rent it for 180 days.

Ms. Bishop asked if they should consider absentee owner SUP requests, noting that this would trigger input from neighboring residences. She reminded the Board and Commission of the criteria for review for an SUP: "Shall not tend to change the character and established pattern of development of the area or community, be in harmony with uses permitted by right and not affect adversely use of neighboring property, adequately serve by public or private services, and result in destruction, loss of any ecological, scenic, or historic importance."

Mr. Rutherford commented that he felt they could find "no" in there if warranted.

Ms. Proulx disagreed.

Mr. Rutherford said if someone comes to this community, finds a very old farmhouse, and says they're willing to save a farmhouse—and the only economics that can justify doing this is a short-term rental, he feels that is a net positive for the culture of Nelson County and potential economic development.

Ms. Bishop said if they wanted to consider SUPs for the absentee-owner short-term rentals, they could exclude specific overlays or corridors, and she asked where they would allow someone to pursue an SUP.

Mr. Harman said the Route 29 Corridor.

Mr. Rutherford said the Village Overlay District.

Ms. Bishop read the intent of the Village: "Preserve and enhance traditional village character by promoting walkable mixed-use development. Integrates residential, office, commercial, and public. Small-scale businesses, housing, essential services. Supports rehab of older structures and fill. Infrastructure improvements to reinforce the village as a rural community hub."

Mr. Rutherford pointed out the language regarding supporting the rehabilitation of older structures and said this supported the SUP and the absentee short-term rental owner.

Ms. Proulx said the community aspects were interrupted by having vacation rentals.

Mr. Rutherford said they already had vacation rentals in Lovington.

Dr. Ligon said just to be devil's advocate, since they don't have a lot of hotels but have all these events and are a tourism community, if they're too restrictive, no one's going to stay here and spend money here—and that's the County's main income. She said eventually, you are stealing money from infrastructure.

Mr. Reed asked if that should be first priority for residents, to be able to benefit from all those things.

Dr. Ligon emphasized that they have to fund the government somehow, and right now, it's on the backs of property owners and short-term rentals.

After further discussion, the Board and Commission agreed to have the short-term rental SUP request provision for the 29 Corridor and Village Overlay districts.

Mr. Rutherford asked how they quantified amplified music or sound.

Ms. Bishop responded that they may want to consider updating the noise ordinance.

Mr. Reed asked if they could require, as they do with fire extinguishers and smoke detectors, posting of the business license in the short-term rental so people know they're in a modified regulated short-term rental.

Ms. Bishop stated that Ms. McGarry had suggested having an affidavit for applicants to certify that they're meeting all requirements, as there is no way the County will be able to go inspect them all.

Mr. Rutherford asked if they are asking owners to meet Virginia IRC standards for smoke alarms and fire extinguishers.

Ms. Bishop responded yes, as she had looked at other ordinances and would work with Jeremy Marrs on how the language should be worded.

Mr. Parr said whether it's related to short-term rentals or other initiatives, he wants to ensure that they incentivize or not de-incentivize the renovation of older structures—and perhaps they can accomplish part of that with the short-term rental ordinance. He commented that there was outrage over tearing down the house where Belties is now, yet no one said a word about the house across from the Dollar General in Nellysford. He said it would improve the community to have residences like that turned into either residences or short-term rentals. He confirmed that he would like to see financial incentives for primary residences, and he did not want to see de-incentivizing of potential short-term rental properties.

Ms. Bishop said there are provisions in this update that, through zoning laws, are trying to do that with lot sizes and other financial incentive programs. She said she is not sure how much of that could be incorporated into the zoning ordinance, but the Board can look into other incentivizes or perhaps a vacant property registry.

Ms. Bishop presented language for adaptive reuse of an existing structure as a short-term rental: conversion of an existing building, regardless of its original structure is retained or substantially reused, rather than demolished and replaced; can be fully residential or mixed use with both commercial and residential. She clarified that you get a permit to do an adaptive reuse project, and you've got dwelling units—in Village Overlay, for example—then it could be by-right to rehab the building and put dwelling units and commercial space there. She said the short-term rental aspect could be incorporated into this definition, and if the structure is rehabbed, they can use it as a short-term rental. She asked if it should be by-right everywhere.

The Board and Commission said it would make sense in R-1 and other districts but not industrial.

Ms. Bishop urged them to take time to go through this over the next week, noting that they had to get their comments back to the Berkeley Group by the following Friday.

Mr. Parr asked where addressing data centers might fit into this work.

Ms. Bishop responded that her understanding is that Nelson County is not interested in data centers, and currently they are only mentioned under heavy industrial.

Ms. Bishop revisited the timeline for future work sessions, public input, and a final draft for public hearing.

III. OTHER BUSINESS AS PRESENTED

There was none.

IV. ADJOURNMENT

At 6:40 p.m., Ms. Proulx moved to adjourn the Planning Commission meeting and Mr. Smith seconded the motion. The Planning Commission voted unanimously to approve the motion and the meeting adjourned.

Mr. Reed adjourned the Board of Supervisors meeting.

Virginia:

AT A CONTINUED MEETING of the Nelson County Board of Supervisors at 5:00 p.m. in the former Board Room located on the third floor of the Nelson County Courthouse, in Lovingston, Virginia.

Present: J. David Parr, West District Supervisor – Chair
Ernie Q. Reed, Central District Supervisor – Vice Chair
Jesse N. Rutherford, East District Supervisor
Dr. Jessica L. Ligon, South District Supervisor
Candice W. McGarry, County Administrator
Amanda B. Spivey, Administrative Assistant/Deputy Clerk
Grace E. Mawyer, Director of Finance and Human Resources
Dylan M. Bishop, Director of Planning and Zoning
Cody Barker, Planner
Michael Harman, West District Planning Commissioner
Gary Scott, South District Planning Commissioner
Richard Averitt, Central District Planning Commissioner
William Smith, East District Planning Commissioner
Philippa Proulx, North District Planning Commissioner

Absent: Thomas D. Harvey, North District Supervisor

I. CALL TO ORDER

Mr. Reed convened the Board of Supervisors meeting at 5:00 p.m. with four (4) Supervisors present to establish a quorum. Mr. Harvey was absent.

Mr. Harman convened the Planning Commission meeting at 5:00 p.m. with five (5) voting Commissioners present to establish a quorum.

II. JOINT WORKSESSION WITH PLANNING COMMISSION ON ZONING AND SUBDIVISION ORDINANCE UPDATES.

Cecile Gaines of the Berkley Group stated that now that they've done a deep dive on each article of the ordinance, they would go through the whole thing at a higher level. She said that after this work session, they would go through next steps, including proceeding to a public open house, and the comment form currently on the web would remain live for a week after the open house. Ms. Gaines said they would convene for one more final joint work session to review public input and the ordinance before public hearings; the Commission would then make a recommendation, and the Board would vote on adoption.

Ms. Gaines stated that Article 1 establishes the County's legal authority to regulate land through zoning, establishes the official zoning map, and details the transition from the old ordinance to the new one, and there have been no changes to this article since they reviewed it in work session two. She said Article 2 details powers and duties of the relevant bodies and entities who administer the ordinance; it has the required enforcement and fee structure for the ordinance; and there have been no changes to this article since work session two. She said Article 3 has the requirements for zoning permits and applications, rezoning, special use permits, variances, etc., and the process for appeals and public hearings and notification requirements; there have been no changes to this article.

Mr. Reed asked about the single reference to the site plan review committee, specifically who that would be.

Ms. Bishop clarified typically, a site plan review committee consists of staff from various agencies, such as VDOT, the health department, emergency services, erosion control, building inspections, etc. — so that's something done administratively for a site plan review process.

Ms. Proulx noted that at one time, a Planning Commissioner was on that committee.

Ms. Bishop said her understanding was there has always been one, and they shifted to doing more virtual and internal meetings during COVID — with that rationale continuing because it's difficult to convene people from all the agencies that work in different regions. She said that's something they'll continue to do as the format, on a case-by case basis.

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Mr. Reed said that's mentioned on Section 269, Page 28 in Article 3. He asked if, because it's mentioned in the ordinance, they should define who would make up that committee.

Ms. Bishop responded that she didn't think that was necessary because it's going to be dependent on the project, and some agencies will be applicable, some won't.

Ms. Gaines reported that the next area of review is where changes begin to appear since the last work session. She stated that Article 4 contains the regulations and procedures for the primary zoning districts, including provisions that apply to all districts, district standards, and cluster development standards. She said the slide shows the primary districts and the changes since the last work session on Article 4. She stated the purpose of the RPC was changed, reflecting their intention to limit it just to Wintergreen. She said changes were made to steep slopes and critical areas based on information sent by the County, code review, and research; critical slopes were changed to "critical areas" to match the Code of Virginia and the building code. She said the purpose was expanded to include the protection of humans and the environment, especially concerning anything over a 10% grade not being accessible to emergency vehicles. She stated that ingress and egress for EMS and fire vehicles were added, along with land disturbance to the requirements, and a requirement was added to demonstrate that design limitations will be achieved.

Ms. Gaines stated that the standards for slope and critical areas were rewritten, and access language now includes the 10% grade limit for roads and driveways. Ms. Gaines said she recommends the County Attorney review the language to confirm it meets the County's best interests, particularly regarding emergency vehicle access. Ms. Gaines stated other changes in Article 4, many coming directly from this group, are found in the tables. She said A-1 lot size was changed from 10 to 6 acres; A-1 road frontage went from 200 to 150 feet; the R-1 minimum lot size shifted from 2 to 1 acre; the R-1 front setback changed from 50 to 35 feet; and the R-2 accessory structure setback was reduced from 10 to 5 feet. Ms. Gaines stated that road frontages were reduced as shown on the slide, and all these changes were requests from staff and the Board and Commission.

Mr. Rutheford recalled that the Commission was going to discuss A-1.

Ms. Proulx responded that this was where the six acres came in.

Dr. Ligon noted that they were going to discuss it the previous week, but that was canceled.

Ms. Proulx commented that she still liked the scale with the two acres and the other divisions, which they have discussed before.

Mr. Rutherford stated that he likes the sliding scale they currently have, and he would like to stay there with the potential of adding another two-acre subdivision. He noted that Ms. Bishop had a good solution to this.

Ms. Bishop explained that she and Cody Barker have been working on this and think that upping the R-1 low-density residential as rural residential with the sliding scale would accomplish the same thing; then they could leave A-1 at six acres.

Ms. Proulx said if you have 100 acres, you could do a lot of six-acre lots—which doesn't do much to protect agricultural areas.

Ms. Bishop responded that the six acres comes from agricultural land use, so if it is a true ag lot, you could do a large development at six acres but would still have to meet all other requirements.

Ms. Proulx asked why they wouldn't just keep the sliding scale for A-1, and Mr. Rutherford commented that he would much rather keep it.

Dr. Ligon said the thought was that the sliding scale was challenging for staff, and when they don't set defined rules, it muddies the waters even further. She emphasized that if they have a sliding scale in agricultural, it really screams that they are going to get residential in the middle of that area.

Ms. Proulx commented that it would only be small amounts.

Mr. Rutherford said they would be better off with just the definition of rural as opposed to agriculture, because the reality is most of their agriculture is never used for agriculture purposes. He said unless they're planning on swapping 70% of their map with the new R-1 concept, he would hate to put the A-1 in that and

take that gamble, as they don't know what A-1 is going to look like in terms of implementation. Mr. Rutherford emphasized that his district has had no issues with the sliding scale in the A-1 concept.

Ms. Proulx noted that other localities manage scale, and this is not a new concept.

Ms. Bishop commented that if that is what the Board decides to do, the staff would have to figure out a way to implement some kind of tracking system, which ideally would have existed from the onset.

Ms. Proulx reiterated that they did not have to reinvent the wheel, as other localities have these structures.

Dr. Ligon asked Mr. Rutherford if his idea is that he just doesn't want to have to rezone anything.

Mr. Rutherford responded that it had nothing to do with that, as he was open to rezoning. He said the reality is it's hard to imagine what the map would look like with A-1, and there is a lot of 151 that would like to be in A-1 in some regard, with that demographic being who they are catering to with the six acres.

Dr. Ligon said she didn't see it that way at all.

Mr. Rutherford stated that the last election cycle and comprehensive planning showed that they wanted larger lot sizes and less development; so for him, the sliding scale has been successful and has preserved a lot of rural character. He added that it has also allowed purchases of two acres intermittently.

Ms. Proulx said she agreed with him completely on this aspect, and it seems to have worked well for the whole County. She acknowledged that it did require a level of having to track.

Mr. Reed stated that he is in favor of the six acres—one acre for dwelling and five for land use—and it makes sense to him throughout the entire County, not just along 151.

Ms. Proulx emphasized that they are talking about the agricultural zone overall.

Mr. Reed said the best agricultural opportunities, or certainly the most, are in the other districts.

Mr. Rutherford said with a flat six-acre minimum, you could do as many lots as that would allow—so 60 acres would be 10 lots, whereas the sliding scale would be four or five. He said the biggest issue he had with this concept is that he didn't know where A-1 was going.

Mr. Averitt commented that they make the decision though, from what he understands.

Ms. Bishop said for zoning ordinance purposes, they should think less about where it would affect these areas geographically and more about the different types of uses characterized: agricultural, residential, industrial, commercial.

Mr. Rutherford said it's hard to separate those two, and there are people running hobby farms on four acres.

Ms. Bishop said that will all come out in the mapping process when the areas are actually evaluated based on what current uses are there and what district they fit, so there's a lot more value. She emphasized that they would be evaluating what's on the ground, what fits those areas, and where the County wants them.

Ms. Proulx pointed out that when a rezoning starts happening, the County is going to be up in arms if they start trying to change people's zoning in a way that they don't want to see it changed. She said that if they start prescribing this, they could run into some pretty heavy opposition depending on exactly what is being proposed.

Mr. Reed said that by and large, the areas are going to maintain the same character that they have in the current map.

Mr. Rutherford commented that 90% of their map will be subjected to six-acre lot minimums.

Ms. Proulx mentioned the person who wants to retain most of their property but needs to sell off two acres.

Mr. Averitt said, unless they apply for a rezoning.

Ms. Proulx responded that they're going to have a hard time rezoning one two-acre lot; that's just not good planning practice, and in the scenario she's considering, they're not going to want to rezone their whole 100 acres or 60 acres.

Ms. Bishop said the future land use map and the comp plan also give a little bit of better guidance as to what areas are going to be and what types of zoning—the village overlays, the rural areas are all considered there.

Mr. Rutherford said he didn't think anybody necessarily disagrees in where they're seeing R-1, R-2, and R-3 populate. He said they're talking about the other 60%, the big one. He said if they enacted the six-acre minimum, there would be many nonconforming lots, which there already are, and they would make an astronomical number of nonconforming lots. He added that many smaller lots zoned in the 50s and 60s are not necessarily agriculture in nature.

Ms. Bishop noted that in R-1, they still have provisions for residential agriculture, whereas right now if you're zoned R1, the County doesn't allow chickens or anything; with this ordinance in R-1, you still can have residential agriculture.

Mr. Rutherford asked how similar this is to the Buckingham version, where their C-1 zoning requires a primary dwelling before someone can build a barn.

Ms. Bishop responded that Nelson does that as well, and a person must have a residence or a bona fide agricultural use.

Mr. Rutherford asked if an ag permit would apply in the R-1 sense.

Ms. Bishop responded that it would not.

Ms. Gaines asked for clarification as to what they are proposing for R-1 and the sliding scale.

Ms. Bishop replied that she and Mr. Barker would like to see R-1 go back up to two acres.

Mr. Rutherford said if there's a place to do small acres, it would be Shipman, Schuyler, and Lovington.

Ms. Bishop pointed out that village overlay was different than rural residential, which is what they are discussing here, and the blue parts of the map she presented were parcels above and below 10 acres.

Mr. Averitt asked if they would have the map in conjunction with the ordinance to vote on.

Mr. Rutherford replied that they have to pass this, then do the map.

Ms. Bishop explained that the comprehensive plan was phase one, the ordinance is phase two, and the land use map is phase three.

Ms. Rebecca Cobb of Berkley Group commented that when they start rezoning properties, people get very upset—whether it's just out of fear and concern or not understanding what is changing and what's happening. She said this is why they want to ensure they have a better ordinance to use and adopt, without it being derailed by a map change. She said similarly, if they feel like a change in acreage is going to derail this and cause public opposition, that needs to be part of the consideration as well.

Mr. Reed said it would be good to see what the public says, and they have to give them something to push up against—which is the whole purpose of the public process.

Mr. Rutherford said that is completely fine, and he would hate to see this be one of the things that really derails how they draw the map. He added that it was his hope that the Planning Commission would have had the opportunity to work this out in a work session, which he recalled was the intent, but he understands that schedules were a factor.

Mr. Scott asked if the Berkley Group has experience with any other counties that are close as far as that much percentage in agriculture, where they are trying to decide on the size.

Ms. Cobb responded that there is a locality that is in the same situation and is currently debating scaling or set acreage.

Dr. Ligon said the great debate is what they're trying to make things affordable, and the other debate is maintaining the rural character.

Mr. Rutheford and Ms. Proulx stated that the sliding scale does the best job of that.

Mr. Averitt said the problem as he understands it is that somebody chooses the sliding scale, splits off two acres, and sells it; then some number of years later, they do the same thing again, so they don't have a good way to track what hasn't been done on a single lot.

Ms. Bishop said it hasn't been tracked in the past, and staff has to pull previous plots to see when they were designated and allocated. She said this is why staff likes six acres for A-1 and two acres for R-1; whether or not they want to do sliding scale for one or both of those, staff will serve at the pleasure of the Board.

Ms. Gaines emphasized that they have a brand new comp plan that the County is on board with, so they definitely want to use that for guidance here and use that future land use map to guide the new zoning map.

Mr. Reed stated that maintaining the rural character seemed to be the main objective; affordability was not.

Ms. Bishop commented that it's worth keeping in mind that there are a lot of other provisions and tools in this new ordinance that work toward accomplishing other goals of preservation and affordability, adaptive reuse of structures and properties etc. So in her mind, it all kind of works together.

Ms. Proulx asked about a subdivision in Albemarle, just before you get to Nelson on 151, and whether anyone knew the size of those lots.

Staff confirmed that there was a minimum two-acre lot size.

Ms. Proulx asked how they could get past the six acre vs. two acre conversation.

Mr. Rutherford responded that if they want to leave it at the six acre and then just have the public rally, he is okay with that.

Ms. Bishop said Ms. Gaines would be pulling up the future land use map from the comp plan.

Mr. Harman asked how important the five-acre tax structure is for Nelson.

Ms. Bishop explained that you cannot get land use taxation without a minimum, but that is a separate thing that just drove the recommendation.

Ms. Gaines said they could vote on this now and see how that falls, or they can take the ordinance to the public as written and see what the feedback is; then at the final joint work session, they can talk about whether they want to change the lot size.

Mr. Rutherford said he's fine with taking this to the public at six acres, but they just need to be prepared to dilute a lot of discussions since they haven't figured it out.

Mr. Averitt said everyone did a lot of work to figure out the long-range plan for the community, and if they don't do anything to establish guardrails for the future, they negate all that work and leave it up to chance.

Mr. Rutherford stated that they ran into the same discussion in 2001, which is why the sliding scale came into existence, and he felt it kept Nelson rural while aiding affordability by allowing two-acre lots.

Mr. Averitt commented that they are introducing some new density opportunities that have never existed in the county, which sets up a whole new set of possibilities.

Mr. Rutherford reiterated the notion of taking the six acres out into the public.

Mr. Harman said it would be nice to see what the public thinks of it, and he agreed with Mr. Averitt that this provides more options than they had before.

Mr. Averitt said he is challenged because he wants to ensure the opportunity for affordability, and the “picking winners and losers” part of rezoning is a very difficult aspect of this process.

Mr. Parr said he has not heard as much discussion about the landowner who owns 500, 1,000, or 1,500 acres and how this is going to impact them. He said there is the buyer and the affordability piece, but the seller is of equal concern. He said he could envision an unintended consequence of a six-acre minimum diluting the value or the sale price that they can get — where six acres might be worth this much, but since the buyer can only afford three acres, they may have to sell the six acres for a lower price to get a buyer.

Ms. Gaines said in that kind of scenario, it's typically a rezoning. I

Ms. Proulx pointed out that it would only be if they wanted to rezone the entire property; if they just want to keep their property rural and sell off two-acre parcels, they can't rezone those two-acre parcels.

Mr. Parr stated that there is the possibility someone has a farmhand that's worked on the family's farm for the past two generations, and the owner want to break off two acres so they can put a nice manufactured home for them on the corner of the farm. He emphasized that those are the types of things he didn't want them to unintentionally prevent.

Ms. Bishop asked if it would be prudent to have several scenarios to get public engagement on for this piece.

Ms. Proulx responded that she felt it would be, as it wasn't going to be very obvious if they just take a few statements.

Ms. Cobb said they can do boards and people can sort of vote, so they can see very clearly where those votes are.

Ms. Rutherford said there are 14,000 people in this County, and they're all not going to agree with what is done. He added that if they satisfy 30%, he will be impressed.

Mr. Reed emphasized that they really need to answer to the comp plan.

Ms. Gaines reported that Article 5 is overlay zoning districts, which are regulations and procedures for the overlays within the County and include the general floodplain district, the village overlay, the Route 29 corridor, and the Route 151 corridor. She noted that changes have been made according to direction given during and after work session three. She explained that for the village overlay district, the permitted and prohibited uses were revised for clarity, with a list of uses by special use permit added. She said these are ways they're also increasing housing options, which hopefully bring down costs for people: Multifamily dwelling, fuel center, hotel, recreation, entertainment, indoor, garden center, medical office, and vehicle service repair would be allowed by special use permit. She said they added public cemetery, short-term rental, and smoke/vape shop to the list of prohibited uses. She noted that for the Route 29 corridor, boundaries are 500 feet on either side of Route 29, except in a section of Lovington where it's only on one side of the road, and the corridor runs from the Albemarle County line to the Amherst County line.

Mr. Reed asked about the maximum structure height provisions in Article 4, in R3, which is 45 feet but in Village Overlay is 35 feet with an increase to 45 feet based on setbacks. He said this was the difference between a three- and four-story building, and he wondered if a four-story building was appropriate in the Village Overlay, in either that district or R-3.

Ms. Bishop said she didn't mind keeping it in R-3 but wouldn't mind taking it out of Village.

Mr. Averitt said if they want to encourage density, they need to accommodate places that have some height.

Mr. Rutherford said they have to go vertical if they want to encourage density.

Dr. Ligon noted that mixed use with business and residences above it would require some height.

The Board and Commission agreed to leave the height provisions as they were.

Ms. Gaines said in the Route 29 corridor, they added a list of uses to special-use permit uses: commercial stable, educational facility, general office, hotel, large store, medical office, RV marking, maker space, and transportation services. She referenced the new corridor overlay district for 151, which applies 500 feet on either side of Route 151, and stated that she corrected Rhue Hollow Road and two uses for special use: maker space and EV charging station. She said they are requiring VDOT standards for new roads just in the overlay, and vehicular access and circulation standards to restrict access points to 151, with access roads to cut down on curb cuts.

Ms. Gaines presented a matrix showing all allowable uses within the County and which district they're allowed in and whether they're by right or special-use permit in each of those districts. She said it provides the reference to Article 7 for specific uses, and the changes since work session four are in red text in the use matrix. She clarified that the overlays are left off the matrix because the uses are listed in their individual sections, and no changes were made unless the Board and Commission had requested them.

Mr. Reed asked if CAFOs were by right in A-1 or could be special use permits.

Ms. Gaines confirmed that they could not be SUPs because they are by right in agriculture.

Mr. Rutherford asked if multifamily manufactured housing was still an opportunity for R-2 and R-3 because it's a new product that isn't provided for here. He also asked how the County is defining attached.

Ms. Gaines responded that it's in Article 11 with all dwelling types, and he is basically talking about a manufactured duplex. She said she wasn't sure why that wasn't already in R-3 but should go there.

Ms. Cobb noted that regular duplexes were allowed under R-2 and provided for in that section.

Ms. Gaines stated that for Article 7, use performance standards, these are for specific land uses to mitigate potential externalities that may affect health, safety, and welfare of the surrounding area and community; they apply to both by right and special use. She said in the case of a special use permit, the Board can add additional standards, but they have to follow the standards in Article 7 as a base, then you can add more onto an SUP. She stated that since work session 4, they deleted the honey bee regulations; the minimum lot area per horse was removed from commercial and private stable; and "manufactured home park" was changed to "manufactured home community."

Ms. Gaines reported that the biggest changes were to short-term rentals, and they drafted it for three different types of short-term rentals: Homestay is the one where you live onsite, you're there all the time, and you rent out part of your property as a short-term rental, but you don't leave when you have guests there; the hosted stay is similar, but it can be either the primary resident or a designated resident manager who's present during the rental periods, or if you own parcels next to each other, you live on one parcel and have a short-term rental on the one next door, with a maximum of two short-term rental units per lot; and the unhosted stay is operated by someone who lives in the County but doesn't live on the property that's being used as the rental.

Ms. Proulx commented that the first item under Operation Owner Occupancy, A-1, Section 739.A.1, could be removed: "In no case shall a short-term rental be operated by a property owner whose primary residence is outside of Nelson County." She said it seems to be covered by saying people have to be in residence or have a manager. She also questioned whether the unhosted stay should remain, from a legal standpoint.

Mr. Averitt said he didn't think it would work to say there should be no unhosted stays in the County, and the intent was to prevent people who swoop into the County and buy up a bunch of properties and basically run a distributed hotel franchise here. He said they don't want to block someone who lives in the County or has a vacation home here in the County legitimately renting out their other property. He said if they want to achieve that goal, they need to look at a limit of number of units, but the challenge there is if you put everyone in a single LLC.

Ms. Gaines suggested looking at these in terms of the districts that these uses are allowed in, so they have the unhosted stay only as a special use permit; the homestay is by right in C-1, A-1, R-1, R-2, R-3, RPC, and SE-1, and the hosted stay is A-1, R-1, and SE-1; the unhosted, which is when the owner doesn't live here, is only by SUP in A-1, R-1, and SE-1.

Ms. Proulx commented that Albemarle does not allow for unhosted stays.

Mr. Barker said enforcement is the issue, and they're going to be there no matter what. He said as staff, they don't like the idea of an unhosted stay, and they want to ensure if there is a home built in Nelson County, somebody occupies it.

Ms. Gaines said while existing short-term rentals would be grandfathered, these new standards would apply to all short-term rentals: They have to be registered, and they have to show two forms of verification of their primary residence. She noted that there would be a right for the County to inspect them if they suspect a violation or if someone complains.

After further discussion, the Commission and Board agreed to keep the unhosted stay and remove the language about them being a Nelson County resident.

Mr. Barker said the other thing he urged them to do is to think about any emergency situation that could occur, which is the other big reason they want a registry in the first place, so they know everybody's had an inspection. He said they need to ensure there is a working fire extinguisher and smoke alarms, but it's hard to arrange a building inspection with someone who is never there.

Mr. Reed commented that because they have Wintergreen, which is full of unhosted stays and legal unhosted stays, it would make sense to get rid of unhosted stays for the rest of the County and make the grandfathered ones non-transferable.

Mr. Rutherford said you can't make them non-transferable; if you have a non-conforming use, you have to prove the two-year threshold.

Mr. Reed said that makes sense, and going to the comp plan, they want to have access for long-term rentals and single families in the County.

Dr. Ligon said she wanted them to consider that this is one of the main incomes for the County, and she would like to know where they would make up the TOT money if that decreases based on these actions.

Mr. Rutherford commented that they are arbitrarily picking a bunch winners and losers right out of the gate, and at least the special use permit gives someone a reasonable shot.

Mr. Averitt stated that it's not typical to rent an Airbnb and have the owner on the property with you.

Ms. Gaines said it's more common in cities, and the shared houses are usually cheaper.

Mr. Averitt said there are a lot of people in this County who count on supplemental income from their short-term rentals because Nelson is a tourism County.

Mr. Rutherford clarified that they are really just debating the requirement for a special use permit for unhosted.

In a straw poll, the Board and Commission agreed to keep unhosted in and enact requirements for it.

Ms. Bishop suggested adding SUP criteria and use standards in the ordinance for unhosted stays, instead of making it an SUP with conditions.

Ms. Gaines said they would add them in Article 7 to unhosted stay rather than two special use permits and put in more automatic standards, then the special use permit can add more standards depending on where it is.

Ms. Proulx said she had a question about "underutilized" in the context of the section on adaptive reuse.

Ms. Gaines explained that they had adaptive reuse in the ordinance, but they didn't have it in Article 7, so this is a new section to provide standards. She said this establishes standards for conversion or redevelopment of existing at-risk buildings, converting them into residential or mixed residential and commercial uses. She noted that there are standards for a site plan; they have to retain and reuse the original structure, preserving the original character, and it can be residential or mixed use. She said it has to be at least 50% residential; additions to the building are limited to 40% of the original floor area; and any new accessory buildings are permitted if the administrator determines that the number, type, scale, and uses within the new buildings is compatible with the existing building.

Ms. Gaines noted that there are incentives to incentivize this use, including that non-conformities can remain; a new loading zone would not be required; new parking would only be required for any expansion. She said multifamily is permitted by right in any districts that allow this use; density bonuses are available in rural and

central villages or service center with adequate water and sewer, and it also permits 60% additional building footprint or floor area when it includes affordable housing or certified green building.

Ms. Gaines said these would be allowed as a special use in A-1 and R-1, and by right in R-1, R-3, RPC, B-1, B-2, and SE-1. She said Berkley recommends that the County keep track and monitor how well the incentives are working to see if they may want to tweak the incentives in the future based on feedback and input from usage.

Ms. Proulx reiterated her question about “underutilized.”

Ms. Cobb said they had hoped the words around it would provide clarification.

Ms. Gaines responded that it wasn’t defined and could be changed if necessary.

Ms. Bishop said the definition for an adaptive reuse project states: “The conversion of an existing building, regardless of its original use, into one or more residential units applies only when original structure is retained and substantially reused, rather than being demolished and replaced, may include redevelopment as a fully residential or mixed-use structure with commercial and residential, and may include existing accessory structures.” She said regardless of the building, this, like all the other purpose and intent sections, gives them more ways to back it up.

Ms. Gaines said “underutilized” was probably a better word than “blighted.”

Mr. Averitt said in combination with the definition, “underutilized” could remain and was likely sufficient.

Mr. Rutherford recalled a previous discussion under which they would allow short-term rentals as part of an adaptive reuse project, without a special use permit.

Ms. Gaines suggested allowing all three short-term rentals without an SUP in an adaptive reuse project.

Ms. Gaines stated that they also had requested a new use category: resort.

Ms. Bishop clarified that this was a result of the discussion they had when someone had multiple projects they wanted to do; for example, when Devil's Backbone applied, they had four or five special use permit requests—so this would encompass a full project as one SUP as opposed to one for a venue, one for a campground, one for the restaurant, etc.

Ms. Gaines said they could have a resort with a retreat within it.

Ms. Gaines also stated that data centers were only allowed by SUP in the industrial district, M-1. She said provisions in the new proposed ordinance include changing the viewshed analysis from 1,000 to 1,500 feet; encouraging air-based systems, cooling systems as opposed to water; and increasing the setbacks from 100 to 200 feet. She said for utilities, they added that data centers shall be located on property with a power station or an existing transmission line or immediately adjacent to a property or easement with a power station or existing transmission line; no new offsite transmission lines shall be constructed for the data center; and no data center shall be built until evidence is given as part of the application that the owner has been approved by the utility company. She said they also added a requirement for annual noise testing.

Ms. Gaines commented that she lives in Roanoke, and there's a big data center issue going on there right now, so she has been watching that and trying to think of ways they could have been better protected—as it is threatening their water supply.

The Board and Commission agreed that requiring transmission lines and air-based cooling systems would likely hinder data centers from moving forward.

Ms. Gaines said that additional changes under Article 7 included removing the storage container standards, removing minimum lot area from accessory dwellings, and adding category 3 temporary events for really big events like Lockn, which does require a temporary event permit and an SUP. She noted that the SUP automatically gets reviewed every five years, so the Board could vote down the SUP after five years and not allow it anymore, and it's limited to a maximum of six consecutive days. She noted that the use permissions there are by right in A-1, B-1, B-2, and SE-1.

Ms. Cobb said when this is an SUP, they can always add conditions and tailor them to what they want.

In discussing recent events that had a high noise level, Mr. Reed said there's a note about having amplified sound regulated by the County Code instead of the zoning administrator. He said Page 77 says, "The County should consider changing...the amplified sound shall be regulated by the County Code, Chapter 8, Article 2, noise control. This would shift the noise enforcement from the zoning administrator to law enforcement."

Ms. Bishop said that's currently how it already is.

Ms. Gaines said it has those limitations, but it's up to zoning to enforce it. She said if they change that to say they have to follow the noise ordinance, then it becomes a law enforcement matter; if the neighbors call at 2 a.m., they can call the police, and the police can enforce it.

Mr. Harman said the police don't know how to work the noise meters, and they refuse to learn.

Ms. Gaines asked if they wanted to change that so that it's all following the noise ordinance instead of having separate hours in the zoning ordinance?

Ms. Bishop noted that they were just talking about the by-right events that are not part of the special use permit, like if someone has a category one or two event.

Ms. Gaines suggested that it should be the same across the ordinance instead of having different hours for different uses.

Ms. Bishop suggested that Article 3 say, "Amplified sound shall be regulated by SUP condition," because that's the only way that event is allowed anyway.

Ms. Cobb clarified that for Category three, they will change it to say that it's by the SUP conditions; for the other two, the noise ordinance will apply.

Ms. Gaines said Article 8 pertains to community design standards for lighting, landscaping, walls and fences, streets, bikeways and sidewalks, parking and loading, and signage.

She noted that there have been a few changes since work session five: For parking lot landscaping, the trigger that requires this landscaping in the parking lots went from 10 to 30; at 30 parking spaces, there is a requirement to provide shade, screening and stormwater mitigation; they added a maintenance responsibility to private streets, prohibited feather signs; sign setbacks were added and simplified to 15 feet; and all open space requirements are now in division 8-8.

Ms. Gaines said that Article 9 is nonconforming uses, and this covers legally protected status to land uses, lots and structures that are conforming with the existing ordinance, but may not conform to the new ordinance. She noted that this is controlled by state and federal code, and there have been no changes to this article. She said in the subdivision ordinance, the only change was changing planning commission to administrator per the state code changes.

She stated that definitions added since the last work session were highlighted in green in the ordinance, and they revised the definitions on the screen according to their request. She said the only use that was deleted was that trade person service because they had felt like home occupation would cover that.

Ms. Proulx said the other short-term rental things other than bed and breakfast refer to 30 days as temporary, and bed and breakfast just says, "provides temporary lodging." She asked if that should state under 30 days.

Ms. Bishop clarified that in 7.31 bed and breakfast, it does say, "Guests may stay no longer than 30 consecutive days."

Ms. Cobb shared some ordinance review tips. She said she heard remarks about being prepared to read all 300 pages, or however many pages the document contains. She stated that she likes to show the group this overview because it assists with review and helps connect different sections without reading every page. She said, for example, when referencing Article 7, it is difficult to remember what was noted in Article 5 or 4, and this approach is helpful. She said they have provided resources such as the summary change memo, which

highlights major changes, and the editor's notes at the bottom of the document. She stated the group should continue to refer to those notes, but also remember that the articles work together.

Ms. Cobb said there are various scenarios the group can work through, and this method applies to any situation. She stated if someone has a current permit or application under consideration, they should test it against the new ordinance to see the outcome. She said the topic is not intended to derail the meeting, but since short-term rental is a hot topic, it is useful to see its application in the ordinance and the requirements involved. Ms. Cobb said for short-term rentals, one should begin with Article 6 to review district permissions. She stated that, for example, if considering a homestay, it is allowed by right in certain districts. She said if someone knows the zoning of a parcel in their community, such as R-1, a homestay with a resident would be by right, and a hosted stay would also be by right. She stated that an unhosted stay would require an SUP, and in the R-2 district, short-term rentals are not permitted.

Ms. Cobb said the next step is to review the use standards, referring back to the matrix table, which directs users to the relevant section. She stated that by consulting section 7-3-9, users can identify use standards and see specific requirements for a hosted stay. She noted the slides were not her creation and did not know why one was blank.

Ms. Gaines said the occupancy is determined by state building code and septic permits. She stated that obtaining a County business license is necessary. She said registration is required, as previously discussed, and the County must be allowed to inspect the dwelling upon request or if a possible violation is reported. Ms. Gaines stated that general standards apply to the use, including providing parking for guests and following standards for revocation, suspension, or cancellation of registration, as well as penalties.

Ms. Gaines said Article 4 is relevant only if a new dwelling is being built. She stated Article 8 does not apply to an existing single-family home, so there are no applicable standards for that use. She said Article 3 applies only if hosting a short-term rental in a district that requires a special use permit, describing that as the hypothetical hosted stay scenario. Ms. Gaines stated that for a hotel development scenario, Article 6 should be consulted to determine which districts allow hotels. She said there are no use standards for hotels, but certain districts require a special use permit, which is outlined in Article 3. She stated that if the hotel is in the B-1 district, it is permitted by right. Ms. Gaines said it is important to read the district purpose and standards, including those specific to B-1, and that Article 8 contains requirements for new development. She stated the process involves reviewing relevant articles and standards, then consulting Article 3 for information about the pre-application meeting, application process, and site plan process.

Ms. Gaines said the change summary document includes a table showing all strategies in the comprehensive plan being implemented with the new ordinance, spanning about three pages. She stated that the rewrite addresses many comprehensive plan strategies and encouraged the group to recognize their swift implementation and commitment.

Ms. Bishop noted that they would have an annual review of the comp plan, with an annual report brought forward in the spring.

Ms. Gaines said if they are feeling unsettled about any of it, they can always amend the zoning ordinance.

Ms. Gaines said if they have additional comments regarding this work session, they should get those to staff by the 24th and then to Berkley by the 31st. She stated that they had originally planned the public open house for January 20 but would need to set a new date for that since this meeting was pushed back.

Ms. Bishop suggested another work session in January with the new Board of Supervisors member, then the public open house in February.

Ms. Gaines suggested having the public open house on February 25 since they already had that on the calendar, from 4:30 p.m. to 6:30 p.m. at the Nelson Center.

Ms. Proulx suggested having an automatic snow date advertised.

Ms. Bishop said after the public open house, they would have another joint work session with the Berkley group on March 25.

Mr. Reed said he could not attend that date but was available the following week, April 1st.

Ms. Bishop noted that the next Planning Commission meeting would be three weeks after that.

III. OTHER BUSINESS AS PRESENTED

There was none.

IV. ADJOURNMENT

At 7:08 p.m. Mr. Harman adjourned the Planning Commission meeting.

Mr. Reed moved to adjourn the Board of Supervisors meeting and Dr. Ligon seconded the motion. There being no further discussion, Supervisors approved the motion unanimously, and the meeting adjourned.

DRAFT

Virginia:

AT A REGULAR MEETING of the Nelson County Board of Supervisors at 2:00 p.m. in the General District Courtroom located on the third floor of the Nelson County Courthouse, in Lovingston, Virginia.

Present: Ernie Q. Reed, Central District Supervisor - Chair
Jessica Ligon, South District Supervisor – Vice Chair
David Parr, West District Supervisor
Jesse N. Rutherford, East District Supervisor
A. Cameron Lenahan, North District Supervisor
Candice W. McGarry, County Administrator
Amanda B. Spivey, Administrative Assistant/Deputy Clerk
Grace E. Mawyer, Director of Finance and Human Resources
Jackie Harris – Registrar
Jeremy Marrs – Building Code Official
Sheriff Mark Embrey
Jerry West – Director of Parks and Recreation

Absent: None

I. CALL TO ORDER

Mr. Reed called the meeting to order at 2:02 p.m., with all five (5) Supervisors present to establish a quorum.

- A. Moment of Silence – Attendees observed a moment of silence.
- B. Pledge of Allegiance – Dr. Ligon led the Pledge of Allegiance.

Ms. Mawyer introduced Grace Deshong as the new Director of Social Services and noted Ms. Deshong’s extensive work history in social services and law enforcement.

II. REORGANIZATION OF THE BOARD AND ANNUAL ORGANIZATIONAL MEETING

Ms. McGarry introduced Cameron Lenahan, new North District Supervisor. She explained that at the first meeting of the new calendar year, the Board elects a new chair and vice chair, and she opened the floor for nominations.

- A. Election of Chair and Vice Chair.

Mr. Rutherford nominated Jessica Ligon to serve as Board chair for Calendar Year 2026. Mr. Parr seconded the motion. There were no additional nominations and the floor for Chair nominations was closed. Ms. McGarry then opened the floor for Vice Chair nominations. Mr. Parr nominated Jesse Rutherford to serve as Board vice chair for Calendar Year 2026. Mr. Lenahan seconded the motion. There were no additional nominations and the floor for Vice Chair nominations was closed.

Mr. Parr moved to approve the nominations of **Jessica Ligon for Chair** and **Jesse Rutherford for Vice Chair** for Calendar Year 2026. Mr. Reed seconded the motion, which passed unanimously (5-0) by roll call vote.

- B. Resolution – **R2026-01** Annual Organizational Meeting of the Board and Appointments.

Ms. McGarry reported that Resolution R2026-01 is their typical resolution and is authorized by §15.2-1416 of the Code of Virginia and Chapter 2, Article 2 of the Code of the County of Nelson. She said this is the annual organizational meeting, and this resolution sets out the matters to be determined by the Board of Supervisors in addition to the appointment of the chairman and vice chairman, which includes establishment of a schedule of regular and as applicable, special meetings, the establishment of the rules of order, the establishment of a meeting agenda, and the establishment of board appointments, including a Clerk, Deputy Clerk to the Board of Supervisors, Zoning administrator, and Hazardous Materials Coordinator.

Ms. McGarry said this resolution also stipulates that:

- Regular meetings of the Board of Supervisors shall be conducted during the Calendar Year 2026 in the General District courtroom located in the Nelson County Courthouse in Lovingston, Virginia, on the second Tuesday of each month, beginning at 2 p.m. and reconvening thereafter at 7 p.m.
- Should the regular meetings fall on any legal holiday, the meeting shall be held on the next following regular business day without action of any kind by the Board unless otherwise canceled.

- Should the chairman or vice chairman, if the chairman is unable to act, find and declare that weather or other conditions are such that it is hazardous for members to attend regular meetings, the meetings will be continued on the following Tuesday.
- Such findings shall be communicated to the member's staff and press as promptly as possible, and all hearings and other matters previously advertised shall be conducted at the continued meetings and no further advertisement is required.
- Special meetings of the Board of Supervisors may be convened from time to time as determined by the Board of Supervisors in accordance with the applicable provisions of the Code of Virginia and Code of Nelson County, Virginia.
- In accordance with the Code of the County of Nelson, Robert's Rules of Order shall be observed as the rules for conducting the business of the Board of Supervisors, and the agenda for all meetings of the Board of Supervisors shall be established by the Clerk of the Board in consultation with the chairman.

Ms. McGarry stated that Page 2 of the resolution includes the current list of Board of Supervisors appointments for Calendar Year 2026, and now would be the time for the Board to make any changes to those designations.

Mr. Rutherford said he had some previous one-on-one discussions about some of these particular roles, and Mr. Lenahan had indicated that he would be willing to fill his seat on the Albemarle-Charlottesville Regional Jail Authority (ACRJ) Board; Mr. Lenahan also agreed to serve on the Virginia Career Works Piedmont Council. Mr. Rutherford also suggested that Dr. Ligon serve out the remainder of the Zoning work on the Planning Commission. He commented that once the Zoning was complete, the next Board member could serve during the map redrawing.

Mr. Rutherford moved to approve **Resolution R2026-01**, amending the appointments to reflect Cameron Lenahan on the Albemarle-Charlottesville Regional Jail Board and the Virginia Career Works Piedmont Council. Mr. Parr seconded the motion. Mr. Rutherford amended his motion to reflect Sheriff Mark Embrey on the Thomas Jefferson Community Criminal Justice Board. Mr. Parr seconded the motion, which passed unanimously (5-0) by vote of acclamation and the following resolution was adopted:

RESOLUTION R2026-01
NELSON COUNTY BOARD OF SUPERVISORS
ANNUAL MEETING
JANUARY 13, 2026

WHEREAS, pursuant to the applicable provisions of §15.2-1416 of the Code of VA and Chapter 2, Article 2 of the Code of the County of Nelson, VA, the Nelson County Board of Supervisors conducts an annual organizational meeting at the Board's first meeting in January of each year; and,

WHEREAS, matters to be determined by the Board of Supervisors in addition to the appointment of a Chairman and Vice-Chairman include the establishment of a schedule of regular and, as applicable, special meetings, the establishment of rules of order, the establishment of (a) meeting agenda(s), and the establishment of Board appointments, including a Clerk and Deputy Clerk to the Board of Supervisors, a Zoning Administrator and a Hazardous Material Coordinator.

NOW THEREFORE BE IT RESOLVED, by the Nelson County Board of Supervisors as follows:

Regular meetings of the Board of Supervisors shall be conducted during Calendar Year 2026 in the General District Courtroom located in the Nelson County Courthouse in Lovingston, VA on the second Tuesday of each month, beginning at 2:00 p.m., and reconvening thereafter at 7:00 p.m. Should the regular meetings fall on any legal holiday, the meeting shall be held on the next following regular business day, without action of any kind by the Board; unless otherwise cancelled. Should the Chairman or Vice Chairman (if the Chairman is unable to act) find and declare that weather or other conditions are such that it is hazardous for members to attend regular meetings; the meeting(s) will be continued on the following Tuesday. Such finding shall be communicated to the members, staff, and the press as promptly as possible. All hearings and other matters previously advertised shall be conducted at the continued meeting(s) and no further advertisement is required.

Special meetings of the Board of Supervisors may be convened from time to time, as determined by the Board of Supervisors in accordance with the applicable provisions of the Code of VA and the Code of the County of Nelson, VA.

In accordance with the Code of the County of Nelson, VA, Robert's Rules of Order, shall be observed as the rules for conducting the business of the Board of Supervisors and the agenda for all meetings of the Board of Supervisors shall be established by the Clerk of the Board in consultation with the Chairman.

Board of Supervisors appointments for Calendar Year 2026 shall be as follows:

| | |
|--|----------------------------|
| Thomas Jefferson Planning District Commission: | Jesse N. Rutherford |
| Thomas Jefferson Planning District Commission: | Ernie Q. Reed |
| Director of Emergency Services (EOP): | Board of Supervisors Chair |
| Emergency Services Coordinator (EOP): | John Adkins |
| Virginia Career Works Piedmont Council: | A. Cameron Lenahan |
| Clerk to the Nelson County Board of Supervisors: | Candice W. McGarry |
| Deputy Clerk to the Nelson County Board of Supervisors: | Amanda B. Spivey |
| Zoning Administrator: | Dylan M. Bishop |
| Hazardous Materials Coordinator: | John Adkins |
| Thomas Jefferson EMS Council: | John Adkins |
| Nelson County EMS Council: | J. David Parr |
| Thomas Jefferson Community Criminal Justice Board: | Sheriff Mark Embrey |
| Nelson County Social Services Advisory Board: | J. David Parr |
| Nelson County Planning Commission: | Jessica Ligon |
| Albemarle-Charlottesville Regional Jail Authority Board: | A. Cameron Lenahan |
| Nelson County Recovery Court Advisory Committee: | Ernie Q. Reed |

III. PUBLIC COMMENTS

Rev. James Rose – Wingina, Virginia

Reverend James Rose invited the Board, County employees, and the general public to the Dr. Martin Luther King, Jr. celebration to be held Sunday, January 18, 2026 at 3 p.m. at the Nelson Heritage Center. He also mentioned the passing lane on James River Road in the vicinity of Helena Lane in Shipman heading west toward Lovingson, with a speed limit of 45 mph and six houses in that vicinity. Reverend Rose said he witnessed an accident there last year. He noted that there was another passing lane less than one mile away. He indicated that he has spoken with Robert Brown of VDOT about the situation.

Stephen Bayne – Nellysford, Virginia

Mr. Bayne stated that this budget cycle is crucial for Nelson County and its citizens, and he is providing feedback and suggestions regarding the County's annual budget process for the FY27 budget in particular. He said Nelson County can live within its means, but it is incumbent upon the Board to ensure they have the backs of their constituents. He said County residents are concerned over keeping housing costs affordable, and despite the County's communication regarding the current reassessment, residents are not expecting an increase in their real estate tax payment. He emphasized that this is the largest housing cost that you can keep from increasing, and they must equalize the real estate tax rate 100% in accordance with Virginia State Code, which from staff's analysis means reducing the current tax rate from \$0.65 to approximately \$0.50. He said residents are expecting this from the Board, and their diligence and discipline with the expenditure budget is critically important. He suggested that staff should provide the Board with detailed justification from each department and division for each line item of their requested expenditure budget, both operating and capital expenditures. Mr. Bayne stated that it is important that the Board and constituents know fully the value County residents are receiving for each expenditure, and department and division leaders want residents to know the value that residents are receiving from the services they are providing as well as knowing that each department is doing their part to be disciplined, eliminate expenditures that are not truly required, and keep Nelson County from being the spendiest County in the region. He stated that the cost of living allowance measured by the CPI remains well below 3%, and every line item with year-over-year growth over the CPI should be challenged by the department and division in collaboration with County staff before it even gets to the Board of Supervisors. He stated that for any requested new or recurring expenditures over CPI, the department and division should challenge itself to first replace an existing expenditure that is less important and can be eliminated. He concluded by stating that Nelson County should always look to residents and constituents for their approval of the value they receive from tax revenues they provide.

Elwood Waterfield, no address provided

Mr. Waterfield stated the following: "Good day. Beautiful day. I'm the most hated man in this County, Elwood Waterfield. Criminal organization, that's what Nelson County is. Mr. Embrey back there getting awards for protecting senior citizens' civil rights. And the great Mr. Rutherford there prosecuting evil people like myself to get to face the death penalty for a quart of potato salad in Food Lion. Let me quote you, Mr. Reed: 'A lot of good things are happening in this County. We have a great team on the Board and a great staff,' Reed said. And this was April the 24th of 2025 in the fiction Nelson County Times. Don't believe nothing you read in here about you people. April the 3rd, 21 days before that, at the Rockfish Valley Community Center at the town hall meeting, Mr. Embrey hung his head in shame and disgrace for laughing at a senior citizen that got a urine and

feces thrown on him for two and a half hours in protective custody at Albemarle County Regional Jail, because I have the guts to stand up against the corruption in this County. Mr. Rutherford, you and Mr. Phillips that night were so stoned out of your gourds, you didn't know what was going on. And Mr. Embrey, I'm going right now when I leave this. Let me read this again. I'll read this within the three-minute period because every word on it. It's a lie. On the 22nd day of January 2024 came Thomas E. Bower, Special Prosecutor for Nelson County; Elwood Waterfield III, the defendant, and M. Paul Valois, Esquire, Counsel for the defendant. All that's a lie. The Attorney of the Commonwealth, for good cause shown, hereby moves to no process be entered in this matter. This is after four years of telling me every step I can take, how I can communicate. I've got to write letters to the Sheriff's Department. I cannot call the Sheriff's Department. Dispatcher 836 and several others hang up, tell me I'm subject to be arrested because of God, Phillip Payne that was in here before this meeting started, his letter, six years, he dictates everywhere I can go, how I can communicate. I can't call Nelson County Sheriff's Department. I have to write Phillip Payne a letter and hope I'm not dead by the time he responds to it. Y'all have a good day. I'm going right down to the clerk's office; I want her arrested. 18-2.472, that's the code."

Daniel Rutherford, Commonwealth's Attorney

Mr. Daniel Rutherford thanked the Board and stated that today they had their fifth graduate in recovery court since 2023—which is five lives totally changed—and this started with himself and Supervisor Reed. He said of the five graduates, three individuals were facing a mandatory one year in jail and were able to make themselves clean after 14 months; each of the graduates went from unemployed to employed, from having substance abuse issues to having no substance abuse issues. He said recovery court graduates had to be sober, employed, and have stable housing for a minimum of 14 months. Mr. Rutherford also recognized Ms. McGarry for her work on the advisory board.

Michael C. Snell, no address provided

Mr. Michael Snell stated that he was previously unaware of contractor law, which was the law which required that in the two years after a structure has been built, a contractor is required to come back and fix a structure at his cost. He also stated that there is a private family cemetery on the property slated for construction of a roundabout, and disturbing that is against the law. He noted that there were no records of it on the deed except for the Board of Supervisors' action on it.

IV. CONSENT AGENDA

Mr. Rutherford suggested that they separate the Consent Agenda items since Mr. Lenahan was not present at the November 2025 meeting.

A. Resolution – R2026-02 Minutes for Approval

Mr. Rutherford moved to adopt **Resolution R2026-02** to approve the minutes of November 13, 2025 as presented. Mr. Parr seconded the motion, which passed 4-0-1 by roll call vote, with Mr. Lenahan abstaining, and the following resolution was adopted:

**RESOLUTION R2026-02
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF MINUTES
(November 13, 2025)**

RESOLVED, by the Nelson County Board of Supervisors that the minutes of said Board meetings conducted on November 13, 2025 be and hereby are approved and authorized for entry into the official record of the Board of Supervisors meetings.

B. Resolution – R2026-03 Budget Amendment

Mr. Parr moved to adopt **Resolution R2026-03** to approve the budget amendment as presented. Mr. Rutherford seconded the motion, which passed unanimously (5-0) by vote of acclamation and the following resolution was adopted:

**RESOLUTION R2026-03
NELSON COUNTY BOARD OF SUPERVISORS
AMENDMENT OF FISCAL YEAR 2025-2026 BUDGET
January 13, 2026**

Appropriation of Funds (General Fund)

| Amount | Revenue Account (-) | Expenditure Account (+) |
|---------------------|----------------------------|--------------------------------|
| \$ 2,659.60 | 3-100-002404-0001 | 4-100-031020-5419 |
| \$ 2,970.09 | 3-100-003303-0107 | 4-100-031020-1013 |
| \$ 918.00 | 3-100-003303-0107 | 4-100-031020-1013 |
| \$ 956.25 | 3-100-003303-0107 | 4-100-031020-1013 |
| \$ 10,364.93 | 3-100-002404-0007 | 4-100-082050-6008 |
| \$ 813.91 | 3-100-001899-0008 | 4-100-091030-5202 |
| \$ 5,455.00 | 3-100-001899-0017 | 4-100-031020-5803 |
| \$ 994.00 | 3-100-001401-0002 | 4-100-031020-7017 |
| \$ 25,131.78 | | |

V. PRESENTATIONS

A. VDOT Report

VDOT Administrator Robert Brown stated that he did not have a whole lot to report this month. He reported that VDOT was still engaged in maintenance work and replacing pipes. He mentioned that they had a good break from the winter weather, which has allowed them to restock most of their chemical buildings, and they are preparing for the next round. He noted that they were focusing on boom axing and cutting back brush.

Mr. Brown stated that he wanted to clarify some statements he had made to Mr. Lenahan regarding cancelling Smart Scale projects and specifically the roundabout project at Tanbark and 151. He clarified that any locality that submits a Smart Scale application can pass a resolution asking that the project be canceled—but that does not automatically cancel the project. Mr. Brown emphasized that only the Commonwealth Transportation Board (CTB) has the authority to cancel a fully funded project; noting that in this case, the project is fully funded in the current six-year plan. He said he hoped if the Board were to ever take that route on any project, they would invite VDOT to the table for a discussion. He explained that Smart Scale applications are serious, and that is how localities get new projects and safety improvements. He noted that the reason for the roundabout at Tanbark and 151 is strictly safety; there is not a capacity issue there. He noted that he has a lot of information about roundabouts and feels they are a great tool. He commented that given previous Board concerns about issues on 151, this project would address a lot of those concerns. Mr. Brown emphasized that the roundabout at Tanbark, along with the one at River Road (Route 6), would have a traffic-calming effect on the area, as well as the corridor, and could even deter truck usage.

Mr. Lenahan asked if they could go ahead and put together a meeting with VDOT, as he has a lot of constituents on Tanbark who have raised concerns about the roundabout. Mr. Brown responded that if that’s what the Board desires, they can do that. Dr. Ligon asked for the cost of canceling once they get that far into a project. Mr. Brown explained that this project is just getting started, and currently \$53,000 has been spent on that project, with another \$75,000 that has not yet been invoiced—so the total is about \$128,000 that the County may have to reimburse VDOT for if the project is canceled. Dr. Ligon asked how a cancellation might affect future projects and whether that changes where the County stands with VDOT. Mr. Brown responded that while it does not look good, VDOT funding is project specific, but it does not affect future submissions for Smart Scale projects, revenue sharing, TAP projects, etc.

Dr. Ligon suggested that the County provide Mr. Lenahan with all the presentations they got on the safety studies and things like that before the meeting occurs and maybe have another opportunity for questions.

Mr. Lenahan said at the last meeting Mr. Harvey attended, the minutes stated that they were “trying to shove this through,” and then Mr. Harvey as North District Supervisor did not have a final vote on this—but the rest of the Board pushed it through. He asked if there might be a way to redraw that intersection.

Mr. Brown explained that this application was for a roundabout, and in 2013 when the corridor study was completed for 151, it was not calling for a roundabout at that location but instead called for an alignment change at 151. He pointed out that this was before roundabouts were valued in the state. Mr. Brown said the footprint was going to shift 151 to the west, and the footprint was going to be enormous because of the cut and fills—with Afton Service Station as a total take for right of way, as well as the properties on the adjacent corner on the south side of that intersection. He noted that the footprint of the roundabout would be considerably less, and the biggest issue with the intersection is line of sight and limited sight distance, which the roundabout will eliminate by causing all traffic to go through at no more than 35 mph.

Mr. Brown stated that the roundabout would have a line of sight that would eliminate the worry of people having crashes because they cannot see oncoming vehicles. He noted that the crash rate is one of the highest intersection crash rates in Nelson County, with 11 crashes at that location between 2020 and 2024. He noted that crash rates generally decrease 82% when you take a multi-legged intersection such as this four-legged one and put a roundabout there. He emphasized that it is hard to argue against a roundabout that creates a safer intersection, but it is ultimately up to the Board.

Mr. Lenahan responded that he was elected to his seat for that reason.

Mr. Brown said there has been a great outcry from other constituents about speed, with 151 having an operating speed of 60 mph—which is why they cannot lower it to 45 mph as they have been asked to do on numerous occasions. He added that VDOT has also been asked to do a truck restriction but they are not allowed, and the roundabout could possibly deter trucks.

Mr. Brown urged the Board not to cancel this project until they all meet and have a chance to talk it over, and he reiterated that cancelling Smart Scale projects that have been supported by a resolution of Board of Supervisors and the Planning Commission is a big deal.

Mr. Reed thanked Mr. Brown for the information and said he still stands by the decision the Board made previously, for the reasons Mr. Brown had stated. He added that he did not think having a full VDOT presentation on the information Mr. Brown had just provided would be a good use of either of their time, but he respected that Mr. Brown needs to do whatever he needs to do.

Dr. Ligon said she has been on the Board for two years, and the one thing they have stood united on is trying to make their roadways safer. She said her recollection of the presentation long before she joined the Board was that this was a great way to address the issues there. She noted that on a personal level, she did not love roundabouts until the one at 250 and 151, and she believes the statement that it reduces crashes by 80-some percent. She stated that she was still in support of the project.

Mr. Rutherford suggested that Mr. Brown meet with Mr. Lenahan on 151 and spend some time there observing traffic and particularly truck traffic.

Supervisors then discussed the following VDOT issues:

Mr. Rutherford:

Mr. Rutherford asked if it was VDOT that marked up the pipes on Peavine Lane. Mr. Brown confirmed that it was. Mr. Rutherford thanked him for that.

Mr. Rutherford stated that the entrance to Whippoorwill, a neighboring road to Peavine, has a pothole that needs attention.

Mr. Rutherford asked if they had gotten anywhere with the crosswalks on Front Street. Mr. Brown responded that they have to construct the curb cut ramps so they can paint the crosswalks, noting that they contractor should be getting to that project soon. He indicated that the crosswalks had been approved by VDOT traffic engineers.

Mr. Rutherford asked for an update on the VTAP grant in terms of the status of the sidewalk improvements, as he knows there was some preliminary engineering done. Mr. Brown responded that he was not very familiar with that but believes it is progressing through PE and design. Ms. McGarry clarified that they are still in the PE phase and just gotten Federal Highway Administration (FHWA) approval, so they would now be moving a bit faster. She noted that the County has not yet been billed for any of that work, so the timeline has slipped a bit but it would start shortly.

Mr. Parr:

Mr. Parr asked Mr. Rutherford to talk to the folks in the Bradshaw building and ask them to not block the ADA ramp when they park. Mr. Rutherford responded that he would convey that message.

Mr. Reed:

Mr. Reed said in terms of the next steps for a crosswalk in the vicinity of 151 at Adial Road, Mr. Brown had asked about the best location for it. Mr. Reed suggested that they get together with someone from Valley Green, Wintergreen, or possibly Mr. Washburn, as they might have an idea for the best location.

Mr. Brown responded that there is a section of sidewalk out there, but it's really not associated with the roadway. He stated that VDOT has been looking at it, but they have not come to any real conclusions on how to do it. He explained that there must be an entrance and an exit to the crosswalk. He added that he has requested that traffic personnel to look at it, but they have not come back with anything yet.

Dr. Ligon:

Dr. Ligon mentioned that she drives Route 56 every day and has seen lots of near misses in the passing zone, and she feels this asks for risky behavior; if someone is unable to pass there, they are often more aggressive at the next passing lane. She asked VDOT to assess the passing zone on 56 in the Fostertown area.

Mr. Brown explained that the 45 mph speed limit reduces the required tangent length for a section of roadway to have a passing zone, and 45 is much less than if you have 55 mph speed limit. He said it meets the minimum length for a passing zone, and he has spoken with Reverend Rose about it but VDOT would also take another look. He clarified that they did a speed study but he was not sure if they did a study to eliminate the passing zone.

B. Preliminary 2026 Reassessment Analysis

Ms. McGarry stated that she would present on the preliminary 2026 real property reassessment analysis, first discussing the 2026 assessor’s hearing results. She reported that 610 property owners appealed their 2026 assessments and 810 properties were reviewed; of the 810 properties, 456 or 56.3% were owned by County residents. She noted that these included properties that are technically Nelson County properties but have Amherst addresses; out of 810 properties, 354 or 43.7% were owned by non-County residents. Ms. McGarry said that the table presented displays the results of these hearings, listing the property class and the values before the hearings at \$4.7 billion; the hearings were also \$4.7 billion, with a reduction of \$19,416,100 or 0.41%.

| 2026 ASSESSORS HEARINGS RESULTS | | | |
|--|-------------------------------|------------------------------|--------------|
| | Values Before Hearings | Values After Hearings | |
| Property Class | | | |
| Agricultural | \$ 1,223,038,900 | \$ 1,219,932,000 | |
| Commercial | \$ 156,599,700 | \$ 156,215,000 | |
| Residential | \$ 3,395,284,500 | \$ 3,379,478,300 | |
| Multifamily | \$ 14,659,500 | \$ 14,541,200 | |
| Total | \$ 4,789,582,600 | \$ 4,770,166,500 | |
| | Difference | \$ 19,416,100 | 0.41% |

Ms. McGarry presented a comparison of the 2025 and 2026 real property and tax levies of all values, noting that the table shows the 2026 real property values after the assessor’s hearings as compared to 2025. She pointed out the 2025 values as of 11/14/2025 and the 2026 values as of 12/31/2025, after the assessor’s hearings. She said values are shown by class, including tax-exempt properties. Ms. McGarry stated that the values do not reflect reduced land use taxation program valuations or tax relief programs such as elderly and disabled tax relief. She said the values include tax-exempt properties, including Commissioner of Revenue-approved exemptions for veterans killed in action and/or surviving spouses, or disabled veterans and surviving spouses. She said the 2025 real property values reflect values from the last reassessment in 2022, plus property improvements and new construction from December 31, 2022 through November 14, 2025. She noted that individual property values may have changed by a percentage greater than or less than the overall percentage change shown. She stated that the overall percentage change in values from 2025 to 2026 is 26.6% or \$1,063,361,200; the equivalent tax value of the full amount is \$32,868,217.

2026 REAL PROPERTY VALUES AFTER ASSESSORS HEARINGS COMPARED TO 2025

| Class | 2025 Values - 11/14/25 | 2026 Values - 12/31/25 | \$ Change | % Change | 2026 Current Tax Equivalent - All Values |
|---------------------|-------------------------|-------------------------|-------------------------|--------------|--|
| Agricultural | \$ 1,028,827,700 | \$ 1,219,932,000 | \$ 191,104,300 | 16% | \$ 7,929,558 |
| Commercial | \$ 138,289,700 | \$ 156,215,000 | \$ 17,925,300 | 11% | \$ 1,015,398 |
| Residential | \$ 2,569,707,600 | \$ 3,379,478,300 | \$ 809,770,700 | 24% | \$ 21,966,609 |
| Multifamily | \$ 10,939,400 | \$ 14,541,200 | \$ 3,601,800 | 25% | \$ 94,518 |
| Tax Exempt | \$ 245,523,100 | \$ 286,482,200 | \$ 40,959,100 | 14% | \$ 1,862,134 |
| | \$ 3,993,287,500 | \$ 5,056,648,700 | \$ 1,063,361,200 | 26.6% | \$ 32,868,217 |

Ms. McGarry provided a comparison of the 2025 and 2026 taxable real property values and equivalent tax levy, noting that the table shown presents the 2025 taxable real property values and the equivalent 100% tax levy. She stated that the taxable real property values as of 11/14/2025 are shown, with deductions for the 2025 tax year for the land use discount and current elderly and disabled tax relief discount to determine the values used to calculate the 2025 100% equivalent tax levy for the 2025 adjusted real property values. She reported that the land use taxation program values per acre are set by the Commissioner of Revenue, and those values remain constant until adjusted. She reported that the taxable values are total values as reduced for properties qualifying as tax exempt under state and local statutes.

2025 TAXABLE REAL PROPERTY VALUES & EQUIVALENT 100% TAX LEVY

| 2025 | Real Property Values | Equivalent 100% Tax Levy |
|---|---------------------------|--------------------------|
| 2025 Taxable Values as of 11/14/25 | \$ 3,747,764,400 | \$ 24,360,469 |
| Deduction for Current Land Use Discount | \$ (490,856,300) | \$ (3,190,566) |
| Deduction for Current Elderly and Disabled Discount | \$ (13,908,102) | \$ (90,403) |
| Adjusted Taxable Values | \$ 3,242,999,998 | \$ 21,079,500 |
| | Tax Value of Penny | \$ 324,300 |

Ms. McGarry presented the 2025 taxable values as of 11/14/2025, stating that these values have been reduced by the current land use discount and the current elderly and disabled discount to determine the adjusted taxable values. She said those total \$3,242,999,998 in value, with an equivalent tax levy at 100% of \$21,079,500. She noted that dividing by the current tax rate of \$0.65 yields a value of a penny at \$324,300, and these figures pertain to the 2025 tax year.

She reported that for 2026, taxable values started at \$4.7 million and were reduced for the current land use discount and elderly and disabled discount for adjusted taxable values of \$4,265,402,098, with an equivalent tax levy of \$27,725,114. She stated that dividing this by the current tax rate of \$0.65 results in a tax value of a penny at \$426,540.

2026 TAXABLE REAL PROPERTY VALUES & EQUIVALENT 100% TAX LEVY

| 2026 | Real Property Values | Equivalent 100% Tax Levy |
|---|-----------------------------|---------------------------------|
| 2026 Taxable Values (After Assessors Hearings) | \$ 4,770,166,500 | \$ 31,006,082 |
| Deduction for Current Land Use Discount | \$ (490,856,300) | \$ (3,190,566) |
| Deduction for Current Elderly and Disabled Discount | \$ (13,908,102) | \$ (90,403) |
| Adjusted Taxable Values | \$ 4,265,402,098 | \$ 27,725,114 |
| | Tax Value of Penny | \$ 426,540 |

Ms. McGarry presented two tables that combined the data, with the top table showing the 2026 adjusted taxable values compared to the 2025 adjusted taxable values. She stated that the increase in total adjusted values is \$1,022,402,100, or a 31.5% change. She noted that the bottom table showed the difference between 2026 tax levy and 2025 tax levy at the current \$0.65 per \$100 value tax rate, which was \$6,645,614, or a 31.5% increase. She stated that the tax equivalent increase at \$0.65 per \$100 of value would be 15.58 cents. She reiterated that individual property taxes may change by a percentage greater than or less than the overall percentage change shown.

COMPARISON OF 2025 & 2026 ADJUSTED TAXABLE REAL PROPERTY VALUES AND EQUIVALENT 100% TAX LEVY

| | | |
|---|-------------------------|-----------------|
| 2025 Adjusted Taxable Values from 11/14/25 Report | \$ 3,242,999,998 | |
| 2026 Adjusted Taxable Values from 12/31/25 Report | \$ 4,265,402,098 | % Change |
| Increase in Total Adjusted Values | \$ 1,022,402,100 | 31.5% |

| | | |
|---|---------------------|-----------------|
| 2026 Tax Levy at .65/\$100 Value | \$ 27,725,114 | |
| 2025 Tax Levy at .65/\$100 Value | \$ 21,079,500 | % Change |
| Increase in Tax Levy From 2025 to 2026 | \$ 6,645,614 | 31.5% |
| Tax Equivalent Increase at .65/\$100 Value | \$ 15.58 | Cents |

Ms. McGarry noted that approximately \$0.495 would equalize the tax rate for 2026 or provide an approximate equivalent amount of tax revenue as 2025. She indicated that this was a 15.5-cent differential.

Ms. McGarry reported that the 2022 real property assessment resulted in an overall increase in values of 20.5%, an equivalent of 14 cents per \$100 of value. She stated that the 2021 real property tax rate was 72 cents per \$100 of value; the equalizing rate to that of 2021 would have been 58 cents per \$100 of value. She reported that the Board adopted a rate of \$0.65 per \$100, which was a seven-cent decrease in rate but a 12% effective tax increase, with an equivalent increase in revenue of \$2,201,260. She stated that the increase in revenue was proposed to cover debt service costs related to multiple projects either approved or being considered by the Board of Supervisors for implementation in fiscal years 2023 through 2026.

Ms. McGarry explained that property tax rates are set by calendar tax year, and the County’s budget is set by fiscal year. She said the fiscal year budget combines one-half of the current tax year’s anticipated revenue with one-half of the next tax year’s estimated tax revenues. She said when new property tax revenue—real or personal—is generated from either an increase in values or an increase in rates from one calendar year to the next, there is a one-time budgetary windfall in the current fiscal year. She stated that real property owners who qualify and participate in the land use taxation program will see a decrease in their real property tax obligations

should the real property tax rate decrease, and in turn that the tax revenue discount associated with these static values will increase. She stated that real property tax rates apply to the property of public service corporations, which remit public service taxes to the SCC, which are then passed through to the County; changes in the real property tax rates also affect this revenue.

Ms. McGarry stated that historically, Boards of Supervisors have opted to retain some level of increase in real property values or revenue in reassessment years, in order to provide for anticipated expenditures within the four years between real property assessments, rather than considering these annually. She reported that this is a philosophical consideration for the Board with this reassessment. She stated that changes in tax rates require a public hearing, and adopted rates can be lower than those advertised for public hearing but not higher. She reported that Virginia Code prescribes specific public hearing notice requirements in a reassessment year. She noted that there will be Board of Equalization hearings with property owners once the Board of Equalization is fully trained, certified, and officially appointed by the circuit court. She added that the numbers provided are after the assessor's hearings but before the equalization hearings.

Mr. Rutherford said four years is probably more of a common standard for rural localities like Nelson around the Commonwealth. He said he is grateful that they are not a locality that does this only every six years, with a lot of people seeing effective 75 to 100% increases in their assessments. He said there have been discussions among Nelson's neighbors about utilizing more of a regionally based assessment concept because a lot of localities are staggered; if they did two years, there could perhaps be some offset into sharing an assessment group on a regional basis such as TJPDC. He reiterated that this was all conceptual at this point. He added that it would be good for constituents if the County went to two-year assessments, but hopefully markets have stabilized for now.

Mr. Parr asked about the cost of the reassessment. Ms. McGarry confirmed that the contract amount was \$409,500.

C. Preliminary FY27 Budget Information and Proposed Schedule

Ms. McGarry reported that the K-12 school budget had been introduced, but they are anticipating changes from the incoming administration. She said from what they know now, there was an increase in the local composite index for biennium 2026 to 2028 from 0.6645 to 0.7269, which translate to an increase in local funding of approximately \$897,060. She said additionally, in the new biennium, the K-12 education SOQ costs will be re-benchmarked and the expected increase in local funding of approximately \$250,000 to \$300,000 will be a result of that. She said there is also a proposed 2% salary increase effective July 2026 and a 2% salary increase effective July 1st, 2027 for state-supported positions subject to the LCI. She noted that these local costs are to be determined.

Ms. McGarry said there is a reduction in the Virginia Retirement System contribution rates for public school teachers for FY27 and FY28 that will provide some local cost savings, noting that those are also to be determined. She noted that the LCI and SOQ cost re-benchmarking occurs every two years, and the LCI is formula driven and is based upon the previous two years' data for the formula components. She reported that the LCI cap is currently 0.8000, which they are fast approaching with the County's current LCI being 0.7269.

Mr. Rutherford noted that part of the reason why the LCI not at 0.8 is because they are behind three years. Ms. McGarry confirmed that they use data that is two years old. Ms. McGarry indicated that before the County's next reassessment, they would have another increase to the LCI and re-benchmarking costs to consider.

Mr. Rutherford estimated that they were basically \$3 million away from the state minimum. Mr. Parr asked where the County ranks within the state for LCI. Ms. McGarry noted that they did have that information, but not readily available. Dr. Ligon commented that she thought Nelson was third or fourth from the top.

Ms. McGarry reported on anticipated operational expenditure changes, with exact amounts to be determined:

- Albemarle-Charlottesville Regional Jail Operations and Debt Service: Ms. McGarry reported that the jail operations and debt service are expected to increase, but they do not know how much of an increase is to be expected. She explained that this amount is based on a five-year average of the County's jail utilization, which has been increasing over the past five years. She noted that the jail debt service is to be determined. She reported that previous estimates for FY27 show \$368,813 versus \$58,752 currently budgeted for FY26, which would be an increase of \$310,000.
- Children's Services Act (CSA): Ms. McGarry reported that they were anticipating increases in the Children's Services Act expenditures, which have a local match rate of 34.31%. She noted that amount was to be determined. She indicated that also to be determined, was a 10% reduction in the state match rate for community-based services and a 2.5% reduction to the cap on state expenditure growth in private day services, meaning localities will be required to assume a greater share of these costs.

- Miscellaneous: Ms. McGarry noted that other miscellaneous expenditure changes such as inflationary costs for County departments, an anticipated increase in the Region 2000 Authority member tipping fees for waste disposal, proposed salary and benefit changes, and one-time CIP and capital outlay requests, were also to be determined.

Ms. McGarry reported on anticipated expenditures that are committed for approved projects or items:

- Lovington TAP sidewalk improvement project. There is a 20% local match for that project totaling \$1,376,495. VDOT says in FY26, they will likely bill for preliminary engineering costs in the amount of \$75,600; In FY27, they will bill for right-of-way costs of \$212,248; in FY29, the construction costs will be around \$1,088,647. VDOT will update these estimates in Spring 2027 once construction costs are known. These would be considered one-time costs in terms of budgetary expenditures.
- The Board has approved an 80% cost share of the Piney River fire truck, a one-time cost of \$645,795.
- A revenue guarantee provided for Nelson County Service Authority's Lovington sewer system rehab project, which is approximately \$30,000 per year. She noted that the project status is unknown at this time. She stated that this an ongoing expenditure related to the project debt service that the Board of Supervisors agreed to provide for the project. Staff is meeting with Service Authority representatives and their consultants to review the project and get an update. She noted that they have discovered more manholes that need rehabilitation and other factors that have increased the project cost.

Ms. McGarry reported on the following anticipated operational local revenue changes:

- **Local Economy Driven Revenues:** are expected to flatten or slightly decline – interest earnings, meals and lodging, permitting fees, and sales tax for example.
- **Real Property Tax Revenue:** Real Property tax revenue changes are to be determined, dependent upon consideration of the 2026 Reassessment.
- **Personal Property Tax Revenue:** A Microsoft Copilot AI inquiry about this for Virginia reported that 2026 vehicle values are expected to show a slight decrease or remain stable for used vehicle values and show a slight increase or remain stable for new vehicle values, with no major swings overall. The references cited were a Car Edge article on 2026 used car price forecasts, a Kelley Blue Book Report from 8-11-25, and a USA Today article on the 2026 car market outlook from 12-30-25. Staff will monitor this with the Commissioner's Office as data becomes available.

Ms. McGarry presented on future potential/anticipated local revenue:

- **Additional Optional 1% Sales tax for New School Capital/Construction Projects:** There is the potential for State adoption under the new Governor's Administration which would allow localities to conduct a local **referendum** for implementation. The potential timeline for earliest consideration would be November 2026 Referendum, if approved by voters, tax would be realized in July 2027/FY28. Based on FY26 budgeted revenues for the current 1% Sales Tax this could yield approximately **\$2.3 Million** in revenues that would have to be dedicated for new School capital/construction.
- **Wild Rose Solar Project Revenue:** Under the Siting Agreement in place, and the most recent timeline provided by Wild Rose Solar, the County is positioned to realize the following revenue. The Board has previously indicated its desire that these funds be used to benefit the citizens of Gladstone.
 - **\$112,000** – At Siting Agreement Approval (Funds Received)
 - **\$1,000,000** – Site Plan Approval (April – September 2028) FY28
 - **\$1,000,000** - Building Permit Issuance (April – September 2028) FY29
 - **Construction Start July-September 2028 (Q3 2028)**
 - **Commercial Operation (October – December 2029) Q4 2029**
 - Approximately **\$1,000,000/year in years 1-7 (2030-2037)**
 - Approximately **\$200,000/year in years 8-40 (2038-2070)**
 - Total One-time funds of **\$7,122,000** (\$715,000/year included in years 1-7)
 - Total recurring funds of **\$16,000,048** (years 1-40)

Ms. McGarry reported on operational revenue enhancement opportunities, which are local non-property related:

- **Building Inspections Fees** are established in County Code, Chapter 4, Article 2, Division 1, Section 4-29 and were last updated by adopted Ordinance on December 9, 2003. The Building Code Official has been working on an update of this fee schedule for the Board's consideration. **The FY26 budgeted amount of these fees is \$419,100.**
- **EMS Revenue Recovery Rates (ambulance transport rates)** are based upon a % of the annual Medicare MFS Rates as set by the Board of Supervisors. EMS/MC has provided the County with their

annual proposed rate schedule for the Board's consideration. These rates were last adjusted in January of 2025. **The FY26 budgeted amount of this revenue is \$844,000.**

- **Admissions Tax** of up to 10% of the admission charged authorized by VA Code §58.1-3818. The County last proposed this tax in 2018. A public hearing was held on May 8, 2018 on Ordinance O2018-02 establishing a 5% tax and no action was taken by the Board following the hearing. The approved minutes of the Board's May 29, 2018 meeting reflect that "there was no consensus to pursue the Admissions Tax at this time." **Estimated anticipated revenue at the time was approximately \$235,060 - \$240,579 and would need to be re-evaluated.**
- **Cigarette Tax** authorized by VA Code §58.1-3830-3832. The County last proposed implementation of this tax and participation in a Regional Cigarette Tax Board in 2021. A public hearing was held on November 9, 2021 and the proposed Ordinance O2021-09 to enact the tax in an amount not to exceed \$.40/pack was not adopted and notice was given to the Blue Ridge Cigarette Tax Board of the County's withdrawal from that entity. **Estimated anticipated revenue at the time was approximately \$132,000-\$158,000 and would need to be re-evaluated.**
- **Business License Tax** is currently a maximum annual fee of \$30 as authorized by VA Code §58.1-3703 and is based on population of <50,000. The County could transition to a Business, Professional, and Occupational License (BPOL) Tax as authorized by §58.1-3706 and this would be based on gross receipts of business entities. Analysis of the fiscal impacts of this has not been done. **The FY26 budgeted amount of this tax is \$54,000.**
- **Disposable Plastic Bag Tax** is a tax of \$.05 as authorized by VA Code §58.1-1745 for each disposable plastic bag provided to a consumer of tangible personal property by retailers in grocery stores, convenience stores, or drugstores. Proceeds are restricted to be appropriated for the purposes of environmental cleanup, providing education programs designed to reduce environmental waste, mitigating pollution and litter, or providing reusable bags to recipients of Supplemental Nutrition Assistance Program (SNAP) or Women, Infants, and Children Program (WIC) benefits.

Mr. Reed asked Ms. McGarry to circulate information from the May 2018 public hearing at which the admissions tax was contemplated.

Ms. McGarry reviewed the preliminary budget calendar:

- January 13, 2026: Preliminary reassessment analysis, preliminary budget information, review of the proposed schedule, and four departments reporting on their budget requests.
- February 10, 2026: Review of CIP and more departmental budget presentations.
- March 10, 2026: Introduce General Fund budget and schedule more departmental budget presentations.

She stated that they would then schedule more department budget presentations, then seek to schedule further work sessions—which they could start having now should the Board so choose.

Mr. Reed said it would be useful to have the capital improvement project and capital expenditure information ahead of time because they have completed the Comp Plan and it sets some goals and objectives. He said they might even be able to reach consensus on what those projects might entail for the coming year. Ms. McGarry responded that this is planned for the February 10th Board meeting, and staff is working with Davenport to establish a date they can come and give an update on the debt capacity and their discretionary General Fund balances, which are important to understand as they head into the budget process.

Ms. McGarry continued with important dates related to tax rates:

- The Board would authorize a public hearing on proposed tax rates by March 24
- The public hearing would be held at the regular April 14 Board meeting, and it must be advertised once, at least seven days prior to the public hearing.
- On April 14, they would have the public hearing on the proposed property tax rates, hopefully set those rates and the personal property tax relief percentage for personal property.
- At that April 14 meeting, they would authorize a budget public hearing for May 12th, which is the May regular Board of Supervisors meeting.
- They would aim to get the tax rates and the personal property tax relief percentage to the Commissioner by Friday, April 17 after the public hearing.
- Those tax bills would go out sometime in the week of May 11.
- The budget public hearing would be held at the May 12th regular meeting.
- They must wait seven days after the public hearing before the budget can be adopted, so they propose doing that at the regular meeting on June 9.

Mr. Rutherford asked when they have to set the tax rate statutorily. Ms. McGarry responded that they must be set by May 15. She said they try to get through the budget as much as possible before the Board sets the tax rate.

Mr. Reed noted that without actually setting it or without actually going to a public hearing, they can give a range in our estimates when they are trying to figure out the budget.

Ms. McGarry noted that they can advertise a rate higher than what they may actually set; they just cannot adopt something that is higher than what is advertised. She also confirmed that citizen equalization appeals are usually done by April.

Mr. Lenahan commented that he would like to at least have the budget fairly close so they are within a penny or two of the tax rate.

Ms. McGarry stated that this is just a budget “primer,” with a lot more detail to follow and staff providing different tax scenarios and their impacts.

1. Registrar’s Office – Jackie Harris

Ms. Harris, new General Register and Director of Election for Nelson County, reported that in FY26, the department operated with a bifurcated budget structure, maintaining distinct sections for the Electoral Board of Elections and the General Registrar/Voter Registration functions, each associated with separate account codes. She stated that for FY26, the baseline budget for the Electoral Board was \$70,450, which increased to \$72,905 for FY27, reflecting an addition of approximately \$2,400. On the General Registrar side, Ms. Harris said the budget decreased from \$221,644 in FY26 to \$220,120 in FY27, attributing these baseline savings to personnel changes and corresponding adjustments in salaries during the ongoing transition.

Ms. Harris explained that overall budget increases were primarily driven by inflationary pressures, including a projected 7% rise in USPS postage costs, which comprises a significant portion of the budget due to regular ballot mailings and voter communications. She reported that expenditures for voting equipment programming and support have also risen. Ms. Harris stated that the department had consulted with all election equipment vendors and incorporated their cost projections into the baseline budget.

She said that training expenses were expected to increase due to several factors: as a newly appointed General Registrar, she must complete required state training, and the new Chief Deputy Registrar is also mandated to complete a training program within the first year. Ms. Harris reported that the department is actively recruiting for a vacant position, and the new hire will require training. Additionally, she stated that the department plans to bring on a voting equipment technician—a role previously filled on a temporary basis during election seasons—who will also need training specific to the voting systems and support requirements.

Ms. Harris provided a staffing update, stating that the current full-time staff includes the General Registrar/Director of Elections, a Chief Deputy, and a Deputy Registrar, with the machine technician serving as a temporary, part-time employee during election periods. She reported that she assumed the position vacated by Jackie Britt, while the prior Deputy, Rachael Snap, transitioned to Chief Deputy Registrar, leaving her previous position open and advertised. Ms. Harris stated that this year, two new Electoral Board members will be joining—an atypical circumstance—due to both a resignation and the routine cycling off of a member. She said both the returning and new members are required to complete state-mandated training, which will add to the department’s training costs.

She reported that the Virginia Department of Elections intends to implement a new statewide voter registration system to replace the existing platform, which is more than 20 years old and nearing obsolescence. Ms. Harris stated that while details of the new system are not yet available, the department anticipates a need for staff to attend hands-on training in Richmond, though the exact timeline remains uncertain. She explained that the legislative calendar is a significant variable, as a proposed constitutional amendment regarding midterm redistricting in the Commonwealth of Virginia will be considered early in the upcoming legislative session. Ms. Harris said that should the amendment proceed, a special election would be held—likely in April—following a 90-day waiting period after the bill’s passage.

Ms. Harris stated that under this scenario, the department anticipates an April special election, a June primary (typically for Congress and U.S. Senate), and, if redistricting occurs, a congressional primary possibly rescheduled to August, with a preference for aligning all primaries in August if the General Assembly so decides. She reported that this sequence could lead to three additional elections: an April special election, a June primary for U.S. Senate, and an August primary for the U.S. House of Representatives, in addition to the November general election. She said the baseline budget does not include funding for special and primary elections, resulting in the likelihood of up to three supplemental appropriation requests for April, June, and August elections—two falling in FY26 and one in FY27, which will also cover the November election and the following June.

Ms. Harris said she is closely monitoring legislative and judicial developments at both the state and federal levels, including Supreme Court cases and proposed laws that could affect legislative redistricting, ballot return

deadlines, voter identification requirements, proof of citizenship, and campaign finance limits. She reported that certain court decisions could necessitate procedural changes, such as revising ballot return deadlines and updating documentation and voter notifications. Ms. Harris stated that potential adjustments to campaign finance regulations could alter candidate funding rules, requiring further support and training for candidates. She reported that routine compliance activities remain ongoing. Ms. Harris said the department conducts annual ADA surveys of all polling locations, recently completing a comprehensive review that resulted in several improvements to ensure full compliance. She stated that an annual, in-depth cybersecurity review is performed to assess the jurisdiction's overall security posture as it relates to the department's operations.

Ms. Harris reported that Officer of Election recruitment and training are underway, noting that staff turnover often accompanies changes in office leadership. She stated that appointments of Officers of Election are scheduled for the 23rd of the month, with additional outreach and advertising planned if further recruitment is necessary. She said that daily and annual voter list maintenance is performed, including a comprehensive statewide mailing conducted at least once a year, which is scheduled in accordance with the election calendar. In summary, Ms. Harris stated that the coming year will be particularly challenging due to these multiple factors and expressed appreciation for the ongoing support of the Board, county leadership, and other partners as the department navigates the evolving landscape.

Ms. Harris concluded by reporting that the department's only other outstanding budget request is a CIP appropriation for FY27 to replace handicapped accessible voting equipment, which is required under federal law, as the current system is approaching end-of-life in terms of the software.

Mr. Rutherford asked if legislation allowed for a referendum for the sales tax for school capital improvements, what the standard would be for her office needing to know.

Ms. Harris responded that early voting starts 45 days before General Election, and the ballot is set prior to that. She said there is a deadline in terms of when they would receive that, and 60 days out from the election would probably be a safe bet.

Mr. Rutherford said they would know fairly quickly anyway, if it survives session.

Dr. Ligon said the worst case scenario is hopefully budgeted into the non-recurring section of their budget, but she would like to know what that would be if possible.

Ms. Harris noted that Nelson County was looking at potential redistricting, which her office usually plays a pretty close role in, and she asked if someone could review the meets and bounds of the districts and precincts as written in the County code. She said they don't seem to exist in that way, and she would like to review those just for currency and accuracy so they have that at the ready if they shift into redistricting mode.

Ms. McGarry responded that staff would be able to handle that.

Ms. Harris mentioned that her office can put together an estimate of election costs, as they know how many ballots go out, etc.

2. Building Inspections – Jeremy Marrs

Building Official Jeremy Marrs stated that the FY27 budget request is identical to last year's budget, and he reported they were well under budget last year. He said that although he described their spending as well under, they were simply under and were comfortably under as much as a budget should be. Mr. Marrs stated that he does not like to run the budget in a way that hopes for being under every year, and for this reason, he purposely entered the numbers as they are with that consideration included. He reported that this year, he added an additional \$1,000 to item 5504, explaining that exams now average about \$250 to \$300 each now that they are fully staffed, but he has not yet achieved the certifications he has been seeking. Mr. Marrs stated that because they have not been fully staffed for the past four or five years, the increased allocation would provide for a few more exams, helping him reach goals he has pursued for half a decade. He said if this is not possible, it is acceptable and emphasized that this is the only change to the budget from last year to this year, in addition to the vehicle replacement at the bottom.

Mr. Marrs stated that \$27,107.10 was the lowest price he could find for a respectable vehicle, specifically a 2026 Nissan Rogue from the fleet, which is \$3,200 less than the price quoted about eight months ago. Mr. Marrs reported that Robert Meier Automotive was considered just yesterday, and he said the price will remain effective as long as needed. He explained that the vehicle is a stripped-down version of the Rogue, the SV model, which is all-wheel drive and comes with only the necessary features, including cloth seats and power windows, which are standard. He added that Bluetooth, backup cameras, and hands-free phone devices, along

with all required safety equipment, also come standard, clarifying that the vehicle has no additional luxury features.

Mr. Marrs reviewed revenue estimates, and while he would like to provide real numbers, he prefers to under-promise and over-deliver, noting that in fiscal year 2025, the value reached \$480,394. He said he estimated the same amount last year as he does for this year, about \$385,000, and nearly \$100,000 more was achieved last year due solely to several large projects coming into the County. He reported that many significant projects emerged throughout the County over the past year, and for this year, there is a subdivision planned for fiscal year 2027. He said the subdivision is expected to begin soon, with ground-breaking on the proposed plans for 80 structures in the next 12 months, which constitutes phase one. Mr. Marrs stated that phase two involves another 60 to 80 structures, and to provide context, he said they typically complete 70 to 80 structures in total annually, but this development could potentially double or even more, depending on the construction pace. He reported that the same company is handling all the construction side-by-side, and the output could increase by 25%, 50%, or even 100% if they build quickly.

Mr. Marrs stated that over the next few years, those numbers are likely to change and mentioned that he included the CIP as well, even though the email indicated it would be reviewed later, and he is available to answer questions that the Board may have after reviewing the CIP. He said that the very last page includes an 8x11 sheet related to the CIP, and because their building is in the plain floodway, there are some zoning restrictions that are not severely limiting but still a factor under state guidelines. He said they would work with the Zoning Director to ensure compliance with those guidelines.

Dr. Ligon said she had discussed with him sometime in the last couple of years that they should build more into the budget for exams.

Mr. Marrs responded that they did that last year and have a program in place that provides for roughly three exams per person per staff already in place. He said they have to take that quantity into consideration if someone fails an exam, which is likely because the exams are extremely difficult. He emphasized that they want to get people certified, and they are currently in a spot where things are working out well. He noted that there are three of them in the field right now, and they are achieving the multiple certifications that are available.

Dr. Ligon said she didn't want to get to a point where the County says they have to do certain certifications for advancement but is limiting their advancement because the money to take the exams is not there.

Mr. Marrs responded that this was a fair concern, and they can certainly sit down and talk about how many exams is a reasonable amount on an annual basis. He said they are aiming for three at this point, but there are other things to take into consideration, such as retention and things of that nature. He said that being certified doesn't necessarily mean a person is capable of doing the work. He said he would like the Board to trust that he has taken all of these things into consideration and made this plan or goal with those in mind.

Dr. Ligon asked if there is a mileage at which they retire a car or whether it is just based on it costing more than it's worth.

Mr. Marrs responded that there is no specific mileage limit, and he and the Director of Public Works, Jeff Brantley, see the value in the vehicles that they have, which they maintain per the manufacturer's recommendations. He said everything with the two Rogues is working very well, and the previous Colorados they had, hit a couple hundred thousand miles before they got rid of them.

Mr. Rutherford commented that they have sometimes taken on Sheriff's vehicles because they are all-wheel drive, and he asked if there had been success with that.

Mr. Marrs responded that there has been, and they currently have a Sheriff's passed-down vehicle with 174,000 miles on it that makes some noises. He reiterated that in talks with Mr. Brantley about this, it was suggested that he should consider putting in for a new vehicle. Mr. Marrs confirmed that the Rogue included in his budget request is all-wheel drive.

Mr. Marrs noted that he analyzes everything, and he considered numerous different vehicle models prior to selecting the ones he did, including the fact that the Chevy Colorado is rear-wheel drive. He added that he did not want to shift the responsibility onto staff to determine whether they should engage four-wheel drive, and he worries about them in precarious situations.

Mr. Lenahan asked if they had looked into leased vehicles.

Ms. McGarry responded that they looked into that with the Sheriff's Department for their fleet to see if that might be a good pilot to see if it worked well for them. She said at this point, they are not too heavily invested

in that, as it's a lease program through Enterprise rentals. She added that they would monitor it prior to going any further with it.

Mr. Reed asked Mr. Marrs if the last page of his information was relevant to the CIP.

Mr. Marrs responded that he is aware they weren't going to discuss the CIP in detail at this meeting, but this came straight out of zoning in terms of what they could and could not do with a structure in the floodway—and what items are included in the amount that is 50% of the assessed value, which is not the same as an appraisal but is enough to provide a structural analysis.

3. Sheriff's Office – Sheriff Mark Embrey

Sheriff Mark Embrey thanked the Board for its previous support of his requests for financing and assistance, including local matches for grants, and he is very proud of where the agency is currently.

Sheriff Embrey reported that there have been changes to the budget and he could review the details line by line. He said that excluding the vehicle section, line item 3007 pertains to advertising, which has been increased. Sheriff Embrey explained that the increase is related to management of their social media page, which has served as a platform for transparency with the Nelson County community over the past several years. He further stated that he manages the social media page with assistance from one other author, and they plan to enhance community engagement by producing more video content and highlight reels in the coming year. He said these efforts are intended both to inform the public and to support recruitment, as increased training and community involvement are emphasized for the year, including collaboration with Nelson County Public Schools and other avenues, and these initiatives account for the higher advertising costs.

Sheriff Embrey reported that inflation has affected line items 5409 and 5410, which cover police supplies and uniform supplies, respectively. He stated that the department initiated a uniform change two years ago, which was fully implemented last year, and this modernization requires ongoing funding. He clarified that police supplies encompass all duty-related equipment needed daily by staff, and while the department would manage within the year's budget, some planned purchases had to be reduced. He said these supplies are used primarily by the patrol division, and the increase in supply costs is a direct response to operational needs.

Sheriff Embrey stated that line item 5503 concerns travel and lodging, with the most significant budget increase attributed to training. He said that most training occurs outside of the Lynchburg Criminal Justice Academy, requiring employees to travel to other jurisdictions and sometimes stay for multi-day sessions, thus increasing lodging and travel expenses. He stated that their travel, lodging, and training budget lines were depleted in November for FY26. He explained that training requirements are mandated by the Department of Criminal Justice Services for the agency and others across the Commonwealth. He reported that the training line 5509 had been increased for FY27. Sheriff Embrey stated that they are affiliated with the Central Virginia Training Center in Lynchburg, and costs have increased for all member agencies, with fees based on the number of employees. He said that these costs have risen substantially, stating that additional expenses for advanced or "aftermarket" training not provided at the Academy have also increased. He reported that staff members participate in continuing education, career development, and advanced training for both the criminal investigative division and patrol officers, and some seek instructor certifications to teach various courses. He stated that whereas membership agencies previously had easier access to classes, additional dues and related costs are now required, making this the most significant budget increase.

Sheriff Embrey said that a new Community Programs and Events line item totaling \$3,000 has been added to the budget as a request for consideration. He stated that under his tenure, the Sheriff's Office adopted three programs in the past two years: the Cop Camp program held in June for two different age groups of schoolchildren, the annual Nelson Night Out event on the last Saturday of July, and a program for seniors. He reported that the Cop Camp incurs expenses that exceed the allocated budget, even though the community has generously supported these initiatives through donations. He stated that each Cop Camper is charged a \$20 fee, which he does not intend to increase, and additional costs for field trips and other activities for the children routinely surpass the program's budget. He reported that certain expenses have been covered outside the Sheriff's Office budget to ensure the success of these initiatives, and he requested strong consideration for the new line item to enable continued and expanded community engagement through these programs.

Ms. McGarry asked him to explain the agreements officers sign regarding the training costs and reimbursement.

Sheriff Embrey explained that they have a contract with all new recruits—non-certified law enforcement officers that will come on through a contract that entails a three-year commitment. He said if they leave prior to that three-year commitment, they would have to reimburse the County for their Lynchburg Training Academy training. He noted that this was prorated based on when they leave. Dr. Ligon asked if law enforcement officers were required to complete continuing education to keep their employment. Sheriff Embrey confirmed that law

enforcement officers must recertify with a minimum 40-hour standard every two years, per the Virginia Department of Criminal Justice Services., which is paid for by the Sheriff's Office.

Sheriff Embrey reported that they have another meeting or two with Enterprise, and he has currently submitted a vehicle budget based on purchasing vehicles outright. He said they are requesting four vehicles for FY27 and have identified three under state contract. He said two years ago, they purchased Dodge Durangos and were very pleased with those, so they are asking for three new 2026 models with all-wheel drive, to be delivered here by a dealership out of Bedford County. He said the fourth vehicle is a four-wheel drive truck, a used Chevrolet Silverado, with under 10,000 miles. He noted that this is from AVS in Staunton, the company that outfits their current vehicles and puts the equipment and everything in it; the same truck was utilized by the Sheriff's office last December to deliver bikes in the Bikes and Badges program. He said this vehicle would be used as a daily patrol vehicle—and he would also no longer have to utilize the services of Nelson County Animal Control, as this vehicle could handle those situations. He said it would also allow for bike delivery as part of their Christmas program. He noted that it is about \$2,000 cheaper to do this than to buy a new vehicle.

Sheriff Embrey clarified that they are not adding any new vehicles to their fleet, just replacing old ones.

Sheriff Embrey reported that the agency is currently fully staffed, and the traffic unit is working well. He also referenced data received from clerks of both General District and Circuit Court as to how things have gone over the past 12 months. He also stated that his office receives constant calls from the vendors wanting to do school traffic cameras, which he wanted to bring to their attention, and a lot of constituents would like to pursue this option. He emphasized that his staff does as much as they can to be present and take enforcement action, but he also has contacts with the vendors should the Board desire.

Mr. Parr asked if he had addressed the K-9 unit.

Sheriff Embrey responded that he is not asking for anything for K-9, as they were abundant in that area when he took office in January 2024. He said two of their handlers have left, and they sold a dog to another agency as well as medically retiring the other. He said they have three K-9s that are bomb-explosive dogs, Department of Defense (DOD) dogs owned by an employee who will be retiring this year, and those dogs will be leaving with the retiring employee. He said he has two new employees interested in acquiring a K-9, and his plan is to evaluate this for CY27, with the goal of reimplementing the program. He noted that they would likely restart the program with funds utilized from their asset forfeiture program, and they would likely pursue tracking dogs such as what the Game Commission has. He noted that they are considering the compatibility between the animal and the handler.

The Board took a brief recess.

4. Parks and Recreation – Jerry West

Parks and Recreation Director Jerry West stated that after numerous discussions with Dr. Hester, Ms. McGarry, and Ms. Mawyer, the team is considering the launch of a Nelson County Parks and Recreation-run after-school program at both Tye River and Rockfish elementary schools. He said that this topic has been under consideration for approximately two years, but previous timing was not favorable; the current year appeared to be an appropriate opportunity to proceed. Mr. West said that extensive budget reviews have been conducted to assess the financial impact of the program, including both expenses and potential revenue. He stated that if the program enrolls an estimated 11 to 12 children per school—a target he believes is achievable with effective promotion and marketing—the initiative should be self-sustaining. Mr. West said this target number guides their planning, and he stated that staffing costs are detailed on the third page of the budget request for the program.

Mr. West reported that two staff members would be assigned to each site, with rates and related information provided in his information, and generous allowances would be added for education and recreation supplies. He said the addition of a child care coordinator for the department would enable the program to be fully self-sustainable; this is envisioned as a part-time position, initially working directly from the office four hours per day. Mr. West stated that this coordinator would collaborate with after-school staff, transport necessary supplies to program sites, and help organize and conduct summer trainings as preparations for the school year progress. He said the position would cover 175 school days, with an additional 10 days during the summer or on non-school days as needed. He reiterated that this position would move the program beyond the break-even point for self-sustainability; without this role, the program would not achieve full self-sustainability at the target enrollment of 11 to 12 children per school. He said that staffing would consist of one site director per location and one group leader, which are the designated titles for these positions.

Nelson County Parks and Recreation
After School FY27 Budget Requests

The following amounts are combined between both sites, Rockfish and Tye River Elem.

Staffing

| <u>Job Title</u> | <u>Qty</u> | <u>Pay Rate</u> | <u>Avg Hr/Day</u> | <u>Total Days</u> | <u>Year Total</u> |
|------------------|------------|-----------------|-------------------|-------------------|--------------------|
| Site Directors | 2 | \$22.00 | 3.25 | 175 | \$25,025.00 |
| Group Leader | 2 | \$20.00 | 3.25 | 175 | \$22,750.00 |
| Total: | | | | | \$47,775.00 |
| 7.65% FICA | | | | | \$3,654.79 |
| Total: | | | | | \$51,429.79 |

Potential Additional Staff

| | | | | | |
|--------------------------|---|---------|---|-----|-------------|
| PT Childcare Coordinator | 1 | \$22.00 | 4 | 185 | \$16,280.00 |
| w 7.65% FICA | | | | | \$17,525.42 |

*Position Duties - Work out of NCPR office to coordinate program logistics. Develop roster

*Daily hours would be approximately 2-6.

*Would be scheduled the 175 school days plus an additional 10 days to cover summer planning

Extra Supplies

| | | |
|-----------------------|------------|--|
| Snacks | \$1,000.00 | *Avg \$50 per month |
| General Play Supplies | \$2,600.00 | *\$800 at beginning of year, approximately \$200 per month |
| Total: | \$3,600.00 | |

*We would ask parents to send children with an afterschool snack each day, however we would

*General supplies would be balls, toys, books, color sheets, activity kits, etc.

| Total Budget Request | | w/ Coordinator |
|----------------------|-------------|----------------|
| Staffing: | \$51,429.79 | \$68,955.21 |
| Supplies: | \$3,600.00 | |
| | \$55,029.79 | |

| | |
|--|-------------|
| W/ Childcare Coordinator Position Approval: | \$72,555.21 |
|--|-------------|

Mr. Rutherford asked if there were federal subsidies that may assist with this.

Mr. West responded that he could look into that, and he knows there are grant programs for after-school snacks and things like that. He added that one advantage of them running the program is that they are a government agency running an after-school child care program in a public school, so they are exempt from licensure—which has been a hurdle for MACAA and other agencies as part of staffing challenges.

Mr. Lenahan asked for confirmation that the school is exempt from that licensure. Mr. West replied that Nelson County Parks and Recreation is exempt per Virginia code.

Ms. McGarry mentioned that reallocating the funds that were going to MACAA to do this program would offset the cost to the County and would be a net decrease, or a slight increase with the coordinator position.

Mr. West agreed that the amount they were giving MACAA for their childcare program and other programs in the County is fairly close to the amount they would be spending on the additional childcare coordinator position. He also noted that the coordinator position would work out of the Parks and Rec office but would also spend time onsite, as well as being a direct resource for callouts such as staff needing to leave for illness. He pointed out that this position is separate and is not full-time onsite staff.

Mr. Rutherford asked School Superintendent Amanda Hester how she felt about the plan.

Dr. Hester responded that she was excited, as over the last few years they have been looking at staffing but were challenged with relying on school staff to work an additional three or more hours for the pay offered. She added that it was a great benefit to combine the quality of a Nelson organization that can help build a model that gets kids to participate in their other activities, such as sports.

Mr. West agreed that the partnership was very positive, and he has spoken with organizations such as 4-H to come in and do activities with the kids—which will greatly enhance the program offerings. He explained that

the program will run until 6 p.m. to give parents ample time to arrive for pick-up. He also stated that he has spoken with staff about the timing of the budget, which is not fully approved until May or June; to fully benefit from the program and ensure proper advertisement and promotion, it would be ideal to open up registrations before children get released from school for the summer. He clarified that they would like to start advertising at the end of April at the latest, with registrations open concurrently and conveniently.

Mr. Lenahan stated that he would like to see childcare broaden further in terms of a daycare facility that would integrate Head Start at a younger age where you do not have to financially qualify. He commented that there are many parents in Afton and Stoney Creek who work at UVA who don't have childcare, which is not available locally anymore, and this would also help with transition to the school system.

Mr. West agreed that childcare nationwide is lacking, saying that there is a big push at the state level as well. He said that this is really just the tip of the iceberg of providing a starting point for after-school initiatives.

Mr. Rutherford asked if there was Parks and Rec staff onsite for soccer games in addition to referees.

Mr. West responded that he has been evaluating this through the lens of promoting the best possible work-life balance for staff—with Recreation Specialist Jacob Floyd and other staff spending many nights and weekends out for soccer, flag football, and other events in addition to their regular office hours.

Mr. West said he is proposing to increase the site supervisor options of having them out onsite so Mr. Floyd doesn't have to be out for four or five hours on a Saturday for soccer. He can stop in for an hour or two midday to make sure everything is running smoothly, and the same could be true for evening activities such as flag football or softball. Mr. West noted that the entire calendar year of site supervisor pay would add only \$8,600.

Mr. Rutherford asked how they were doing for referees these days.

Mr. West replied that Mr. Floyd has pulled some miracles, and last year they were fully staffed to the point they actually had to turn people down for basketball refereeing. He added that it is a great group, including some high school students, which is a great reflection on the community.

Mr. Rutherford commented that he refereed from age 16 to 21, and it really helped bridge the gap when you needed some extra money. He asked how much refereeing pays now.

Mr. West responded that they increased the amount slightly to keep up with local surrounding areas: \$35 for head ref and \$34 for assistant ref.

Regarding the childcare program, Dr. Ligon asked at what point they would have to add more staff.

Mr. West responded that he likes to have a minimum 1:10 ratio, so if they reach 20 or 22 or more kids, he would look at adding more staff to make it three staff members onsite.

Mr. Lenahan asked what the Forest Sustainability Fund is.

Mr. West explained that the fund is an amount of money allocated by formula to localities around the state, with Nelson receiving it for the past few years. He said in 2023, it was in the \$40,000 range; this past year, it was in the \$90,000 range. He noted that the funds could be used toward outdoor recreation. He stated that the amount a locality receives is based on population and the amount of protected forest land. He said out of the total amount they have had, the only part pulled out of that was \$25,000 in support for the Rockfish Valley Community Center for their new pickleball courts.

Ms. McGarry clarified that the offsetting revenue is on the revenue side of the budget, so it is not really an additional cost. Mr. West added that the FY27 request budget line had a lesser amount than what had been spent out of the two recipients of the total funds. Ms. McGarry noted that they could confirm the amount available to spend. Mr. West said that is a pot of money that they use for various projects.

Mr. West discussed contracted umpires noting that last year they had shorted themselves on that budgeted amount. He reported that they want to get back up to higher numbers to be able to fully pay for referees from that budget line, and it is challenging to predict expenses because numbers can fluctuate. He said they are on an uptick with registrations, with soccer at a steady plateau but still at a large number—240 kids in the soccer program for both fall and spring. He noted that they had 70 kids in the flag football league last spring, but this decreased to about 50 in the fall. He indicated that number was expected to climb back up to 60 in spring of 2026. He said that because of the fluctuations, it's hard to nail the exact number of referees.

Mr. West stated that he is decreasing the tunnel maintenance budget this coming year but they would be doing tree removal along the tunnel trail, which is what increased the budget in the current year. He said there was a slight increase for supplies and equipment, which encompasses the supplies and materials for the after-school program. He said like other departments, his budget reflects travel for education and training, and he would like for Mr. Floyd to go through a program to become a certified sports administrator. He noted that they were recipients of a \$1,750 scholarship from the Virginia Recreation and Park Society Foundation that would help them offset some education costs. Mr. West indicated that he would also like to be recertified as a Certified Playground Safety Inspector (CPSI) which he did in 2024 and would complete again in 2027. He noted that he also included in the budget for himself to go through the Certified Parks and Recreation Certification for the upcoming fiscal year. He stated that a lot of localities around the state are pushing for the majority of their Parks and Recreation employees to have that certification. He noted that he planned for Mr. Floyd to go through the program the following year.

VI. NEW & UNFINISHED BUSINESS

A. Real Estate Tax Exemption Applications (R2025-87) – Continued from 12/16/25

Commissioner of Revenue Kimberly Goff stated that she had come before the Board in December with three entities that reapplied to be tax exempt, and since then, she sent the Board the answers to the questions they had. She said one of the applications is a Habitat for Humanity home that they will sell soon, then it will shift over to regular tax and will unlikely be exempt. She said that Wintergreen Nature Foundation has been exempt, and one question was related to a new parcel of 1,422.89 acres, so the Board needs to decide if that should be tax exempt. She reported that Synchronicity was the application with the most questions, including an inquiry as to whether the Monroe Institute was tax exempt—they are not. She said six individuals live at Synchronicity, with four mobile homes that were manufactured in 1985. She noted that there were six mobile homes total on the property. She stated that a note that was sent to the Board with all this information on Synchronicity from 2001.

Mr. Parr stated that a summary of the note from Synchronicity basically says they have always been tax exempt if the County does not keep them tax exempt, they will sue.

Ms. Goff clarified that the tax-exempt use agreement between the Treasurer and Commissioner of the Revenue took place on July 12, 2002.

Mr. Parr said the question posed was how is the property used that would make it tax exempt, and Synchronicity responded that the property has the same usage at this time, citing the 2002 agreement.

Ms. Goff said a lot took place in 2002, and she wanted to make sure the Board had that background. She also stated that churches do not have to apply for this status. She stated that entities that do have to apply must do so every three years.

Ms. McGarry added that the 1,400 acres the Nature Foundation wants to add to their tax exemption is already in a conservation easement, so it is at a reduced rate already.

Ms. Goff said the property had a \$450.00 valuation per acre.

Mr. Reed noted that this was a permanent conservation easement.

Mr. Reed moved to adopt **Resolution R2025-87**, Nelson County Board Approval of Real Estate Tax Exemption Applications.

Mr. Lenahan said he would like to vote on these individually.

Mr. Reed clarified that they can't have an amendment unless they have a second.

Mr. Rutherford **seconded** the motion to allow for the amendment to address the items individually.

Mr. Lenahan **moved** to amend the motion to address the items in R2025-87 individually.

Mr. Rutherford **seconded** the motion to amend. The motion passed 4-1 by roll-call vote, with Mr. Reed voting no.

Mr. Rutherford **moved** to approve Resolution R2025-85 as amended to provide tax exempt status for Piedmont Habitat for Humanity, Inc. property. Mr. Parr **seconded** the motion, which passed unanimously (5-0) by roll-call vote.

Mr. Parr **moved** to approve tax-exempt status for Wintergreen Nature Foundation, property as presented. Mr. Lenahan **seconded** the motion, which passed unanimously (5-0) by roll-call vote.

Mr. Lenahan **moved** to deny tax-exempt status for the Synchronicity Foundation as described.

Mr. Parr pointed out that in the past, the Board has refrained from posing motions in “negative” terminology, as it has caused confusion and issues. Mr. Rutherford noted they could also table items.

Mr. Lenahan withdrew his motion.

Dr. Ligon said she was not here for the December meeting, but it seemed that there was not a lot of clarity given to the Board.

Mr. Reed responded that the settlement from 2002 is clear and reflects an agreement among the County of Nelson—the Commissioner of Revenue and the Treasurer—and Synchronicity to provide tax exemption, and if nothing has changed significantly, he did not see a reason for opening this up to any challenges.

Mr. Parr emphasized that everything has changed significantly since then, noting that there is a new Commissioner of Revenue, a new Treasurer, and a new Board of Supervisors.

Mr. Rutherford cautioned that they seek advisement from the County attorney, and he asked when this needed to be decided. He also suggested that they discuss it in closed session if warranted and appropriate.

Ms. Goff responded that it should be done before the tax bills go out, and March would be ideal.

Dr. Ligon agreed with tabling the item, and there was a time limit put on the agreement for it to be reviewed occasionally—so this is fair, and she could determine whether it qualifies for closed session discussion.

Mr. Reed noted that the vote itself would need to be held in open session.

Mr. Parr pointed out that he needs more justification as to why they should grant Synchronicity tax exemption, and the historical precedent from 2002 is not an answer.

VII. REPORTS, APPOINTMENTS, DIRECTIVES AND CORRESPONDENCE

A. Reports

1. County Administrator’s Report

Ms. McGarry presented the County Administrator's Report:

A. DSS Building Project: Sitework including stormwater management systems, electrical and data conduit installation work continues, with the goal of installing building footers in January.

B. Department of Social Services: New DSS Director Grace Deshong began on January 1, 2026. Ms. Deshong is acclimating to her role and will begin monthly departmental reporting next month. The December CPS referral data is provided herein; the Virginia DSS regional practice consultant noted that he reviewed the referrals screened out and felt there was one he would have recommended be considered for validation.

Nelson DSS CPS Data for December 2025

Total Referrals Received = 8

Validated = 1

Screened out = 7

Percentage Validated = 13%

Percentage Screened Out = 87%

Nelson CPS Data for December 2025

Investigations = 1

Family Assessments = 0

Percentage Investigations = 100%

Percentage Family Assessments = 0%

Applications for the local DSS Advisory Board are still being taken, with potential appointments in January.

C. 2026 Reassessment: Assessors hearings have concluded with results previously reported earlier in the session. Board of Equalization appointments were made at the December BOS meeting, and their Department of Taxation training is scheduled for January 15, 2026. Once training has concluded, Board of Equalization members will be certified by the state and can receive their official appointment by the circuit court; thereafter, they will set their hearing schedule for release to the public and will begin hearing assessment appeals.

D. Parks and Recreation Foundation: Staff is working to get applicants for the East and Central districts before bringing all applications to the Board for appointments. One consideration is for the Board to move forward with making appointments for the North, West, and South districts in February, with the goal of getting the others filled as soon as possible.

E. Zoning and Subdivision Ordinance Revision Schedule Update (2026):

- January 28: Staff led joint BOS/PC work session 5–7 p.m.
- February 25 (tentative date): Public Engagement Open House, location and time TBD
- April 1: Joint BOS/PC work session with Berkley Group 5–7 p.m.
- May Planning Commission meeting: Public hearing on proposed ordinance
- June Board of Supervisors meeting: Public hearing on proposed ordinance

F. Transfer Station Tipping Floor Replacement: Staff is working with Architectural Partners to get the project out to bid in January 2026 to facilitate a desired April/May project construction period. Region 2000 Services Authority provided its approval of Nelson's solid waste diversion to Amherst County for up to 40 days, pending Amherst's approval. This subject is tentatively scheduled to be considered by the Amherst County Board at their January 20 session. Nelson County will begin public and active accountholder notifications in the next month.

G. TJPDC Proposed Smart Scale Area Type Change - Rural Area: Ms. McGarry had reported at the Board's August meeting that TJPDC would be requesting a change in area type from Type C to Type D in Smart Scale scoring for our PDC localities. This change was approved by the Commonwealth Transportation Board (CTB) at their December 9, 2025, meeting and has been incorporated into the Smart Scale Technical Guide and is effective for the upcoming round of Smart Scale. This change means Nelson is now in a rural category in which the highest weighted scoring factor is safety; which will make County applications more competitive.

H. Former Larkin Property Test Wells and Space Needs Follow-Up: Staff suggests that discussion on next steps be part of the upcoming budget year's CIP review, which is intended to coincide with or follow an update on the County's debt capacity and discretionary general fund balances by the County's financial advisors, Davenport. Follow-up information on previously discussed space needs options continues to be gathered.

I. NCSA Lovington Sewer Rehabilitation Project: County staff and Nelson County Service Authority (NCSA) staff are meeting this week to review an update to the project's Preliminary Engineering (PE) report, which includes expansion of the scope of work and new cost projections to include 10 additional manholes located within the project area, as well as other issues identified by CCTV cameras of the system in May 2025.

J. Seven Stars Music Festival: A festival recap Zoom meeting was held with stakeholders to discuss overall coordination of the October 2025 event. Meeting attendees noted that their respective areas of coordination went very well, with discussion of minor suggestions for improvement affecting the public—including better communication on traffic plan changes made in the field and on local traffic patterns, more upfront training for site dispatchers on the festival's communications system, inclusion of more Nelson County branding and vendors where possible, mitigation of sound travel, and County-level improvement on dissemination of festival information. Festival organizers have announced October 9–12, 2026 festival dates for a similar-sized event as 2025.

K. Meals and Lodging Tax Collection & Lodging Entity Tracking: The number of lodging units increased from 826 to 833. TOT taxes collected for Calendar Year 25 totaled \$2,743,694.

L. Staff Reports: Department and office reports for December have been provided.

Mr. Rutherford commented on the October 2025 TOT revenues, noting they were pretty remarkable. He noted that the November collections shown reflected October revenues.

Ms. McGarry responded that it may be related to the festival, and the Commissioner of the Revenue reported direct collections of \$114,000 between meals and lodging; there are other indirect impacts.

Mr. Parr asked about revenue collected from the site itself, noting that with the Lockn' festival, someone went around and collected from the food trucks, etc.

Ms. McGarry stated that Ms. Goff indicated they stopped doing that because it wasn't effective and wasn't advised by the previous Commissioner.

Mr. Parr asked if they had a way of making the festival promoter responsible for doing that since they are onsite.

Ms. McGarry said she could check to see if that is a possibility.

Mr. Rutherford stated that there are a few issues that pose challenges: People are paying with a card, so unlike previous festivals, there are now a lot of card collections—which should be easier. He suggested that they loop Ms. Goff into this discussion, because she has the right within the law to perform collections. He said the real question is whether there is a method to collect card from them every day.

Mr. Parr said or at least make sure vendors are not packing up their tents and leaving without paying, adding that many of these events are cashless.

Mr. Rutherford said he learned that a lot of the vendors who are there now are not fly-by- nights and are actually major corporations that do this for a living and contract out.

Dr. Ligon said they can always require vendor registration with the County.

Ms. McGarry confirmed that they have to get a business license.

Mr. Reed said in the follow-up meeting, it was suggested that they reach out to more local vendors.

Mr. Rutherford said it sounded like they were open to that from what he heard.

Dr. Ligon commented that they probably have not offered suggestions for the sound mitigation yet.

Ms. McGarry responded that they have not, but being bass-centered music, she was not sure how much they can do about that.

Mr. Rutherford noted that the organizers did not address the difference between Friday and Saturday—which seemed to be different in terms of sound carrying.

Ms. McGarry added that there were many factors that impacted that, and they would begin having coordination meetings with them for the next festival. Mr. Rutherford asked how many more years remained for the special use permit. Dr. Ligon commented that she thought they had two more years. Ms. McGarry indicated that she would have to look.

2. Board Reports

Mr. Parr:

Mr. Parr reported that the EMS Council did not meet in December.

Dr. Ligon:

Dr. Ligon reported that the last Planning Commission meeting was with the Board of Supervisors, so there are not a lot of updates beyond what transpired there.

Mr. Reed:

Mr. Reed stated that he and Mr. Rutherford were on the Seven Stars check-in call, and it was good to hear overwhelmingly positive feedback; there were no event-related arrests. He stated that the Nelson County Service Authority met and talked about the Stoney Creek, Rockfish, and Nellysford areas and the fact that the area was not under the Service Authority and how it might be.

Mr. Lenahan:

Mr. Lenahan had no report.

Mr. Rutherford:

Mr. Rutherford reported that the TJPDC did not meet in December. He mentioned the Seven Stars call and said he encouraged local participation at the following meeting. He said there were discussions about the noise factor

and traffic disruption and logistics for the schools, but everything was overwhelmingly positive. He commended staff for getting the Christmas lights up in Lovington and Shipman.

Mr. Parr asked about the library and what was happening with the truck backing into it.

Ms. McGarry responded that she isn't sure from a legal or law enforcement standpoint in terms of tracking down the driver, but the County sent it into their insurance company, the adjuster came out, and they were now getting proposals for repair. She noted that there were no structural issues from the incident.

B. Appointments

Nelson County Social Services Advisory Board

Mr. Rutherford **moved** to appoint Laura Wert as East District representative on the Department of Social Services Advisory Board. Mr. Parr **seconded** the motion, which passed unanimously (5-0).

Mr. Reed **moved** to appoint Sue Woodson and Sara Aldridge as Central District representatives on the Department of Social Services Advisory Board.

Mr. Parr said his understanding was that they were appointing one person per district.

Ms. McGarry said that was her understanding for these initial appointments, although they technically can have up to 13 members—which seems like an unruly number.

Mr. Parr emphasized that this seems like a change of course; they went into this assuming it was one person per district, and they need to reevaluate and postpone the vote if they are going to have two.

Mr. Reed said there is nothing in the rules that stipulates just one person. He said he interviewed the candidates in Mr. Parr's district and found no reason not to choose either of them, which he found to be the case in his district also. He added that he did not like the idea of denying someone the ability to serve if they put their name in and were qualified to serve and if their participation would be beneficial. He stated that he would support applicants from all the districts, and he felt that picking one person over another seems subjective; they want as diverse a representation as possible.

There was no second, and Mr. Reed's motion failed.

Dr. Ligon commented that these appointments pertain to an entity that has gone through turbulent times, and she is concerned that if there are many people involved, the less likely one person is to take action. She stated that it is her hope that anyone on that board who is faced with public comment from multiple entities will stand up and take action. She added that she does not want to have a debacle like they had last year.

Mr. Reed responded that they are talking about a very different body, as this is an advisory board as opposed to a board of directors; an advisory board does not have the ability to take action. He said they can have committees and provide input, but none of that pertains to action items.

Mr. Parr said further discussion on this required a second to the motion or acknowledgement that it had died.

The Board recognized that Mr. Reed's motion had died.

Mr. Rutherford pointed out that tradition here holds that a Board member chooses someone who would represent his or her seat, and he believes both Ms. Woodson and Ms. Aldridge are wonderful people—but they would also understand if the Board only wanted one representative for the DSS Advisory Board. He suggested that Mr. Reed pick one person.

Dr. Ligon **moved** to appoint Katherine Baron-Stump as South District representative on the Department of Social Services Advisory Board. Mr. Parr **seconded** the motion, which passed unanimously (5-0) by roll-call vote.

Mr. Lenahan **moved** to appoint Kate Rutherford as North District representative on the Department of Social Services Advisory Board. Mr. Parr **seconded** the motion, which passed 4-1, with Mr. Reed voting no.

Mr. Parr asked Mr. Reed how he wished to proceed with the Central District representative nomination for the DSS Advisory Board.

Mr. Reed responded that he had already stated his intent, and he did not feel he could choose one another based on their qualifications and their desire to serve.

Mr. Parr **moved** to appoint Sue Woodson as Central District representative on the Department of Social Services Advisory Board. Mr. Lenahan **seconded** the motion, which passed 4-1, with Mr. Reed voting no.

Mr. Parr **moved** to appoint Chris Baker as West District representative on the Department of Social Services Advisory Board. Dr. Ligon **seconded** the motion, which passed 4-0-1, with Mr. Reed abstaining.

Mr. Parr stated that he sat in on the interview process with Ms. McGarry, and while there were difficult discussions, Ms. Deshong is going to be amazing, and he has already heard great things.

C. Correspondence

Mr. Rutherford stated that he had received lots of correspondence regarding assessments, and he has interacted with the public on this item. He said one explanation he has often given is breaking down the total assessment increase by year, which amounts to 3–4% per year. He added that he would like to equalize as much as they can—if possible, down to zero.

Mr. Parr said it would be great if all expenses could be equalized too, but that is not realistic. Mr. Parr commented that 3-4% was a realistic expectation. Mr. Lenahan noted that this level was what the County did last time.

D. Directives

Mr. Rutherford said he and Mr. Lenahan had one-on-one discussions about the admissions tax.

Mr. Lenahan stated that he would love to discuss that further, as this tax is not imposed on citizens but instead comes from people who are here using County roads and services—which is less they have to ask for from their citizens.

Mr. Parr said he would like more information from Ms. McGarry and staff, as he did not want to inadvertently tax events that aren't something they want to go after.

Dr. Ligon stated that “Smoke on the Piney” was an example of how that might occur.

Ms. McGarry said she was trying to glean from code generally what they were able to do and what they were allowed to exclude, but the Board would probably need to narrow it down.

Mr. Parr commented that they all seem to have the same intent, so they should explore this further to avoid any unintended consequences, such as taxing every lift ticket at Wintergreen.

Ms. McGarry noted that Wintergreen would fall under the exemption for participatory sports in the statute, unless that has changed. Mr. Reed said there would also be nonprofit exemptions.

Mr. Rutherford stated that it could also be events under a certain cost or number of attendees.

Ms. McGarry said she would start by sending out what occurred in 2018. Dr. Ligon also asked that she send out information on what happened with the Cigarette tax.

VIII. OTHER BUSINESS (AS PRESENTED)

Mr. Rutherford noted that he, Mr. Reed and Mr. Lenahan were going to get their Board of Supervisor certification.

There was no other business to discuss.

IX. ADJOURN AND CONTINUE TO JANUARY 28, 2026 AT 5:00 P.M. FOR A JOINT WORK SESSION WITH THE PLANNING COMMISSION. AN EVENING SESSION WILL NOT BE CONDUCTED.

At 5:46 p.m., Mr. Reed **moved** to adjourn and continue the meeting to January 28, 2026 at 5 p.m. for a joint work session with the Planning Commission. Mr. Rutherford seconded the motion. The motion passed unanimously by vote of acclamation.



BOARD OF SUPERVISORS

ERNIE Q. REED
Central District

JESSE N. RUTHERFORD
East District

J. DAVID PARR
West District

DR. JESSICA LIGON
South District

A. CAMERON LENAHAN
North District

CANDICE W. MCGARRY
County Administrator

AMANDA B. SPIVEY
Administrative Assistant/
Deputy Clerk

GRACE E. MAWYER
Director of Finance and
Human Resources

**RESOLUTION R2026-26
NELSON COUNTY BOARD OF SUPERVISORS
AMENDMENT OF FISCAL YEAR 2025-2026 BUDGET
April 14, 2026**

I. Appropriation of Funds (General Fund)

| <u>Amount</u> | <u>Revenue Account (-)</u> | <u>Expenditure Account (+)</u> |
|---------------------|----------------------------|--------------------------------|
| \$ 300.00 | 3-100-001899-0019 | 4-100-022010-7029 |
| \$ 937.13 | 3-100-003303-0107 | 4-100-031020-1013 |
| \$ 1,244.50 | 3-100-001401-0002 | 4-100-031020-7017 |
| \$ 1,333.25 | 3-100-001401-0002 | 4-100-031020-7017 |
| \$ 2,260.42 | 3-100-001899-0008 | 4-100-091030-5202 |
| \$ 3,027.48 | 3-100-002404-0049 | 4-100-032010-5504 |
| \$ 9,354.00 | 3-100-002404-0017 | 4-100-999000-9905 |
| \$ 18,456.78 | | |

II. Transfer of Funds (General Fund Non-Recurring Contingency)

| <u>Amount</u> | <u>Credit Account (-)</u> | <u>Debit Account (+)</u> |
|---------------------|---------------------------|--------------------------|
| \$ 2,500.00 | 4-100-999000-9905 | 4-100-081020-7072 |
| \$ 23,862.00 | 4-100-999000-9905 | 4-100-031020-5415 |
| \$ 26,362.00 | | |

Adopted: April 14, 2026

Attest: _____, Clerk
Nelson County Board of Supervisors

EXPLANATION OF BUDGET AMENDMENT

- I. Appropriations are the addition of unbudgeted funds received or held by the County for use within the current fiscal year budget. These funds increase the budget bottom line. The General Fund Appropriations of \$18,456.78 include requests of (1) \$300.00 appropriation requested for Run Recover Rise 5K funds received in April 2026; (2) \$937.13 appropriation requested for Sheriff's DEA Task Force Grant funding for February 2026; (3)(4) \$1,244.50 and \$1,333.25 appropriation requests for Sheriff's E-ticket revenue received in February and March 2026, respectively; (5) \$2,260.42 appropriation requested for FY26 Opioid Abatement Funding received in November 2025; (6) \$3,027.48 appropriation request for FY26 PSAP (Public Safety Answering Points) Education Program grant for 9-1-1 education/training costs (no match required); and (7) \$9,354.00 appropriation requested for FY25 Circuit Court CCRP grant funds received in FY26. *The total appropriation request for this period is below the 1% of expenditure budget limit of \$1,004,737.38 for April.***
- II. Transfers represent funds that are already appropriated in the budget, but are moved from one line item to another. Transfers do not affect the bottom line of the budget. Transfers from General Fund Non-Recurring Contingency in the amount of \$26,362.00 are requested for (1) \$2,500 to cover the local match requirement of the VTC Vacation Starts with VA DMO grant award; and (2) \$23,862 for funding of Cellbrite software and equipment as authorized by the Board of Supervisors on March 10, 2026 by Resolution R2026-16. *Following approval of these expenditures, the balance of Recurring Contingency will be \$26,469.04. The balance of Non-Recurring Contingency will be \$330,122.42.***

Company No: 001
Date: 4/10/26
Budget Amount
\$.00

Account Number: 3100 1899 19
Run Recover Rise 5K
Year To Date
\$300.00-

Period:
Time: 0955
Encumbrances
\$.00
Balance
\$300.00

=====

| Date | Source | Reference Number | PO# | Amount | Period | Description |
|----------|--------|-------------------|-----|-----------|--------|--------------------------------|
| ***** | | G/L Year-To-Date- | | | | |
| ***** | | Encumbrance- | | | | |
| ***** | | A/P Holding File- | | | | |
| ***** | | P/R Holding File- | | | | |
| ***** | | U/T Holding File- | | | | |
| 04082026 | CS | 1 20260408 | | \$300.00- | | 202604 -TREASURER CASH REPORT- |
| ***** | | A/R Holding File- | | \$300.00- | | |
| ***** | | G/L Holding File- | | | | 3-100-001899-0019 |
| ***** | | S/S Holding File- | | | | 4-100-022010-7029 |
| ***** | | INV Holding File- | | | | 6M |
| ***** | | Budget Amount- | | | | |

Grace Mawyer

From: Sandy Neblett
Sent: Tuesday, March 17, 2026 8:30 AM
To: Grace Mawyer
Subject: FW: DEA reimbursement request -EDI

Sandy Neblett
Nelson County
Human Resources and Finance Specialist
PO Box 336, Lovingson, VA 22949
(P) 434-263-7137 (F) 434-263-7134
sneblett@nelsoncounty.org
www.nelsoncounty-va.gov

3-100-003303-0107
4-100-031020-1013
GM

From: Neely Hull
Sent: Tuesday, March 17, 2026 8:24 AM
To: Holly Henderson <hhenderson@nelsoncounty.org>; Sandy Neblett <sneblett@nelsoncounty.org>
Subject: RE: DEA reimbursement request -EDI

MAR 16 2026

015 TREAS 310/MISC PAY RMR*IV*01092026RB*PI*937.13\ NELSON CO

Amount: nine hundred thirty seven dollars and thirteen cents \$937.13

DEATF

From: Holly Henderson <hhenderson@nelsoncounty.org>
Sent: Thursday, March 5, 2026 10:59 AM
To: Sandy Neblett <sneblett@nelsoncounty.org>; Neely Hull <nhull@nelsoncounty.org>
Subject: RE: DEA reimbursement request

Will do.

*Holly Henderson
Nelson County Treasurer's Office
PO Box 100
Lovingson, VA 22949
(P)434-263-7060
(F)434-263-7064*

Confidential & Proprietary:



BOARD OF SUPERVISORS

ERNIE Q REED
Central District

JESSE N RUTHERFORD
East District

J DAVID PARR
West District

DR. JESSICA LIGON
South District

A. CAMERON LENAHAN
North District

CANDICE W. MCGARRY
County Administrator

AMANDA B. SPIVEY
Administrative Assistant/
Deputy Clerk

GRACE E. MAWYER
Director of Finance and
Human Resources

March 2, 2026

TO: Special Agent in Charge
Washington Field Division
Drug Enforcement Administration
800 K Street, NW, Room 500
Washington, D.C. 20001

From: County of Nelson
PO Box 336
Lovingson, VA 22949

Subject: Overtime Reimbursement for period ending February 5, 2026

Invoice number: [REDACTED]

In accordance with the current State/Local Task Force agreement, the Nelson County Sheriff's Office hereby request reimbursement of \$937.13 for overtime incurred from 01/09/2026 to 2/5/2026 for the below listed law enforcement personnel from the County of Nelson Sheriff's Office. The officer received payment for these hours on 2/27/2026. Federal ID# 54-6001441.

Officer's Name: [REDACTED] worked 24.5 Overtime hours at a rate of \$38.25 an hour totaling \$937.13.

Reimbursement should be made directly to: County of Nelson, PO Box 336, Lovingson, VA 22949

I certify that the funds requested are for overtime expenses incurred by personnel identified in the Task Force Agreement currently in effect.

| | | |
|------------|---|----------|
| Certified: | Resident Agent in Charge | Date |
| Certified: | [Signature] Sheriff of County of Nelson | 3/3/2026 |
| Certified: | [Signature] Payroll Verification | 3/2/2026 |

Company No: 001
 Date: 4/07/26
 Budget Amount
 \$9,605.75-

Account Number: 3100 1401 2
 E-Ticket Fees
 Year To Date
 \$9,111.50-

Period:
 Time: 1007
 Encumbrances
 \$.00
 Balance
 \$494.25-

| Date | Source | Reference Number | PO# | Amount | Period | Description |
|----------|--------|-------------------|-----|-------------|--------|--------------------------------|
| 09022025 | CS | 1 20250902 | | \$1,242.90 | 202509 | -TREASURER CASH REPORT- |
| 10012025 | CS | 1 20251001 | | \$1,239.10 | 202510 | -TREASURER CASH REPORT- |
| 11032025 | CS | 1 20251103 | | \$938.75 | 202511 | -TREASURER CASH REPORT- |
| 12012025 | CS | 1 20251201 | | \$804.50 | 202512 | -TREASURER CASH REPORT- |
| 01022026 | CS | 1 20260102 | | \$994.00 | 202601 | -TREASURER CASH REPORT- |
| 02022026 | CS | 1 20260202 | | \$1,314.50 | 202602 | -TREASURER CASH REPORT- |
| 03022026 | CS | 1 20260302 | | \$1,244.50 | 202603 | -TREASURER CASH REPORT- |
| ***** | | G/L Year-To-Date- | | \$7,778.25- | | |
| ***** | | Encumbrance- | | | | |
| ***** | | A/P Holding File- | | | | |
| ***** | | P/R Holding File- | | | | |
| ***** | | U/T Holding File- | | | | |
| 04012026 | CS | 1 20260401 | | \$1,333.25 | 202604 | -TREASURER CASH REPORT- |
| ***** | | A/R Holding File- | | \$1,333.25- | | |
| ***** | | G/L Holding File- | | | | |
| ***** | | S/S Holding File- | | | | |
| ***** | | INV Holding File- | | | | |
| 09092025 | BS | 1 0000445 | | \$1,242.90 | 202509 | FY26 E TICKET REVENUE 05213 |
| 09092025 | BT | 1 0000321 | | \$1,536.00 | 202509 | FY26 E-TICKET REVENUE 05214 |
| 10142025 | BS | 1 0000446 | | \$1,239.10 | 202510 | FY26 SHER ETICK JULY - SE05223 |
| 10142025 | BS | 1 0000446 | | \$1,536.00 | 202510 | FY26 SHER ETICK JULY - SE05223 |
| 10142025 | BT | 1 0000323 | | \$3,072.00 | 202510 | FY26 E TIC REV JULY - AUG05224 |
| 12182025 | BS | 1 0000450 | | \$938.75 | 202512 | FY26 SHERIFF E-TICKET OCT05242 |
| 12182025 | BS | 1 0000450 | | \$804.50 | 202512 | FY26 SHERIFF E-TICKET NOV05242 |
| 01132026 | BS | 1 0000451 | | \$994.00 | 202601 | FY26 SHERIFF ETICKET DEC 05253 |
| 03102026 | BS | 1 0000453 | | \$1,314.50 | 202603 | FY26 SHERIFF E TICKET JAN05273 |
| ***** | | Budget Amount- | | \$9,605.75- | | |

NELSON GEN DISTRICT COURT
TRANSMITTAL OF DISTRICT COURT COLLECTIONS
PREPARED: 02/27/26

COLLECTIONS FOR: FEBRUARY, 2026

FIPS CODE: 125G

| CODE | DESCRIPTION | |
|------|-------------------------------|----------|
| 206 | SHERIFF FEES <i>Chf</i> | 241.00 |
| 219 | LAW LIBRARY <i>LLF</i> | 216.00 |
| 228 | CHCF Const | 1,095.00 |
| 229 | CHMF <i>Chmf</i> | 639.77 |
| 234 | JAIL ADMISSION FEE <i>adm</i> | 50.00 |
| 241 | E-SUMMONS FEE <i>esum</i> | 1,225.00 |
| 2X0 | COMM E-SUMMONS <i>Fine</i> | 125.00 |
| 244 | CHSF <i>Chsec</i> | 6,254.92 |

LOCALITY 1 TOTAL

9,846.69

TOTAL LOCAL REMITTANCE TO TREASURER:

9,846.69

3-100-001401-0002

4-100-031020-70176M



THIS COPY TO TREASURER

NELSON CIRCUIT COURT
 LOCAL REVENUE AND COMMISSION REPORT
 PREPARED: 02/27/26

 LOCAL REVENUE COLLECTED LESS EARNED CLERK COMMISSIONS

| CODE | DESCRIPTION | CURRENT - COMMISSION | EQUALS | NET |
|------------------------------------|----------------------------------|----------------------|----------|-----------|
| LOCAL REVENUES - 200 SERIES | | | | |
| 201 | COUNTY OF NELSON FINE/FORFT FINE | 20,562.17 | 1,028.11 | 19,534.06 |
| 203 | COMWLTH ATTY FEE ATTY | 107.16 | 5.36 | 101.80 |
| 206 | SHERIFF FEES SSNF | 271.62 | 13.58 | 258.04 |
| 212 | TRANSFER FEES TRF | 82.00 | 8.20 | 73.80 |
| 213 | COUNTY GRANTEE TAX | 36,970.55 | 1,848.53 | 35,122.02 |
| 217 | CT APPT ATTY ATTY | 30.90 | 1.55 | 29.35 |
| 219 | LAW LIBRARY LIB | 28.00 | 1.40 | 26.60 |
| 220 | GRANTOR TAX | 17,363.50 | 868.18 | 16,495.32 |
| 228 | CHCF CONST | 21.00 | 1.05 | 19.95 |
| 229 | COUNTY OF NELSON CHM CHMT | 23.54 | 1.18 | 22.36 |
| 236 | DOC. REPRD. COSTS | 639.00 | 31.95 | 607.05 |
| 237 | MISC. - LOCAL COSTS Sher | 1,225.00 | 61.25 | 1,163.75 |
| 241 | E-SUMMONS FEE | 10.00 | 0.50 | 9.50 |
| 242 | COUNTY OF NELSON INTEREST FINE | 135.33 | 6.77 | 128.56 |
| 244 | COUNTY OF NELSON CHSF CHSEK | 74.34 | 3.72 | 70.62 |
| 249 | RESERVED POST | 23.20 | 1.16 | 22.04 |
| SUB TOTAL: | | 77,567.31 | 3,882.49 | 73,684.82 |

TRANSMIT TOTAL (REVENUES LESS COMMISSIONS AND 236 REVENUES):

73,077.77

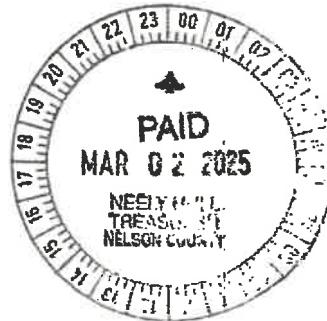
- * NOTE: 17.1-289 COMMISSION IS 10% ON TRANSFER FEES AND 5% ON ALL OTHER REVENUES
- * NOTE: CODE 236 (DOC. REPRD. COSTS) IS PAID TO LOCALITY ON SEPARATE CHECK

 CLERK COMMISSIONS EARNED ON LOCAL REVENUES

| CODE | DESCRIPTION | CURRENT + COMMISSION | EQUALS | NET |
|--|--|----------------------|----------|----------|
| CLERK'S FEES/COMMISSIONS - 300 SERIES | | | | |
| 315 | MISCELLANEOUS CLERK FEES AND COMMISSIONS | 48.74 | 1,165.78 | 1,214.52 |
| 318 | COMM. LOCAL RECORDATION TAX (213, 214) | 0.00 | 1,848.53 | 1,848.53 |
| 319 | COMM. LOCAL PROBATE TAX (215, 216) | 0.00 | 0.00 | 0.00 |
| 320 | COMP. LOCAL SHARE (220, 223, 224, 226) | 0.00 | 868.18 | 868.18 |
| SUB TOTAL: | | 48.74 | 3,882.49 | 3,931.23 |

TOTAL COMMISSIONS EARNED ON LOCAL REVENUES:

3,882.49



NELSON COUNTY JUVENILE & DOMESTIC RELATIONS DISTRICT COURT
TRANSMITTAL OF DISTRICT COURT COLLECTIONS
PREPARED: 02/27/26

COLLECTIONS FOR: FEBRUARY, 2026

FIPS CODE: 125J

CODE DESCRIPTION

| | | |
|-----|----------------------------------|--------|
| 228 | CHCF <i>0.615T</i> | 18.00 |
| 229 | CHMF <i>0.111T</i> | 12.00 |
| 233 | BLOOD TEST/DNA FEE <i>(fine)</i> | 15.00 |
| 234 | JAIL ADMISSION FEE <i>Jail m</i> | 25.00 |
| 241 | E-SUMMONS FEE <i>sum</i> | 10.00 |
| 244 | CHSF <i>see</i> | 120.62 |

LOCALITY 1 TOTAL 200.62

TOTAL LOCAL REMITTANCE TO TREASURER: 200.62



THIS COPY TO TREASURER

NELSON GEN DISTRICT COURT
TRANSMITTAL OF DISTRICT COURT COLLECTIONS
PREPARED: 03/31/26

COLLECTIONS FOR: MARCH, 2026

FIPS CODE: 125G

| CODE | DESCRIPTION | | |
|--------------------------------------|--------------------------------|----------|-----------|
| 206 | SHERIFF FEES <i>SSHf</i> | 1,071.00 | |
| 219 | LAW LIBRARY <i>LLLF</i> | 392.00 | |
| 228 | CHCF <i>Const</i> | 1,305.00 | |
| 229 | CHMF <i>Chmf</i> | 741.06 | |
| 234 | JAIL ADMISSION FEE <i>Jadm</i> | 121.00 | |
| 241 | E-SUMMONS FEE <i>esum</i> | 1,250.00 | |
| 2X0 | COMM E-SUMMONS <i>Fine</i> | 155.00 | |
| 244 | CHSF <i>Chsec</i> | 6,866.97 | |
| LOCALITY 1 TOTAL | | | 11,912.03 |
| TOTAL LOCAL REMITTANCE TO TREASURER: | | | 11,912.03 |

NELSON COUNTY GENERAL DISTRICT COURT

Check issued to : LOCAL TREASURER 4747
 Check issued on : APRIL 01, 2026
 Check Amount : 11,912.03
 ELEVEN THOUSAND NINE HUNDRED TWELVE AND 03/100*****
 This check issued for the following reason:
 REMIT DISTRICT COURT COLLECTIONS TO THE LOCAL TREASURER
 Memorandum data: LOCAL COLLECTIONS
 : BALANCES AS OF 03/31/2026
 :

LOCAL TREASURER
 N/A
 N/A
 N/A, XX 00000-0000

TO REORDER VISIT US AT www.AbcCheckPrinting.com

THIS COPY TO TREASURER

NELSON CIRCUIT COURT
 LOCAL REVENUE AND COMMISSION REPORT
 PREPARED: 03/31/26

LOCAL REVENUE COLLECTED LESS EARNED CLERK COMMISSIONS

| CODE | DESCRIPTION | CURRENT | - COMMISSION | EQUALS | NET |
|---|-----------------------------|-----------|--------------|--------|-----------|
| LOCAL REVENUES - 200 SERIES | | | | | |
| <i>Fine</i> 201 | COUNTY OF NELSON FINE/FORFT | | | | |
| <i>Att</i> 203 | COMWLTH ATTY FEE | 25,335.83 | 1,266.79 | | 24,069.04 |
| <i>SSHE</i> 206 | SHERIFF FEES | 149.31 | 7.47 | | 141.84 |
| <i>JPR</i> 212 | TRANSFER FEES | 333.98 | 16.70 | | 317.28 |
| <i>CC</i> 213 | COUNTY GRANTEE TAX | 94.00 | 9.40 | | 84.60 |
| <i>Att</i> 217 | CT APPT ATTY | 30,872.21 | 1,543.61 | | 29,328.60 |
| <i>Att</i> 219 | LAW LIBRARY | 101.31 | 5.07 | | 96.24 |
| <i>Att</i> 220 | GRANTOR TAX | 40.00 | 2.00 | | 38.00 |
| <i>Att</i> 228 | CHCF | 7,845.35 | 392.27 | | 7,453.08 |
| <i>Att</i> 229 | COUNTY OF NELSON CHMF | 24.00 | 1.20 | | 22.80 |
| <i>Fine</i> 233 | BLOOD TEST/DNA FEE | 46.72 | 2.34 | | 44.38 |
| 236 | DOC. REPRO. COSTS | 45.00 | 2.25 | | 42.75 |
| <i>Sher</i> 237 | MISC. - LOCAL COSTS | 784.00 | 39.20 | | 744.80 |
| <i>ESUM</i> 241 | E-SUMMONS FEE | 1,645.00 | 82.25 | | 1,562.75 |
| <i>Fine</i> 242 | COUNTY OF NELSON INTEREST | 35.00 | 1.75 | | 33.25 |
| <i>CHSF</i> 244 | COUNTY OF NELSON CHSF | 127.35 | 6.37 | | 120.98 |
| <i>POST</i> 249 | RESERVED | 131.07 | 6.55 | | 124.52 |
| | | 29.64 | 1.48 | | 28.16 |
| SUB TOTAL: | | 67,639.77 | 3,386.70 | | 64,253.07 |
| TRANSMIT TOTAL (REVENUES LESS COMMISSIONS AND 236 REVENUES: | | | | | 63,508.27 |

* NOTE: 17.1-289 COMMISSION IS 10% ON TRANSFER FEES AND 5% ON ALL OTHER REVENUES
 * NOTE: CODE 236 (DOC. REPRO. COSTS) IS PAID TO LOCALITY ON SEPARATE CHECK

CLERK COMMISSIONS EARNED ON LOCAL REVENUES

| CODE | DESCRIPTION | CURRENT | + COMMISSION | EQUALS | NET |
|---|--|---------|--------------|----------|----------|
| CLERK'S FEES/COMMISSIONS - 300 SERIES | | | | | |
| 315 | MISCELLANEOUS CLERK FEES AND COMMISSIONS | | | | |
| 318 | COMM. LOCAL RECORDATION TAX (213, 214) | 46.99 | 1,450.82 | | 1,497.81 |
| 319 | COMM. LOCAL PROBATE TAX (215, 216) | 0.00 | 1,543.61 | | 1,543.61 |
| 320 | COMP. LOCAL SHARE (220, 223, 224, 226) | 0.00 | 0.00 | | 0.00 |
| | | 0.00 | 392.27 | | 392.27 |
| SUB TOTAL: | | 46.99 | 3,386.70 | | 3,433.69 |
| TOTAL COMMISSIONS EARNED ON LOCAL REVENUES: | | | | 3,386.70 | |



NELSON COUNTY JUVENILE & DOMESTIC RELATIONS DISTRICT COURT
TRANSMITTAL OF DISTRICT COURT COLLECTIONS
PREPARED: 03/31/26

COLLECTIONS FOR: MARCH, 2026

FIPS CODE: 125J

CODE DESCRIPTION

| | | |
|-----|--------------------------------|--------|
| 206 | SHERIFF FEES <i>SSHf</i> | 24.00 |
| 228 | CHCF <i>east</i> | 27.00 |
| 229 | CHMF <i>CHMF</i> | 6.00 |
| 234 | JAIL ADMISSION FEE <i>Jadm</i> | 50.00 |
| 241 | E-SUMMONS FEE <i>esum</i> | 40.00 |
| 244 | GHSF <i>chsec</i> | 170.00 |

LOCALITY 1 TOTAL

317.00

TOTAL LOCAL REMITTANCE TO TREASURER:

317.00



NELSON COUNTY JUVENILE & DOMESTIC / RELATIONS COURT

Check issued to : NELSON COUNTY TREASURER

Check issued on : APRIL 01, 2026

Check Amount : 317.00

THREE HUNDRED SEVENTEEN AND 00/100*****

This check issued for the following reason:

REMIT DISTRICT COURT COLLECTIONS TO THE LOCAL TREASURER

Memorandum data: LOCAL COLLECTIONS

: BALANCES AS OF 03/31/2026

:

3638

NELSON COUNTY TREASURER
84 COURTHOUSE SQUARE
LOVINGSTON, VA 22949-0000

Grace Mawyer

From: Candy McGarry
Sent: Monday, March 30, 2026 5:40 PM
To: Grace Mawyer
Subject: FW: National Opioid Settlements – Payment – Nelson County

Importance: High

I think this payment hasn't been appropriated yet; we can look at this when I get back though. Thanks!

From: NoReply@nationalopioidofficialsettlement.com [mailto:NoReply@nationalopioidofficialsettlement.com]
Sent: Friday, August 8, 2025 6:51 PM
To: Candy McGarry <CMcGarry@nelsoncounty.org>
Cc: rpetkauskas@browngreer.com; aoxenreiter@browngreer.com; tadkins@browngreer.com
Subject: National Opioid Settlements – Payment – Nelson County
Importance: High

3-100-001899-0008
4-100-091030-5202
6M

This is an official communication from the Directing Administrator of the National Opioid Settlements.

The Directing Administrator has initiated payment to your Subdivision as outlined in the table below.

| BG Entity ID | State | Beneficiary Type | Beneficiary Name | Payment Type | Payment Amount | Payment Method |
|--------------|----------|----------------------------|------------------|-------------------|----------------|----------------|
| 12188 | Virginia | General Purpose Government | Nelson County | Teva Payment 3 | \$2,260.42 | Wire Transfer |

Please contact the Office of the Attorney General in your State if you have any questions regarding how your Subdivision's payment amount was calculated or how your Subdivision can use Settlement Funds.

Please let your Case Manager know if you encounter any issues with this payment.

Thank you,

BROWN GREER PLC
Directing Administrator
National Opioid Settlements
www.NationalOpioidOfficialSettlement.com

This electronic mail is intended to be received and read only by certain individuals. It may contain information that is privileged or protected from disclosure by law. If it has been misdirected, or if you suspect you received this in error, please notify me by replying and then delete this message and your reply. These restrictions apply to any attachment to this email.

Company No: 001
Date: 4/08/26
Budget Amount
\$.00

Account Number: 3100 2404 49
VA 911 Services Board PSAP Ed Grant
Year To Date
\$3,027.48-

Period:
Time: 1405
Encumbrances
\$.00
Balance
\$3,027.48

```
=====
Date      Source Reference Number   PO#      Amount Period Description
01142026 CS    1           20260114      $2,827.48-202601 -TREASURER CASH REPORT-
02042026 CS    1           20260204      $200.00-202602  -TREASURER CASH REPORT-
*****
          G/L Year-To-Date-      $3,027.48-
*****
          Encumbrance-
*****
          A/P Holding File-
*****
          P/R Holding File-
*****
          U/T Holding File-
*****
          A/R Holding File-
*****
          G/L Holding File-
*****
          S/S Holding File-
*****
          INV Holding File-
*****
          Budget Amount-
```

Grace Mawyer

From: John Adkins
Sent: Wednesday, February 4, 2026 8:45 AM
To: Grace Mawyer
Subject: Fw: Payment Notification

This goes back to my conference line 4-100-032010-5504
GM

Sent from my Verizon, Samsung Galaxy smartphone
Get [Outlook for Android](#)

From: VirginiaDEM <support@vdem.emgrants.com>
Sent: Wednesday, February 4, 2026 5:03:40 AM
To: Candy McGarry <CMcGarry@nelsoncounty.org>
Cc: John Adkins <jadkins@nelsoncounty.org>; Susan Rorrer <SRorrer@nelsoncounty.org>
Subject: Payment Notification

Greetings Ms. Candy McGarry,

The Virginia Department of Emergency Management (VDEM) has recently processed a grant payment in VDEM EM Grants for Nelson County. The transaction details are as follows:

- Grant Program: SFGP
- Grant Year/Disaster Number: FY 26
- Grant Name: E911 - PEP- PSAP Education Program
- Federal Project Number (if applicable):
- State Project Number (if applicable): 73
- Project Name: FY 26 SFGP Nelson County
- Federal Amount (if applicable): \$0.00
- State Amount (if applicable): \$200.00
- Total Amount: **\$200.00**

To get more details on this transaction, please refer to the [Payable](#) processed against the following reimbursement(s):

[Reimbursement Request 4](#)

Sincerely,

VDEM Grant Management and Recovery Division
vdem.emgrants.com

Grace Mawyer

From: Susan Rorrer
Sent: Wednesday, January 14, 2026 9:42 AM
To: Grace Mawyer
Subject: FW: Payment Notification

From: VirginiaDEM [mailto:support@vdem.emgrants.com]
Sent: Wednesday, January 14, 2026 5:08 AM
To: Candy McGarry <CMcGarry@nelsoncounty.org>
Cc: John Adkins <jadkins@nelsoncounty.org>; Susan Rorrer <SRorrer@nelsoncounty.org>
Subject: Payment Notification

Greetings Ms. Candy McGarry,

The Virginia Department of Emergency Management (VDEM) has recently processed a grant payment in VDEM EM Grants for Virginia Department of Emergency Management. The transaction details are as follows:

- Grant Program: SFGP
- Grant Year/Disaster Number: FY 26
- Grant Name: E911 - PEP- PSAP Education Program
- Federal Project Number (if applicable):
- State Project Number (if applicable): 73
- Project Name: FY 26 SFGP Nelson County
- Federal Amount (if applicable): \$0.00
- State Amount (if applicable): \$2,827.48
- Total Amount: \$2,827.48

4-100-032010-5504
GM

To get more details on this transaction, please refer to the [Payable](#) processed against the following reimbursement(s):

[Reimbursement Request 1](#)

Sincerely,

VDEM Grant Management and Recovery Division
vdem.emgrants.com

Grace Mawyer

From: Neely Hull
Sent: Friday, April 10, 2026 11:15 AM
To: Grace Mawyer
Subject: FW: EDI-Thank you

From: Neely Hull
Sent: Tuesday, February 3, 2026 9:46 AM
To: Holly Henderson <hhenderson@nelsoncounty.org>
Subject: EDI-Thank you

3-100-002404-0017
4-100-999000-9905 (NRC)
GM
(Grant funds already approp. on 3/11/25 → prior FY)

Total Amount: 9,354.00

Deposit Date: 02/04/2026

Trace Number: 82861947

| Agy No | Amount | CDS Offset Amount | TOP Offset Amount | Invoice Number | Invoice Date | Customer Number | Voucher Number | Description |
|--------|----------|-------------------|-------------------|----------------|--------------|-----------------|----------------|-------------|
| 202 | 9,354.00 | 0.00 | 0.00 | 2025FY-080 | 01/23/2026 | | 00011957 | CCRP 2025F |

Tot 202: 9,354.00

LIBR

Neely Hull
County of Nelson, Treasurer
Po Box 100
Lovingston VA 22949

Grace Mawyer

Subject: FW: 2025 Vacation Starts with VA Co-op grant program

From: Maureen A Kelley <makelley@nelsoncounty.org>
Sent: Thursday, August 7, 2025 10:04 AM
To: Grace Mawyer <gmawyer@nelsoncounty.org>
Subject: FW: 2025 Vacation Starts with VA Co-op grant program

From: Norment, Lindsey [mailto:lnorment@virginia.org]
Sent: Friday, July 18, 2025 10:37 AM
To: Maureen A Kelley <makelley@nelsoncounty.org>; Zaman, Ali <azaman@virginia.org>; Armstrong, Hannah <harmstrong@virginia.org>
Subject: 2025 Vacation Starts with VA Co-op grant program

Applicant: County of Nelson
Email: makelley@nelsoncounty.org
Grant Number: 0925-0008-VSWVA

Grant Award Tier: 2-Sojern

Grant Award Amount: \$2500 **Grant Match: \$2500** → NRC 4-100-999000-9905^{6M}
↳ 4-100-081020-7072

Dear Maureen,

Congratulations on your VTC Vacation Starts with VA DMO MMLP Co-op Award!

The Summer 2025 Vacation Starts with VA DMO MMLP Co-op grant program partnership round was a resounding success. We appreciate your willingness to apply in this new program partnership between VTC's Brand, Content, and Grant Divisions.

We look forward to activating the program tiers and continue to promote the Vacation Starts with VA campaign.

If you have received an award in Tiers 1 or 2, you will submit your reimbursement and final report to the VTC Grants Division using the normal grant reimbursement process and final report template. VTC will be in touch on next steps for these Tiers, including sending you the creative templates.

If you have received an award in Tiers 3 or 4, the Brand team will reach out to you with information on contracts and invoices.

If you have further questions about your award, please contact Lindsey Norment at lnorment@virginia.org.

We appreciate your partnership in tourism and look forward to a busy late summer and fall travel season.

Sincerely,

Lindsey

Lindsey Norment | Brand Director | 804-545-5578





BOARD OF
SUPERVISORS

ERNE Q. REED
Central District

JESSE N. RUTHERFORD
East District

J. DAVID PARR
West District

DR. JESSICA LIGON
South District

A. CAMERON LEMAHAN
North District

DANIDICE W. MCGARRY
County Administrator

AMANDA B. SPIVEY
Administrative Assistant/
Deputy Clerk

GRACE E. MAWYER
Director of Finance and
Human Resources

**RESOLUTION R2026-16
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF FUNDING FOR CELLEBRITE DIGITAL FORENSICS
IMPLEMENTATION**

WHEREAS, the Nelson County Sheriff's Office, like all other law enforcement agencies across the country, is experiencing an increased amount of digital evidence during investigations and does not have the tools necessary to unlock, extract, or analyze these devices; and

WHEREAS, the Nelson County Sheriff's Office is currently having to send every device to the state lab or another outside agency for extraction, and long turnaround times prevent investigators from acting on key evidence in a timely manner, which in turn prevents the Nelson County Commonwealth Attorney from being able to prosecute cases in a timely manner; and

WHEREAS, in order to mitigate this issue, the Nelson County Commonwealth Attorney has requested \$23,862.00 in funding for the Cellebrite software and equipment, which also includes training for 2 investigators and the purchase of a compatible computer for the program,

NOW THEREFORE BE IT RESOLVED, that the Nelson County Board of Supervisors hereby approves the funding request in the amount of \$23,862.00 which includes Cellebrite InsEYEts hardware, Cellebrite InsEYEts software, Cellebrite Investigator Training, and a new computer dedicated to the use of Cellebrite for digital forensics.

Adopted: March 10, 2026

Attest: Carlin W. McGarry, Clerk
Nelson County Board of Supervisors

NRC → 4-100-999000-9905

↳ 4-100-31020-5415

GM



BOARD OF
SUPERVISORS

ERNIE Q. REED
Central District

JESSE N. RUTHERFORD
East District

J. DAVID PARR
West District

DR. JESSICA LIGON
South District

A. CAMERON LENAHAN
North District

CANDICE W. MCGARRY
County Administrator

AMANDA B. SPIVEY
Administrative Assistant/
Deputy Clerk

GRACE E. MAWYER
Director of Finance and
Human Resources

**RESOLUTION R2026-27
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF PROPERTY TAX REFUND**

RESOLVED, by the Nelson County Board of Supervisors that the following refunds, as certified by the Nelson County Commissioner of Revenue and County Attorney pursuant to §58.1-3219.5 of the Code of Virginia, be and hereby are approved for payment.

| <u>Amount</u> | <u>Tax Category</u> | <u>Payee</u> |
|---------------|---------------------|--|
| \$2,705.63 | Real Property | Charles D. Felling 630 White Oak Roseland, VA 22967 Tax Map # 11A 3 630 |

Approved: April 14, 2026

Attest: _____, Clerk
Nelson County Board of Supervisors

**COUNTY OF NELSON
Kimberly Taylor Goff
COMMISSIONER OF REVENUE
P.O.BOX 246
LOVINGSTON, VA 22949**

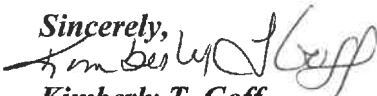
**Telephone 434-263-7070
Fax 434-263-7074
March 18,2026**

*Jessica Ligon, Chair
Nelson County Board of Supervisors
P.O. Box 336
Lovington, VA 22949*


Dear Ms. Ligon,

This letter shall serve as a written request for a refund of \$2705.63 to be issued to Charles D. Felling for Disabled Veterans Tax Exemption. This refund would include the month of December 2022 and all of 2023,2024 and 2025 for Real Estate taxes paid.

*Tax Map# 11A 3 630
630 White Oak
RR1 Box 546
Roseland, Virginia 22967*

Sincerely,

Kimberly T. Goff
Commissioner of Revenue

The undersigned has reviewed this request of the Commissioner and consents to the refund requested above.


Phillip D. Payne IV

County Attorney

§ 58.1-3219.5. Exemption from taxes on property for disabled veterans

A. Pursuant to subdivision (a) of Section 6-A of Article X of the Constitution of Virginia, and for tax years beginning on or after January 1, 2011, the General Assembly hereby exempts from taxation the real property, including the joint real property of married individuals, of any veteran who has been rated by the U.S. Department of Veterans Affairs or its successor agency pursuant to federal law to have a 100 percent service-connected, permanent, and total disability, and who occupies the real property as his principal place of residence. If the veteran's disability rating occurs after January 1, 2011, and he has a qualified primary residence on the date of the rating, then the exemption for him under this section begins on the date of such rating. However, no county, city, or town shall be liable for any interest on any refund due to the veteran for taxes paid prior to the veteran's filing of the affidavit or written statement required by § 58.1-3219.6. If the qualified veteran acquires the property after January 1, 2011, then the exemption shall begin on the date of acquisition, and the previous owner may be entitled to a refund for a pro rata portion of real property taxes paid pursuant to § 58.1-3360.

B. The surviving spouse of a veteran eligible for the exemption set forth in this article shall also qualify for the exemption, so long as the death of the veteran occurs on or after January 1, 2011, and the surviving spouse does not remarry. The exemption applies without any restriction on the spouse's moving to a different principal place of residence.

C. A county, city, or town shall provide for the exemption from real property taxes the qualifying dwelling pursuant to this section and shall provide for the exemption from real property taxes the land, not exceeding one acre, upon which it is situated. However, if a county, city, or town provides for an exemption from or deferral of real property taxes of more than one acre of land pursuant to Article 2 (§ 58.1-3210 et seq.), then the county, city, or town shall also provide an exemption for the same number of acres pursuant to this section. If the veteran owns a house that is his residence, including a manufactured home as defined in § 46.2-100 whether or not the wheels and other equipment previously used for mobility have been removed, such house or manufactured home shall be exempt even if the veteran does not own the land on which the house or manufactured home is located. If such land is not owned by the veteran, then the land is not exempt. A real property improvement other than a dwelling, including the land upon which such improvement is situated, made to such one acre or greater number of acres exempt from taxation pursuant to this subsection shall also be exempt from taxation so long as the principal use of the improvement is (i) to house or cover motor vehicles or household goods and personal effects as classified in subdivision A 14 of § 58.1-3503 and as listed in § 58.1-3504 and (ii) for other than a business purpose.

D. For purposes of this exemption, real property of any veteran includes real property (i) held by a veteran alone or in conjunction with the veteran's spouse as tenant or tenants for life or joint lives, (ii) held in a revocable inter vivos trust over which the veteran or the veteran and his spouse hold the power of revocation, or (iii) held in an irrevocable trust under which a veteran

alone or in conjunction with his spouse possesses a life estate or an estate for joint lives or enjoys a continuing right of use or support. The term does not include any interest held under a leasehold or term of years.

The exemption for a surviving spouse under subsection B includes real property (a) held by the veteran's spouse as tenant for life, (b) held in a revocable inter vivos trust over which the surviving spouse holds the power of revocation, or (c) held in an irrevocable trust under which the surviving spouse possesses a life estate or enjoys a continuing right of use or support. The exemption does not apply to any interest held under a leasehold or term of years.

E. 1. In the event that (i) a person is entitled to an exemption under this section by virtue of holding the property in any of the three ways set forth in subsection D and (ii) one or more other persons have an ownership interest in the property that permits them to occupy the property, then the tax exemption for the property that otherwise would have been provided shall be prorated by multiplying the amount of the exemption by a fraction that has as a numerator the number of people who are qualified for the exemption pursuant to this section and has as a denominator the total number of all people having an ownership interest that permits them to occupy the property.

2. In the event that the primary residence is jointly owned by two or more individuals, not all of whom qualify for the exemption pursuant to subsection A or B, and no person is entitled to the exemption under this section by virtue of holding the property in any of the three ways set forth in subsection D, then the exemption shall be prorated by multiplying the amount of the exemption by a fraction that has as a numerator the percentage of ownership interest in the dwelling held by all such joint owners who qualify for the exemption pursuant to subsections A and B, and as a denominator, 100 percent.

2011, cc. [769](#), [840](#);2012, cc. [75](#), [263](#), [782](#), [806](#);2014, c. [757](#);2016, cc. [349](#), [393](#), [485](#);2018, c. [236](#); 2019, cc. [15](#), [801](#);2020, c. [900](#).

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

Sec. 11-70. Exemption for disabled veterans and surviving spouse.

- (a) For tax years beginning on or after January 1, 2015, there is hereby exempted from taxation the real property, including the joint real property of married individuals, of any veteran who has been rated by the U.S. Department of Veterans Affairs or its successor agency pursuant to federal law to have a one hundred (100) percent service-connected, permanent, and total disability, and who occupies the real property as his principal place of residence. If the veteran's disability rating occurs after January 1, 2011, and he has a qualified primary residence on the date of the rating, then the exemption for him under this section begins on the date of such rating. However, the county, shall not be liable for any interest on any refund due to the veteran for taxes paid prior to the veteran's filing of the affidavit or written statement required by Section 11-71. If the qualified veteran acquires the property after January 1, 2011, then the exemption shall begin on the date of acquisition, and the previous owner may be entitled to a refund for a pro rata portion of real property taxes paid pursuant to Va. Code § 58.1-3360.
- (b) The surviving spouse of a veteran eligible for the exemption set forth in this article shall also qualify for the exemption, so long as the death of the veteran occurs on or after January 1, 2011, and the surviving spouse does not remarry. The exemption applies without any restriction on the spouse's moving to a different principal place of residence.
- (c) The exemption from real property taxes applies to the qualifying dwelling pursuant to this section and to the land, not exceeding one (1) acre, upon which it is situated. If the veteran owns a house that is his residence, including a manufactured home as defined in Va. Code § 46.2-100 whether or not the wheels and other equipment previously used for mobility have been removed, such house or manufactured home shall be exempt even if the veteran does not own the land on which the house or manufactured home is located. If such land is not owned by the veteran, then the land is not exempt. A real property improvement other than a dwelling, including the land upon which such improvement is situated, made to such one (1) acre or greater number of acres exempt from taxation pursuant to this subsection shall also be exempt from taxation so long as the principal use of the improvement is (i) to house or cover motor vehicles or household goods and personal effects as classified in subdivision A 14 of § 58.1-3503 of the Va. Code and as listed in Va. Code § 58.1-3504 and (ii) for other than a business purpose.
- (d) For purposes of this exemption, real property of any veteran includes real property (i) held by a veteran alone or in conjunction with the veteran's spouse as tenant or tenants for life or joint lives, (ii) held in a revocable inter vivos trust over which the veteran or the veteran and his spouse hold the power of revocation, or (iii) held in an irrevocable trust under which a veteran alone or in conjunction with his spouse possesses a life estate or an estate for joint lives or enjoys a continuing right of use or support. The term does not include any interest held under a leasehold or term of years.

The exemption for a surviving spouse under subsection (b) includes real property (a) held by the veteran's spouse as tenant for life, (b) held in a revocable inter vivos trust over which the surviving spouse holds the power of revocation, or (c) held in an irrevocable trust under which the surviving spouse possesses a life estate or enjoys a continuing right of use or support. The exemption does not apply to any interest held under a leasehold or term of years.

- (e) (1) In the event that (i) a person is entitled to an exemption under this section by virtue of holding the property in any of the three (3) ways set forth in subsection (d) and (ii) one (1) or more other persons have an ownership interest in the property that permits them to occupy the property, then the tax exemption for the property that otherwise would have been provided shall be prorated by multiplying the amount of the exemption by a fraction that has as a numerator the number of people who are qualified for the exemption pursuant to this section and has as a denominator the total number of all people having an ownership interest that permits them to occupy the property.

-
- (2) In the event that the primary residence is jointly owned by two (2) or more individuals, not all of whom qualify for the exemption pursuant to subsection (a) or (b), and no person is entitled to the exemption under this section by virtue of holding the property in any of the three (3) ways set forth in subsection (d), then the exemption shall be prorated by multiplying the amount of the exemption by a fraction that has as a numerator the percentage of ownership interest in the dwelling held by all such joint owners who qualify for the exemption pursuant to subsections (a) and (b), and as a denominator, one hundred (100) percent.

(Ord. No. O2023-05, 7-11-23)

State law reference(s)—Va. Code § 58.1-3219.5



BOARD OF
SUPERVISORS

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Deputy Clerk

GRACE E. MAWYER
Director of Finance and
Human Resources

RESOLUTION R2026-28
NELSON COUNTY BOARD OF SUPERVISORS
NATIONAL PUBLIC SAFETY TELECOMMUNICATORS WEEK
April 12-18, 2026

WHEREAS, emergencies can occur at any time that require law enforcement, fire or emergency medical services; and

WHEREAS, when an emergency occurs the prompt response of law enforcement, firefighters and paramedics is critical to the protection of life and preservation of property; and,

WHEREAS, the safety of our first responders is dependent upon the quality and accuracy of information obtained from citizens who telephone into the Nelson County Emergency Communications Center; and

WHEREAS, Public Safety Telecommunicators are the first and most critical contact our citizens have with emergency services; and

WHEREAS, Public Safety Telecommunicators are the single vital link for our deputies and firefighters by monitoring their activities by radio, providing them information and insuring their safety; and

WHEREAS, each dispatcher has exhibited compassion, understanding and professionalism during the performance of their job in the past year;

NOW THEREFORE BE IT RESOLVED, that the Nelson County Board of Supervisors declares the week of April 12-18, 2026 as National Public Safety Telecommunicators Week in Nelson County, in honor of the men and women whose diligence and professionalism keep our county and citizens safe.

Approved: April 14, 2026

Attest: _____, Clerk
Nelson County Board of Supervisors



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RESOLUTION R2026-29
NELSON COUNTY BOARD OF SUPERVISORS
ANIMAL CARE AND CONTROL APPRECIATION WEEK

WHEREAS, the National Animal Care & Control Association (NACA) is committed to setting the standard of professionalism in animal welfare and public safety through training, networking, and advocacy; and

WHEREAS, animal care and control professionals dedicate their lives to the health and safety of at-risk and helpless animals; and

WHEREAS, animal care and control professionals work to rescue and protect animals from injury, disease, abuse, and starvation; and

WHEREAS, NACA has designated the second full week of April as Animal Care and Control Officer Appreciation Week; and

WHEREAS, federal, state, and local government officials throughout the nation take this time to recognize, thank, and commend all animal care and control professionals for the dedicated services they perform and for fulfilling the commitment to providing the highest and most efficient level of customer service;

NOW, THEREFORE BE IT RESOLVED, that the Nelson County Board of Supervisors does hereby recognize April 12-18, 2026, as **ANIMAL CARE AND CONTROL APPRECIATION WEEK** in Nelson County, and we call this observance to the attention of our citizens.

Approved: April 14, 2026

Attest: _____, Clerk
Nelson County Board of Supervisors



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SUPERVISORS

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RESOLUTION R2026-30
NELSON COUNTY BOARD OF SUPERVISORS
APRIL 2026 IS FAIR HOUSING MONTH

WHEREAS, April is Fair Housing Month and marks the 58th anniversary of the passage of the federal Fair Housing Act (Title VIII of the Civil Rights Act of 1968, as amended by the Fair Housing Amendments Act of 1988); and

WHEREAS, the Fair Housing Act provides that no person shall be subjected to discrimination because of race, color, national origin, religion, sex, disability, or familial status in the rental, sale, financing or advertising of housing, and the Virginia Fair Housing Law also prohibits housing discrimination based on elderliness; and

WHEREAS, the Fair Housing Act supports equal housing opportunity throughout the United States; and

WHEREAS, fair housing creates healthy communities and housing discrimination harms us all;

NOW THEREFORE BE IT RESOLVED, that the Nelson County Board of Supervisors supports equal housing opportunity and seeks to affirmatively further fair housing not only during Fair Housing Month in April, but throughout the year.

Approved: April 14, 2026

Attest: _____, Clerk
Nelson County Board of Supervisors



BOARD OF
SUPERVISORS

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Director of Finance and
Human Resources

**RESOLUTION R2026-31
NELSON COUNTY BOARD OF SUPERVISORS
APRIL IS CHILD ABUSE PREVENTION MONTH**

WHEREAS, Child Abuse Prevention Month is observed each April to raise awareness of the importance of preventing child abuse and neglect and to affirm our community's shared responsibility to support children and families; and

WHEREAS, child abuse and neglect remain serious public health and social concerns affecting children and families across our region; and

WHEREAS, strong families, supportive relationships, and engaged communities contribute to positive outcomes for children; and

WHEREAS, prevention and early intervention efforts — including education, family support, and community engagement — help strengthen protective factors for children and caregivers; and

WHEREAS, collaborative partnerships among families, schools, community organizations, faith groups, health care providers, law enforcement, and Departments of Social Services enhance our community's coordinated response to child abuse and neglect; and

WHEREAS, Children's Advocacy Centers (CACs) are codified in the Code of Virginia as part of the Commonwealth's response to child abuse and neglect, serving as the neutral, child-focused setting for forensic interviews, medical examinations, family advocacy, and multidisciplinary team case review; and

WHEREAS, Foothills Children's Advocacy Center has partnered for 20 years with law enforcement, the Department of Social Services, and the Commonwealth's Attorney's Office, conducting an average of more than 300 forensic interviews annually to support criminal investigations and prosecution efforts; and

WHEREAS, this community recognizes the importance of continued awareness, collaboration, and resources to support children and families impacted by abuse;

NOW, THEREFORE BE IT RESOLVED, that the Nelson County Board of Supervisors does hereby proclaim **April 2026 as Child Abuse Prevention Month** in Nelson County and urges all residents, community organizations, businesses, and institutions to renew their commitment to protecting children, supporting families, increasing awareness of child abuse prevention resources, and participating in activities that promote child well-being.

Approved: April 14, 2026

Attest: _____, Clerk
Nelson County Board of Supervisors



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Director of Finance and
Human Resources

**PROCLAMATION P2026-01
NELSON COUNTY BOARD OF SUPERVISORS
APRIL 2026 IS THE MONTH OF THE MILITARY CHILD**

WHEREAS, the United States Department of War has consistently acknowledged the vital role of military children and youth; and

WHEREAS, the resilient young individuals demonstrate unwavering commitment, adaptability, and courage in the face of unique challenges; and

WHEREAS, military children contribute significantly to the strength and resilience of our military families and communities; and

WHEREAS, their sacrifices often go unnoticed, yet they play an essential role in supporting the military’s mission; and

WHEREAS, the Month of the Military Child provides an opportunity to celebrate their achievements, honor their past, cherish the present, and shape a brighter future; and

THEREFORE, let it be known that we recognize and appreciate the contributions of military children and youth, and we commit to providing them with quality care and positive youth development, and

BE IT HEREBY PROCLAIMED that the Nelson County Board of Supervisors does hereby declare April 2026 as the Month of the Military Child and calls upon the individual citizens, government agencies, churches, and civic organizations, in Nelson County, Virginia, to observe the month with appropriate programs, ceremonies, and activities as a way to bring our mission and vision into reality.

Approved: April 14, 2026

Attest: _____, Clerk
Nelson County Board of Supervisors



BOARD OF SUPERVISORS

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Director of Finance and
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**RESOLUTION R2026-32
NELSON COUNTY BOARD OF SUPERVISORS
APPROVAL OF LOVINGSTON VOLUNTEER FIRE DEPARTMENT'S
FIREWORKS FUNDING REQUEST**

BE IT RESOLVED that the Nelson County Board of Supervisors approves Lovingston Volunteer Fire Department's request for \$12,000 for the July 4th Fireworks show, which is tentatively scheduled to take place at Nelson County High School and Middle School Complex on July 4, 2026.

BE IT FURTHER RESOLVED that the Lovingston Volunteer Fire Department agrees to remit any leftover funds back to the County, should the invoiced amount come in below \$12,000.

Approved: April 14, 2026

Attest: _____, Clerk
Nelson County Board of Supervisors

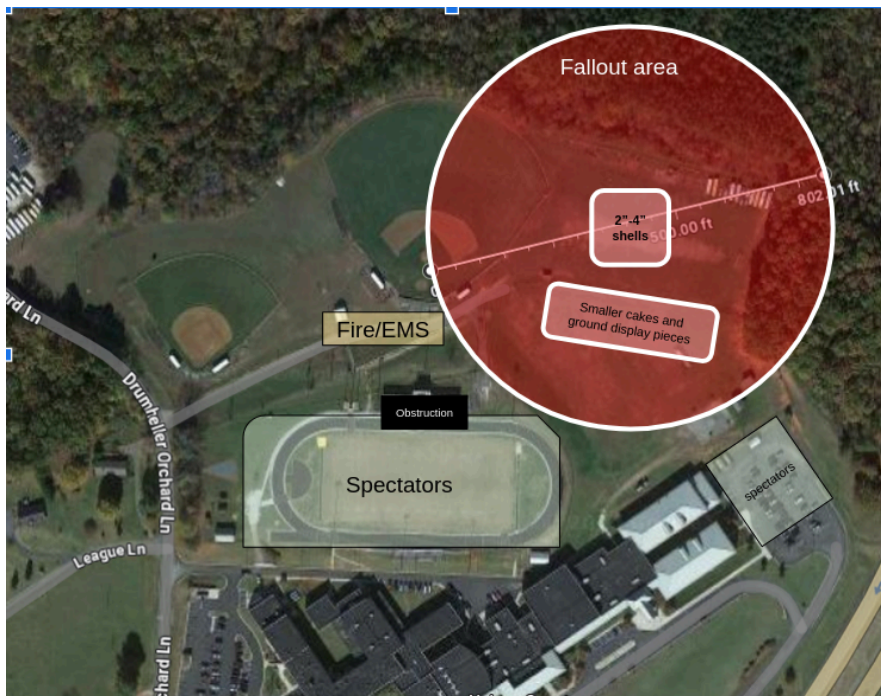
To the Nelson County Board of Supervisors,

The Lovingson Volunteer Fire Department is requesting \$12,000.00 for a firework show for a 4th of July celebration. The firework technician we intend to use is Mike Durbin with Francisco Display Fireworks (Virginia Skypainters). In discussions with Mike Durbin, we believe that a max allowance of \$12,000.00 will be sufficient. The quote will include his time, the materials, and the insurance. The show will mimic last year's show in fanfare.

The length of the show should be around 15-20 minutes. We would like the date of the fireworks to be July 4th. The technician intends to use 2" to 4" mortars. We will begin discussions with the school to do the show there. Unfortunately, the school can not agree to anything without the certificate of insurance. The certificate of insurance is provided by Mike's team. Historically, his team provides the certificate of insurance in May. The volunteer fire department is committed to ensuring the safety of the residents of Lovingson. If the board of supervisors approves of the firework show, our social media and parade teams are committed to warning residents of the loud noise. Additionally, we will post tips about pets and fireworks.

Sincerely, Jade Bunner

Membership President of the Lovingson Volunteer Fire Department on behalf of the parade/fireworks committee.





BOARD OF SUPERVISORS

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Human Resources

**RESOLUTION R2026-33
NELSON COUNTY BOARD OF SUPERVISORS
AUTHORIZATION FOR PUBLIC HEARING
FY27-32 SECONDARY SIX-YEAR ROAD PLAN
AND CONSTRUCTION PRIORITY LIST**

WHEREAS, The Virginia Department of Transportation and the Board of Supervisors of Nelson County, in accordance with Sections 33.2-331 and 33.2-332 of the Code of Virginia, are required to conduct a public hearing to receive public comment on the proposed Secondary Six-Year Plan for Fiscal Years 2027 through 2032 in Nelson County and on the Secondary System Construction Budget for Fiscal Year 2027,

NOW THEREFORE BE IT RESOLVED, that a public hearing will be held for this purpose in the General District Courtroom of the Nelson County Courthouse, 84 Courthouse Square, Lovingston, Virginia at 7:00 pm on Tuesday, May 12, 2026.

Approved: _____

Attest: _____, Clerk
Nelson County Board of Supervisors

Nelson County
Rural Rustic Draft Priority List - FY 27/32

| PRIORITY | ROUTE | NAME | FROM | TO | LENGTH | TC - VPD | COST | NOTES |
|----------|-------|---------------------|--------------------------|---------------|--------|----------|---------------|-------|
| 1 | 780 | Toms Lane | RTE 674 Cow Hollow | Dead End | 0.40 | 60 | \$ 120,000.00 | |
| 2 | 634 | Spring Valley Rd | RTE 616 Hickory Creek Rd | Dead End | 1.00 | 180 | \$ 300,000.00 | |
| 3 | 647 | Findlay Gap | RTE 722 Keys Church Rd | 1.20 Mi East | 1.20 | 220 | \$ 360,000.00 | |
| 4 | 681 | Pigeon Hill Rd | RTE 680 Cub Creek Rd | RTE 769 | 1.56 | 80 | \$ 468,000.00 | |
| 5 | 662 | South Powell Island | 0.68 Mi North RTE 739 | 1.45 Mi N 739 | 1.45 | 60 | \$ 435,000.00 | |
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| | | | | | | | | |

Total \$ 1,683,000.00

Estimates based on
\$300,000 per mile

Nelson County
Rural Rustic Priority List - FY26/31

| PRIORITY | ROUTE | NAME | FROM | TO | LENGTH | TC - VPD | COST | NOTES |
|----------|-------|---------------------|--------------------------|---------------|--------|----------|---------------|-------|
| 1 | 780 | Toms Lane | RTE 674 Cow Hollow | Dead End | 0.40 | 60 | \$ 120,000.00 | |
| 2 | 634 | Spring Valley Rd | RTE 616 Hickory Creek Rd | Dead End | 1.00 | 180 | \$ 300,000.00 | |
| 3 | 647 | Findlay Gap | RTE 722 Keys Church Rd | 1.20 Mi East | 1.20 | 220 | \$ 400,000.00 | |
| 4 | 681 | Pigeon Hill Rd | RTE 680 Cub Creek Rd | RTE 769 | 1.56 | 80 | \$ 425,000.00 | |
| 5 | 662 | South Powell Island | 0.68 Mi North RTE 739 | 1.45 Mi N 739 | 1.45 | 60 | \$ 362,500.00 | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

Total \$ 1,607,500.00

Estimates based on
\$300,000 per mile

Code of Virginia

Title 33.2. Highways and Other Surface Transportation Systems

Subtitle II. Modes of Transportation: Highways, Bridges, Ferries, Rail, and Public Transportation

Chapter 3. Highway Systems

Article 3. Secondary State Highway System

§ 33.2-331. Annual meeting with county officers; six-year plan for secondary state highways; certain reimbursements required

For purposes of this section, "cancellation" means complete elimination of a highway construction or improvement project from the six-year plan.

The governing body of each county in the secondary state highway system may, jointly with the representatives of the Department as designated by the Commissioner of Highways, prepare a six-year plan for the improvements to the secondary state highway system in that county. Each such six-year plan shall be based upon the best estimate of funds to be available to the county for expenditure in the six-year period on the secondary state highway system. Each such plan shall list the proposed improvements, together with an estimated cost of each project so listed. Following the preparation of the plan in any year in which a proposed new funding allocation is greater than \$100,000, the board of supervisors or other local governing body shall conduct a public hearing after publishing notice twice in a newspaper published in or having general circulation in the county, with the first publication appearing no more than 28 days before and the second publication appearing no less than seven days before the hearing, and posting notice of the proposed hearing at the front door of the courthouse of such county 10 days before the meeting. At the public hearings, which shall be conducted jointly by the board of supervisors and the representative of the Department, the entire six-year plan shall be discussed with the citizens of the county and their views considered. Following the discussion, the local governing body, together with the representative of the Department, shall finalize and officially adopt the six-year plan, which shall then be considered the official plan of the county.

At least once in each calendar year in which a proposed new funding allocation is greater than \$100,000, representatives of the Department in charge of the secondary state highway system in each county, or some representative of the Department designated by the Commissioner of Highways, shall meet with the governing body of each county in a regular or special meeting of the local governing body for the purpose of preparing a budget for the expenditure of improvement funds for the next fiscal year. The representative of the Department shall furnish the local governing body with an updated estimate of funds, and the board and the representative of the Department shall jointly prepare the list of projects to be carried out in that fiscal year taken from the six-year plan by order of priority and following generally the policies of the Board in regard to the statewide improvements to the secondary state highway system. In any year in which a proposed new funding allocation is greater than \$100,000, such list of priorities shall then be presented at a public hearing duly advertised in accordance with the procedure outlined in this section, and comments of citizens shall be obtained and considered. Following this public hearing, the board, with the concurrence of the representative of the Department, shall adopt, as official, a priority program for the ensuing year, and the Department shall include such listed projects in its secondary highways budget for the county for that year.

At least once every two years following the adoption of the original six-year plan, the governing body of each county, together with the representative of the Department, may update the six-

year plan of the county by adding to it and extending it as necessary so as to maintain it as a plan encompassing six years. Whenever additional funds for secondary highway purposes become available, the local governing body may request a revision in its six-year plan in order that such plan be amended to provide for the expenditure of the additional funds. Such additions and extensions to each six-year plan shall be prepared in the same manner and following the same procedures as outlined herein for its initial preparation. Where the local governing body and the representative of the Department fail to agree upon a priority program, the local governing body may appeal to the Commissioner of Highways. The Commissioner of Highways shall consider all proposed priorities and render a decision establishing a priority program based upon a consideration by the Commissioner of Highways of the welfare and safety of county citizens. Such decision shall be binding.

Nothing in this section shall preclude a local governing body, with the concurrence of the representative of the Department, from combining the public hearing that may be required pursuant to this section for revision of a six-year plan with the public hearing that may be required pursuant to this section for review of the list of priorities, provided that notice of such combined hearing is published in accordance with procedures provided in this section.

All such six-year plans shall consider all existing highways in the secondary state highway system, including those in the towns located in the county that are maintained as a part of the secondary state highway system, and shall be made a public document.

If any county cancels any highway construction or improvement project included in its six-year plan after the location and design for the project has been approved, such county shall reimburse the Department the net amount of all funds expended by the Department for planning, engineering, right-of-way acquisition, demolition, relocation, and construction between the date on which project development was initiated and the date of cancellation. To the extent that funds from secondary highway allocations have been expended to pay for a highway construction or improvement project, all revenues generated from a reimbursement by the county shall be deposited into that same county's secondary highway allocation. The Commissioner of Highways may waive all or any portion of such reimbursement at his discretion.

The provisions of this section shall not apply in instances where less than 100 percent of the right-of-way is available for donation for unpaved highway improvements.

Code 1950; 1970, c. 322, § 33.1-70.01; 1977, c. 578; 1979, c. 64; 1981, c. 240; 1993, c. 802; 2001, cc. 105, 130; 2005, c. 645; 2011, cc. 434, 493; 2014, c. 805; 2015, c. 684; 2019, cc. 81, 400; 2023, cc. 506, 507; 2024, cc. 225, 242.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

Code of Virginia

Title 33.2. Highways and Other Surface Transportation Systems

Subtitle II. Modes of Transportation: Highways, Bridges, Ferries, Rail, and Public Transportation

Chapter 3. Highway Systems

Article 3. Secondary State Highway System

§ 33.2-332. Requesting Department of Transportation to hard-surface secondary highways; paving of certain secondary highways within existing rights-of-way; designation as Rural Rustic Road

A. Whenever the governing body of any county, after consultation with personnel of the Department, adopts a resolution requesting the Department to hard-surface any secondary highway in such county that carries 50 or more vehicles per day with a hard surface of width and strength adequate for such traffic volume, the Department shall give consideration to such resolution in establishing priority in expending the funds allocated to such county. The Department shall consider the paving of highways with a right-of-way width of less than 40 feet under this subsection when land is, has been, or can be acquired by gift for the purpose of constructing a hard-surface highway.

B. Notwithstanding the provisions of subsection A, any unpaved secondary highway that carries at least 50 but no more than 750 vehicles per day may be paved or improved and paved within its existing right-of-way or within a wider right-of-way that is less than 40 feet wide if the following conditions are met:

1. The governing body of the county in which the highway is located has requested paving of such highway as part of the six-year plan for the county under § 33.2-331 and transmitted that request to the Commissioner of Highways; and

2. The Commissioner of Highways, after having considered only (i) the safety of such highway in its current condition and in its paved or improved condition, including the desirability of reduced speed limits and installation of other warning signs or devices; (ii) the views of the residents and owners of property adjacent to or served by such highway; (iii) the views of the local governing body making the request; (iv) the historical and aesthetic significance of such highway and its surroundings; (v) the availability of any additional land that has been or may be acquired by gift or other means for the purpose of paving such highway within its existing right-of-way or within a wider right-of-way that is less than 40 feet wide; and (vi) environmental considerations, shall grant or deny the request for the paving of such highway under this subsection.

C. Notwithstanding the provisions of subsections A and B, the governing body of any county, in consultation with the Department, may designate a highway or highway segment as a Rural Rustic Road, provided such highway or highway segment is located in a low-density development area and has an average daily traffic volume of no more than 1,500 vehicles per day. For a highway or highway segment so designated, improvements shall utilize a paved surface width based on reduced and flexible standards that leave trees, vegetation, side slopes, and open drainage abutting the highway undisturbed to the maximum extent possible without compromising public safety. Any highway designated as a Rural Rustic Road shall be subject to § 62.1-44.15:34. The Department, in consultation with the affected local governing body, shall first consider the paving of a highway or highway segment meeting the criteria for a Rural Rustic Road

in accordance with this subsection before making a decision to pave it to another standard as set forth in this section.

D. The Commonwealth and its agencies, instrumentalities, departments, officers, and employees acting within the scope of their duties and authority shall be immune for damages by reason of actions taken in conformity with the provisions of this section. Immunity for the local governing body of any political subdivision requesting paving under this section and the officers and employees of any such political subdivision shall be limited to that immunity provided pursuant to § 15.2-1405.

1973, c. 360, § 33.1-70.1; 1977, c. 578; 1985, c. 440; 1997, cc. 715, 729; 1999, cc. 306, 320; 2001, cc. 355, 366; 2002, c. 414; 2003, c. 599; 2006, c. 546; 2008, c. 195; 2011, c. 400; 2013, cc. 756, 793; 2014, c. 805.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.



BOARD OF SUPERVISORS

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South District

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North District

CANDICE W. MCGARRY
County Administrator

AMANDA B. SPIVEY
Administrative Assistant/
Deputy Clerk

GRACE E. MAWYER
Director of Finance and
Human Resources

**RESOLUTION R2026-34
NELSON COUNTY BOARD OF SUPERVISORS
AUTHORIZATION FOR PUBLIC HEARING ON FY27 BUDGET**

BE IT RESOLVED, by the Nelson County Board of Supervisors, that pursuant to §15.2-2503, and §15.2-2506 of the Code of Virginia 1950 as amended, that a public hearing on the FY27 Budget is hereby authorized to be held on Tuesday, May 12, 2026 at 7:00 P.M. in the General District Courtroom of the Courthouse in Lovingston, Virginia.

Approved: _____

Attest: _____, Clerk
Nelson County Board of Supervisors

§ 15.2-2503. Time for preparation and approval of budget; contents

All officers and heads of departments, offices, divisions, boards, commissions, and agencies of every locality shall, on or before the first day of April of each year, prepare and submit to the governing body an estimate of the amount of money needed during the ensuing fiscal year for his department, office, division, board, commission or agency. If such person does not submit an estimate in accordance with this section, the clerk of the governing body or other designated person or persons shall prepare and submit an estimate for that department, office, division, board, commission or agency.

The governing body shall prepare and approve a budget for informative and fiscal planning purposes only, containing a complete itemized and classified plan of all contemplated expenditures and all estimated revenues and borrowings for the locality for the ensuing fiscal year. The itemized contemplated expenditures shall include any discretionary funds to be designated by individual members of the governing body and the specific uses and funding allocation planned for those funds by the individual member; however, notwithstanding any provision of law to the contrary, general or special, an amendment to a locality's budget that changes the uses or allocation or both of such discretionary funds may be adopted by the governing body of the locality. The governing body shall approve the budget and fix a tax rate for the budget year no later than the date on which the fiscal year begins. The governing body shall annually publish the approved budget on the locality's website, if any, or shall otherwise make the approved budget available in hard copy as needed to citizens for inspection.

Code 1950, § 15-575; 1959, Ex. Sess., c. 69; 1962, c. 623, § 15.1-160; 1976, c. 762; 1978, c. 551; 1997, c. 587; 2008, c. [353](#); 2013, c. [747](#).

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

§ 15.2-2506. Publication and notice; public hearing; adjournment; moneys not to be paid out until appropriated

Notice of one or more public hearings shall be given in accordance with § 15.2-1427. Such notice shall, at a minimum, include a summary of the total revenues and expenditures for each appropriated fund and the current and proposed real estate and personal property tax levies. Any locality not having a newspaper of general circulation may in lieu of the foregoing notice provide for notice by written or printed handbills, posted at such places as it may direct. The hearing shall be held at least seven days prior to the approval of the budget as prescribed in § 15.2-2503. With respect to the school division budget, which shall include the estimated required local match, such hearing shall be held at least seven days prior to the approval of that budget as prescribed in § 22.1-93. With respect to the budget of a constitutional officer, if the proposed budget reduces funding of such officer at a rate greater than the average rate of reduced funding for other agencies appropriated through such locality's general fund, exclusive of the school division, the locality shall give written notice to such constitutional officer at least 14 days prior to adoption of the budget. If a constitutional officer determines that the proposed budget cuts would impair the performance of his statutory duties, such constitutional officer shall make a written objection to the local governing body within seven days after receipt of the written notice and shall deliver a copy of such objection to the Compensation Board. The local governing body shall consider the written objection of such constitutional officer. The governing body may adjourn such hearing from time to time. The fact of such notice and hearing shall be entered of record in the minute book.

In no event, including school division budgets, shall such preparation, publication, and approval be deemed to be an appropriation. No money shall be paid out or become available to be paid out for any contemplated expenditure unless and until there has first been made an annual, semiannual, quarterly, or monthly appropriation for such contemplated expenditure by the governing body, except that funds appropriated in a county having adopted the county executive form of government for multiyear capital projects and outstanding grants may be carried over from year to year without being reappropriated.

Code 1950, § 15-577; 1956, Ex. Sess., c. 67; 1959, Ex. Sess., c. 69; 1962, c. 623, § 15.1-162; 1976, c. 762; 1978, cc. 126, 551; 1984, c. 485; 1997, c. 587; 2009, c. 280; 2014, cc. 360, 589; 2021, c. 8; 2021, Sp. Sess. I, c. 155; 2024, cc. 225, 242.

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.



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M.E. EMBREY

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V B

March 26, 2026

To: Board of Supervisors
Ms. Candy McGarry
Ms. Grace Mawyer

From: Sheriff Mark E. Embrey

RE: Request for County-funded Position
(Emergency Vehicle Installation Specialist)

Board Members,

The following proposal is submitted on behalf of the Nelson County Sheriff's Office, the Emergency Services Department, and Wintergreen Fire and Rescue Services; in consultation with the Emergency Services Council, Nelson County Administration, Finance Department, School Transportation Department, and the Nelson County Department of Public Works. This proposal includes the request for a newly-established county position within the Department of Public Works. This position would be a Full-Time salaried employee, with the designated Occupational Title, "Emergency Vehicle Installation Specialist/Radio Technician". This is an essential position that would directly and immediately benefit every Department staffed with 'Career' and 'Volunteer' personnel within the County of Nelson and Wintergreen Public Safety agencies.

With this position, a county employee would be able to install and maintain all aftermarket equipment on law enforcement and emergency vehicles. This equipment includes, but is not limited to, emergency warning lights, sirens, communication radios, prisoner transport cages, mobile data terminals, push bumpers, weapons locking systems, etc. Additionally, communication radios may need to be installed in school buses, maintenance vehicles, and any other County or Department-owned vehicle.

The Need for this Position

Sheriff's Office - The Nelson County Sheriff's Office represents one of many Public Safety agencies operating within the County of Nelson Government structure. Annually, the Sheriff's Office anticipates purchasing a minimum of (4) new vehicles to replace aging and outdated vehicles within the Department's Patrol fleet. In order to be 'operational' as a law enforcement vehicle, each vehicle **must** have aftermarket components installed inside it for the proper usage and safety of the operator.



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Presently, the Department utilizes a business in Staunton, Virginia, for the installation of these components. The business, known as Alliance Vehicle Solutions (AVS), currently charges the Department \$6,500.00 per vehicle, or \$26,000.00 annually, to complete installation on all four vehicles purchased annually by the Department.

The four new vehicles that were purchased in the FY26 budget, were delivered to the Sheriff's Office in early August 2025. These vehicles were transported to the AVS facility in Staunton, Virginia, in August 2025 for the installation of aftermarket equipment that was also purchased utilizing appropriated FY26 funds.

To date, the Sheriff's Office has received only (2) of the (4) vehicles back from AVS with the completed installation. These two vehicles are currently being utilized by our Deputies; however, the remaining two vehicles are not expected to be received by our Office until May 2026, as per AVS Management. This significant delay is not an AVS issue, but rather a systemic problem amongst the businesses in this specific field due to high demand and limited personnel.

Additional Local Departments - There are many additional county agencies that would benefit from this position. Departments such as Animal Control, Emergency Services, Service Authority, Public Works, and all County School Buses, have radios and other aftermarket components that require installation within each of their Department vehicles.

Many of these afore-mentioned Departments have historically relied on CLEAR Communications in Charlottesville, Virginia, for their radio and basic installation needs. There are multiple vehicles within each County Department, that are currently waiting for radio installation by a CLEAR Communications Radio Technician. Some of these vehicles have been waiting for an extensive period of time, due to manpower and personnel shortages at CLEAR Communications.

During a recent meeting with the CLEAR Communications leadership team, CLEAR has announced that the company will **NO LONGER** be completing equipment installations into public safety vehicles, **EFFECTIVE IMMEDIATELY**. CLEAR has decided to concentrate their business model on larger scale projects such as radio towers and Motorola System upgrades.

Local Volunteer Agencies - The volunteer fire departments and rescue squad organizations within the County of Nelson have been the 'backbone' of the Public Safety community for generations. The Nelson County Emergency Services Council has identified (50) emergency vehicles that are owned amongst the (6) Volunteer Fire Departments and (4) Rescue Squad Agencies (Rockfish, Roseland, Gladstone, NEMS). Of these 50 vehicles, many of them need radio programming or installation. The newly purchased tanker truck that was purchased by Faber Fire Department, does not have a functioning radio installed inside it. This is a prime example of an installation that has been pending with CLEAR Communications.



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Repair Costs – When emergency equipment becomes inoperable, including emergency lights and sirens, the emergency vehicle is returned to AVS to complete these repairs. When a patrol vehicle is taken back to AVS for repairs, the vehicle can be unavailable for an extended period of time. Recently, the Department has returned several vehicles to AVS for wiring repairs that rendered the emergency equipment inoperable.

These repairs have proven to be **costly** to the County's Maintenance and Repair budget, as our Office has recently submitted bills to the Finance Department.

With the approval of this position, the County of Nelson avoids these repair costs and has these equipment failures fixed in a time-efficient manner.

Implementation of this Position

The County of Nelson currently owns a physical structure that is commercially zoned for business use, which is located at 8375 Thomas Nelson Highway, Lovingston, Virginia. This property was previously utilized by the County of Nelson as its Maintenance Garage, prior to its relocation to Callohill Drive several years ago.

I have personally toured the structure at 8375 Thomas Nelson Highway, along with Public Works Director, Mr. Jeffrey Brantley. This building is structurally sound, and it is a viable option to have the work and usage that this position would require.

I have met with Mr. Taylor Ashley, Director of Transportation, and discussed this position with him in detail. Mr. Ashley currently utilizes AVS for radio installations into the county's public school buses. If this position is approved, Mr. Ashley has offered the usage of the Transportation building located at 620 Drumheller Orchard Lane, Lovingston, Virginia. This offer would allow the county employee the opportunity to install radios in school buses, in a more spacious and adequate environment. This service would immediately:

- *Save the Transportation Department the time to travel to AVS
- *Prevent the two-week downtime that the bus sits at AVS awaiting the installation
- *Save the Transportation Department \$500.00 per radio installation for each school bus

Cost to the County of Nelson

The preferred candidate for this position would have prior professional experience and employment history in performing emergency vehicle equipment installations, as well as a knowledgeable background in radio installations and radio programming. I have reached out to (3) separate business entities who specialize in emergency vehicle equipment installation. These entities are identified as East Coast Installers, Patriot Installations, and AVS. The technicians



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who currently work in this very unique and specific career field, have a median salary of **\$70,000.00/annually**. In order to attract qualified applicants for this position, the County of Nelson would need to offer this position in this salary range. The total cost to the County of Nelson to employ an individual at this salary with benefits, per Ms. Grace Mawyer, is **\$101,109.00**.

Training and Continued Education would be a vital component of this position. As Nelson County radios are operated through Motorola Solutions, it is essential that this employee would have access to updated trainings on Motorola technology, particularly since this technology is constantly evolving.

Motorola has agreed to provide training to a County of Nelson employee, and Motorola would grant system access to allow programming and re-programming on all county-owned radios. In further in-depth conversations, management at CLEAR Communications 'highly-recommends' the county moving forward with this position, as they recognize the time constraints and needs of Nelson County that can't be met by CLEAR Communications.

On Thursday, April 2, 2026, I had an in-depth conversation with Ms. Debra Oster, Training and Continued Education Coordinator for Motorola Solutions. Motorola Solutions provides many classes that are available online and FREE to localities in situations such as this. Ms. Oster referenced several online classes through Motorola Solutions that engage in Radio Programming.

How Do We Fund This Position

Wintergreen Funding - This position would not only be invaluable to the County of Nelson, but it would also benefit our neighbors at Wintergreen. The Wintergreen Police Department and Wintergreen Fire and Rescue would be able to utilize the services of this county employee. Each agency has numerous emergency vehicles that would be in need of equipment installation, as well as radio programming.

With the usage of this county employee, Wintergreen has offered an annual stipend to the County of Nelson in the amount of **\$20,000.00**, which would provide a portion of the employee's salary. Wintergreen has significantly less emergency vehicles than the County of Nelson, thus this stipend is an adequate share of the financial responsibility.

In order to move forward with this arrangement, Wintergreen officials would require a minimum of a 36-month contract with the County of Nelson, to ensure the services of this employee as well as this financial obligation. If approved, County vehicles and Wintergreen vehicles would be fitted on a rotational schedule. These terms would be memorialized in a Memorandum of Understanding between the County and WPOA (the contracting entity).



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Reduction in Sheriff's Office Budget – If approved, I will immediately reduce the FY27 Vehicle Budget request for the Nelson County Sheriff's Office. My current request is \$262,000.00, which includes \$26,000.00 to AVS for the installation of equipment inside (4) new patrol vehicles. With the approval of this position, the FY27 budget will be reduced by **\$26,000.00**, and all future budget requests would be less, as this service and expense will no longer be necessary. The amended FY27 vehicle budget would be resubmitted to **\$236,000.00**, with the expectation that a County employee would complete these installations.

Employee Responsibilities When Not Engaged In Equipment Installations and Radio Programming

A 'Job Description' has been created for this position, and it is attached herein. This employee would report directly to the Director of Public Works and during times of inclement weather, or anytime at the Director's discretion, this employee would perform all job functions and tasks assigned to them as an employee within the Nelson County Department of Public Works.

Conclusion

This position is a necessity for both the County of Nelson and Wintergreen Police and Fire and Rescue Services. There are so many Departments within our local county government that would greatly benefit from this position, including but not limited to, the Nelson County Sheriff's Office. With an annual savings of \$26,000.00 (NCSO Vehicle Budget), accompanied by an annual stipend of \$20,000.00 from Wintergreen, the cost to the County of Nelson for this position is significantly reduced. Additionally, the Sheriff's Office would have better operational efficiency of their vehicle fleet, by not having to wait nearly one year for vehicle equipment to be installed at AVS. The county-owned building that can be utilized for this service is already established and ready for immediate usage in this professional capacity.

REQUEST

Please appropriate funding in the amount of **\$101,109.00**, to become effective July 1, 2026, for a Full-Time county-funded position. This funding will provide an annual salary of \$70,000.00, and all employee-related benefits related to Full-Time employment. This position is proposed as an 'Emergency Vehicle Installation Specialist/Radio Technician', and it would be assigned to the Nelson County Department of Public Works.

I respectfully request that strong consideration be given to this request, as this position would benefit so many entities within local government.



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Very Truly and Respectfully,

A handwritten signature in blue ink, appearing to read "Mark E. Embrey", written over a large, stylized flourish.

Mark E. Embrey

CLASS TITLE: Maintenance Worker



GRADE LEVEL: 106

CLASS TITLE:

Emergency Vehicle Upfitter / Radio Technician

GRADE LEVEL:

Summary Objective

The purpose of this position is to install and maintain all aftermarket equipment on emergency vehicles. Examples of such equipment include but are not limited to warning lights, sirens, communication radios, prisoner transport cages, mobile data terminals, push bumpers, weapons locking systems, etc. Additionally, communication radios may need to be installed in school buses, maintenance vehicles, administrative SUVs, and any other County or Department owned vehicle.

This class works under limited supervision according to set procedures and determines how or when to complete tasks.

Although an employee of Nelson County, directly responsible to the Director of Facilities, some direction will be provided by Nelson County emergency agencies. A panel of stakeholders will convene with the Facility Director no less than quarterly, to help determine a schedule for tasks.

ESSENTIAL FUNCTIONS

The essential functions listed below are those that represent the majority of the time spent working in this class. Management may assign additional functions related to the type of work of the class as necessary.

- Completes new vehicle builds.
- Removes emergency equipment to prepare vehicles for sale.
- Completes repairs to damaged or inoperable emergency equipment.
- Programs emergency equipment to optimize safety and functionality.
- Programs emergency communications equipment in accordance with FCC standards.
- Performs annual performance checks on all emergency mobile radios.
- Performs related work as assigned.

MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS:

- High School Graduation or GED equivalent.
- At least 10 years of direct experience is required.
- Experience installing and programming Whelen Core systems is required.
- Experience managing an upfit shop is preferred.
- Experience with Motorola, Kenwood, and Harris radios preferred.

This Class Description does not constitute an employment agreement between the Nelson County and an employee and is subject to change by the County as its needs change.



CLASS TITLE: Maintenance Worker



GRADE LEVEL: 106

PHYSICAL DEMANDS:

Physical demands refer to the requirements for physical exertion and coordination of limb and body movement.

- Performs medium work that involves walking, standing, stooping, jumping, stretching, or lifting all of the time and also involves exerting between 20 and 50 pounds of force on a regular and recurring basis or exceptional skill, adeptness and speed in the use of the fingers, hands or limbs in tasks involving very close tolerances or limits of accuracy.
-

UNAVOIDABLE HAZARDS (WORK ENVIRONMENT):

Unavoidable hazards refer to the job conditions that may lead to injury or health hazards even though precautions have been taken.

- Involves routine and frequent exposure to:
 - Bright/dim light; Dusts and pollen.
 - Extreme heat and/or cold; Wet or humid conditions.
 - Extreme noise levels, Animals/wildlife.
 - Vibration; Fumes and/or noxious odors.
 - Traffic; Moving machinery.
 - Electrical shock; Heights.

SPECIAL CERTIFICATIONS AND LICENSES:

- Must possess and maintain a valid state driver’s license with an acceptable driving history.
- Must possess Emergency Vehicle Technician – Law Enforcement Vehicle Installation Technician

AMERICANS WITH DISABILITIES ACT COMPLIANCE

Nelson County is an Equal Opportunity Employer. ADA requires the County to provide reasonable accommodations to qualified persons with disabilities. Prospective and current employees are encouraged to discuss ADA accommodations with management.

STANDARD CLAUSES

May be required to work nights, weekends, holidays and emergencies (man-made or natural) to meet the business needs of the County.

This job description is not designed to cover or contain a comprehensive listing of essential functions and responsibilities that are required of an employee for this job. Other duties, responsibilities, and activities may change or be assigned at any time with or without notice.

This Class Description does not constitute an employment agreement between the Nelson County and an employee and is subject to change by the County as its needs change.



CLASS TITLE: Maintenance Worker



GRADE LEVEL: 106

ESSENTIAL SAFETY FUNCTIONS

It is the responsibility of each employee to comply with established policies, procedures and safe work practices. Each employee must follow safety training and instructions provided by their supervisor. Each employee must also properly wear and maintain all personal protective equipment required for their job. Finally, each employee must immediately report any unsafe work practices or unsafe conditions as well as any on-the-job injury or illnesses.

Every manager/supervisor is responsible for enforcing all safety rules and regulations. In addition, they are responsible for ensuring that a safe work environment is maintained, safe work practices are followed and employees are properly trained.

This Class Description does not constitute an employment agreement between the Nelson County and an employee and is subject to change by the County as its needs change.



Proposal for New County Position

Submitted on behalf of:
Nelson County Sheriff's Office
Emergency Services Department
Wintergreen Fire and Rescue
Wintergreen Police Department

“Emergency Vehicle Installation Specialist/ Radio Technician”

A COUNTY EMPLOYEE WHO CAN AND INSTALL AND MAINTAIN ALL AFTERMARKET EQUIPMENT ON EMERGENCY VEHICLES AND COUNTY-OWNED VEHICLES. THIS EQUIPMENT INCLUDES WARNING LIGHTS, AUDIBLE SIRENS, COMMUNICATION RADIOS, PRISONER TRANSPORT CAGES, MOBILE DATA TERMINALS AND PUSH BUMPERS.



Nelson County Department of Public Works

THE EMPLOYEE WOULD WORK UNDER THE DIRECTION OF DIRECTOR JEFF BRANTLEY, AND WOULD PERFORM DUTIES RELATED TO THE FIELD OF PUBLIC WORKS, WHEN NEEDED.



Why Do We Need This Position?

THIS POSITION WILL PROVIDE ANNUAL COST EFFICIENCY TO THE COUNTY OF NELSON, WHILE PROVIDING MORE TIME AND RESOURCE EFFICIENCY TO ALL PUBLIC SAFETY AND OTHER AGENCIES, OPERATING WITHIN OUR LOCAL GOVERNMENT.

Nelson County Sheriff's Office

- ▶ 4 Patrol Cars Purchased Annually/Delivered on or about August 1st
- ▶ NCSO Delivers Patrol Cars to AVS (EV Up-fitter located in Staunton)
- ▶ AVS Installs Equipment that has been purchased by NCSO's adopted vehicle budget, under VSA Contract

▶ THE PROBLEM

- ▶ Since August, NCSO has received 2 out of 4 vehicles back from AVS with completed Installs. Final 2 vehicles not expected to be received back to NCSO until May (Almost a Full Year)
- ▶ Any repairs/maintenance issues requires the patrol car to be returned to AVS. This is costly to the County, and the vehicle is out of service for sometimes weeks.
- ▶ Costly - \$6,500.00 per vehicle x4 = **\$26,000.00**

Additional Local Department Needs

- ▶ Nelson County Animal Control – Currently needing radio installation in Captain Wright's vehicle. (Awaiting CLEAR Communications)
- ▶ Emergency Services – Mr. Adkins's vehicle
- ▶ Nelson County Service Authority – Radio Maintenance/Installation
- ▶ Public Works – Radio Maintenance/Installation
- ▶ Department of Transportation – County School Buses (Use AVS for equipment and Radio Installation/Maintenance)

Volunteer Public Safety Agencies

- ▶ Currently (6) Volunteer Fire Departments and (3) Volunteer Rescue Squads operating in Nelson County
- ▶ Emergency Services Council has identified (50) Emergency Vehicles that are in operation by these agencies. (Firetrucks and Ambulances)
- ▶ Many need radios installed in them, or radios reprogrammed.

▶ **AWAITING CLEAR COMMUNICATIONS**

WHY IS THE NEED NOW

- ▶ CLEAR Communications will NO LONGER be working on vehicle equipment installs/radio programming, EFFECTIVE IMMEDIATELY!!!

How Do We Implement this Position

8375 Thomas Nelson Highway



Cost to the County of Nelson

- ▶ Three Installation companies that are in geographic proximity to Nelson County (Patriot Installations, East Coast Installers, and AVS)
 - ▶ Median Salary per employee- \$70,000.00
 - ▶ Full-time with Benefits
 - ▶ \$101,109.00
 - ▶ Training and Continued Education
 - ▶ Inventory (Radios/Antennas/Parts)

How Do We Pay For This

- ▶ Wintergreen Resort – Offered an Annual Stipend beginning at \$20,000.00 to the County of Nelson, to provide a subsidy to this position.
- ▶ Wintergreen Fire and Rescue/Police Department will be granted access to the County Employee, for installation/programming services to their Emergency Vehicles, in return for this financial contribution.
- ▶ Wintergreen requires a 3-year contract with the County of Nelson for this financial commitment.

How Do We Pay For This (Continued)

- ▶ Sheriff's Office Budget – Immediate Reduction of **\$26,000.00** from the FY27 Vehicle Line Item. (AVS No Longer Required)
- ▶ Budget Request Reduced from \$262,000.00 to **\$236,000.00**, **effective immediately.**
- ▶ The County of Nelson will **NO LONGER** have a maintenance/repair expense for NCSO Vehicles, School Buses, or any other County-owned Vehicle for these-related equipment issues.

Conclusion

- ▶ CLEAR COMMUNICATIONS FULLY SUPPORTS THE COUNTY OF NELSON'S INTEREST IN FACILITATING THEIR OWN E.V. EQUIPMENT INSTALLER/RADIO PROGRAMMER
- ▶ WITH FINANCIAL SUPPORT FROM WINTERGREEN, AND A LARGE REDUCTION IN THE NCSO BUDGET, THIS POSITION PAYS FOR ITSELF OVER TIME.
- ▶ E.V.'S ARE IN FULL OPERATION, SERVING THE CITIZENS OF NELSON COUNTY IN A TIME EFFICIENT MANNER.
- ▶ WE HAVE AN EXISTING, COUNTY-OWNED FACILITY, READY TO BE PUT TO USE FOR THIS!!!

REQUEST

- ▶ Please appropriate \$101,109.00, to become effective July 1, 2026, for a Full-Time, County-funded position. This position will be identified as an 'Emergency Vehicle Installation Specialist/Radio Technician', and it will be assigned to the Nelson County Department of Public Works.

Questions

March 17, 2026

Dr. Jessica Ligon, Chair
Nelson County Board of Supervisors
P.O. Box 336
Lovingston, Virginia 22949

Board of Supervisors
Kenneth R. Brown
Justin A. Carwile
Matt W. Cline
Paul E. Dowdy
Jon R. Hardie
Tom K. Lawton
Charlie A. Watts
47 Courthouse Lane, Suite 1
Rustburg, VA 24588
administration@campbellcountyva.gov
Phone: 434-332-9525

Dear Dr. Ligon:

My colleague Supervisor Watts and I have been working toward a mutually beneficial resolution of the current litigation involving the Region 2000 Services Authority. I am very pleased to report that we have achieved a successful negotiation to include the terms we understand Nelson seeks. I am writing to advise you that you will be receiving from Campbell County's legal counsel a settlement agreement that includes these negotiated terms. The County's intent in sending this is to move forward with resolution of the outstanding lawsuits.

You will find that the settlement agreement proposal includes the following points:

1. Nelson County will receive a one-time payment of \$250,000.
2. Campbell County will take ownership of all assets and liabilities of the Region 2000 Services Authority.
3. If Campbell County expands the existing landfill operation at the Livestock Road location, Nelson County may use the facility at a rate not to exceed 20% over what Campbell County pays.
4. A commitment from Campbell County to move expeditiously toward the consideration of a landfill expansion.

I trust you and your colleagues on the Board will find this sufficiently advantageous to Nelson. As you know, time is of the essence as we consider this matter. Accordingly, I ask that you approve the settlement proposal no later than April 20th. Thank you for your continued partnership.

Sincerely,



Tom K. Lawton
Chairman

Attachment: Settlement Agreement

cc: Members, Nelson County Board of Supervisors
Members, Campbell County Board of Supervisors
Mrs. Candy McGarry, County Administrator
Mr. Phillip Payne Esq., County Attorney

Closed Session Form Motion

1. Motion to Convene in Closed Session

FORM MOTION FOR CONVENING CLOSED MEETING

“I move that the Nelson County Board of Supervisors convene in closed session to discuss the following as permitted by Virginia Code Sections 2.2-3711-

(A)(7) - “Consultation with legal counsel and briefings by staff members pertaining to actual litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body” – Litigation pertaining to the Region 2000 Services Authority;”

(A)(8) - "Consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel. Nothing in this subdivision shall be construed to permit the closure of a meeting merely because an attorney representing the public body is in attendance or is consulted on a matter."

2. Conduct Closed Session

3. Motion to Reconvene in Public Session

4. Motion to Certify Closed Session

**CERTIFICATION MOTION AFTER RECONVENING IN PUBLIC
SESSION:**

(Requires recorded roll call vote)

“I move, pursuant to the requirements of Chapter 37, Virginia Freedom of Information Act and Section 2.2-3712 of the Code of Virginia, that the Nelson County Board of Supervisors certify that to the best of each member’s knowledge (i) only public business matters lawfully exempted from open meeting requirements under this chapter and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body.”

LEGAL NOTICE
NOTICE OF PUBLIC HEARING
NELSON COUNTY BOARD OF SUPERVISORS

In accordance with Volume 3A, Title 15.2, Counties, Cities and Towns, of the Code of Virginia, 1950, as amended, and pursuant to §15.2-2204 and §15.2-2310, the Nelson County Board of Supervisors hereby gives notice that Public Hearings will start at **7:00 p.m., Tuesday, April 14, 2026** in the **General District Courtroom** on the third floor of the Nelson County Courthouse located at 84 Courthouse Square, Lovingston.

Public Hearing(s):

1. Special Use Permit #250358 – Conference Center in A-1 Agriculture District

Consideration of a Special Use Permit application requesting County approval of a conference center use in the A-1 Agriculture District, located at The Monroe Institute, 365 Roberts Mountain Road in Faber. The subject property is further identified as Tax Map Parcels #33-3-2D, 34-12-3, 34-A-35, 34-12-4, 33-5-1C, 34-12-1, and 34-12-2 which total 53.58 acres and is owned by The Monroe Institute and The Centre Inc.

2. Rezoning #250339 – R-1 Residential and M-1 Limited Industrial to M-2 Industrial

Consideration of a Rezoning application requesting County approval to rezone parcels zoned R-1 Residential (2742 Arrington Road, Tax Map Parcel #77-A-45, 1 acre), and M-1 Limited Industrial (2731 Arrington Road, Tax Map Parcels #77-3-1, 2, 77-A-5, 46, totaling approximately 3 acres), to M-2 Industrial, to align the current storage use of the properties with the appropriate zoning designation. The subject properties are owned by Jeremy & Elisabeth Hale, and Nelson Storage, LLC.

3. Special Use Permit #260024 – Restaurant (Coffee Shop) in A-1 Agriculture District

Consideration of a Special Use Permit application requesting County approval of a restaurant use for a coffee shop in the A-1 Agriculture District, located at the Rockfish Valley Volunteer Fire Department, 11100 Rockfish Valley Hwy in Afton. The subject property is further identified as Tax Map Parcel #7-A-9B, which totals 22.04 acres and is owned by the Rockfish Valley Volunteer Fire Department.

4. Special Use Permit #250263 – Campground in A-1 Agriculture District

Consideration of a Special Use Permit application requesting County approval of a campground use in the A-1 Agriculture District, located on Morse Lane in Arrington. The subject property is further identified as Tax Map Parcels #76-5-4 (35.92 acres) and #76-5-5 (77.5 acres) and is owned by Tim and Lori Beth Masters, and Nelson Morse Lane Land Trust, respectively.

Copies of the above files are available for review in the Dept. of Planning & Zoning office, 80 Front Street, Lovingston, Virginia, Monday through Friday, 8:00 a.m. to 4:00 p.m., or the Office of the County Administrator, 84 Courthouse Square, Monday through Friday, 9:00 a.m. to 5:00 p.m. For more information, call the County Administrator's Office at (434) 263-7000. EOE.

BY AUTHORITY OF NELSON COUNTY BOARD OF SUPERVISORS

Nelson County Planning & Zoning

To: Board of Supervisors

From: Dylan M. Bishop, Director of Planning & Zoning *DMB*

Date: April 14, 2026

Re: SUP #250358 – Conference Center in A-1 – The Monroe Institute

This is a request for a Special Use Permit for a new conference center facility at the Monroe Institute.

At their meeting on October 22, the Planning Commission held a public hearing for SUP #250260 at which several community members spoke. Concerns were raised regarding the proposal's compatibility within the existing community, and potential impacts from expanded operations such as increased traffic. Other concerns include ensuring an adequate water supply and impacts to existing wells in the area.

Following this public hearing, the applicant withdrew the original SUP application, with intent to resubmit a revised proposal for a different location. A substantially similar application was submitted to relocate the proposed facility, and staff advertised for a new public hearing. At their meeting on February 25, the Planning Commission voted (3-1) to recommend approval of SUP #250358 with the following conditions:

1. Prior to issuance of a certificate of occupancy for the expanded use, the access road (Roberts Mountain Road) shall be widened to a minimum of 18' and re-paved. This shall extend to the new entrance proposed for the expanded facility. If such expansion requires an approval vote from the New Land community association and that vote is unsuccessful, this condition shall be void.
2. Site lighting shall be full cut-off, dark sky compliant fixtures
3. The line of sight, looking north-west from the entrance of Roberts Mountain Road onto Rocky Road shall be improved to meet a minimum line of sight required by Stopping Sight Distance per VDOT regulations.
4. If a fire suppression storage tank is required, the tank shall be screened from view of Roberts Mountain road with screening landscaping that will achieve at least 1/2 the tank height at 10 years' growth.
5. Rainwater capture features, rain gardens or similar, shall be installed at the roof downspouts to improve SWM capture and infiltration.
6. Any new conference center structures affiliated with this special use permit shall be located on TMP 34-12-2. Other associated non-structural uses such as trails and utilities may be located on the additional parcels (34-12-3, 33-3-2D, 34-A-35, 34-12-4, 33-5-1C, 34-12-1).
7. Any uses on the property affiliated with this special use permit shall either be associated with the primary purpose of the facility, or shall be solely educational or charitable in purpose. Weddings are not permitted. No events shall include outdoor amplified music.

Nelson County Planning Commission

To: Planning Commission
From: Dylan M. Bishop, Director of Planning & Zoning *DMB*
Date: February 25, 2026
Re: SUP #250358 – Conference Center in A-1 – The Monroe Institute

BACKGROUND: This is a request for a special use permit for a conference center use on property zoned A-1 Agriculture.

Public Hearings Scheduled: P/C – February 25; Board – April 14 (tentative)

Location / Election District: 365 Roberts Mountain Road (Faber) / Central District

Tax Map Number(s): 33-3-2D, 34-12-3, 34-A-35, 34-12-4, 33-5-1C, 34-12-1, 34-12-2

Total Acreage: 53.58 acres

Owner Information: The Monroe Institute and The Centre Inc. (represented by Allyn Evans)

Applicant Information: Julia Moore, Justin Shimp (Shimp Engineering, P.C.)

Comments: This property is home to The Monroe Institute, founded in 1971. This was prior to the adoption of the zoning ordinance, and is therefore considered a legal nonconforming use. Any expansion of a nonconforming use requires compliance with the current zoning ordinance. The Monroe Institute is proposing to expand its operations and develop a conference center to include residential quarters, offices, a cafeteria, common services area, a gift shop, meeting rooms, a studio, and storage space. The expansion would accommodate 90 total guests. A project narrative and updated photo renderings are included as attachments to this report. Additional proposed conditions as submitted by the applicant are included in the staff recommendation.

A conference center is defined as, “A facility for hosting public and/or private events, including, but not limited to, weddings, receptions, social events or parties, workshops, and/or conferences, which is used as a venue for social, cultural, recreational, and/or educational activities. Conference centers may include lodging accommodations.”

At their meeting on October 22, the Planning Commission held a public hearing for SUP #250260 at which several community members spoke. Concerns were raised regarding the proposal’s compatibility within the existing community, and potential impacts from expanded operations such as increased traffic. Other concerns include ensuring an adequate water supply and impacts to existing wells in the area.

Following this public hearing, the applicant withdrew the original SUP application, with intent to resubmit a revised proposal for a different location. A substantially similar application was submitted to relocate the proposed facility, and staff advertised for a new public hearing.

DISCUSSION:

Land Use / Floodplain: This area is rural, residential, and institutional in nature. Zoning in the vicinity is A-1 Agriculture. There is some regulatory floodplain on the parcels containing the existing water system, although no development is proposed in this area.

Access / Traffic / Parking: The property is accessed by an existing entrance on Roberts Mountain Road via Rocky Road. Some paving improvements are proposed on Roberts Mountain Road, and at least 41 additional parking spaces are proposed.

Utilities: The property is served by existing utilities. Parcels 33-5-1C and 34-12-1 contain the existing water system, and are included as part of this application should any improvements be required. No structures or other development are proposed on these lots.

Land Disturbance: Proposed land disturbance is anticipated to be 6.8 acres, which would require approval of an Erosion and Sediment Control Plan by the Building Inspections Department, and a Stormwater Management Plan by DEQ.

EMS: The turnaround circle shown on the site plan will be required to be constructed to ensure fire apparatus can navigate.

Comprehensive Plan: This property is located in a *Rural Area* as designated by the Nelson 2042 Future Land Use Map. The core concept is to ensure the protection of the County's rural landscape and economy by maintaining open space, scenic views, and agricultural uses with compatible low density residential uses. Primary land use types include institutional uses, farms, agriculture, forestry, agritourism uses, parks, recreation and trails. Alterations and retrofits to existing low density single-family areas is appropriate and encouraged.

Recommendation: Staff recommends that the Planning Commission should recommend approval of SUP #250358 for a conference center at The Monroe Institute to the Board of Supervisors, with the following conditions:

1. Prior to issuance of a certificate of occupancy for the expanded use, the access road (Roberts Mountain Road) shall be widened to a minimum of 18' and re-paved. This shall extend to the new entrance proposed for the expanded facility. If such expansion requires an approval vote from the New Land community association and that vote is unsuccessful, this condition shall be void.
2. Site lighting shall be full cut-off, dark sky compliant fixtures
3. The line of sight, looking north-west from the entrance of Roberts Mountain Road onto Rocky Road shall be improved to meet a minimum line of sight required by Stopping Sight Distance per VDOT regulations.
4. If a fire suppression storage tank is required, the tank shall be screened from view of Roberts Mountain road with screening landscaping that will achieve at least 1/2 the tank height at 10 years' growth.
5. Rainwater capture features, rain gardens or similar, shall be installed at the roof downspouts to improve SWM capture and infiltration.

6. Any new conference center structures affiliated with this special use permit shall be located on TMP 34-12-2. Other associated non-structural uses such as trails and utilities may be located on the additional parcels (34-12-3, 33-3-2D, 34-A-35, 34-12-4, 33-5-1C, 34-12-1).

7. Any uses on the property affiliated with this special use permit shall either be associated with the primary purpose of the facility, or shall be solely educational or charitable in purpose. Weddings are not permitted. No events shall include outdoor amplified music.

All applications for Special Use Permits shall be reviewed using the following criteria:

- a. The use shall not tend to change the character and established pattern of development of the area or community in which it proposes to locate;
- b. The use shall be in harmony with the uses permitted by right in the zoning district and shall not affect adversely the use of neighboring property;
- c. The proposed use shall be adequately served by essential public or private services such as streets, drainage facilities, fire protection and public or private water and sewer facilities; and
- d. The proposed use shall not result in the destruction, loss or damage of any feature determined to be of significant ecological, scenic or historic importance.

Attachments:

Application/Narrative

Site Plan

Renderings

Zoning and Floodplain

Letter from Virginia Groundwater LLC

Draft Minutes from October 22, 2025 PC

Meeting SUP #250260 Withdrawal Email

Public Comments

SHIMP ENGINEERING, P.C.
Design Focused Engineering

December 19, 2025

Dylan Bishop
Nelson County Department of Planning and Zoning
80 Front Street
Lovington, VA 22949

RE: Monroe Institute Special Use Permit Submission

Dear Dylan,

Please find enclosed submission materials for the Monroe Institute's Special Use Permit and Minor Site Plan Application.

Included in this submission are:

1. Project Narrative
2. Permit Application
3. Minor Site Plan 24x36 (two copies)
4. Minor Site Plan 11x17 (eight copies)
5. Owner Authorization to Submit

If you have any questions, please do not hesitate to contact us at julia@shimp-engineering.com, or justin@shimp-engineering.com or by phone at 434-227-5140.

Best regards,

Julia Moore
Shimp Engineering, P.C.



PERMIT APPLICATION:

Nelson County Department of Planning & Zoning

TO THE ZONING ADMINISTRATOR: _____ # _____
application type application number

1. The undersigned hereby petitions the Planning Commission and/or Board of Supervisors for approval of the following (check appropriate box):

- | | |
|---|--|
| <input type="checkbox"/> Special Use Permit | <input type="checkbox"/> Subdivision |
| <input type="checkbox"/> Rezoning from _____ to _____ | <input type="checkbox"/> Site Plan – Minor |
| <input type="checkbox"/> Conditional Rezoning from _____ to _____ | <input type="checkbox"/> Site Plan – Major |
| <input type="checkbox"/> Other: _____ | |

Reason(s) for request:

(Please use reverse or attach additional sheet if more space is needed.)

2. Applicant(s) and Property Owner(s):

(Please provide names of applicants and property owners and indicate applicable title; if applicant is not the property owner, please show relationship, i.e. lessee, contract purchaser, etc.)

Applicant Property Owner Name: _____

Mailing Address: _____

Telephone #: _____ Email Address: _____

Relationship (if applicable): _____

Applicant Property Owner Name: _____

Mailing Address: _____

Telephone #: _____ Email Address: _____

Relationship (if applicable): _____

(Please attach additional sheet if more space is needed for applicant(s) / property owner(s) info.)

3. Location and Characteristics of Subject Property:

a. Address of Property (specific location, route numbers, street names, voting district, etc.):

365 Roberts Mountain Road Faber, Virginia 22938

b. Official tax map number: Tax Map Parcels 33-3-2D, 34-12-3, 34-A-35, 34-12-4, 33-5-1C, 34-12-1, and 34-12-2.

c. Acreage of property: 17.57, 7.06, 3.52, 5.33, 5.96, 5.00, and 9.14 respectively

d. Present use: Conference Center

e. Present zoning classification: A-1

f. Zoning classification of surrounding properties: A-1

4. Affidavit: The undersigned applicant(s) and/or property owner(s) certifies that this application and the foregoing answers, statements, and other information herewith submitted are, in all respects, true and correct to the best of their knowledge and belief. Also, the applicant(s) and/or property owner(s) gives permission for members of the Planning Commission, Board of Supervisors, and County Staff to visit and view the subject property.

Signature: Julia Moore 12/19/25 Printed Name: Julia Moore

Signature: _____ Printed Name: _____

(Please attach additional sheet if more space is needed for applicant(s) / property owner(s) signatures.)

5. Additional information: *(Please attach separate sheet for additional details, explanations, etc.)*

6. Please note: In the event of cancellation or postponement at your request after the initial newspaper advertisement for this application, an additional fee will apply for re-advertisement (determined by the actual cost of the ad). This fee will not apply in cases of Planning Commission or Board of Supervisors deferment.

-----TO BE COMPLETED BY PLANNING & ZONING STAFF-----

Pursuant to Article _____, Section _____ of the Nelson County Zoning Ordinance.

Pursuant to Section _____, Subsection _____ of the Nelson County Subdivision Ordinance.

- Completed application and fee (\$ 300) received on 12/22/2026
- Hearing Notice published on 2/12/26 & 2/19/26
- Planning Commission action: Date of Meeting / Hearing: 1/28/2026 - canceled due to weather, rescheduled 2/25/26
Recommendation: _____
- Board of Supervisors action: Date of Hearing: _____ Date of Decision: _____
Action: _____

Nelson County Planning & Zoning Department

(Mailing Address) P.O. Box 558, Lovingson, Virginia 22949 | *(Physical Address)* 80 Front Street, Lovingson, Virginia 22949

(Telephone Number) 434 263-7090 or Toll Free 888 662-9400, selections 4 & 1 | *(Fax Number)* 434 263-7086

<http://www.nelsoncounty-va.gov/departments/planning-zoning/>

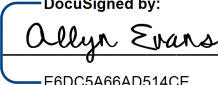
September 18, 2025

Nelson County Department of Planning and Zoning
80 Front Street
Lovingsston, VA 22949

Re: AUTHORIZATION TO SUBMIT LAND USE APPLICATIONS

The Centre Inc, and the Monroe Institute, authorized representative of the Centre Inc. (the “Owners”), are the owners of Nelson County tax parcels 33-3-2D, 34-12-3, 34-12-4, 33-5-1C, 34-12-1, and 34-A-35 (together, the “Property”). The Owners desire to submit land use applications affecting the Property, such as, but not limited to, Zoning Map Amendments, Special Exception requests, Site Plan Applications, and other similar land use applications affecting the Property (collectively, the “Land Use Applications”). The Owners hereby authorizes the following individuals and entities to submit Land Use Applications on behalf of the Owners in connection with the Property: Justin M. Shimp and Julia Moore of Shimp Engineering, P.C., and authorized representatives of the Monroe Institute. This authorization includes the authority to take any other steps, and submit any other documentation to Albemarle County necessary to effectuate the Land Use Applications on behalf of the Owner.

Allyn Evans
Chief Executive Officer, Monroe Institute

By: 
E6DC5A66AD514CE...
9/18/2025
Date: _____

SHIMP ENGINEERING, P.C.

Design Focused Engineering

Project Narrative For: Monroe Institute

Parcel Description: Tax Map Parcels 33-3-2D, 34-12-3, 34-A-35, 34-12-4, 33-5-1C, 34-12-1, and 34-12-2.

| TMP | ACREAGE | EXISTING ZONING | PROPOSED ZONING | COMP PLAN DESIGNATION |
|---------|---------|-----------------|------------------|-----------------------|
| 33-3-2D | 17.57 | A-1 | A-1 with SUP for | Rural Areas/ High |
| 34-12-3 | 7.06 | | Conference | Conservation |
| 34-A-35 | 3.52 | | Center | Areas & Natural |
| 34-12-4 | 5.33 | | | Corridors |
| 33-5-1C | 5.96 | | | |
| 34-12-1 | 5.00 | | | |
| 34-12-2 | 9.14 | | | |

Location:

365 Roberts Mountain Rd, Faber, VA 22938

Project Background:

For over 45 years, the Monroe Institute has occupied multiple parcels in Nelson County, establishing itself as a cornerstone of the community. Founded in 1971 by Robert A. Monroe, the Monroe Institute is “a leading center for exploring and experiencing expanded states of consciousness”. The Monroe Institute offers a variety of meditation programs to fulfill its mission in different formats such as day-long workshops to extended residential retreat programs.

The Monroe Institute’s parcels are classified as pre-existing, nonconforming uses under Article 11 of the Nelson County Zoning Ordinance. When the Institute was first established, a Special Use Permit (SUP) was not required for its operations, allowing it to operate without additional zoning approvals. Prior to March 9, 2021, Article 11 allowed a nonconforming use or structure to be expanded by up to 50%. However, following a revision to the ordinance on that date, no expansion of nonconforming uses or structures is permitted without an SUP.

In accordance with the updated requirements, the Monroe Institute is now seeking approval to expand its operations and construct a multi-use conference center to pursue further development of its core mission, the guided exploration of expanded consciousness.

Project Proposal:

The Monroe Institute is seeking to expand its operations and establish a conference center. The planned facility will feature three wings arranged around a central circular hub, accommodating residential quarters, offices, a cafeteria, common service areas, a gift shop, meeting rooms, a studio, and storage space. This new building will accommodate an increase in attendees of up to 90 individuals per week.

Consistency with the Comprehensive Plan:

The property lies between two future land use designation areas: Conservation Areas and Rural Areas. The proposed conference center has a compact layout that maximizes efficient land use by situating

development toward the front of the parcel, along Roberts Mountain Road. This approach preserves the vast majority of the property as open space, scenic views, and forested land. Such a design is consistent with the Core Concept for Conservation Areas in the Nelson County Comprehensive Plan: *“Protect natural areas to maximize environmental services, economic potential, and recreation opportunities for the community.”* It also aligns with the Core Concept for Rural Areas: *“Ensure the protection of the County’s rural landscape and economy by maintaining open space, scenic views, and agricultural uses with compatible low-density residential uses.”*

Consistency with the A-1 Zoning District:

The A-1 Zoning District is intended to preserve the county’s rural character by accommodating farming, forestry, and limited residential use. As described in the ordinance, *“This district is designed to accommodate farming, forestry, and limited residential use. While it is recognized that certain desirable rural areas may logically be expected to develop residentially, it is the intent, however, to discourage the random scattering of residential, commercial, or industrial uses in this district.”* It is important to note that the Monroe Institute’s presence on these parcels predates the adoption of these provisions. For more than 45 years, the Institute has operated in harmony with the surrounding rural landscape, contributing to the county’s cultural, educational, and economic vitality without disrupting its agricultural and scenic character. Its long-standing integration into the community provides a strong precedent for continued operations and responsible expansion, even within the constraints of the A-1 zoning framework.

Surrounding Uses:

The project site is situated in a predominantly rural and low-density area, surrounded by a mix of uses that include detached single-family dwellings, Roberts Mountain Retreat (part of the Monroe Institute cluster), Adial Baptist Church, and the Pop-Up Church of Virginia. The Monroe Institute has been established in this location for decades, predating most of the surrounding development, and has significantly influenced the overall character of the neighborhood.

Most parcels in the vicinity are at least two acres in size, ensuring generous separation between dwellings and other structures. This spatial buffer helps maintain privacy and preserves the rural atmosphere. Given this context, the proposed expansion and development are well-suited to the area and are expected to integrate harmoniously with existing uses.

Current and Future Neighborhood Conditions:

The Monroe Institute’s founder acquired the original 726.6 acre subdivision on November 23, 1976. After Monroe’s death, the land was transferred to the Monroe Family trust, which subsequently granted some parcels to the Monroe Institute. Over time, some parcels have been sold, bought, or have become subject to access easements, but the majority of the original subdivision of land remains in ownership of the institute. As one of the county’s first alternative educational centers, it paved the way for similar organizations that have since become part of the local landscape. Today, Nelson County is home to about a dozen such institutions, including Synchronicity Foundation (1983), Serenity Ridge Center (1998), Guidance for a Better Life, Roxanne Louise Unlimited Potential Healing Center, Ligmincha Institute, The Vibrancy Path, East Flora Wellness, Jem Yoga Retreats, and others. Collectively, these organizations help define the county’s character and contribute significantly to its economic well-being.

Traffic patterns:

Vehicles accessing the Monroe Institute will enter Roberts Mountain Rd. from Rocky Rd. This portion of Roberts Mountain Rd also provides access to Rainbow Ridge Rd, Crystal Ln, Segue Ln, Forest Lane, and

Turkey Ln, which collectively serve 49 single family detached residential units. These lots are part of The New Land subdivision was begun and created in 1976 by Robert A. Monroe’s purchase of 726.6 acres (recorded in DB 152, p. 693). After the creation of the subdivision, The Monroe Family Trust was the owner of record for the private roads until 2008 when The Monroe Family Trust gifted the private roads to the New Land Property Owners Association per INST#080000126. Additionally, per “New Land Property Owners Agreement” dated December 12th, December 2008, the New Land Property Owners Association are responsible for maintenance and repair of these roads, and the paved portion is to be maintained by the Monroe Institute. When considering any potential traffic of the Monroe Institute’s expansion, it is important to consider their historical and crucial role of the maintenance of these roads.

Data from the Institute of Transportation Engineers (ITE) estimates traffic for typical uses. The estimate for the existing 49 single family residential units is shown in Table 1 below.

Table 1. Traffic calculations per ITE Trip Generation Manual, 11th Ed.

| Use | Code | Units | AM | | | PM | | | Daily Total |
|--------------------------------|------|-------|-----------|-----------|-----------|-----------|-----------|-----------|-------------|
| | | | In | Out | Total | In | Out | Total | |
| Single Family Detached Housing | 210 | 49 | | | | | | | 523 |
| | | | 10 | 29 | 39 | 32 | 19 | 51 | |

The Monroe Institute collects data during their programs about how many attendees drive or fly to attend their weekly programs. For those who fly, they travel to and from the site in shuttles. Typically, there are 2 shuttles on Saturday, and 2 shuttles on Sunday. This traffic data, averaged over 22 typical weeks in 2025, is shown in Table 2 below. The proposed conference center will be adjacent to the existing Nancy Penn Center (NPC). Additional traffic data is also shown for The Roberts Mountain Retreat (RMR), which is up the road from the Nancy Penn Center.

Table 2. Current Monroe Institute Traffic Data.

| Monroe Institute Traffic Data | | | | | |
|-------------------------------|------------------------------------|-----------------------|------------------------------------|--------------------------------------|-------------|
| Average Attendees NPC | Average NPC Driver Trips In OR Out | Average Attendees RMR | Average RMR Driver Trips In OR Out | Additional Shuttle Van Trips Per Day | Daily Total |
| 22 | 11 | 18 | 8 | 4 | 23 |

As shown in Table 2, the average percentage of NPC attendees who drive on a typical week is 50%. The other 50% typically fly and arrive via shuttle van. Based on this baseline data, with the proposed expansion of up to 90 attendees, it is projected that 45 out of 90 attendees would drive to the site.

Table 3. Projected Monroe Institute Traffic Data.

| Projected Monroe Institute Traffic Data | | | | | |
|---|------------------------------------|-----------------------|------------------------------------|--------------------------------------|-------------|
| Average Attendees NPC | Average NPC Driver Trips In OR Out | Average Attendees RMR | Average RMR Driver Trips In OR Out | Additional Shuttle Van Trips Per Day | Daily Total |
| 90 | 45 | 18 | 8 | 8 | 61 |

Table 4. Traffic Data Comparison

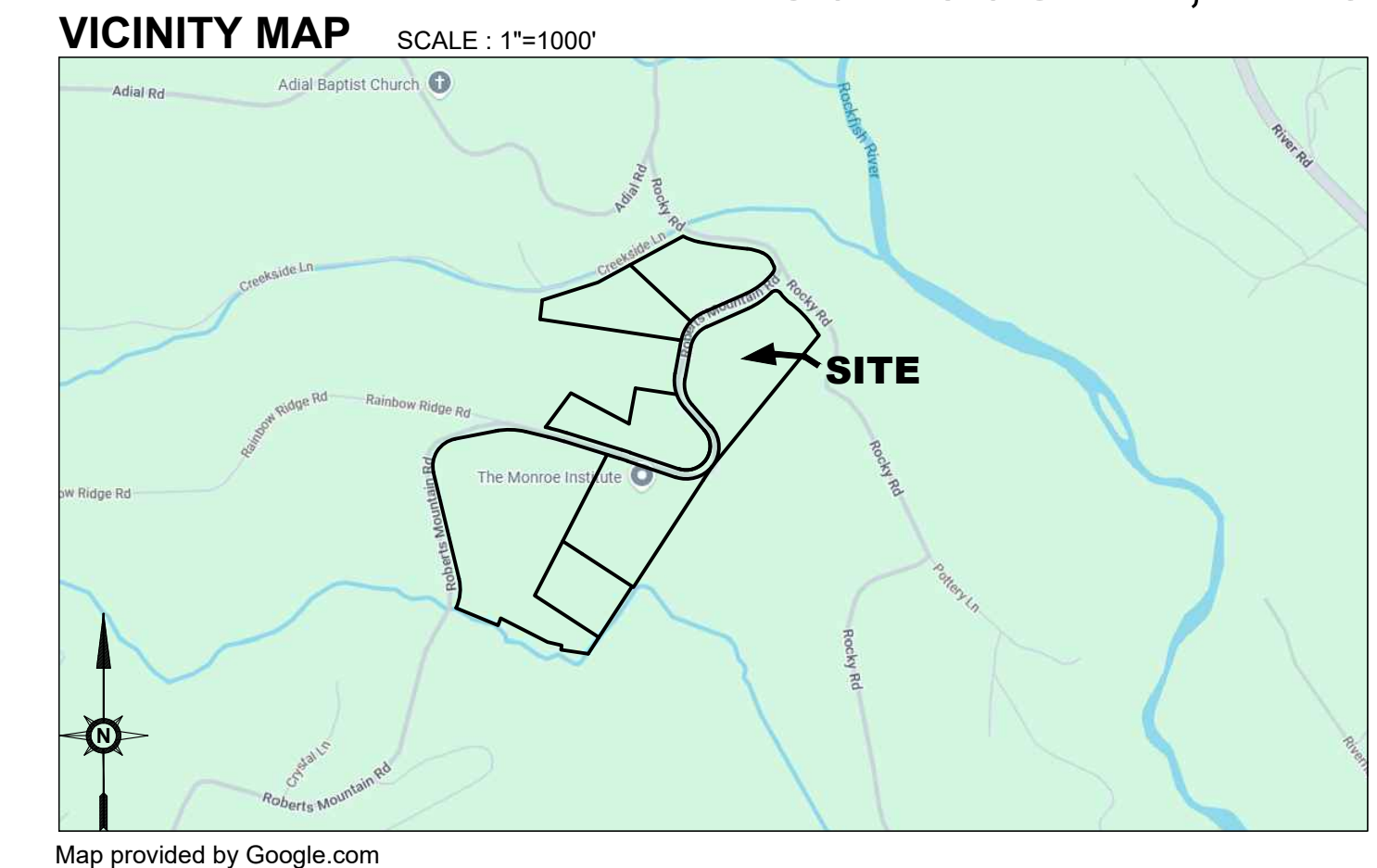
| Traffic Data Comparison | | | | | | | |
|----------------------------------|---------------------|-----------------------------|--------------------------------------|------------------------------------|---------------------|----------------------------|-------------------------------------|
| Current Monroe Institute Traffic | Residential Traffic | Current Total Daily Traffic | Monroe percentage of Current Traffic | Projected Monroe Institute Traffic | Residential Traffic | Future Total Daily Traffic | Monroe percentage of Future Traffic |
| 23 | 523 | 546 | 4.2% | 61 | 523 | 584 | 10.4% |

As shown in the charts above, current traffic to the Monroe Institute contributes to approximately 4.2% of the traffic on Roberts Mountain Road. With the increase to 90 attendees, traffic impact is projected to contribute to 10.4% of the total traffic on Roberts Mountain Rd. This is a relatively minimal impact, especially considering the Monroe Institute’s long-established connection to this subdivision and the maintenance of these roads.

In summary, the Monroe Institute has been and remains a key component in defining what rural Nelson County embodies—appreciating the natural beauty of the land and facilitating the connection between humans and nature. Additionally, the majority of traffic impacts are the residential units within the New Land Subdivision, not the Monroe Institute’s attendees. In the spirit of being part of the community, The Monroe Institute has and will continue to finance a larger share of the road maintenance costs than is proportional to its impact. Businesses that enhance the natural beauty of the community, rather than detract from it, are a cornerstone of the Nelson County tourism economy, and the Monroe Institute has been and will continue to be a leader of this sector.

MINOR SITE PLAN MONROE INSTITUTE

TAX MAP PARCELS 34-12-3, 33-3-2D,
34-A-35, 34-12-4, 33-5-1C, 34-12-1, 34-12-2
NELSON COUNTY, VIRGINIA



Map provided by Google.com

SHEET INDEX

- C1 COVER SHEET
- C2 EXISTING CONDITIONS OVERVIEW
- C3 EXISTING CONDITIONS SITE AREA
- C4 SITE PLAN



912 E. HIGH ST. 434.227.5140
CHARLOTTESVILLE, VA, 22902 JUSTIN@SHIMP-ENGINEERING.COM



DESIGNED BY
Julia Moore

CHECKED BY
Justin Shimp, P.E.

MINOR SITE PLAN
MONROE INSTITUTE

NELSON COUNTY, VIRGINIA
SUBMISSION:
2025.12.19
REVISION:
1) 2026.01.22

APPROVALS

| | |
|---|------|
| Planning and Zoning Director | Date |
| Virginia Department of Transportation | Date |
| Virginia Department of Health | Date |
| Thomas Jefferson Soil and Water Conservation District | Date |
| Nelson County Service Authority | Date |

FILE NO. **25.065**

COVER SHEET

C1

LEGEND

| EXISTING | NEW | DESCRIPTION |
|----------|-----|--------------------------------------|
| | | BENCHMARK |
| | | SITE PROPERTY LINE |
| | | BOUNDARY TO BE VACATED (TBV) |
| | | ZONING LINE |
| | | ADJACENT PROPERTY LINE |
| | | BUILDING SETBACK |
| | | PARKING SETBACK |
| | | PARKING COUNT |
| | | INDEX CONTOUR |
| | | INTERVAL CONTOUR |
| | | SPOT ELEVATION |
| | | TOP OF CURB/BOTTOM OF CURB ELEVATION |
| | | TOP/BOTTOM OF WALL ELEVATION |
| | | EDGE OF PAVEMENT/CONCRETE ELEVATION |
| | | STREAM |
| | | STREAM BUFFER |
| | | 100 YEAR FLOODPLAIN |
| | | BUILDING |
| | | RETAINING WALL |
| | | RETAINING WALL HATCH |
| | | RAILING |
| | | STAIRS |
| | | EDGE OF PAVEMENT |
| | | ROAD CENTERLINE |
| | | FRONT OF CURB |
| | | BACK OF CURB |
| | | CG-12 TRUNCATED DOME |
| | | SIDEWALK |
| | | BIKE PARKING |
| | | HANDICAP ACCESSIBLE AISLE |
| | | HANDICAP PARKING |
| | | CROSSWALK |
| | | CONCRETE |
| | | ASPHALT |
| | | RIPRAP |
| | | EC-2 MATTING |
| | | EC-3 MATTING |
| | | WETLAND |
| | | TREELINE |
| | | FENCE |
| | | UTILITY POLE |
| | | GUY WIRE |
| | | OVERHEAD UTILITY |
| | | UNDERGROUND UTILITY |
| | | OVERHEAD ELECTRIC |
| | | UNDERGROUND ELECTRIC |
| | | FIBER OPTIC |
| | | STORM STRUCTURE NOMENCLATURE |
| | | STORM MANHOLE |
| | | DROP INLET (CAST INPLACE/PRECAST) |
| | | STORM SEWER PIPES |
| | | ROOF DRAIN |
| | | YARD DRAIN |
| | | UNDERDRAIN |
| | | SANITARY STRUCTURE NOMENCLATURE |
| | | SANITARY MANHOLE |
| | | SANITARY SEWER MAIN |
| | | SANITARY SEWER LATERAL |
| | | FORCEMAIN |
| | | WATER LINE |
| | | WATER SERVICE LINE |
| | | FIRE LINE |
| | | WATER METER (WM>1", WM<1") |
| | | WATER VALVE |
| | | FIRE HYDRANT ASSEMBLY |
| | | FIRE DEPARTMENT CONNECTION |
| | | GAS LINE |
| | | CONSTRUCTION/GRADING |
| | | ACCESS |
| | | SIGHT DISTANCE |
| | | UTILITY |
| | | STORMWATER |
| | | DRAINAGE |
| | | SANITARY |
| | | WATERLINE |
| | | COMBINED WATER & SEWER ACSA EASEMENT |
| | | GASLINE |

OWNER/DEVELOPER

The Monroe Institute
365 Roberts Mountain Rd.
Faber, VA 22938

ZONING

A-1

DISTRICT

Faber Precinct

SOURCE OF TITLE

DB 364 PG 275 (Parcel 34-12-3)
DB 152 PG 693 (Parcel 33-3-2D)
DB 152 PG 693 (Parcel 34-A-35)
DB 379 PG 557 (Parcel 34-12-4)
DB 185 PG 162 (Parcel 33-5-1C)
DB 453 PG 219 (Parcel 34-12-1)

SOURCE OF BOUNDARY AND TOPOGRAPHY

Surveyed area of site provided by Foresight Survey, P.C., dated September 11, 2025.
Additional data outside of survey area from Lidar and Nelson County GIS.

FLOODZONE

FEMA flood insurance rate map (community panel 51125C0252C), effective date 08/05/2025 shows portions of the property within zone "A" of the special flood hazard areas.

RESERVOIR WATERSHED

This site is within the Buck Creek-Rockfish River Watershed. HUC12: 020802030903

WATER & SANITARY SERVICES

Water will be provided from an existing well, and a potential new well as determined appropriate with the Virginia Department of Health (VDH).
Sanitary services will be provided by onsite private drain fields.

EXISTING USE

Conference Center

PROPOSED USE

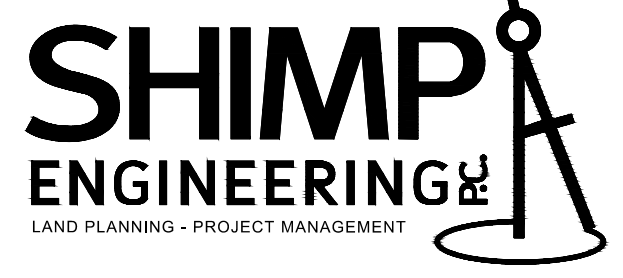
Conference Center

BUILDING HEIGHTS

Maximum Allowable Height: 35 ft

Maximum Proposed Height: 35 ft

Limits of Disturbance = 6.8 acres



912 E. HIGH ST. CHARLOTTEVILLE VA. 22802 JUSTIN@SHIMP-ENGINEERING.COM 434.227.5140



DESIGNED BY
Julia Moore

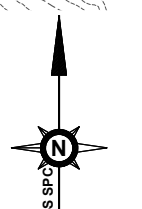
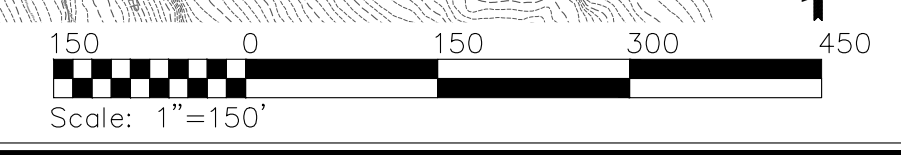
CHECKED BY
Justin Shimp, P.E.

MINOR SITE PLAN
MONROE INSTITUTE

NELSON COUNTY, VIRGINIA
SUBMISSION:
2025.12.19
REVISION:
1) 2026.01.22

FILE NO. **25.065**

EXISTING CONDITIONS OVERVIEW
C2





SHIMP
ENGINEERING & ARCHITECTURE
LAND PLANNING - PROJECT MANAGEMENT

912 E. HIGH ST. CHARLOTTEVILLE VA, 22902 434.227.5140 JUSTIN@SHIMP-ENGINEERING.COM



DESIGNED BY
Julia Moore

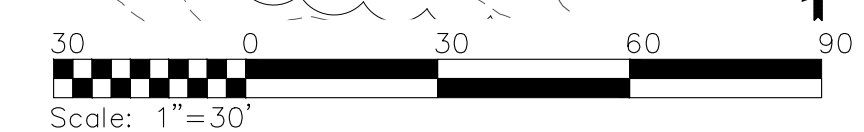
CHECKED BY
Justin Shimp, P.E.

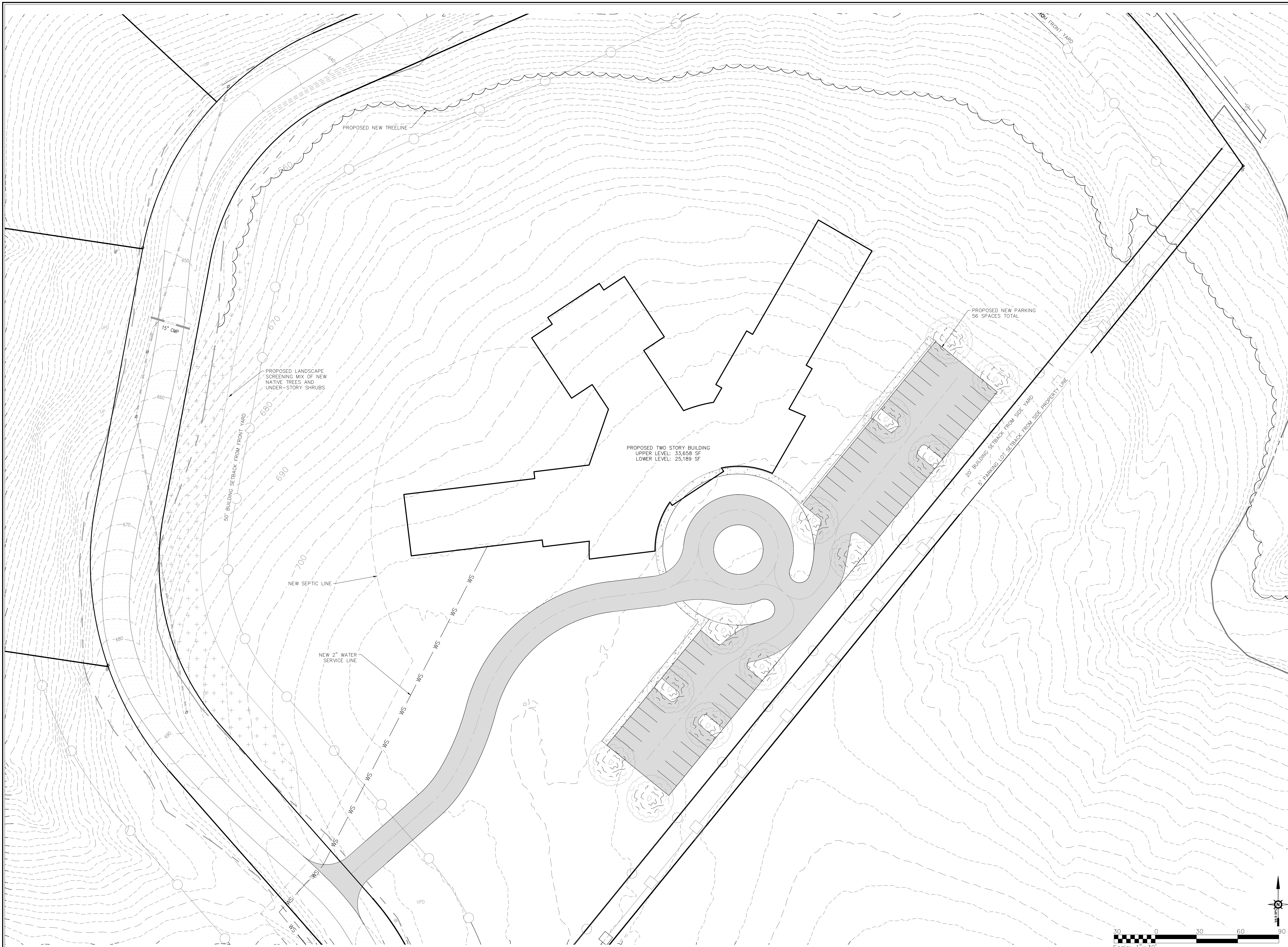
MINOR SITE PLAN
MONROE INSTITUTE

NELSON COUNTY, VIRGINIA
SUBMISSION:
2025.12.19
REVISION:
1) 2026.01.22

FILE NO. **25.065**

EXISTING CONDITIONS SITE AREA
C3





912 E. HIGH ST. CHARLOTTEVILLE VA. 22902 434.227.5140 JUSTIN@SHIMP-ENGINEERING.COM



DESIGNED BY
Julia Moore

CHECKED BY
Justin Shimp, P.E.

MINOR SITE PLAN
MONROE INSTITUTE

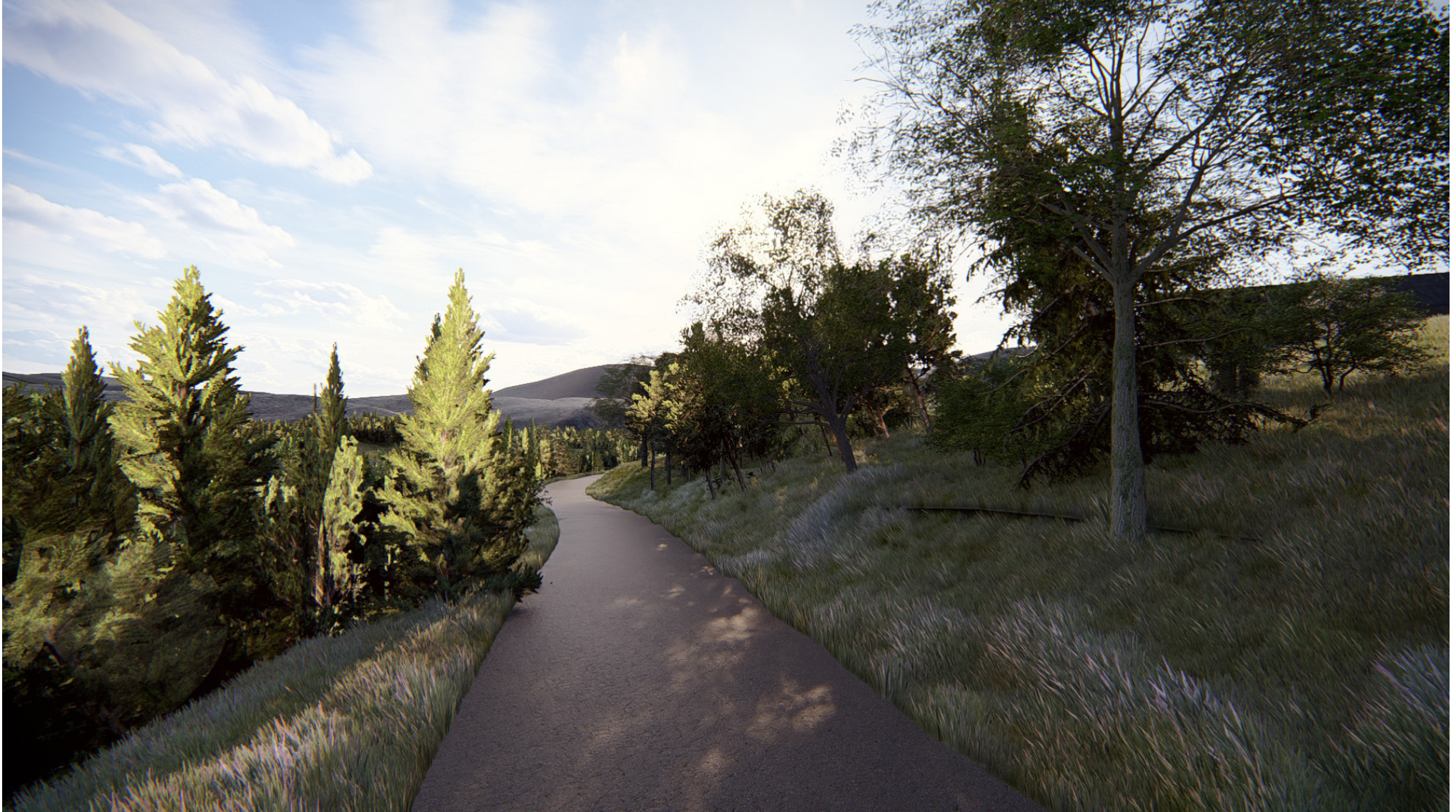
NELSON COUNTY, VIRGINIA
SUBMISSION: 2025.12.19
REVISION:
1) 2026.01.22

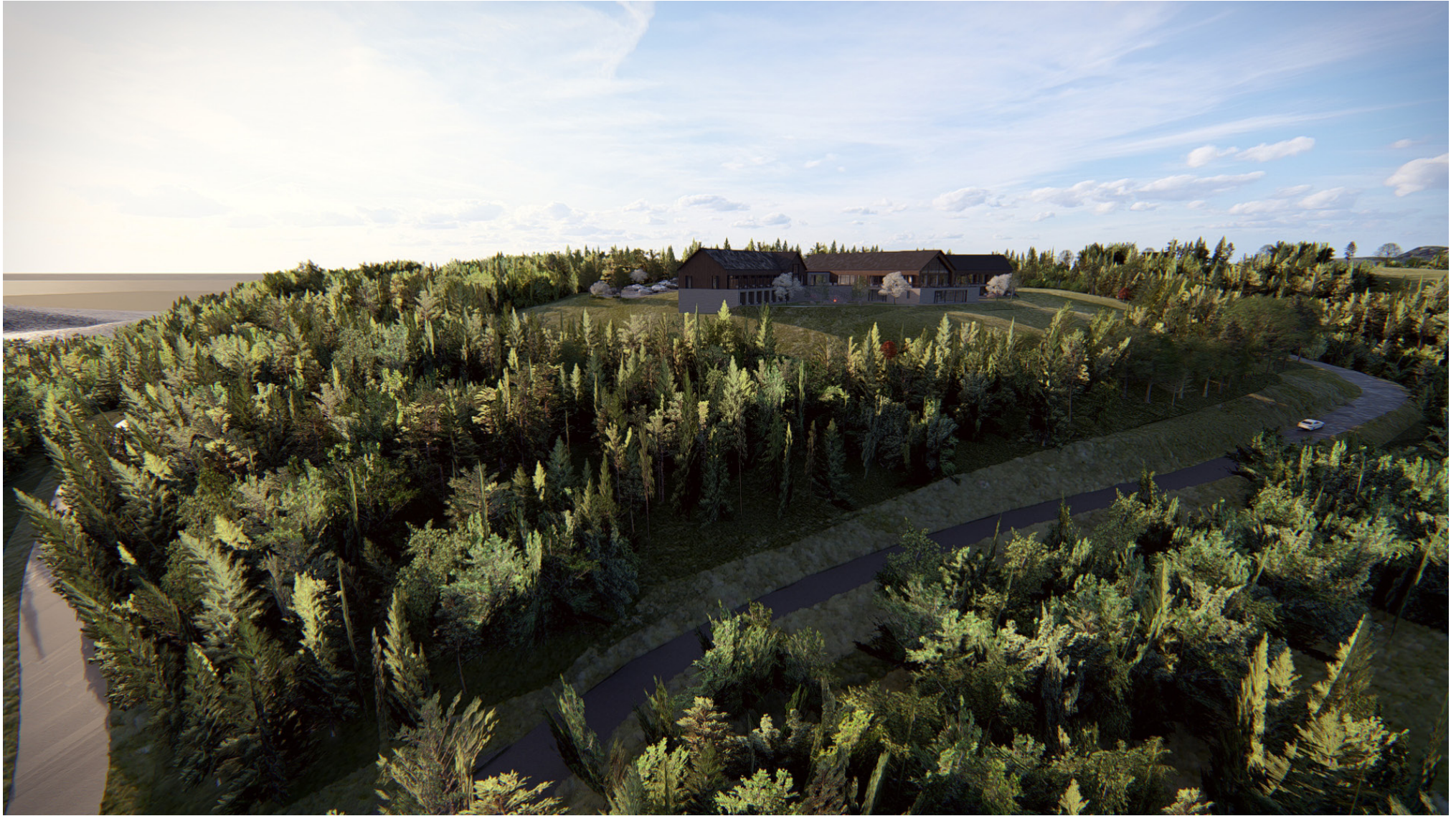
FILE NO. **25.065**

SITE PLAN

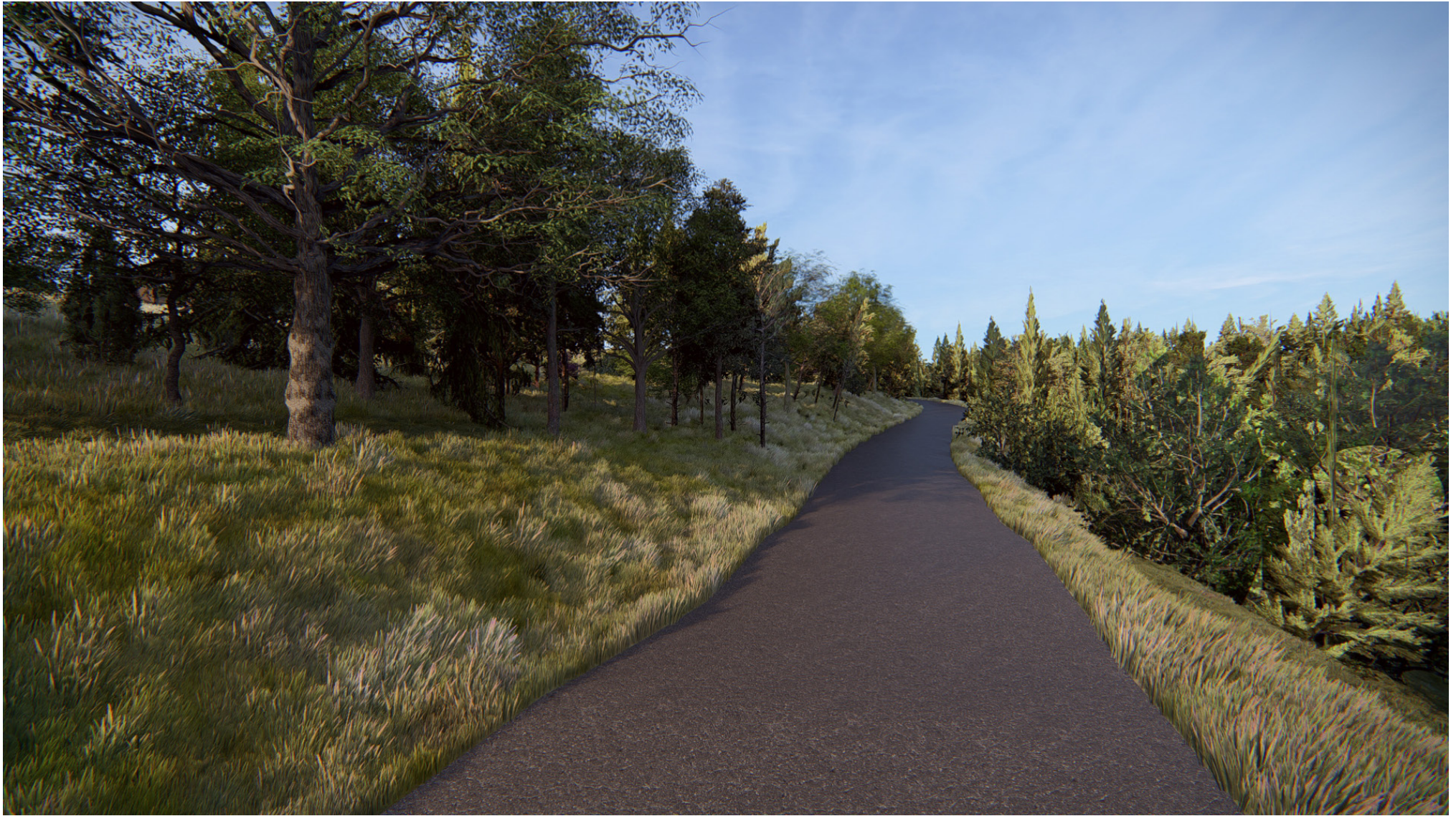
C4

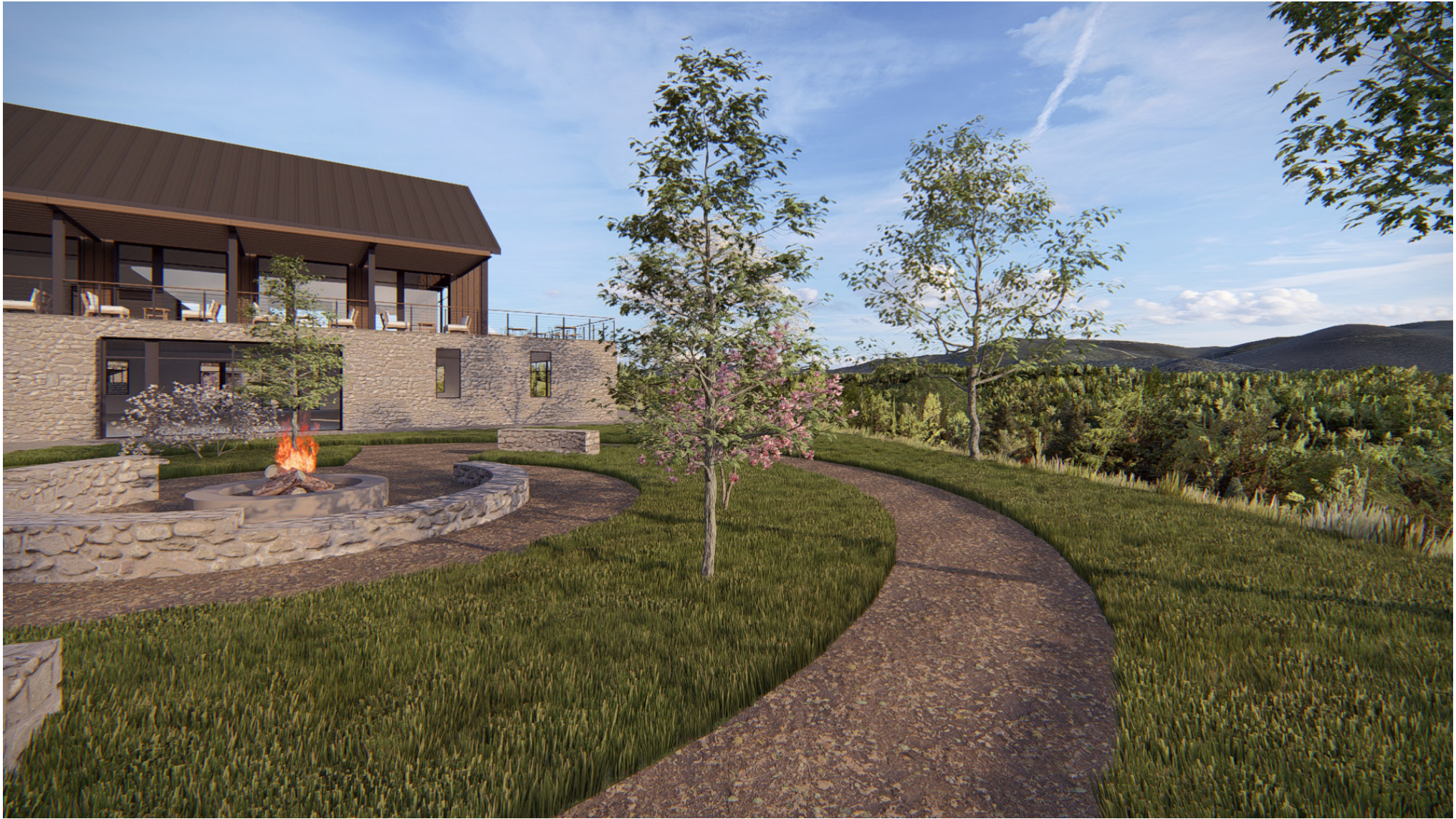












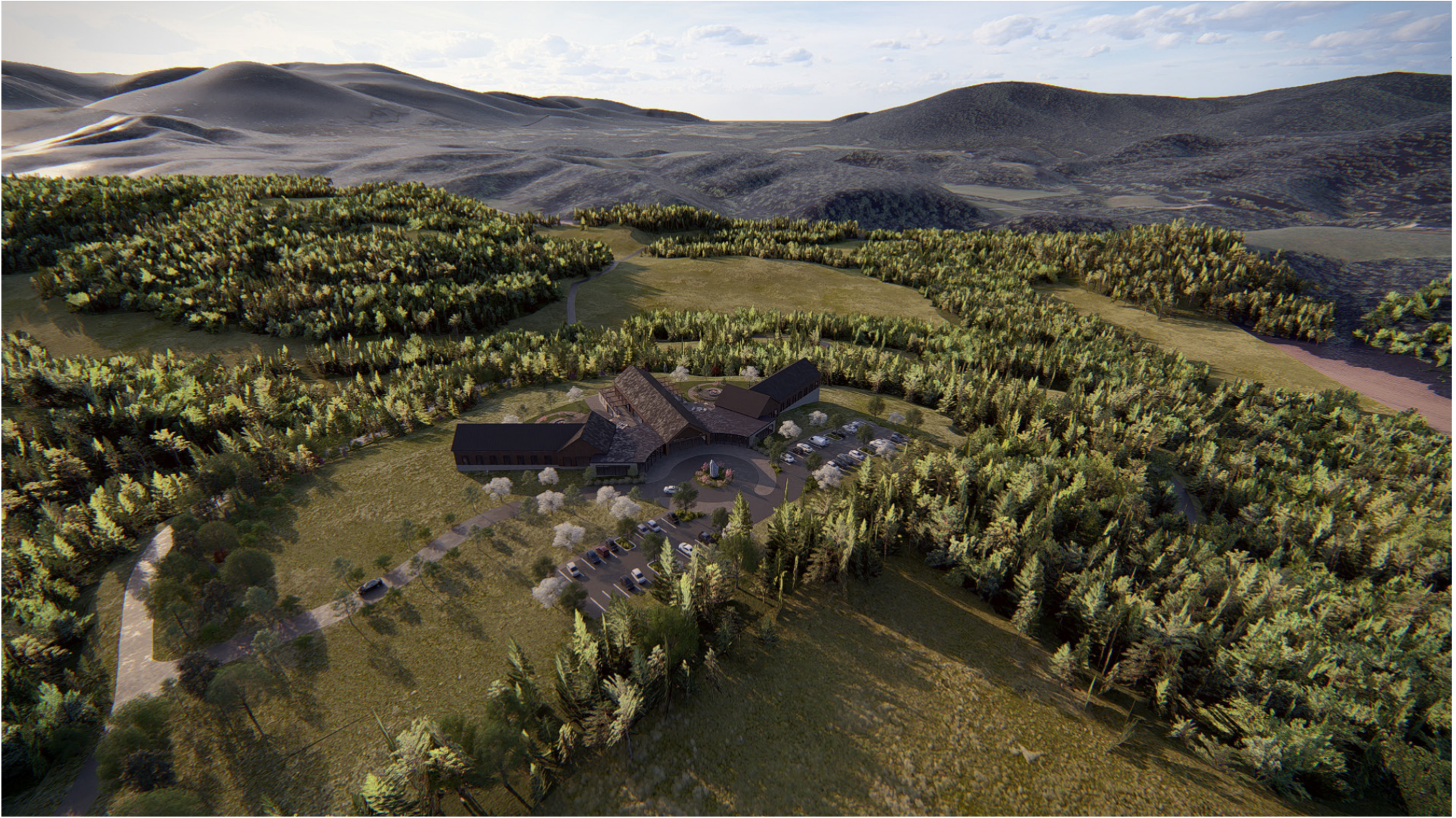


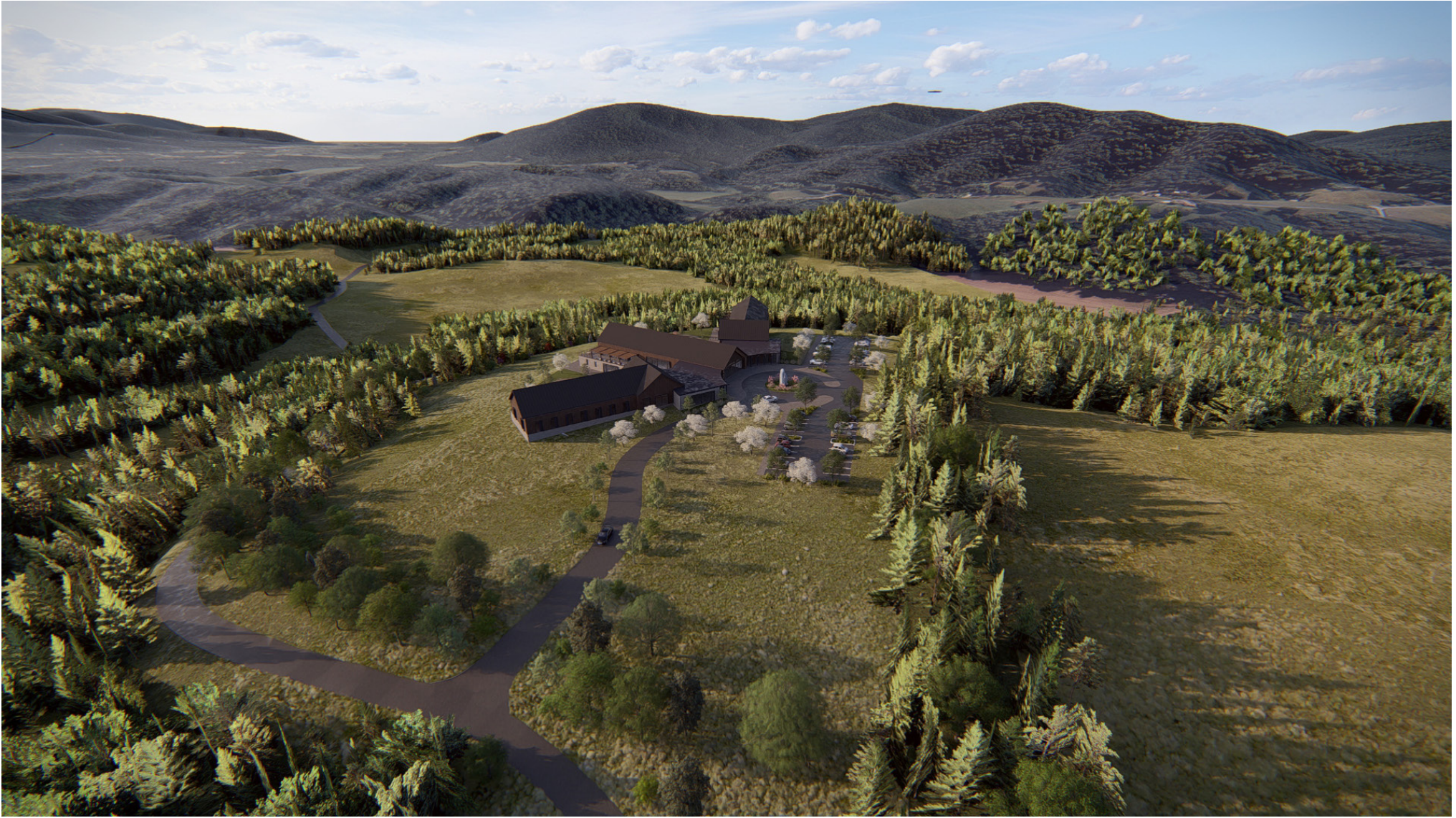














Monroe Institute SUP #250260 Proposed Conference Center

1" = 928'



Nelson County, Virginia

THIS MAP IS PROVIDED WITHOUT WARRANTY OF ANY KIND, either expressed or implied, including, but not limited to, the implied warranties of merchantability and fitness for a particular purpose. Site-specific information is best obtained after an onsite visit by a competent professional.

Addresses

Flood Hazard Areas 2025

0.2% Annual Chance Flood Hazard

1% Annual Chance Flood Hazard

Regulated Floodway

Roads

Virginia Groundwater LLC
Nick H. Evans PhD CPG
4609 Burnley Station Rd
Barboursville VA 22923
434-466-1280

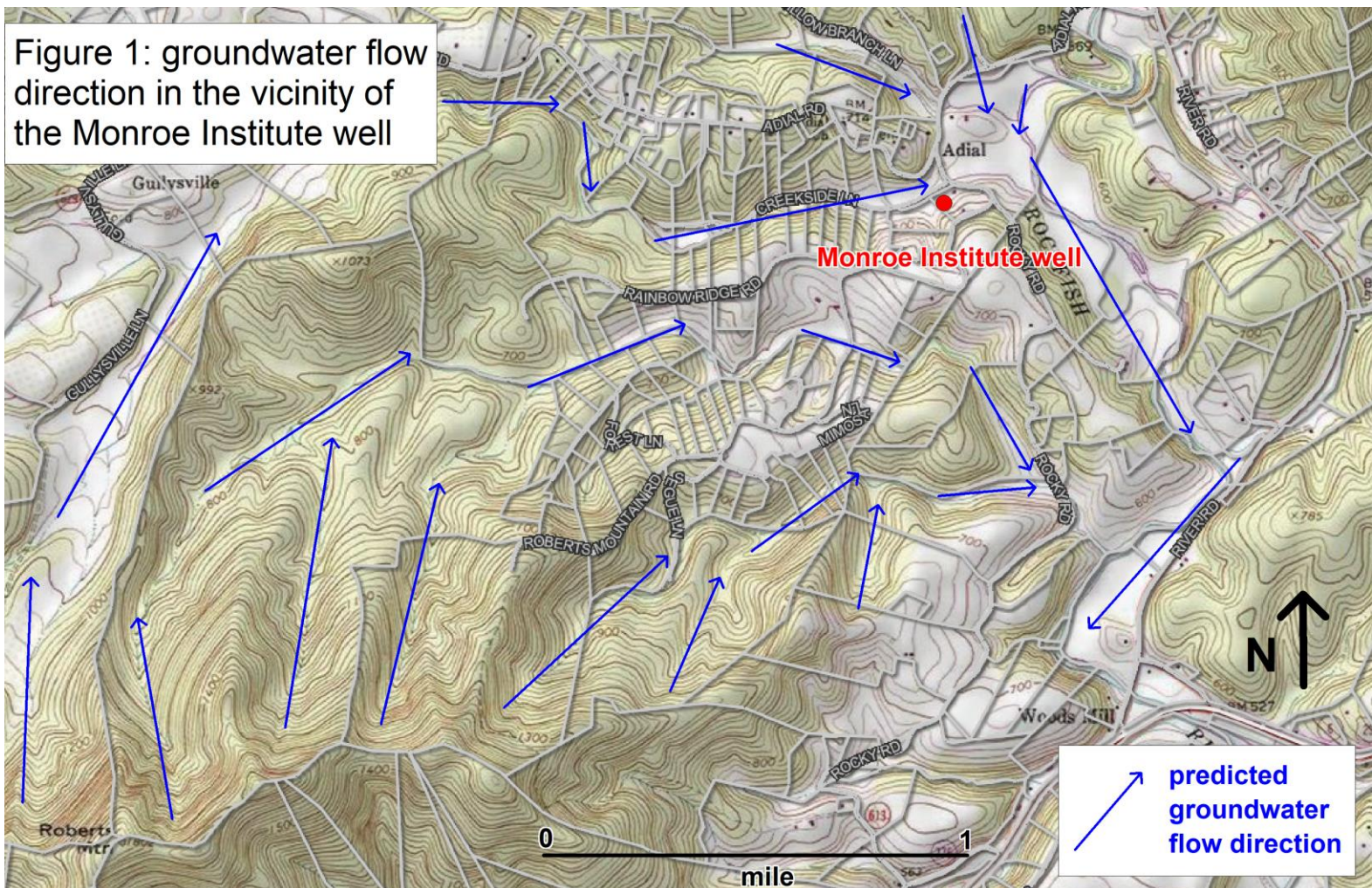
September 30, 2025

Justin Shimp
Shimp Engineering, P.C.
912 East High St. Charlottesville, VA 22902

Dear Mr. Shimp:

At your request I've evaluated the potential for increased withdrawals from the existing Monroe Institute well to affect existing residential wells in the area. In summary, my findings are it is highly unlikely any increase in withdrawals from the Monroe well will affect nearby existing wells (specifically, residential wells on Adial Road, Creekside Lane, Rocky Road, Rainbow Ridge Road, Roberts Mountain Road, and beyond). This is primarily based on my assessment that the nearby wells are served by recharge and

Figure 1: groundwater flow direction in the vicinity of the Monroe Institute well



groundwater flow extending north and east from the flanks of Roberts Mountain, toward the Monroe well, while the Monroe well accesses recharge primarily from the nearby Rockfish River, to the east. See Figure 1 and discussion points, below.

- 1) The Monroe well is located close to the edge of the Rockfish River flood plain, about 1200 feet west of the river itself. The wellhead is at about 530 feet elevation above sea level, and the pump is set at about 405 feet elevation (125 feet below the ground surface). The river elevation is about 510 feet elevation where closest to the well. Given the well location and intake about 105 feet below river level, recharge to the well is likely to be primarily from bedrock fractures interconnected to the river, which as a perennial stream would constitute a more than ample recharge buffer for water levels in the well. Any possible recharge from Roberts Mountain would occur downstream of nearby residential wells, which would get first access to available flow.

During the 23 years the Monroe well has been pumped, at a rate of 10,000 gallons per day as approved by the Virginia Department of Health in 2002, there have been no reported instances where the well has been pumped dry. Nor have there been any reports of interference with neighboring residential wells.

- 2) Most of the nearby residential wells to the north, west and south of the Monroe well are at higher elevations (700-900 feet) and are farther away from the Rockfish river. These wells receive recharge primarily from the north-facing flanks of Roberts Mountain (900-1800 feet elevation; Figure 1). Groundwater recharge originates from rainwater on the mountain, and flows downslope driven by gravity, through soils and interconnected bedrock fractures that are penetrated by residential water wells. The flow paths mimic the surface topography, following a hydraulic gradient northward, then eastward, toward eventual discharge into the Rockfish River (510 feet +/- elevation at Adial). Well depths and water intake elevations are not readily available for the nearby wells, but most in the area are drilled to 300 feet or less. This implies most if not all nearby wells have water intakes at higher elevations than the Monroe well (and the Rockfish River). Groundwater does not flow uphill under normal circumstances. The Monroe well is located downstream, or down the hydraulic gradient in terms of groundwater flow, from these wells and the recharge area that feeds them. As such, withdrawals from the Monroe would not be able to affect groundwater flow to the nearby wells to the north, west and south.

Nearby residential wells to the east are on the other side of a groundwater discharge boundary at the Rockfish River, that effectively isolates those wells from possible impacts by withdrawals from the Monroe well.

Please contact me if you have questions or would like to discuss.

Best Regards,

Nick Evans

Virginia Groundwater LLC



Cancelling the Current SUP for the Monroe Institute

From Allyn Evans <allyn.evans@monroeinstitute.org>

Date Wed 12/10/2025 4:35 PM

To Dylan Bishop <dbishop@nelsoncounty.org>

Hi, Dylan!

I am emailing you to withdraw the SUP currently filed for the Monroe Institute. We will be refiling either by next Friday or in early January with a change in where the parcel is located.

Let me know if you need any additional information. I informed the New Land Association members this afternoon. I also outlined the new plan for their review and consideration.

Thank you!

Allyn

--

Allyn Evans
Chief Executive Officer, Monroe Institute
365 Roberts Mountain Road
Faber, Virginia 22938
405-612-7782 (cell)
434-361-1500 (Monroe)
866-881-3440 (Toll-Free)
www.monroeinstitute.org

Helping people create more meaningful and joyful lives through the guided exploration of expanded consciousness.

[Monroe Institute Promotional Video \(3:50\)](#)



Fwd: Planning Commission Meeting Request

From C Muscenti <rainbowridgemusic@gmail.com>

Date Mon 10/20/2025 5:54 PM

To Dylan Bishop <dbishop@nelsoncounty.org>

IRONSCALES couldn't recognize this email as this is the first time you received an email from this sender rainbowridgemusic@gmail.com

Dear Ms. Bishop,

As you will see from the following emails, we have a very important issue to deal with regarding a rezoning request by the Monroe Institute in Nelson County in the Central District.

As of now, I've been informed that two of the planning commissioners will not be present to hear the views of the community and not be able to vote.

Would you please consider rescheduling the rezoning item on the agenda for Wednesday, to another day in the future so that more of your commissioners can be present.

We have a community that is very concerned with what's going on and adequate representation is so important.

Respectfully sent,

Connie Muscenti

Rainbow Ridge Road, Faber

----- Forwarded message -----

From: **C Muscenti** <rainbowridgemusic@gmail.com>

Date: Mon, Oct 20, 2025 at 5:11 PM

Subject: Re: Planning Commission Meeting Request

To: <richard@averitt.com>

Cc: <koms@lynchburg.net>, <proulx@cfw.com> <proulx@cfw.com>, <twinspringsfarmva@gmail.com> <twinspringsfarmva@gmail.com>, <wsmith@nelsoncounty.org>, <jligon@nelsoncounty.org>

Dear Planning Commissioner Members,

I was just informed by Mr. Averitt that he will not be present at this Wednesday's meeting. This is a very important meeting, when the request for rezoning will be made for the Monroe Institute property to proceed with a huge expansion project that will negatively affect many folks.

I really appreciate Mr. Averitt informing me of his absence. I am very concerned about his absence, since he will not be able to vote and he is our Central District representative, which is where this rezoning issue is located.

I would like to respectfully request that you postpone this Wednesday's meeting and any voting on this issue until Mr. Averitt can be present to represent our Central district.

This is a huge issue for our community, affecting not only the Monroe Institute location, but also surrounding areas like Rainbow Ridge Road, Roberts Mountain Road, Creekside, and Adial Road. To

have our community represented is important and cannot be taken lightly.

Please consider postponing this issue until Mr. Averitt can be present.

With gratitude,
Connie Muscenti
Rainbow Ridge Road
Faber

On Mon, Oct 20, 2025 at 2:16 PM C Muscenti <rainbowridgemusic@gmail.com> wrote:

Dear Mr. Averitt,

I live on Rainbow Ridge Rd, Faber, VA, where I need to drive by the Monroe Institute everyday to get to my home.

I am extremely concerned about, therefore "opposed" to the immense extension that the Monroe Institute is proposing. This expansion will make a huge footprint on the land and to our lives and environment. Loss of agricultural land, creating more use of roads, meaning more traffic, which already has an issue of being too fast, and road maintenance that we as residents are responsible for. We don't even have the funds now to do the work on the roads so I can't imagine how we would be able to keep up with them if the land is rezoned for more traffic. Residence wells are already drying up where we live, and the exorbitant amount of water the Institute will require with their expansion will further compromise what we are already dealing with.

I have lived on this land since 2005 and although I am not involved with the institute, I've always wanted the institute to succeed. When I moved here, the land and the culture was respected by all of us, including the institute. If this request to rezone for this expansion is passed, our entire living environment will change in a way that will not be respected, but instead compromised, regarding available water, more traffic, and many unknowns of how long this huge expansion would disrupt our lives, and what would happen if the Institute ends up going bankrupt because they don't get the number of attendees that they are hoping for.

I realize that you probably don't need to hear about how gorgeous, how peaceful, and how quiet and special this land is and that it too actually WILL be incredibly compromised if this expansion is approved. Yes, I'm very worried and sad that so much is at stake, and not in a positive direction for the residents who live on Roberts Mountain Road, Creekside Lane, and Rainbow Ridge. We all would be impacted.

Mr. Averitt, please share my concerns and my opposition to this rezoning request with the planning commission and support not passing the present zoning change request of the Monroe Institute.

Respectfully,
Connie Muscenti

Connie Muscenti
[434.826.9623](tel:434.826.9623)



Resident Feedback in regard to SUP #250260 – Conference Center in A-1 Agriculture (The Monroe Institute, Faber)

From Frank Snyder <thomas.jefferson.snyder@gmail.com>

Date Tue 10/21/2025 9:08 AM

To Dylan Bishop <dbishop@nelsoncounty.org>; Cody Barker <cbarker@nelsoncounty.org>; William Smith <wsmith@nelsoncounty.org>; koms@lynchburg.net <koms@lynchburg.net>; proulx@cfw.com <proulx@cfw.com>; twinspringsfarmva@gmail.com <twinspringsfarmva@gmail.com>; richard@raveritt.com <richard@raveritt.com>; Jessica Ligon <jligon@nelsoncounty.org>; Libby Ashby <lashby@nelsoncounty.org>

Cc Allyn Evans <allyn.evans@monroeinstitute.org>; Jan Ketchel <jeketchel@gmail.com>

IRONSCALES couldn't recognize this email as this is the first time you received an email from this sender thomas.jefferson.snyder@gmail.com

Good morning Members of the Nelson County Planning Commission,

My wife and I, Louise and Frank Snyder, are the new owners of 131 Mimosa Lane having just purchased the property in June of 2025. As we share a substantial border with TMI near the proposed expansion site, we'd like to share our thoughts on the proposed expansion with our neighbors, TMI, and the Nelson County Planning Commission. Specifically, we own the three lots on the opposite side of Rockfish River Tributary 8 shown on Shimp Engineering Existing Conditions Overview C2.

First, we have no opinion on the quality, nature or value of the work conducted at TMI. We believe that is irrelevant to the matter at hand. What we think does matter, is the impact that any new business or the expansion of an existing business would have on the community in general and specifically on us. We believe those impacts are all negative:

- Additional noise and light pollution
- Increased traffic and the associated dust generated by vehicles
- Increased demands on the available water in an area that may already be overtaxed
- Spoilage of the beautiful countryside

In buying this home, my wife and I sought an attractive community with less noise, light, and traffic than we've known in previous homes - we sought the specific look and feel of what we have now. We intend to retire to this home. We purchased a home in an area zoned "A-1 Agricultural" with expectations that it would not favor commercial growth. In fact, while our home has many pros, the main con we identified before purchasing it was proximity to a business already operating near our home.

At TMI's current size and operating model, we've already made several observations that are unpleasant or potentially dangerous to residents:

- Vehicle traffic generated by TMI between its two existing locations that causes frequent heavy dust near our property and on all roads between the two,
- TMI patron and service vehicles travelling in excess of the posted speed limit,
- Loud, disruptive music emanating from TMI with regularity on evenings and nights that is clearly audible from our home

We respectfully request that TMI's petition for expansion be denied. We'd prefer to see the community continue to reflect the experience we purposefully bought 4 months ago.

I welcome any questions or dialogue by email or phone, and will attempt to attend any future meetings in person.

Thank you for your consideration,

Frank J. Snyder
Colonel (Retired), U.S. Army
808-206-1852



Special Use Permit #2502260 Application - The Monroe Institute / The Centre Institute for construction of a Conference Center

From Marilyn Anderson <marilyn04616@gmail.com>

Date Tue 10/21/2025 1:14 PM

To koms@lynchburg.net <koms@lynchburg.net>; proulx@cfw.com <proulx@cfw.com>; twinspringsfarmva@gmail.com <twinspringsfarmva@gmail.com>; richard@raveritt.com <richard@raveritt.com>; William Smith <wsmith@nelsoncounty.org>; Jessica Ligon <jligon@nelsoncounty.org>; Dylan Bishop <dbishop@nelsoncounty.org>

Cc Cody Barker <cbarker@nelsoncounty.org>; Libby Ashby <lashby@nelsoncounty.org>

IRONSCALES couldn't recognize this email as this is the first time you received an email from this sender marilyn04616@gmail.com

To: Nelson County Planning Commission

Re: Special Use Permit #2502260 Application - Proposed Conference Center at The Monroe Institute

Dear Commissioners,

We are ***firmly opposed*** to the proposed extensive expansion of this commercial business in our **Zone A-1 Agriculture District**. Inevitably, it would seriously and permanently impact our New Land community, which is already facing issues with water supplies, road maintenance, traffic, and the loss of our quiet, natural environment.

The delayed announcement to the New Land community for TMI's requested Special Use Permit is patently disingenuous, distributed only days before the Planning and Zoning Commission meeting, which we know will lack a complete quorum of voting members for this most important issue. With the packet of information received, this proposed expansion has obviously been in the planning stages for a lengthy time, at significant cost to TMI.

Thus, we respectfully request postponement of the October 22 meeting until a complete quorum of commissioners can be present to vote on this variance for a balanced decision to approve or deny this Special Use Application.

Well water supply is of paramount importance to each property in The New Land. With the possibility of TMI's proposed new water tower supplying as much as 120,000+ gallons, water usage is of great concern. Our own property's water well on Rainbow Ridge Road had gone dry several years ago, and a new, relocated well was drilled and plumbed to the house. Our well is located near the site of TMI's proposed new well near the Rockfish River Tributary adjacent to Creekside Lane.

Marketing TMI as a Conference Center implies frequent violations of the original zoning designation of **Zone A-1 Agricultural District**. Amplified speeches, loud music, light pollution, sound pollution, heavily increased traffic patterns from ticketed event attendees — all are inevitable in Conference Center activities. (We are still in recovery from the recent Oak Ridge concert at a distance of thirteen miles.) Noise pollution and excess vehicle traffic are unacceptable anytime day or night in our New Land community, as are the virtual certainties of unsustainable water usage (directly endangering residential water wells), sewage generation and treatment, and increased auto and pedestrian traffic concomitant with all these activities.

Increased lodging for an additional 90 attendees is significant in comparison to the current maximum of 28 attendees (totaling 118 individuals, a 321% increase - excluding staff). Increased staffing, transportation, trash collection, and all the amenities necessary to attract this increase in attendees shall certainly have their regular negative impacts upon our residential New Land community.

We must not allow this to happen, and we believe it is antithetical to anything resembling Bob Monroe's vision for this harmonious community.

With our concerns for the impact on our New Land infrastructure and environment, we are vehemently opposed to TMI's rezoning request for such an invasive physical expansion in the nature of a college campus and ask this Special Use Application be denied.

Respectfully submitted,
Marilyn Anderson & Bill Halsey
140 Rainbow Ridge Road



the meeting

From robert denard <rdenard@yahoo.com>

Date Wed 10/22/2025 9:24 AM

To Dylan Bishop <dbishop@nelsoncounty.org>; Jessica Ligon <jligon@nelsoncounty.org>; William Smith <wsmith@nelsoncounty.org>; proulx@cfw.com <proulx@cfw.com>

IRONSCALES couldn't recognize this email as this is the first time you received an email from this sender rdenard@yahoo.com

I will not be able to attend the meeting tonight so I will send you a few of my thoughts on the matter of the expansion being considered at the Monroe Institute.

I find that the majority of everyone that I know who lives here are against the idea for the obvious reasons: Wells have already run dry here on a few of us so the water issue and what will become of it due to this expansion is a major concern. A MAJOR concern.

The others are rather obvious so I will not repeat what many have already said.

No one can offer any solid 'answers' relative to what will happen to the water supply for we who live here and that should be reason enough to pause.

I think it would be a very practical approach to simply put all this on 'hold' for two years. There is a good possibility that the way the world of affairs is unfolding the Monroe Institute may very well be glad that there was that 'pause'! It is understandable that Monroe wants to expand to 'make more money', yet, we who live here are interested in the more basic concerns of our homes and our lives.

May you think on these things.

With warm regards,

Robert D. Gubisch
334 Rainbow Ridge Road
Faber 22938

My beloved partner Ann C. Briddell is in agreement with all the above.



**Special use permit #250260: Conference Center in A-1 agricultural district for The Monroe Institute
365 Roberts Mountain Road in Faber**

From Susan Lazerson <falafelpup@gmail.com>
Date Sat 11/1/2025 5:05 PM
To Dylan Bishop <dbishop@nelsoncounty.org>

Susan Lazerson and Clifford Savell
1817 Pleasantdale Drive, Encinitas, CA 92024
Owners: 14 Crystal Lane, Faber, VA 22938 (located on Roberts Mountain Road)

October 19, 2025

Dear Planning Commission Members: I was recently notified that the Monroe Institute, located a short distance from my home on Roberts Mountain Road, is planning a large building expansion. This expansion is for the purpose of increasing the number of paid attendees to their workshops that promote raised consciousness.

I ask that you deny this new expansion and construction based on my three reasons that follow:

1. Water for added bathrooms, for increased food preparation and clean up, for housekeeping and groundskeeping will depress water levels needed for nearby wells. Homeowners also worry about the availability of water to fight possible dreaded wild fires.
2. The dust levels created by vehicular traffic on the dirt Roberts Mountain Road have always been unpleasant. There are 2 locations that the institute uses for their courses: one at the base of Roberts Mountain Road and the other at the far end of the road on the mountain top. Increased traffic, particularly in vans carrying multiple passenger-attendees, will only increase unpleasant and unhealthy dust.
3. We live in very troubled and unpredictable times. Our homes are our sanctuaries. For many of us these homes are also our largest assets. The expansion of the institute threatens the value of our properties and jeopardizes the beauty and livability of New Land.

According to their website, The Monroe Institute is a large international business offering workshops in facilities in Arizona, California, Florida, Illinois, Virginia, and in multiple European countries and India. Their popular 5 day Gateway costing about \$2,700 focuses on helping to create joyful lives that emphasize loving kindness in their relationship to others. I only wish that The Monroe Institute more carefully thought about these principles when considering us - their neighbors- who have to share this beautiful land.

Thank you for your consideration.

Sincerely,

Susan Lazerson



MONROE EXPANSION - Neighbor of The Monroe Institute

From JANA CRUDER <janacruder7@gmail.com>

Date Sun 1/18/2026 6:04 AM

To Dylan Bishop <dbishop@nelsoncounty.org>

Cc JANA CRUDER <janacruder7@gmail.com>

Hello Dylan,

As a homeowner at 1174 Roberts Mountain Road, I'm writing to submit my public comment regarding the proposed Monroe Institute expansion.

I want to begin by stating clearly that I am supportive of the Monroe Institute expansion their programs and retreats The Monroe Institute offers, both to participants from around the world and to the broader local community. As a resident, I value the presence of people gathering here for reflection, learning, and personal growth. Seeing visitors enjoying the lake, walking our roads, and engaging respectfully with the land has generally been a positive aspect of living in this area.

Overall, The Monroe Institute has been a considerate neighbor. The only recurring challenges I've observed relate to increased traffic on rural gravel roads—specifically speeding and dust—which are understandable concerns given the nature of the roads and surrounding residences.

With that spirit of support and collaboration, I respectfully ask that the Planning Commission consider a few specific conditions as part of an approval for expansion on the newly proposed site. These considerations, if addressed proactively, could significantly reduce apprehension within the community:

- 1. Water impact assessment**

A comprehensive water survey to ensure that increased water demand will not negatively affect surrounding private wells. This is particularly important given that some nearby wells have already experienced depletion and required deepening.

- 2. Nocturnal lighting assessment and mitigation**

An evaluation of nighttime lighting with requirements for low-impact, sensor-based, and pathway-specific illumination. Current lighting at the existing Institute is highly visible at night and can feel comparable to a stadium-level glow. Reducing light pollution would benefit wildlife, preserve the natural darkness that draws many residents to this area, and align more closely with the contemplative nature of the Institute's work.

- 3. Project scale considerations**

A review of the proposed scale—currently noted at approximately 90 beds—to explore whether a reduction in physical height or total capacity could still meet programmatic goals while minimizing visual and environmental impact.

4. **Road Assessment** - The Institute has noted that there may be a potential alternative entrance via Rocky Road, an older road used in the 80's - should construction of a new access road be feasible. If viable, this option could significantly reduce neighborhood concerns related to ingress and egress, particularly during the extended, phased construction period and with the anticipated increase in guests, staff, deliveries, and service personnel associated with expanded programming. I respectfully urge the county to require a VDOT traffic and safety assessment to evaluate the feasibility and impacts of an additional access point from Rocky Road. In my view, reliance solely on the existing entrance would likely place an unsustainable and potentially unsafe burden on current road infrastructure given the projected increase in traffic volume.

Additionally, I respectfully request that the

5. **Special Use Permit** include a **clear condition** stating that approval is granted solely for continuation of the existing use as currently defined, and that the **property shall not be used or marketed as an event venue**, nor expanded to accommodate new use categories or commercial activities outside the established scope without further review and approval by the Planning Commission.

A source of community concern appears to stem from the **county's use of the term "convention center" as the applicable zoning category for this Special Use Permit**. For the record, this designation reflects the closest available classification within the county code and does not indicate an intention for the site to function as a traditional convention or event center. The Monroe Institute's programming, scale, and operational model are materially different from what is commonly associated with such facilities, and the use classification should not be interpreted as authorizing event-venue activities or unrelated commercial uses.

I believe that incorporating thoughtful conditions such as these into the permitting process would go a long way toward easing concerns among community members who are currently against or hesitant about the expansion, while still allowing The Monroe Institute to grow responsibly and sustainably.

Thank you for your consideration and for the care you bring to balancing community needs with long-term planning.

Respectfully,

Jana Cruder

1174 Roberts Mountain Rd.



Re: Resident Feedback in regard to SUP #250260 – Conference Center in A-1 Agriculture (The Monroe Institute, Faber)

From Frank Snyder <thomas.jefferson.snyder@gmail.com>

Date Wed 1/21/2026 8:31 PM

To Dylan Bishop <dbishop@nelsoncounty.org>; Cody Barker <cbarker@nelsoncounty.org>; William Smith <wsmith@nelsoncounty.org>; koms@lynchburg.net <koms@lynchburg.net>; proulx@cfw.com <proulx@cfw.com>; twinspringsfarmva@gmail.com <twinspringsfarmva@gmail.com>; richard@raveritt.com <richard@raveritt.com>; Jessica Ligon <jligon@nelsoncounty.org>; Libby Ashby <lashby@nelsoncounty.org>

Cc Allyn Evans <allyn.evans@monroeinstitute.org>; Jan Ketchel <jeketchel@gmail.com>

Good evening Members of the Nelson County Planning Commission,

I want to refresh my opposition to the Monroe Institute expansion given the adjusted proposal. I just bought my property in June 2025 and specifically bought it as a retirement home in an A-1 Agricultural zoned district. Allowing expansion breaks faith with the zoning restrictions that I believed when I made my purchase. I also want to highlight that I share a nearly 300 yard border with the Monroe Institute and I am currently suffering water supply problems.

While the new proposal attempts to minimize some of the impact of the first proposition, it doesn't address the key problems. I also want to remind folks from my previous email that I have no opinion on the work the Monroe Institute does; I see it as a red herring. It simply doesn't matter.

What does matter is that the proposal still represents substantial expansion of a commercial activity within an A-1 Agricultural zoned district; this is incongruent with the stated intent of an A-1 Agriculture zone which seeks to preserve the rural character of the neighborhood and discourage commercialization. In fact, I believe that any commercialization in an A-1 zoned district is not really appropriate; the Monroe Institute predated the zoning regulations. The negative consequences of expansion are:

- spoilage of the rural character
- pollution: light, noise, and traffic
- water availability (again, I'm personally experiencing supply problems)

Thank you for your consideration,

Frank Snyder
Colonel (Retired), U.S. Army
100% Disabled Veteran
131 Mimosa Lane
Faber, VA
(808) 206-1852

On Tue, Oct 21, 2025 at 9:08 AM Frank Snyder <thomas.jefferson.snyder@gmail.com> wrote:
| Good morning Members of the Nelson County Planning Commission,

My wife and I, Louise and Frank Snyder, are the new owners of 131 Mimosa Lane having just purchased the property in June of 2025. As we share a substantial border with TMI near the proposed expansion site, we'd like to share our thoughts on the proposed expansion with our neighbors, TMI, and the Nelson County Planning Commission. Specifically, we own the three lots on the opposite side of Rockfish River Tributary 8 shown on Shimp Engineering Existing Conditions Overview C2.

First, we have no opinion on the quality, nature or value of the work conducted at TMI. We believe that is irrelevant to the matter at hand. What we think does matter, is the impact that any new business or the expansion of an existing business would have on the community in general and specifically on us.

We believe those impacts are all negative:

- Additional noise and light pollution
- Increased traffic and the associated dust generated by vehicles
- Increased demands on the available water in an area that may already be overtaxed
- Spoilage of the beautiful countryside

In buying this home, my wife and I sought an attractive community with less noise, light, and traffic than we've known in previous homes - we sought the specific look and feel of what we have now. We intend to retire to this home. We purchased a home in an area zoned "A-1 Agricultural" with expectations that it would not favor commercial growth. In fact, while our home has many pros, the main con we identified before purchasing it was proximity to a business already operating near our home.

At TMI's current size and operating model, we've already made several observations that are unpleasant or potentially dangerous to residents:

- Vehicle traffic generated by TMI between its two existing locations that causes frequent heavy dust near our property and on all roads between the two,
- TMI patron and service vehicles travelling in excess of the posted speed limit,
- Loud, disruptive music emanating from TMI with regularity on evenings and nights that is clearly audible from our home

We respectfully request that TMI's petition for expansion be denied. We'd prefer to see the community continue to reflect the experience we purposefully bought 4 months ago.

I welcome any questions or dialogue by email or phone, and will attempt to attend any future meetings in person.

Thank you for your consideration,

Frank J. Snyder
Colonel (Retired), U.S. Army
808-206-1852



Monroe Institute conference center

From Nancy Dunbar <nancy_dunbar@brown.edu>

Date Tue 1/20/2026 3:18 PM

To koms@lynchburg.net <koms@lynchburg.net>; proulx@cfw.com <proulx@cfw.com>; twinspringsfarmva@gmail.com <twinspringsfarmva@gmail.com>; richard@raveritt.com <richard@raveritt.com>; William Smith <wsmith@nelsoncounty.org>; Jessica Ligon <jligon@nelsoncounty.org>

Cc Cameron Lenahan <clenahan@nelsoncounty.org>; Dylan Bishop <dbishop@nelsoncounty.org>



IRONSCALES couldn't recognize this email as this is the first time you received an email from this sender
nancy_dunbar@brown.edu

Planning Commission members:

Below is a letter I sent to my Board of Supervisors representative. I thought it might also be of interest to the Planning Commission.

Dear Cameron,

You met so many people during your recent campaign that I can't imagine you remember me. You had a conversation with my husband outside our house on Swannanoa Lane and I met you on election day at the fire station.

First, let me say Congratulations! on your victory. I know you worked hard to canvass the district and talk to residents.

One of the things that impressed us was your commitment to maintaining the rural character of Nelson County. I'm writing you in regard to a matter that will be coming to the Board of Supervisors in the near future and is very much about our rural values: a request for a special use permit for an expansion of the Monroe Institute/addition of a conference center. This proposal deals with land in the central district of the county but raises issues relevant to all of Nelson County.

As you know, the original plan located the conference center adjacent to the current Monroe Institute. After community discussion which raised many concerns, that proposed site was quickly withdrawn and another nearby location was proposed.

There is no question the second proposal is better but I still think there are serious questions about whether a special use permit is warranted. I spent some time reading the county's comprehensive plan and was impressed by the months of work that went into that. Ours is a pretty large county; is it really the case that there is no land suitable for a convention center that does not require a special use permit?? Are there no other parcels where a convention center would be consistent with the land use designation in the comprehensive plan?

Planning Commission minutes articulate the criteria for the evaluation of any Special Use Permit:

"All applications for Special Use Permits shall be reviewed using the following criteria:

- The use shall not tend to change the character and established pattern of development of the area or community in which it proposes to locate;
- The use shall be in harmony with the uses permitted by right in the zoning district and shall not affect adversely the use of neighboring property;
- The proposed use shall be adequately served by essential public or private services such as streets, drainage facilities, fire protection and public or private water and sewer facilities; and
- The proposed use shall not result in the destruction, loss or damage of any feature determined to be of significant ecological, scenic or historic importance."

I believe the proposal fails to meet these criteria. An event space that hosts weddings, parties, social events and conferences is not in harmony with the New Land residential community. It seems likely to change the pattern of development in the area.

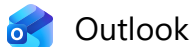
The other point I would make is that the relationship between the Monroe Institute and the proposed expansion seems tenuous. The Monroe Institute is an educational institute, a non-profit. It is not an events center. There is no mention of sponsoring parties or social events on its website.

Rather than being an expansion of an existing institute, this seems more like a proposal for a for-profit commercial enterprise which, granted, may generate support for the Monroe Institute but is not an expansion of its current mission. Think of it this way: if a conference center were proposed on these lands *independent* of the Monroe Institute, it would likely be rejected out of hand as wholly inappropriate for the setting.

I oppose granting a special use permit to expand the Monroe Institute. I think it is unfair to the members of that community, people who sought serenity and beauty in Faber; I think it is actually not an expansion but a change of use; and I think it sets a dangerous precedent for evaluating Special Use Permits anywhere in Nelson County.

Thank you for considering these thoughts.

Best regards,
Nancy Dunbar
5915 Howardsville Turnpike
Afton VA 22920



Proposed Monroe Institute Expansion Special Use Permit

From Stephanie Kuecken <stephkuecken@gmail.com>

Date Wed 1/21/2026 9:52 PM

To koms@lynchburg.net <koms@lynchburg.net>; proulx@cfw.com <proulx@cfw.com>; twinspringsfarmva@gmail.com <twinspringsfarmva@gmail.com>; richard@raveritt.com <richard@raveritt.com>; William Smith <wsmith@nelsoncounty.org>; Jessica Ligon <jligon@nelsoncounty.org>; Dylan Bishop <dbishop@nelsoncounty.org>



stephkuecken@gmail.com

Greetings,

My name is Stephanie Matysek-Snyder and I write to you again today as a concerned Nelson County resident and homeowner in the New Land Subdivision located in Faber near the Monroe Institute.

I would like to share my concerns regarding the Monroe Institute's revised proposal for their SUP/Expansion project. While the new proposal attempts to minimize the visual impact of the project (a massive 59,000 square-foot commercial building in an A-1 Agricultural zoned area), the new location doesn't address any of the original concerns about the project.

The proposal has not changed in scale/size and still represents a massive expansion of a commercial business within an A-1 Agricultural zoned district. The Nelson County Comprehensive Plan clearly designates that preserving the rural character of our county is of utmost importance. The Comprehensive Plan explicitly states that commercial development is only appropriate in certain areas (for example the 151 and 29 corridors).

To reiterate the concerns from my previous email, the proposed expansion would have irreversible negative consequences including:

- increased pollution in terms of traffic, light and noise
- destruction of the natural environment and rural character of the area
- potential water supply problems.

As a very concerned resident of Nelson County and a homeowner in the New Land area, I strongly urge you to vote/recommend **against** the Monroe Institute's SUP/Planned Expansion.

Thank you for your time and consideration.

Warmly,

Stephanie Matysek-Snyder
1124 Roberts Mountain Road, Faber, VA 22938

858-945-6554



Special Permit #250358

From Susan Lazerson <falafelpup@gmail.com>

Date Mon 1/26/2026 5:09 PM

To Dylan Bishop <dbishop@nelsoncounty.org>

Dear Ms Bishop: This is the letter to the commissioners regarding expansion of the Monroe Institute. Please share with them.

This is the second time I am writing you about the Monroe Institute's proposed building expansion. Their first proposal was denied by a majority of the Planning Commission. The institute is now proposing a new plan that they hope will be acceptable. This latter expansion is no more acceptable than the first and should also be denied.

The institute is an international organization that could expand in properly zoned areas. Peace of mind has become a cliché, but is none-the-less vital. People moved to this rural area not only for the beauty of the place but also for its solitude. Neighborliness and community are important and should be rejected by the Monroe Institute.

The Monroe Institute is located in an A-1 agricultural district. It is a business. Any increased commercial expansion should not be allowed. Monroe, has to a degree, always added to increased pollution: increased night lights, increased traffic and road dust. These harms will only grow with more buildings, larger buildings, and more people coming to pay for attending courses.

My main concern about this project is about decreased water levels. No additional licensed hydrologists, beyond the one provided by the Monroe Institute, have attested to possible problems caused by increased water usage by more people and more staff. The possibility of a tragic fire caused by accident or a climate catastrophe has not been addressed. Remember freak hurricane Camille in 1969.

I ask you to please reject this second Monroe proposal #250358 because of the aforementioned problems.

Very sincerely,

Susan Lazerson

(Owner: 14 Crystal Lane, Faber, VA 22938)



Outlook

Monroe Expansion proposal

From C. Ramirez <playmoretunes@gmail.com>

Date Tue 1/27/2026 1:05 PM

To proulx@cfw.com twinspringsfarmva@gmail.com wsmith@nelsoncounty.org jligon@nelsoncounty.org <koms@lynchburg.net>

Cc Dylan Bishop <dbishop@nelsoncounty.org>; Ernie Reed <Friendsandforests@gmail.com>; cbarker@nelsoncount.org <cbarker@nelsoncount.org>



IRONSCALES couldn't recognize this email as this is the first time you received an email from this sender playmoretunes@gmail.com

Dear Planning Committee of Nelson County

My name is Colin Ramirez I live on Rainbow Ridge lane up past the Monroe institute and have owned a house for over 2 decades here. I have been visiting Nelson County for years prior and it was a dream to live in this bucolic setting and I did so while continuing to work in Charlottesville and now in retirement.

I am profoundly appalled and deeply opposed to the proposed Monroe institute expansion. The degree of density of putting 90 more occupancy rate and the potential for large-scale events there is astoundingly bad for this area. You have heard all the reasons before and I would echo them the area may not support the water. The number of people using our entrance road would be much much greater and it will require approval which we certainly will not give as the new land Homeowners Association. It really comes down to if the agricultural zoning means anything at all in Nelson County and if not this would be a really bad thing for the future. If this proposal happens essentially makes this an extension of the business district of 151 and I will not tolerate it. What that means is that I would convert my buildings to short-term rentals. This would be in the "if you can't beat them join them" principle since it would mean that money is the only thing that matters in Nelson County. I would just profit from the people who wanted to rant for those events and I would move to a different county but it would break my heart. I suspect many other people would do this and this would be more housing that wouldn't be available as single family housing for people who want to come in to teach work and serve in Nelson County as regular people.

I am mad at the bait and switch tactics where the Monroe institute proposed a totally ludicrous location initially for the expansion knowing it would be fought furiously and then they would put forward this only very slightly different location having tired people out in the initial fight and maybe appeased some of the people whose only concern was their own personal front porch view.

I have heard rumors that there might be consideration of bans on short-term rentals and that would be ridiculously and pathetically funny in the sense that in the context of allowing 90 rotating weekly short-term arrivals of people who would be spending money almost entirely at the Monroe institute. It would not benefit the rest of us and would only hurt us except as I said for those of us who are forced to go the rental route.

If this goes through be very clear that absolutely no place on Nelson County is exempt from a large heavily populated business enterprise and nobody in their right mind would want to consider living here for pastoral reasons.

The Lockin' site approval and the follow up electronic dance festival fiasco without significant public input was the beginning of the betrayal of the average Nelson County resident (Well depending on your views of Wintergreen...) The Montoe institute expansion and what will certainly follow from that would be the final nail in the coffin for Nelson County as an ongoing functional agricultural residential community.

You know what is right ... please do it

Colin Ramirez

William H. Mattox
456 Roberts Mountain Road
Faber, VA 22938

To: Board of Supervisors,
Nelson County, VA

From: William H. Mattox
Adjoining Property Owner

Date: April 6, 2026

Re: Special Use Permit # 250358
Conference Center in A-1 Agricultural District

I am William H. Mattox, who with my wife, purchased 456 Roberts Mountain Road this past November. I have been a commercial real estate broker for over 40 years and have extensive experience in selling commercial land. I realize this memo is coming to you late in the process and appreciate your consideration.

I have always been a pro-development broker and as such, I am generally in favor of new development where appropriate. Regarding this S.U.P. there are concerns about site lighting, buffers, access, water impact, and scale which have been addressed by several of my neighbors already with the Monroe Institute and Planning Commission members and staff. I would like the applicant and the Board of Supervisors to consider the below requests as well.

- Limit construction to Monday – Friday, 8:00am – 5:00pm
- Submit a conceptual construction traffic plan
- Place a conservation easement on all of the remaining undeveloped land so it cannot be developed
- Make Rocky Road the primary access point
- Agree that the S.U.P. is only for this applicant and will not be vested for anyone else

Since the applicant is “committed to stewarding our part of the mountain in relation with you all thoughtfully” I would urge them and you, B.O.S., to consider and have the applicant agree to these proffered conditions with the ones they have already agreed upon. I am also concerned how this development would impact property values and subsequent real estate taxes. With these items addressed and incorporated into the S.U.P. case, I would be in support of it.



Support for Monroe Expansion

From Craig Schwartz <caschwartz1@hotmail.com>

Date Mon 4/6/2026 3:03 PM

To Dylan Bishop <dbishop@nelsoncounty.org>



IRONSCALES couldn't recognize this email as this is the first time you received an email from this sender caschwartz1@hotmail.com

My wife, Shelia, and I reside at 333 Chapel Hollow Road in Afton. We are both retired professionals. Shelia's professional background includes serving as a dietitian who managed 14 wellness centers in Florida. I dedicated 38 years to a Fortune 100 company in Minnesota, holding various roles as a research scientist and in laboratory and business management. I retired as a global business director for our Chemical, Semiconductor, and lithium-ion battery material businesses.

While we do not have a formal affiliation with the Monroe Institute, we have been significant donors and volunteers across various programs over the past seven years. In addition we have sponsored and funded over 40 Monroe classes for deserving individuals.

We have permanently relocated from Florida to Virginia. Our home construction was completed in 2025, and our move was finalized in February 2026. Upon discussing our relocation to Nelson County due to our relationship with Monroe, we encountered numerous rumors and misperceptions regarding the Monroe Institute.

The following outlines our direct experiences at Monroe, having participated in over 25 programs during the last seven years. Each program typically involves approximately 20 participants and two facilitators. We estimate that we have interacted with approximately 500 participants.

Each class consistently features a diverse group of individuals. We have attended sessions alongside scientists, artists, business professionals, politicians, monks, ministers, pilots, movie stars, doctors, nurses, military personnel, law enforcement officers, and individuals navigating personal fears, trauma, and challenges.

Individuals attend Monroe for a wide array of reasons, including addressing the fear of death, processing grief from the loss of a loved one, healing from childhood trauma, managing family dysfunction, coping with health issues, understanding near-death experiences, and exploring other unexplained life events. Each individual's healing journey is unique. Monroe provides various meditation tools and methods for managing emotions, energy, and consciousness, which individuals apply based on their free will and personal journey.

Across the 150 days we have spent attending Monroe classes, we have never observed any negative or inappropriate behaviors, violence, threats of violence, drug or alcohol abuse, use of psychedelics, the teaching of dogma, cult practices, loud music, or unauthorized access to private property.

Consciousness studies represent a leading edge in contemporary science. Monroe is recognized as one of the top three Consciousness Institutes globally. Nelson County should take pride in hosting an expanded Monroe Institute within its boundaries.

Craig and Shelia Schwartz
Sent from my iPhone

From: [Candy McGarry](#)
To: [Amanda Spivey](#)
Subject: FW: Monroe Expansion
Date: Saturday, April 4, 2026 11:20:54 AM

For packet

Sent from my Galaxy

----- Original message -----

From: JANA CRUDER <janacruder7@gmail.com>

Date: 4/4/26 7:04 AM (GMT-07:00)

To: Jesse Rutherford <jrutherford@nelsoncounty.org>, David Parr <dparr@nelsoncounty.org>, Cameron Lenahan <clenahan@nelsoncounty.org>, Ernie Reed <ereed@nelsoncounty.org>, Jessica Ligon <jligon@nelsoncounty.org>, Candy McGarry <CMcGarry@nelsoncounty.org>

Subject: Monroe Expansion



IRONSCALES couldn't recognize this email as this is the first time you received an email from this sender janacruder7@gmail.com

Dear Nelson County Supervisors,

I am writing in support of the Monroe Expansion - as it goes with anything that brings change to a community often it is the opposition that is the loudest and sometimes that is needed. Like the pipeline-or data center requests. However I do not view this SUP as one of those requests.

I am writing to that you also consider the positives that this expansion can bring to Nelson, and the community in large.

First off, I want to acknowledge the sincere concerns I share with my fellow neighbors as a member of the New Land Community here on Roberts Mountain.

I believe that **proper stewardship** of a project like the proposed can ensure a win/win for the needs of the community while also supporting the needs of The Monroe Institute.

That win/win can be ushered in with the guidance and permit provisional ordinance set forth by the county.

The below current conditions to the SUP

1. Prior to issuance of a certificate of occupancy for the expanded use, the access road (Roberts Mountain Road) shall be widened to a minimum of 18' and re-paved. This shall extend to the new entrance proposed for the expanded facility. If such expansion requires an approval vote

from the New Land community association and that vote is unsuccessful, this condition shall be void.

2. Site lighting shall be full cut-off, dark sky compliant fixtures

3. The line of sight, looking north-west from the entrance of Roberts Mountain Road onto Rocky Road shall be improved to meet a minimum line of sight required by Stopping Sight Distance per VDOT regulations.

4. If a fire suppression storage tank is required, the tank shall be screened from view of Roberts Mountain road with screening landscaping that will achieve at least 1/2 the tank height at 10 years' growth.

5. Rainwater capture features, rain gardens or similar, shall be installed at the roofdownspouts to improve SWM capture and infiltration.

6. Any new conference center structures affiliated with this special use permit shall be located on TMP 34-12-2. Other associated non-structural uses such as trails and utilities may be located on the additional parcels (34-12-3, 33-3-2D, 34-A-35, 34-12-4, 33-5-1C, 34-12-1).

7. Any uses on the property affiliated with this special use permit shall either be associated with the primary purpose of the facility, or shall be solely educational or charitable in purpose. Weddings, festivals, and concerts are not permitted. No events shall include outdoor amplified music.

and I would request that the water reclamation and reuse on the property, include low-flow toilets and faucets to be part of the plan, ensuring the strain on our wells and water will be mitigated by such considerations.

Overall, having lived here for the past three years, I've had the opportunity to experience the day-to-day presence of the Monroe Institute as a neighbor. What has stood out to me most is how minimal the impact has been on daily life, how they listen to concerns and address them quickly. The programs operate quietly, and participant activity is rarely noticeable beyond a short window in the afternoons. In many ways, it feels entirely in harmony with the pace and intention of this mountain.

I've actually come to enjoy the moments when I do see participants whether passing on a walk or briefly connecting in conversation. There's a shared appreciation for the land, and I often find that they are simply taking in the same bucolic beauty that drew many of us here. That, to me, feels very aligned with the original intention of this place: a peaceful environment where people can slow down, reflect, and connect with nature.

I also believe that the more people who experience what is offered here in Nelson County, the more likely they are to return. Many participants arrive early or stay beyond their programs, which creates a natural opportunity for local tourism supporting nearby businesses, accommodations, and experiences in the area.

From my perspective, the addition of a new facility at the lower portion of the campus could further reduce impact, as it would limit the need for participants to travel up Roberts Mountain Road to the upper areas. This feels like a thoughtful adjustment that supports both the Institute's needs and the community's concerns around traffic and road use.

I also want to acknowledge that I saw the Monroe Institute's consideration to relocate the proposed building in response to community concerns about impacting the main view. To me, that felt like an honorable and meaningful gesture—one that demonstrates a real willingness by the Monroe Institute to listen and adjust. It reflects a genuine effort to find a win-win path forward through collaboration between the needs of the community and those of the Institute, which is ultimately part of why many of us are able to be here in the first place.

Overall, in my experience living here, the Monroe Institute has been a quiet and respectful neighbor, and its presence has remained consistent with the calm, rural character of this mountain.

I hope you also see this side of the equation.

Thank you in kind,

Jana Cruder

1174 Roberts Mountain Rd.


From: [Candy McGarry](#)
To: [Jessica Ligon](#); [Jesse Rutherford](#); [Ernie Reed](#); [David Parr](#); [Cameron Lenahan](#)
Cc: chuck@riverwalkerpress.com; [Amanda Spivey](#)
Subject: FW: The Monroe Institute Plan for Expansion
Date: Thursday, April 2, 2026 11:20:12 AM

Good Morning, please see the email below concerning the Monroe Institute's expansion proposal.

Best ,
Candy

Sent from my Galaxy

----- Original message -----
From: Chuck Ketchel <chuck@riverwalkerpress.com>
Date: 4/2/26 6:57 AM (GMT-07:00)
To: Candy McGarry <CMcGarry@nelsoncounty.org>
Subject: The Monroe Institute Plan for Expansion

 IRONSCALES couldn't recognize this email as this is the first time you received an email from this sender chuck@riverwalkerpress.com

To: The Nelson County Board of Supervisors
From: Chuck and Jan Ketchel
Re: The Monroe Institute Plan for Expansion

Dear Ms. McGarry,

We write in reference to the Monroe Institute expansion proposal. We have been residents of the New Land subdivision for the past eight years and are in support of the proposed expansion.

We were prompted to relocate to New Land right after we attended a program at The Monroe Institute in early 2018. We were struck by the calm, quiet beauty of the New Land environment, the Blue Ridge Mountains and rural Nelson County.

We highlight the following facts of daily operations and commitment to the New Land community by the Monroe Institute and hope you will take them into consideration when making your final decision about the project:

1. In our eight years living here in New Land we have found the running of Monroe programs to be almost completely unnoticeable to the flow of life in the community. Monroe runs a seamless operation where program participants are largely

sequestered in deep meditation practices, in their actual sleeping beds, nearly the entire time they are here. At most, participants have a 2 hour window each day, in the afternoon, where perhaps a handful take a calm contemplative walk on the roads or visit the lake.

2. The lake on New Land, called Lake Miranon, was built by Bob Monroe and access to the lake has been granted by deed, at Bob's insistence, to all New Land residents. Specifically, this entails crossing Monroe property, where cows graze, and utilizing the beach and dock, which is also Monroe's property—all very generously offered to the residents of New Land.

3. Bob Monroe also gifted to the New Land community the roads, which further reflects the shared participation of vital features by both New Land and the Monroe Institute. In general, the New Land community and the Monroe Institute have lived harmoniously together for over 50 years. Little has changed over those 50 years, including the rural, agricultural aspects of New Land, the pastoral environment and panoramic views. The Monroe Institute owns the most lots in New Land and has meticulously preserved this rural, pastoral environment. We expect the respect the Institute exhibits for the land and their New Land neighbors to continue into the future.

4. The Monroe Institute's expansion proposal reflects their growing pains, the growing interest in the work they do, and the need for a contemplative balance to the hectic pace of life in the world we currently live in, with people seeking alternative practices and meditative experiences. The wellness industry is booming, and the Monroe Institute is part of that boom, but they are also an anomaly to that boom as they have been in continuous existence for over 50 years now, with consistent outside interest in their work, despite the current boom. With people coming from all over the world there is both a need for more space to run programs, as well as a need to upgrade to more modern accommodations as well.

5. The first proposal, to build a new facility next to the current buildings, to potentially run two additional programs a week, proved to be of great concern to many New Land residents, particularly with its impact on the panoramic view from Roberts Mountain Road. Monroe listened to these concerns and withdrew their initial proposal.

6. The Monroe Institute found a new location, lot# 34-12-2, that is perhaps even better suited to their expansion needs and which would not obstruct the view shed. It would also cut down on more vehicular traffic in the neighborhood, even more so if they are granted access to a new entrance from Rocky Road by VDOT. This new location proved most satisfying to the vast number of residents, many of whom were deeply concerned about the location of the first proposal. Ironically, it was

discovered that this new location was the site that Bob Monroe himself had first wanted to build an additional center upon, but never did. We find the new location, which would simply result in the loss of a hay field, to be perfect.

7. A major concern around well water was raised. We feel it has been appropriately and thoroughly researched and addressed by Nick Evans, PhD, who demonstrates that the Monroe well is highly unlikely to impact other wells in the New Land subdivision due to its location and depth, as well as due to the natural flow of ground water in the vicinity of the Monroe Institute.

8. We have witnessed a major turnover in residents in New Land over the past eight years, with an influx of younger families attracted to the quiet, rural environment as a place to raise their families. It is certainly understandable that there would be deep concerns over proposed changes. In our tenure here, and to the best of our knowledge, over the past 50 years there has never been a critical incident at the Institute nor any threat to the community from participants. The integration of communities has always been calm and flowing.

9. The Monroe Institute has already proven itself to be sensitive and responsive to any community concerns. It is due to their dedicated maintenance of the Monroe Farm and to the cultivation and care of the open fields that we all have this beautiful environment to enjoy. As well, it is to the benefit of the Monroe Institute and their participants that the overall calm and peaceful environment be maintained. People coming to a program, paying \$2965 for a week of meditative experience, also come to experience the tranquility of the rural setting of the Institute in New Land. With the proposed expansion, we fully trust the Institute's integrity to continue to maintain a calm and tranquil rural setting that we all enjoy and benefit from. Indeed, what attracts people to move here is the unique tranquility and balance that was originally created by, and has been maintained by, the Monroe Institute, and which we were all attracted to when we bought property here. This tranquility and balance, will not, in our opinion, be affected by the Institute's new building proposal, as it is one of the unique qualities that they, and their program participants, treasure.

10. The Monroe Institute is a longstanding treasure in Nelson County and has a worldwide reputation in excellence in what they do, which is essentially helping people to achieve inner peace. We welcome their modest addition, at its proposed location, and appreciate the Institute's mission, integrity, and sensitivity to the New Land community, which it founded, and which it continues to support.

11. We would like to point out that the Monroe Institute does in fact bring economic support to the local community. We are an example of participants who actually bought a home here as a result of being at one of their programs, leaving behind our beautiful home in New York's Hudson Valley, to become contributing members of

Nelson County. Chuck, as a local psychotherapist, who recommends Monroe programs to his clients, is well aware that many of his clients and their fellow participants frequent the Virginia Rock shop, Trager Brothers Coffee, and eateries in Nellysford when they are coming and going from programs, often staying at the Acorn Inn on Adial Road and enjoying the local history, outdoor activities and scenery. He himself has recommended all of these local businesses to his clients who are coming to the Monroe Institute. Not all program participants fly into and then directly out of the airport; many make coming here an opportunity to enjoy the Blue Ridge Mountains, as we did when we first came.

12. In addition, we would like to point out that the Monroe Institute has been a longstanding employer in Nelson County, even at one time being the major employer, though we understand that was some time ago. They continue to employ many residents of the county and surrounding area, and we can only see this as a good thing. It allows people to work close to home, without the need to travel great distances, and even to work for someone who has been an employer of family members for generations, and who holds their best interests in mind.

Based on these reflections, the new proposed location of the building, and our positive experience with the Monroe Institute and the work it does, not only for the world at large but for Nelson County in particular, we strongly encourage that you approve the Monroe Institute's proposal for expansion.

Sincerely,

Chuck and Jan Ketchel
28 Forest Lane
Faber, VA 22938

Chuck Ketchel, LCSW-R
Licensed Clinical Social Work
Transpersonal Psychotherapist
28 Forest Lane
Faber VA 22938
Office: (845) 758-2220
Home: (845) 399-9517
chuck@riverwalkerpress.com
www.riverwalkerpress.com

From: bill.mattox@mattoxcompany.com
To: [Cody Barker](#)
Cc: [Candy McGarry](#); [Amanda Spivey](#)
Subject: RE: Monroe Institute, SUP
Date: Tuesday, April 7, 2026 9:57:31 AM
Attachments: [456RobertsMountainRd_BOSLetter_April2026.docx](#)

Cody- I have attached a memo which I would like to be included in the Board packet for next week's Board meeting. I will also send a copy to Monroe and their engineering firm. I appreciate all of your efforts in this matter.

From: Cody Barker <cbarker@nelsoncounty.org>
Sent: Friday, April 3, 2026 12:33 PM
To: bill.mattox@mattoxcompany.com
Subject: RE: Monroe Institute, SUP

Mr. Mattox,

If you wish to submit a letter to the Planning & Zoning Office for inclusion in the Board of Supervisors packet, the deadline is April 8.

Kind regards,

Cody A. Barker, CZO
Planner
[Nelson County Department of Planning & Zoning](#)
Mailing: P.O. Box 558, Lovingston, VA 22949
Physical: 80 Front Street, Lovingston, VA 22949
(434) 263-7092

From: bill.mattox@mattoxcompany.com <bill.mattox@mattoxcompany.com>
Sent: Tuesday, March 31, 2026 9:16 AM
To: Cody Barker <cbarker@nelsoncounty.org>
Subject: RE: Monroe Institute, SUP

If I want to submit a letter to the Board of Supervisors, what is the deadline for it to be included in the packet?

From: [Nelson & Angi Hicks](#)
To: [Jesse Rutherford](#); [David Parr](#); [Ernie Reed](#); [Cameron Lenahan](#); [Jessica Ligon](#)
Cc: [Candy McGarry](#); [Amanda Spivey](#)
Subject: The Monroe Institute SUP #250358 - Expansion
Date: Monday, April 6, 2026 5:34:28 PM



IRONSCALES couldn't recognize this email as this is the first time you received an email from this sender maplecreek7115@gmail.com

Hello All,

We are Angi & Nelson Hicks of 1857 Rocky Rd, Faber. Our farm adjoins 4 of the 7 parcels mentioned in the application owned by The Monroe Institute, including the parcel on which they are proposing to build the Conference Center. As those making this decision, we hope that each of you have taken an opportunity to visit the site and the surrounding area.

Based on the Criteria for approving a Special Use permit, this request should be denied.

"The use shall not tend to change the character and established pattern of development of the area or community in which it proposes to locate" - The established pattern of development is residential & agricultural

"The use shall be in harmony with the uses permitted by right in the zoning district and shall not affect adversely the use of neighboring property" - The current zoning for this property is agriculture. In no way is a 60,000 sq foot conference center agriculture. As the immediate adjoining landowner to this property, we are not only concerned about the negative impacts of the views from our property and our property values, but also for the livestock on our property. It is proposed that a **56-space parking lot** will be installed across the tree-line from our pasture. There have been instances in the past where guests of the existing Monroe Institute have come onto our property (uninvited) to take pictures of an old tractor that we have in the field. This would have required those individuals to walk over 170 yards, cross the same tree line & fence into the middle of the pasture. If they are willing to go to this extent for a picture with an old tractor, what will they do to have a picture with a cute baby calf? This is not only trespassing, but it is not safe for our cattle or those individuals.

"The proposed use shall be adequately served by essential public or private services such as streets, drainage facilities, fire protection and public or private water and sewer facilities" - Neither Adial Road or Rocky Road can support the increased traffic that will be experienced with adding this facility. According to the traffic study included with the plan, this facility anticipates **at least 45 additional** vehicles going to that facility. Per the plan, that will increase the traffic on these two secondary roads to a daily traffic count, going to The Monroe Institute alone, to **61** automobiles. Not including the regular food and goods deliveries necessary for the cafeteria and gift shop within the facility or the local traffic already using those roads. The influx of traffic, as well as the large truck deliveries, will make both Adial Road and Rocky Road dangerous, given the current condition of both of these roads.

"The proposed use shall not result in the destruction, loss or damage of any feature determined to be significant ecological, scenic or historic importance" - there is a

cemetery from the 1800's in the woods line between the proposed building site and Rocky Road, which I do not see noted on any of the plans.

It has been said that the approval of this Conference Center could help lessen the tax burden due to the recent reassessment. Although we do not know the exact cost or assessment of this building, using \$25,000,000 as a total assessed value and .65cents as the rate, the tax revenue would be \$162,500 per year. **IF** this facility assesses for \$25M it would be higher than the mansion at Oak Ridge, the palace at Swannanoa, Devil's Backbone, and the Food Lion Plaza in Lovington.

Finally, we want to reiterate that while this facility may be "necessary to The Monroe Institute" it is **not** beneficial to our community or our county. The individuals that visit this property will not be spending any money in our County or providing **any revenue** to our County in **any way**.

We hope that you will vote to deny this Special Use Permit.

Thank you for your time.

Angi & Nelson Hicks



Support for the Monroe Expansion Project

From Kacey Wilson <shoshincounseling@gmail.com>

Date Wed 4/8/2026 8:30 PM

To Jesse Rutherford <jrutherford@nelsoncounty.org>; David Parr <dparr@nelsoncounty.org>; Cameron Lenahan <clenahan@nelsoncounty.org>; Ernie Reed <ereed@nelsoncounty.org>; Jessica Ligon <jligon@nelsoncounty.org>; Dylan Bishop <dbishop@nelsoncounty.org>

Cc Scott McNally <mcnallsr@gmail.com>



shoshincounseling@gmail.com

Dear Members of the Nelson County Board of Supervisors,

We are writing as newer residents of the New Land community to express our support for the proposed expansion of the Monroe Institute.

Since arriving in this area, we have been deeply moved by the unique character of this community. New Land is not only defined by its natural beauty, but by a shared commitment to connection, mutual support, stewardship of the land, and a deeper inquiry into what it means to live consciously and with purpose. These values are rare and meaningful, and they are a large part of what drew us here, and they stem from the early work of Bob Monroe.

We see the Monroe Institute as an integral part of that foundation. Its long standing presence and mission align closely with the spirit of this place, encouraging inner exploration, scientific curiosity, and a heart centered approach to life. We believe that its continued growth will help preserve and expand these qualities, while welcoming a broader and more diverse community into this region.

We also want to acknowledge and appreciate the care the Institute has taken to listen to community concerns and respond thoughtfully. From considerations around water resources and light pollution to road congestion and even the specific placement of the proposed building, it is clear that a conscientious effort has been made to address feedback with respect and intention.

In addition to its cultural and philosophical contributions, we also recognize the potential positive economic impact of the expansion. Increased visitation to the area can bring meaningful support to local businesses and may help foster the development of additional resources that could benefit both residents and visitors in nearby communities like Nellysford, Lovingson, and Afton.

We also appreciate that this project reflects a continuation of Bob Monroe's original vision for this land, one rooted in intentional development, respect for the natural environment, and a desire to create a space for exploration and growth. Supporting this expansion feels, to us, like honoring that legacy while allowing it to evolve responsibly for future generations.

As newer members of this community, we are grateful to have found a place that reflects so many of our values. We would welcome the opportunity to see this work continue and expand in a thoughtful

and balanced way.

Thank you for your time and consideration.

Sincerely,

Kacey & Scott

14 Crystal Ln Faber, VA

--

Kacey Wilson, PsyD, EdM
Licensed Clinical Psychologist



(No subject)

From Angie Smith <angie.smith@monroeinstitute.org>

Date Wed 4/8/2026 5:14 PM

To Angie Smith <angie.smith@monroeinstitute.org>

My name is Angie Smith and I am the Director of Operations at the Monroe Institute. I live in Amherst and have had the privilege of working at Monroe for the past 32 years. Over that time, I have seen firsthand the positive impact this organization has had not only on the people it serves, but also on the people it employs.

In my role, I oversee our maintenance, administrative and hospitality teams, which gives me a close view of the many different types of jobs Monroe supports. Today, Monroe provides employment for 47 people in a mix of full-time and part-time roles all over the world. Those positions span a wide range of skills and responsibilities, from hands-on facilities and guest support work to administrative and operational roles.

What has always meant the most to me is that Monroe has given people the opportunity to build meaningful, lasting careers. I am one example of that, having devoted 32 years of my life to this organization.

I hope you will take into consideration the important role the organization plays as a long-standing employer and contributor to Nelson County.

Sincerely,

Angie Smith
Director of Operations
The Monroe Institute

--



Angie Smith
Director of Operations

365 Roberts Mountain Road
Faber, Virginia 22938
434-361-1500 ext.104
866-881-3440 (Toll-Free)
www.monroeinstitute.org

*Helping people create more meaningful and joyful lives through the guided
exploration of expanded consciousness.*

[Monroe Institute Promotional Video \(3:50\)](#)

Nelson County Planning & Zoning

To: Board of Supervisors

From: Dylan M. Bishop, Director of Planning & Zoning *DMB*

Date: April 14, 2026

Re: REZ #250339 – R-1 and M-1 to M-2 Industrial – Nelson Storage, LLC

This is a request to rezone property currently being utilized for storage purposes from R-1 Residential and M-1 Light Industrial, to M-2 Industrial to allow the use to continue. Staff sent a violation notice to the property owner outlining potential corrective actions. An application requesting a rezoning of the subject properties was submitted, and the Planning Commission held a public hearing on February 25. The Planning Commission requested that staff work with the applicant to develop proffers to accompany the application. The request was again reviewed at their regular meeting on March 25.

Planning Commission voted (5-0) to recommend approval of REZ #250339 to the Board of Supervisors with the following proffers:

1. The areas delineated in green on the site plan submitted as part the rezoning application shall remain open space for a distance of 75' from the center of the road.
2. The area delineated in red on tax map #77-A-45, as shown on the site plan submitted with the rezoning application, shall be utilized only for outdoor storage and residential uses; no other industrial uses shall be permitted.
3. Should a dwelling be constructed within 100 feet of the property lines of tax map #77-A-45, the owner shall construct a fence for screening acceptable to the Planning Director within 60 days of issuance of a certificate of occupancy.

Nelson County Planning Commission

To: Planning Commission

From: Dylan M. Bishop, Director of Planning & Zoning *DMB*

Date: March 25, 2026

Re: REZ #250339 – R-1 and M-1 to M-2 Industrial – Nelson Storage, LLC

BACKGROUND: This is a request to rezone property zoned R-1 Residential and M-1 Light Industrial, to M-2 Industrial. The purpose is to align the zoning designation with the current use.

Public Hearings Scheduled: P/C – February 25; Board – April 14 (tentative)

Property Information: 2742 Arrington Road, TM# 77-A-45, 1 acre (R-1 Residential) / 2731 Arrington Road, TM#s 77-3-1, 2, 77-A-5, 46, +/- 3 acres (M-1 Industrial) / South District

Applicant Information: Nelson Storage, LLC – Jeremy and Elisabeth Hale

Comments: The subject properties are currently utilized for both indoor and outdoor storage. The R-1 Residential zoned parcel has been used for storage of shipping containers available for rent, which is a violation of the zoning ordinance. Corrective notice was sent to the owners, who reached out to develop a compliance plan. In discussions with staff, a rezoning proposal to align the current and desired use of the property with the zoning designation was determined as the course of action. Commonly referred to as the “cold storage” area of Arrington, the owners have made improvements to these properties during their tenure. They sent letters to property owners in the community, as provided in the application package. The site plan layout which delineates proposed uses indicates the blue parcels to be continued for indoor storage, the red marked areas for outdoor storage, and green marked areas to be maintained as open space. No improvements or additional development is proposed at this time.

Should the rezoning be approved, Section 9-1-10 allows storage yards as a by-right use. The dwelling would be permitted to be renovated and utilized as such.

The Planning Commission held a public hearing at their meeting on February 25, 2026, at which a community member spoke in opposition. The Planning Commission requested the applicant consider limiting uses and work with staff to develop proffers to reflect these limitations.

DISCUSSION:

Land Use / Floodplain: These parcels are located on the northwest side of the railroad in the heart of Arrington. Mixed zoning includes R-1 Residential, M-1 Light Industrial, A-1 Agriculture, and even a B-1 Business zoned parcel. There are several legal nonconforming uses in the vicinity including livestock and agricultural activities on R-1 and M-1 zoned property

Access / Traffic / Parking: The properties are accessed by existing entrances, and no improvements or modifications are required at this time.

Comprehensive Plan: This property is located in Arrington, a *Rural Village* as designated by the Nelson 2042 Future Land Use Map. The core concept of a *Rural Village* is to Focus investment and small-scale development within the County's Rural Villages to protect the rural landscape, ensure more efficient and effective provision of community services, create a sense of place to bolster economic development, and improve quality of life. This area also calls for these communities to take cues from the historic qualities of the villages to ensure a continued sense of place that provides economic vitality.

Associated planning guidelines include preserving existing structures and traditional patterns of development while allowing for a mix of uses in a more compact village setting.

Recommendation: Staff recommends that the Planning Commission should recommend approval of REZ #250339, from R-1 and M-1, to M-2 Industrial to the Board of Supervisors, with the following proffers as submitted by the applicant:

1. The areas delineated in green on the site plan shall remain open space for a distance of 75' from the center of the road.
2. The areas delineated in red on the site plan shall be utilized only for outdoor storage; no other industrial uses shall be permitted.
3. Should a dwelling be constructed within 100 feet of the property lines, the owner shall construct a fence for screening acceptable to the Planning Director within 60 days of issuance of a certificate of occupancy.

Attachments:

Application

Narrative

Site Plan

Zoning

Public Comment



PERMIT APPLICATION:

Nelson County Department of Planning & Zoning

TO THE ZONING ADMINISTRATOR: REZ # 250339
application type application number

1. The undersigned hereby petitions the Planning Commission and/or Board of Supervisors for approval of the following (check appropriate box):

- Special Use Permit RI/
- Rezoning from M1 to M2
- Conditional Rezoning from _____ to _____
- Other: _____
- Subdivision
- Site Plan – Minor
- Site Plan – Major

Reason(s) for request:

To realign our zoning to match current and historical use,
primarily outdoor storage.

(Please use reverse or attach additional sheet if more space is needed.)

2. Applicant(s) and Property Owner(s):

(Please provide names of applicants and property owners and indicate applicable title; if applicant is not the property owner, please show relationship, i.e. lessee, contract purchaser, etc.)

Applicant Property Owner Name: Nelson Storage, LLC

Mailing Address: 2731 Arrington Rd, Arrington VA 22922

Telephone #: 434-981-6281 Email Address: _____

Relationship (if applicable): _____

Applicant Property Owner Name: Jeremy and Elisabeth Jamie Hale

Mailing Address: 2731 Arrington Rd Arrington VA 22922

Telephone #: 434-981-6281 Email Address: _____

Relationship (if applicable): _____

(Please attach additional sheet if more space is needed for applicant(s) / property owner(s) info.)

3. Location and Characteristics of Subject Property:

a. Address of Property (specific location, route numbers, street names, voting district, etc.):

Properties surrounding 2731 Arrington Rd Arrington VA 22922

b. Official tax map number: 77.3.1, 77.3.2, 77.A.46, 77.A.5, 77.A.46

c. Acreage of property: Total 4 acres

d. Present use: Storage

e. Present zoning classification: M1

f. Zoning classification of surrounding properties: M1 plus one undeveloped residential

4. Affidavit: The undersigned applicant(s) and/or property owner(s) certifies that this application and the foregoing answers, statements, and other information herewith submitted are, in all respects, true and correct to the best of their knowledge and belief. Also, the applicant(s) and/or property owner(s) gives permission for members of the Planning Commission, Board of Supervisors, and County Staff to visit and view the subject property.

Signature: _____

Printed Name: _____

Jeremy Hale

Signature: _____

Printed Name: _____

Elisabeth Jamie Hale

(Please attach additional sheet if more space is needed for applicant(s) / property owner(s) signatures.)

5. Additional information: *(Please attach separate sheet for additional details, explanations, etc.)*

6. Please note: In the event of cancellation or postponement at your request after the initial newspaper advertisement for this application, an additional fee will apply for re-advertisement (determined by the actual cost of the ad). This fee will not apply in cases of Planning Commission or Board of Supervisors deferment.

-----**TO BE COMPLETED BY PLANNING & ZONING STAFF**-----

Pursuant to Article _____, Section _____ of the Nelson County Zoning Ordinance.
Pursuant to Section _____, Subsection _____ of the Nelson County Subdivision Ordinance.

o Completed application and fee (\$ n/a) received on _____

o Hearing Notice published on 2/12/26 & 2/19/26

o Planning Commission action: Date of Meeting / Hearing: 2/25/26

Recommendation: _____

o Board of Supervisors action: Date of Hearing: _____ Date of Decision: _____
Action: _____

Nelson County Planning & Zoning Department

(Mailing Address) P.O. Box 558, Lovingson, Virginia 22949 | *(Physical Address)* 80 Front Street, Lovingson, Virginia 22949
(Telephone Number) 434 263-7090 or Toll Free 888 662-9400, selections 4 & 1 | *(Fax Number)* 434 263-7086
<http://www.nelsoncounty-va.gov/departments/planning-zoning/>

History of Industry in Arrington

Long before the settlers arrived in Arrington, native Americans would use the passage in Variety Mills to access the mountains from the James River. As colonization moved forward, goods, logging and supplies were moved on the canal on the James. When the Southern Railroad was installed through Nelson County, the crossroads from these activities merged in what is now the town of Arrington. This was Nelson County's only railroad access point, and everyone traveled to Arrington to board the train until 1915, when five more stations were built. Many industrial activities have occurred in this area, including a stone mill, railroad stations, hardware stores, and too many businesses to list. In 1917, Ford Motor Company found Arrington to be a viable location to install an assembly plant and showroom for their cars and tractors. In 1930, apple farmers from all over central Virginia created a cooperative and petitioned the federal government to build the old cold storage warehouse. When we came to Arrington, all of these facilities were mostly in a state of abandonment and disrepair. All of the grounds were overgrown and covered with historical dumping grounds. We have spent the last twenty years cleaning and beautifying this property and renovating, repairing and modernizing the old cold storage for present and future use. We have discovered foundations of old commercial structures on these properties. We installed a grand brick entranceway and built a brick well house, along with removing some of the defunct refrigeration equipment before replacing the roof. These projects did wonders for the appearance of the neighborhood and improving property values. We have been pleased to see locals walking their dogs, playing with children, and taking wedding pictures on the property.

We worked with zoning to install a post-consumer recyclables baling operation that saved the county of Nelson at least \$35,000 per year in fuel and labor costs for over ten years, without asking for any assistance from the County. We partnered with a local ISP to install an internet tower to bring high-speed internet to the community. In 2013, we purchased the Ford Motor Company building to continue our process of rejuvenating the downtown area.

We've pulled dozens of building permits during our numerous renovations, and are currently approved for a permit to renovate the white house. We have been renovating the Ford Motor Company over the years, along with continuing to utilize the cold storage. For five years, we rented the property with the white house on it to store our empty containers. Then in 2022, we purchased that property and began cleaning up the landfills on it, including no less than three outhouses, a full truckload of tires, half a dozen mattresses, and dumpsterloads of sifted trash. Our intentions are to restore the house, but in the interim, we would like to continue utilizing the space to generate income in order to pay for said renovations.

We feel that all of the properties previously discussed would benefit from being zoned M2 in order to align the official zoning with their historical and current uses. We have no plans to do any site work or construction other than renovating the house and continuing to renovate the Ford building and cold storage. We would rather not install fences in order to keep our sight lines available to monitor activities. We feel that M2 zoning descriptions are far closer to what we have been doing than the antiquated M1 description of light industry, and describe its best and highest uses. If all five lots we own are zoned M2, it will make a neat square of industrial properties along the railroad.

This town was born on industry and would not exist without the activity that encouraged residents to settle here.

Project Narrative

No changes will be made to the site. Rezoning will bring the zoning in line with the current use of the properties and allow current operations to be by right. Sight lines have been previously cleared to improve visibility of traffic on the adjacent street. All materials being stored are temporary and need no infrastructure. Shipping containers have been placed in locations to shield the view from the only residence with a view of the property, next to adjoining undeveloped lot, currently being used for outdoor storage, eliminating the need for fencing.

Alignment with Nelson's Comprehensive Plan:

In the process of utilizing the property for local business, the house will be renovated for a future residence.

Compatibility with the surrounding properties:

Rezoning would mean that all of the parcels would be consistent, bringing the zoning in line with the current use of the properties and allow current operations to be by right.

There will be no new traffic generation.

Letter sent to 19 homes west side
of railroad tracks. 3 signatures received.
Discussed with 7 families with
noncommittal approval.

Jamie & Jeremy Hale
2731 Arrington Road
Arrington VA 22922

October 29, 2025

Hi neighbor,

My husband and I own the old cold storage building, the old Ford Motor Company building, and the white house on the corner of Arrington Road and Cold Storage Lane, just down the road from you. We hope to adjust the zoning of our parcels of land to bring them all into alignment and match with our existing operations. It has been our intention since we purchased the old cold storage building twenty years ago to renovate, restore and beautify the buildings and the neighborhood as best we could. We've cleaned up numerous trash dumps, restored derelict buildings, improved driving sight lines, and built structures of interest, including public art and visual attractions. We plan to continue reinvesting in this commercial area for the foreseeable future. We've received thumbs up and words of encouragement from the community, which motivated us to continue. We have amassed more projects than we have time for, but we are working on renovating the white house and that project, in part, has spurred us to request this zoning adjustment.

As we work with the zoning department, I'd like to share with them any letters of support from our neighbors.

I didn't want to bother you at home with this request, but I would be happy to have a conversation if you have any questions or thoughts. You can call Jamie at 434-263-4369 or Jeremy at 434-981-6281. You could also drop this letter off at the warehouse or in the mailbox. Time is of the essence, so please let me know any way I can make this easier for you.

Sincerely,

Jamie Hale

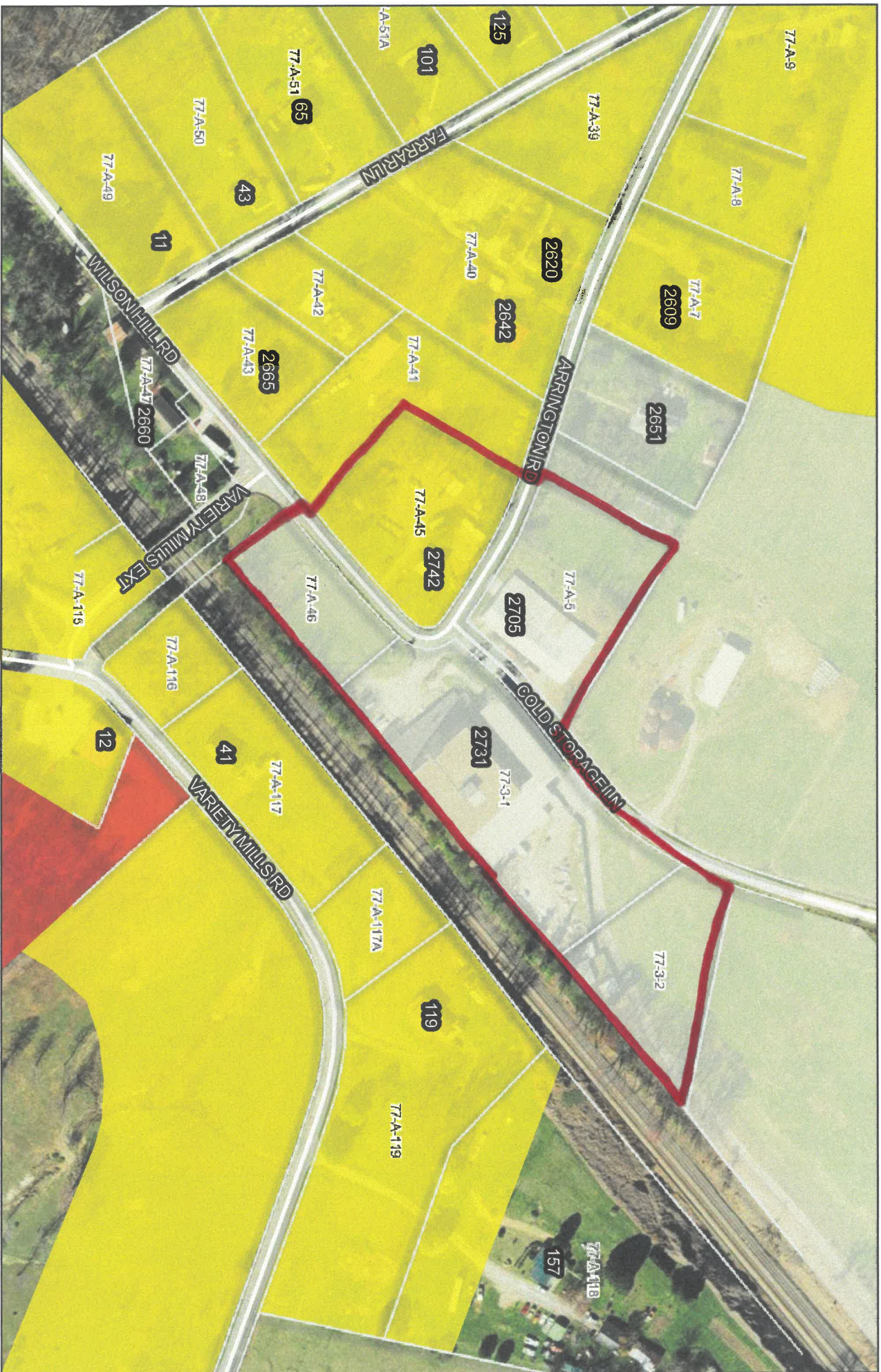
I support the Hales in their attempts to preserve and utilize the commercial properties of downtown Arrington.

Name: _____

Address: _____

Date: _____

Nelson County Property Map *Red: Rezone to M2*



Nelson County, Virginia

THIS MAP IS PROVIDED WITHOUT WARRANTY OF ANY KIND, either expressed or implied, including, but not limited to, the implied warranties of merchantability and fitness for a particular purpose. Site-specific information is best obtained after an onsite visit by a competent professional.

Addresses

- Business District B-1 (0)
- Business District B-2 (1)
- Conservation District C-1 (3)
- Industrial District M-2 (9)
- Limited Industrial District M-1 (8)
- Residential District R-1 (4)
- Residential District R-2 (5)
- Service Enterprise District SE-1(7)
- Residential Planned Community RPC (6)
- Roads

Zoning

Agricultural District A-1 (2)

Business District B-1 (0)

Business District B-2 (1)

Conservation District C-1 (3)

Industrial District M-2 (9)

Limited Industrial District M-1 (8)

Residential District R-1 (4)

Residential District R-2 (5)

Service Enterprise District SE-1(7)

Residential Planned Community RPC (6)

Roads

Nelson County Property Map

Whitelhead property rented for storage



THIS MAP IS PROVIDED WITHOUT WARRANTY OF ANY KIND, either expressed or implied, including, but not limited to, the implied warranties of merchantability and fitness for a particular purpose. Site-specific information is best obtained after an onsite visit by a competent professional.

Nelson County, Virginia

Addresses

Flood Hazard Areas 2025

- 0.2% Annual Chance Flood Hazard
- 1% Annual Chance Flood Hazard
- Regulated Floodway

Roads

Hale property, current use



Nelson County Property Map Zoning Site Plan

1" = 94'



Total acreage:
4.5 acres.

Ownership:
Jeremy Hale and
Elisabeth Jamie Hale
2731 Arrington Rd
Arrington VA 22922

APPROVALS:

Planning & Zoning:

VA DOT:

VA DOH:

Nelson County
Service Authority:

Green: Green space, recreation, art display
Red: Outdoor storage
Blue: Indoor Storage

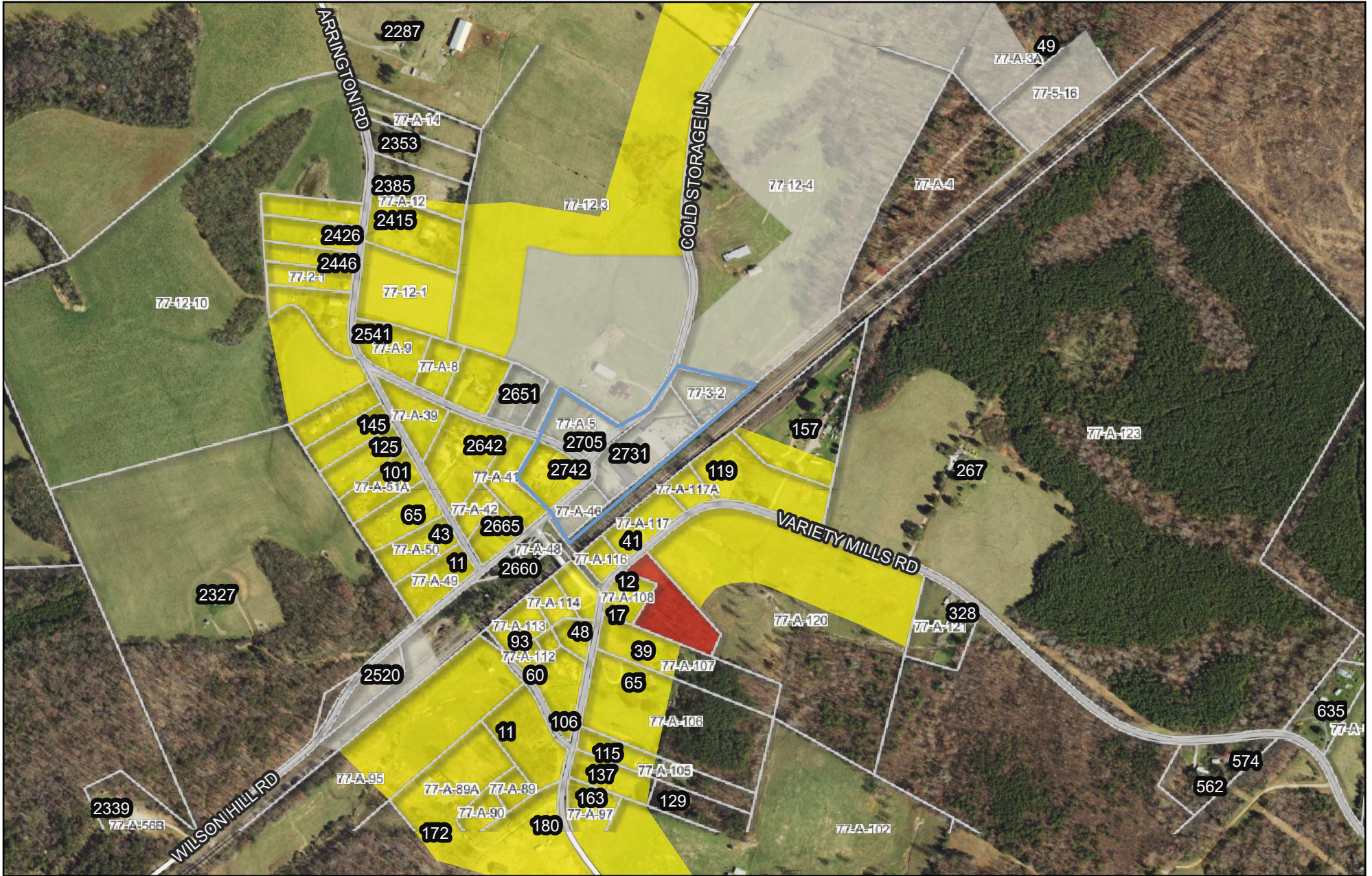
Nelson County, Virginia

THIS MAP IS PROVIDED WITHOUT WARRANTY OF ANY KIND, either expressed or implied, including, but not limited to, the implied warranties of merchantability and fitness for a particular purpose. Site-specific information is best obtained after an onsite visit by a competent professional.

| | | | | |
|-------------------------------|-------------------------------|-------------------------------------|---------------------------------------|-----------|
| Addresses | Business District B-1 (0) | Limited Industrial District M-1 (8) | Service Enterprise District SE-1(7) | Buildings |
| Zoning | Business District B-2 (1) | Residential District R-1 (4) | Residential Planned Community RPC (6) | Railroad |
| Agricultural District A-1 (2) | Conservation District C-1 (3) | Residential District R-2 (5) | Small Buildings | Roads |
| | Industrial District M-2 (9) | | | |

Nelson Storage, LLC - Zoning

1" = 549'



Nelson County, Virginia

THIS MAP IS PROVIDED WITHOUT WARRANTY OF ANY KIND, either expressed or implied, including, but not limited to, the implied warranties of merchantability and fitness for a particular purpose. Site-specific information is best obtained after an onsite visit by a competent professional.

| | | | | |
|-------------------------------|-------------------------------|-------------------------------------|---------------------------------------|--------------------|
| Addresses | Business District B-2 (1) | Limited Industrial District M-1 (8) | Service Enterprise District SE-1(7) | Election Districts |
| Zoning | Conservation District C-1 (3) | Residential District R-1 (4) | Residential Planned Community RPC (6) | |
| Agricultural District A-1 (2) | Industrial District M-2 (9) | Residential District R-2 (5) | Roads | |
| Business District B-1 (0) | | | | |

February 19, 2026

To: Nelson County Planning and Zoning Commission

Re: Rezoning # 250339 R-1, Tax Map # 77-A-45

I am writing to request that you Do Not move forward with rezoning the above referenced property. The R-1 property is next door to property owned by Charles Thompson and myself. We purchased our home in 1983 and plan to build a single story more handicap friendly home adjoining # 77-A-45.

Two years ago I brought this zoning violation to the attention in proper form to P & Z and since that time the property has been used even more for M-1 purposes. There have been many pictures and emails between myself and Ms. Dylan Bishop. There have been messages left on voicemail after listening to the "understaffed message". I understand understaffing but am disappointed we have had to cancel social events to be hosted in our community due to this mess! May I add this lady needs some help!

I plan to attend the meeting February 25th and will answer any questions you might have.

Sincerely,

Melissa Thompson

2642 Arrington Road

Arrington, VA 22922

434 989 0396

Nelson County Planning & Zoning

To: Board of Supervisors

From: Dylan M. Bishop, Director of Planning & Zoning *DMB*

Date: April 14, 2026

Re: SUP #260024 – Restaurant (Coffee Shop) in A-1 – Rockfish Valley
Volunteer Fire Department

This is a request for a Special Use Permit for a mobile coffee trailer located at the Rockfish Fire and Rescue property. The applicants have entered into a lease agreement for the proposal.

Planning Commission held a public hearing at their meeting on February 25, 2026, at which concerns were raised regarding traffic and safety impacts, including the flow of traffic on the site. The Planning Commission deferred the application to the March meeting to allow staff to work with the applicants on a revised site plan.

At their meeting on March 25, the Planning Commission voted (5-0) to recommend approval of SUP #260024 with the following conditions:

1. The site for the mobile trailer shall be setback at least 200 feet from the edge of the right-of-way of Route 151.
2. VDOT and Planning staff shall approve the site circulation, signage, and pavement markings.
3. The shop shall not operate on election days, and parking areas shall remain free and clear.
4. Restaurant use shall be limited to mobile food trailers only.
5. There shall be no flag signage along Route 151.

Nelson County Planning Commission

To: Planning Commission

From: Dylan M. Bishop, Director of Planning & Zoning *DMB*

Date: March 25, 2026

Re: SUP #260024 – Restaurant (Coffee Shop) in A-1 – Rockfish Valley
Volunteer Fire Department

BACKGROUND: This is a request for a special use permit for a restaurant (coffee shop) use on property zoned A-1 Agriculture.

Public Hearings Scheduled: P/C – February 25; Board – April 14 (tentative)

Location / Election District: 11100 Rockfish Valley Hwy (Afton) / North District

Tax Map Number(s): 7-A-9B

Total Acreage: 22.04 acres

Owner Information: Rockfish Valley Volunteer Fire Department (David Graves)

Applicant Information: Ian Hudlow and Eli Moore

Comments: This property currently contains Rockfish Fire and Rescue in Afton, who has entered into a lease agreement with the applicants. The applicants are proposing to establish a community-based mobile coffee business on the property, Turk Mountain Coffee Company, to serve residents and commuters. The applicants also intend to implement a “round-up” program, the proceeds of which would support Rockfish Fire and Rescue. A 450 square foot pad is proposed to house the trailer, 140 feet from the edge of Route 151.

A restaurant is currently defined as, “any building in which for compensation, food or beverages are dispensed for consumption on the premises, including among other establishments cafes, tea rooms, confectionery shops, or refreshment stands”.

Planning Commission held a public hearing at their meeting on February 25, 2026, at which concerns were raised regarding traffic and safety impacts, including the flow of traffic on the site. The Planning Commission deferred the application to the March meeting to allow staff to work with the applicants on a revised site plan.

DISCUSSION:

Land Use / Floodplain: This area is somewhat mixed use, including rural, residential, and commercial properties. Zoning in the vicinity is A-1 Agriculture on the east side of Route 151, including the Sentara medical facility. The west side of Route 151 is zoned R-1 Residential; just south of the property at the intersection of Route 151 and Tanbark Drive, is B-1 Business zoning where the Afton Service Center is located.

Access / Traffic / Parking: The property is accessed by an existing entrance on Route 151. Ample parking is provided. Comments from VDOT indicate that the concern regarding queuing into the site could be remedied during site plan review process by showing a queuing analysis and site circulation.

Utilities: The property is served by existing utilities. A grey water tank will be utilized for the minimal amount of waste and will be disposed of on-site (at existing equipment washout station) or pumped out.

Comprehensive Plan: This property is located in a *Rural Area*, and part of a *Gateway/Corridor* as designated by the Nelson 2042 Future Land Use Map. The core concept of a *Rural Area* is to ensure the protection of the County's rural landscape and economy by maintaining open space, scenic views, and agricultural uses with compatible low density residential uses. Primary land use types include institutional uses, farms, agriculture, forestry, agritourism uses, parks, recreation and trails.

Development along and within Gateways and Corridors should protect the rural landscape and incorporate features and quality design that enhance community character and quality of life.

In reviewing the draft zoning ordinance, this property would be within the proposed Route 151 Corridor Overlay, and would require a Special Use Permit.

Recommendation: Staff recommends that the Planning Commission should recommend approval of SUP #260024 for a coffee shop at Rockfish Fire and Rescue to the Board of Supervisors, with the following conditions:

1. The site for the mobile trailer shall be setback at least 200 feet from the edge of the right-of-way of Route 151.
2. VDOT and Planning staff shall approve the site circulation, signage, and pavement markings.

All applications for Special Use Permits shall be reviewed using the following criteria:

- a. The use shall not tend to change the character and established pattern of development of the area or community in which it proposes to locate;
- b. The use shall be in harmony with the uses permitted by right in the zoning district and shall not affect adversely the use of neighboring property;
- c. The proposed use shall be adequately served by essential public or private services such as streets, drainage facilities, fire protection and public or private water and sewer facilities; and
- d. The proposed use shall not result in the destruction, loss or damage of any feature determined to be of significant ecological, scenic or historic importance.

Attachments:
Application
Narrative
Site Plan
Zoning



PERMIT APPLICATION:

Nelson County Department of Planning & Zoning

TO THE ZONING ADMINISTRATOR: SUP # 260024
application type application number

1. The undersigned hereby petitions the Planning Commission and/or Board of Supervisors for approval of the following (check appropriate box):

- Special Use Permit
- Rezoning from _____ to _____
- Conditional Rezoning from _____ to _____
- Other: _____
- Subdivision
- Site Plan – Minor
- Site Plan – Major

Reason(s) for request: SEE ATTACHED

(Please use reverse or attach additional sheet if more space is needed.)

2. Applicant(s) and Property Owner(s):
(Please provide names of applicants and property owners and indicate applicable title; if applicant is not the property owner, please show relationship, i.e. lessee, contract purchaser, etc.)

Applicant Property Owner Name: IAN HUDLOW AND ELI MOORE

Mailing Address: 26 PINE BLUFF RD WAYNESBORO VA.
ELI (540) IAN (540) 241-1910
Telephone #: 471-3737 Email Address: _____

Relationship (if applicable): LESSEE

Applicant Property Owner Name: DAVID GRAVES - (SMITH/QUICK)
ROCKFISH FIRE AND RESCUE

Mailing Address: 11100 ROCKFISH VALLEY HWY AFTON VA. 22920
(540)
Telephone #: 456-6465 Email Address: _____

Relationship (if applicable): LESSOR / PROPERTY OWNER

(Please attach additional sheet if more space is needed for applicant(s) / property owner(s) info.)

3. Location and Characteristics of Subject Property:

a. Address of Property (specific location, route numbers, street names, voting district, etc.):

11100 ROCKFISH VALLEY HWY

b. Official tax map number:

7-A-9B

c. Acreage of property:

22.04

d. Present use:

ROCKFISH VALLEY VOL FIRE DEPT.

e. Present zoning classification:

77

f. Zoning classification of surrounding properties:

CLASS (2) SINGLEFAMILY | CLASS (6) 6 AGR 100+A

4. Affidavit: The undersigned applicant(s) and/or property owner(s) certifies that this application and the foregoing answers, statements, and other information herewith submitted are, in all respects, true and correct to the best of their knowledge and belief. Also, the applicant(s) and/or property owner(s) gives permission for members of the Planning Commission, Board of Supervisors, and County Staff to visit and view the subject property.

Signature: [Signature]

Printed Name: ELI MOORE

Signature: [Signature]

Printed Name: Ian Hudlow

(Please attach additional sheet if more space is needed for applicant(s) / property owner(s) signatures.)

5. Additional information: (Please attach separate sheet for additional details, explanations, etc.)

6. Please note: In the event of cancellation or postponement at your request after the initial newspaper advertisement for this application, an additional fee will apply for re-advertisement (determined by the actual cost of the ad). This fee will not apply in cases of Planning Commission or Board of Supervisors deferment.

-----TO BE COMPLETED BY PLANNING & ZONING STAFF-----

Pursuant to Article _____, Section _____ of the Nelson County Zoning Ordinance.
Pursuant to Section _____, Subsection _____ of the Nelson County Subdivision Ordinance.

- o Completed application and fee (\$ 200) received on 1/20/26
- o Hearing Notice published on 2/12/26 & 2/19/26
- o Planning Commission action: Date of Meeting / Hearing: 2/25/26
Recommendation: _____
- o Board of Supervisors action: Date of Hearing: _____ Date of Decision: _____
Action: _____

Nelson County Planning & Zoning Department

(Mailing Address) P.O. Box 558, Lovingston, Virginia 22949 | (Physical Address) 80 Front Street, Lovingston, Virginia 22949
(Telephone Number) 434 263-7090 or Toll Free 888 662-9400, selections 4 & 1 | (Fax Number) 434 263-7086
<http://www.nelsoncounty-va.gov/departments/planning-zoning/>

Dear Members of the Nelson County Planning and Zoning Department,

We respectfully submit this letter as a formal request for a Special Use Permit in Nelson County, Virginia, to allow the placement and operation of a mobile coffee business in the parking lot of the Rockfish Fire and Rescue Squad, located along Route 151.

Turk Mountain Coffee Company is owned and operated by Ian Hudlow and Eli Moore. We have entered into an agreement with the Rockfish Fire and Rescue Squad to lease a portion of their property for this purpose. This partnership is foundational to our vision and reflects our commitment to supporting the local community.

Our goal is to establish a community-based coffee company that serves both residents and daily commuters traveling Route 151. Beyond paying a lease fee to the Rescue Squad, we will also implement a “round-up” program on all purchases, allowing customers to round up their total to directly support the Rockfish Fire and Rescue Squad. In this way, every cup of coffee contributes to the continued service and strength of our local first responders.

Turk Mountain Coffee Company is being launched not only as a business venture, but as a long-term family business rooted in Nelson County. Our desire is to create something enduring—an everyday gathering point that becomes part of the daily rhythm of the community while giving back in meaningful ways. We hope to introduce customers to great coffee while also giving them the opportunity to do something good for the community through their purchase.

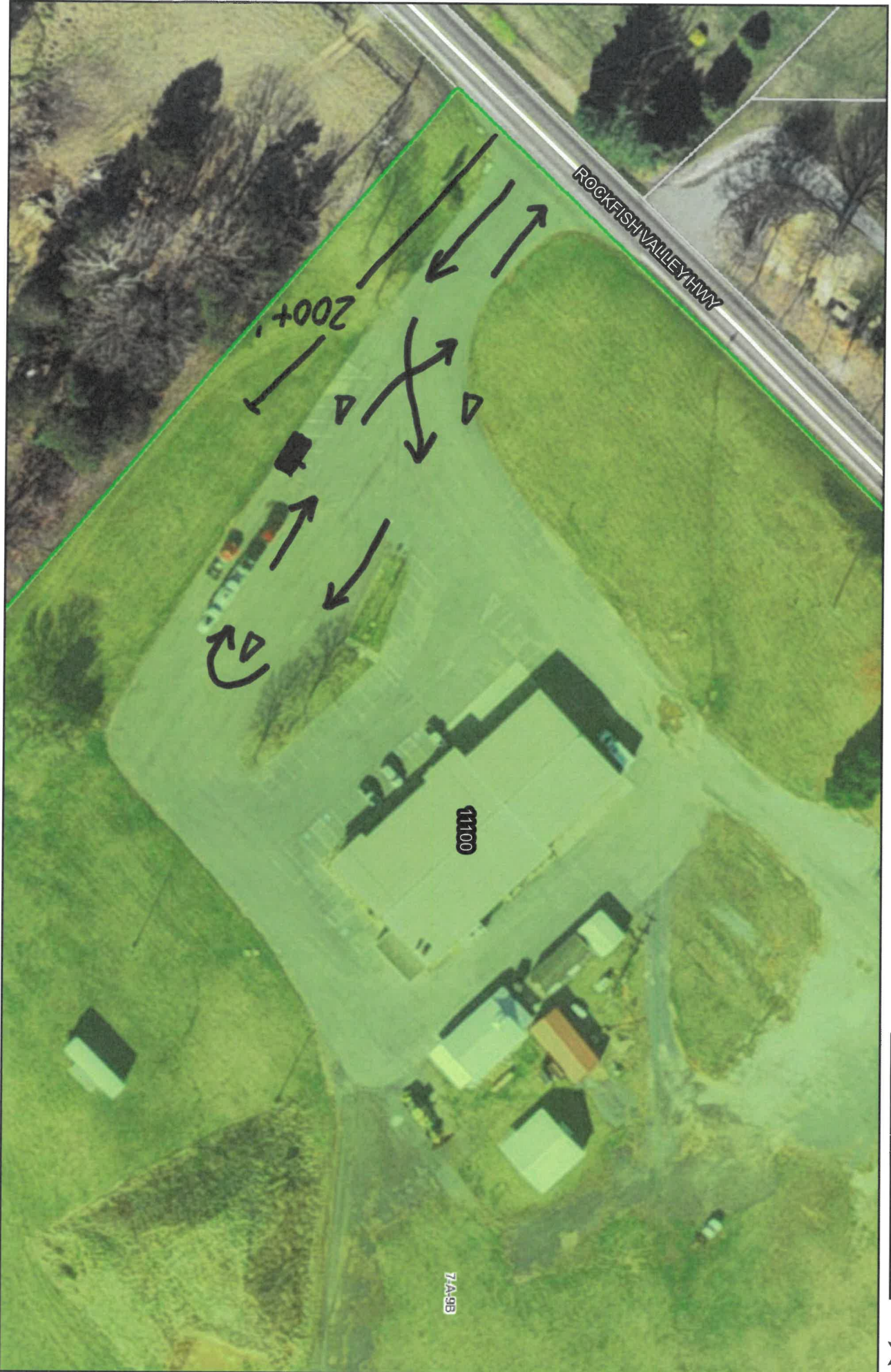
We feel truly blessed by the opportunity to pursue this endeavor. It is our hope that this business will not only provide for our families but also serve as an example to our children of the importance of community involvement, generosity, and local support. We envision Turk Mountain Coffee as a positive presence—one that supports the Rescue Squad, the Fire Department, and the broader Nelson County community for years to come.

We respectfully request your consideration and approval of this Special Use Permit and thank you for your time, service, and thoughtful review of our request.

Sincerely,
Eli Moore and Ian Hudlow
Owners, Turk Mountain Coffee Company

11100 Rockfish Valley Hwy (Rockfish Fire & Rescue)

1" = 78'



Nelson County, Virginia

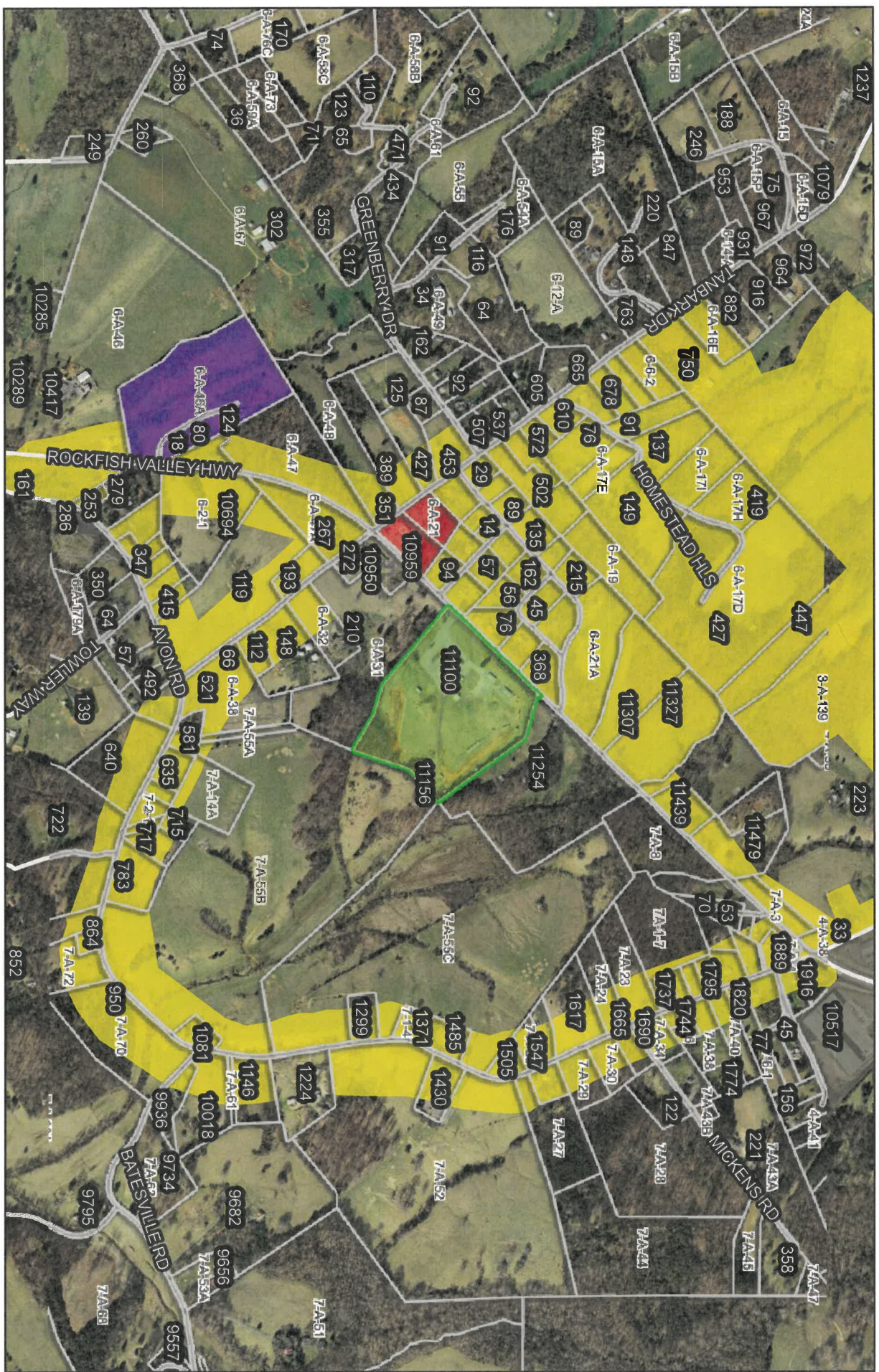
THIS MAP IS PROVIDED WITHOUT WARRANTY OF ANY KIND, either expressed or implied, including, but not limited to, the implied warranties of merchantability and fitness for a particular purpose. Site-specific information is best obtained after an onsite visit by a competent professional.

Addresses

Roads

Rockfish Fire & Rescue - Zoning Vicinity Map

1" = 916'



Nelson County, Virginia

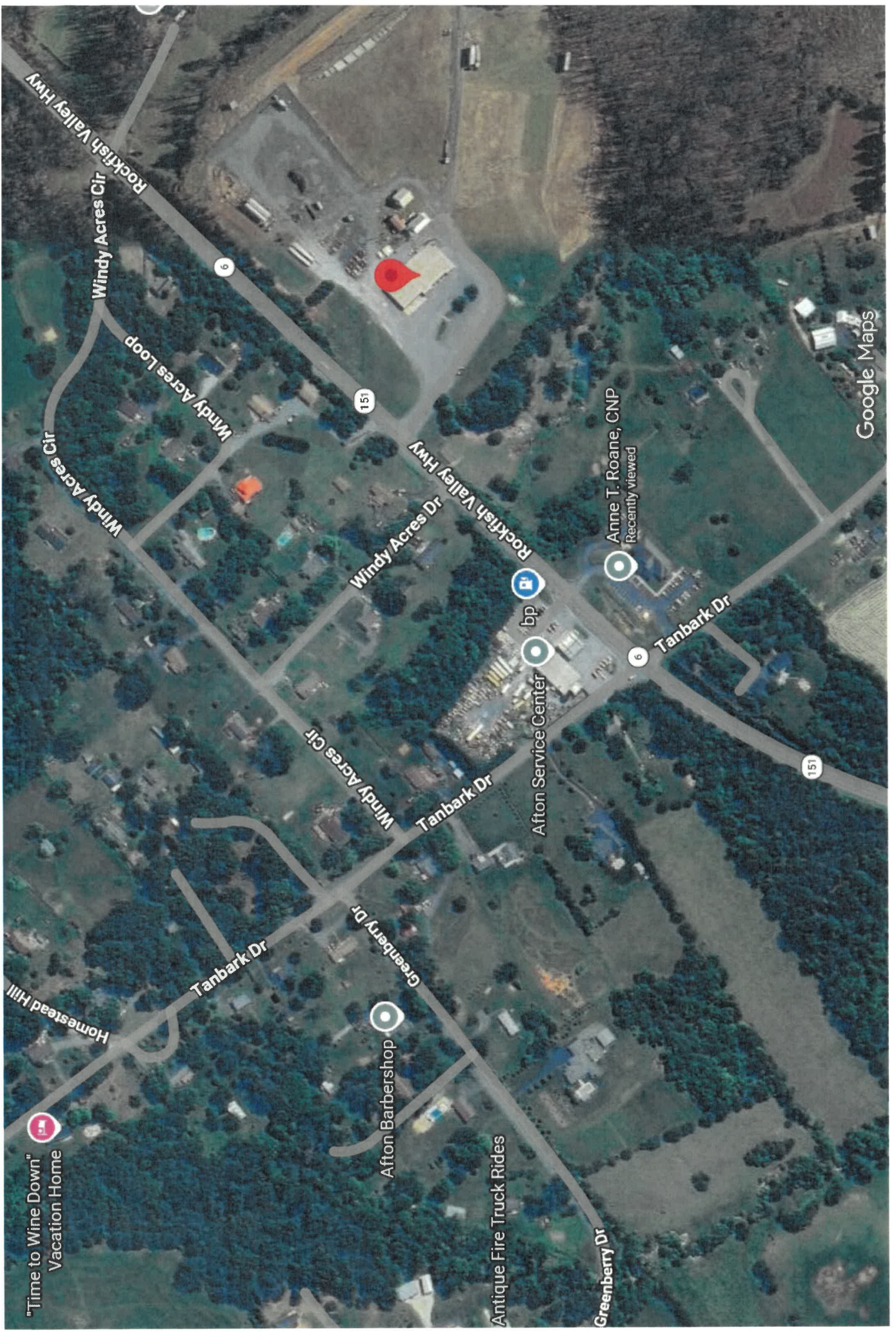
Addresses

- Business District B-2 (1)
- Conservation District C-1 (3)
- Industrial District M-2 (9)
- Limited Industrial District M-1 (8)
- Residential District R-1 (4)
- Residential District R-2 (5)
- Service Enterprise District SE-1(7)
- Residential Planned Community RPC (6)
- Election Districts

Zoning

- Agricultural District A-1 (2)
- Business District B-1 (0)

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Nelson County Planning & Zoning

To: Board of Supervisors

From: Dylan M. Bishop, Director of Planning & Zoning *DMB*

Date: April 14, 2026

Re: SUP #250263 – Campground in A-1 – Morse Lane

This is a request for a Special Use Permit for a campground use located on Morse Lane.

At their meeting on March 25, the Planning Commission held a public hearing and subsequently voted (4-1) to recommend approval of SUP #250263 with the following conditions:

1. There shall be no more than 34 sites. There shall be no more than 10 tent sites in Phase 3.
2. Screening along Morse Lane acceptable to the Planning Director shall be shown on the final site plan.
3. No open fires or burning shall be permitted.
4. Lighting shall be dark sky compliant, directional and glare-shielded to prevent light pollution on adjoining property and roadways.
5. A bulk solid waste receptacle shall be provided, maintained in a clean condition, and enclosed on all four sides by a fence, wall, landscaping, or other screening as approved by the Director. Refuse shall be collected and transported at least once weekly.
6. A minimum of 10% of the total acreage shall be reserved as common open space and recreation facilities.
7. Parking area, interior roads, and access to individual sites shall be comprised at minimum an all-weather gravel surface.
8. The final site plan shall be developed in general conformance with the concept plan submitted with the SUP application package.
9. There shall be an on-site manager, whose contact information shall be provided to the Planning and Zoning Department.
10. There shall be no development or sites located within 1,000 feet of the bank of Browns Creek.
11. A vegetative buffer shall be required along the length of the property on Browns Creek.
12. There shall be no generators permitted on the site.
13. No amplified music is permitted. Quiet hours shall be from 10:00 p.m. to 7:00 a.m.

Nelson County Planning Commission

To: Planning Commission

From: Dylan M. Bishop, Director of Planning & Zoning *DMB*

Date: March 25, 2026

Re: SUP #250263 – Campground in A-1 – Morse Lane

BACKGROUND: This is a request for a special use permit for a campground on property zoned A-1 Agriculture.

Public Hearings Scheduled: P/C – March 25; Board – April 14 (tentative)

Location / Election District: Morse Lane (Arrington) / South District

Tax Map Number(s) / Acreage: 76-5-4 (35.92 acres) / 76-5-5 (77.5 acres)

Applicant / Owner Information: Tim and Lori Beth Masters / Nelson Morse Lane Land Trust

Comments: This property is currently vacant. The applicant is proposing to develop the sites in three (3) phases. The first phase includes 7 pad sites along Morse Lane with proposed screening along the road, and 9 pad sites along the interior access road. The second phase is proposed to include an additional 18 pad sites, for a total of 34 sites with access to utilities. The third phase includes tent sites only. Approximately 10 acres of the 113 acres total are proposed to contain all sites and facilities.

DISCUSSION:

Land Use / Floodplain: This area is currently vacant, with low density residential uses, and adjoins the Nelson County Landfill. A SUP was approved for an event space at 99 Morse Lane in April 2025. Zoning in the vicinity is A-1 Agriculture. There is some regulatory flood zone along Browns Creek, however no development is proposed in or near this area.

Access / Traffic / Parking: The property is accessed by an existing entrance on Morse Lane. Improvements will be required to comply with VDOT standards. There are existing road scars and an access easement to serve the property and proposed sites. Each site will have parking access.

Utilities: The property will be required to comply with the Health Department's regulations for a campground. Preliminary input from the Health Department indicates they would work with the applicant during the site plan process to ensure compliance for greywater and dumping. Electric service and dry hydrants are proposed to serve the sites.

Comprehensive Plan: This property is located in a *Rural Area* as designated by the Nelson 2042 Future Land Use Map. The core concept of a *Rural Area* is to ensure the protection of the County's rural landscape and economy by maintaining open space, scenic views, and agricultural uses with compatible low density residential uses. Primary land use types include institutional uses, farms, agriculture, forestry, agritourism uses, parks, recreation and trails.

Associated planning guidelines include incorporating cluster and conservation development principles, and to set back or screen development.

In reviewing the draft zoning ordinance, this proposal would require a Special Use Permit, and would be located outside of the proposed Route 29 Corridor Overlay District. Minimum standards proposed in the draft include a 10-acre lot size minimum, open space requirements, refuse requirements, and standards for retail sales and accessory facilities. Several of these aspects have been included as recommended conditions.

Recommendation: Staff recommends that the Planning Commission should recommend approval of SUP #250263 for a campground on Morse Lane to the Board of Supervisors, with the following conditions:

1. There shall be no more than 34 sites. There shall be no more than 10 tent sites in Phase 3.
2. Screening along Morse Lane acceptable to the Planning Director shall be shown on the final site plan.
3. No open fires or burning shall be permitted.
4. Lighting shall be dark sky compliant, directional and glare-shielded to prevent light pollution on adjoining property and roadways.
5. A bulk solid waste receptacle shall be provided, maintained in a clean condition, and enclosed on all four sides by a fence, wall, landscaping, or other screening as approved by the Director. Refuse shall be collected and transported at least once weekly.
6. A minimum of 10% of the total acreage shall be reserved as common open space and recreation facilities.
7. Parking area, interior roads, and access to individual sites shall be comprised at minimum an all-weather gravel surface.
8. Site shall be developed in general conformance with the submitted site plan.

All applications for Special Use Permits shall be reviewed using the following criteria:

- a. The use shall not tend to change the character and established pattern of development of the area or community in which it proposes to locate;
- b. The use shall be in harmony with the uses permitted by right in the zoning district and shall not affect adversely the use of neighboring property;
- c. The proposed use shall be adequately served by essential public or private services such as streets, drainage facilities, fire protection and public or private water and sewer facilities; and
- d. The proposed use shall not result in the destruction, loss or damage of any feature determined to be of significant ecological, scenic or historic importance.

Attachments:
Application
Narrative
Site Plan
Zoning



PERMIT APPLICATION:

Nelson County Department of Planning & Zoning

TO THE ZONING ADMINISTRATOR: Special Use # 250263
application type application number

1. The undersigned hereby petitions the Planning Commission and/or Board of Supervisors for approval of the following (check appropriate box):

- Special Use Permit
- Rezoning from _____ to _____
- Conditional Rezoning from _____ to _____
- Other: _____
- Subdivision
- Site Plan – Minor
- Site Plan – Major

Reason(s) for request:

RV Camping + Tenting Area to add additional part time/overnite stays to support and enhance Nelson County's Tourism initiatives. Quiet parks of this nature protect VA's beauty while bringing revenue into the County. All of the places to stay are north of it. This park would provide great access to nearby recreational opportunities.

(Please use reverse or attach additional sheet if more space is needed.)

2. Applicant(s) and Property Owner(s):

(Please provide names of applicants and property owners and indicate applicable title; if applicant is not the property owner, please show relationship, i.e. lessee, contract purchaser, etc.)

Applicant Property Owner Name: Timothy Masters 76-5.4 / 76-5.5
 Mailing Address: 114 Valley Dr. Landenberg Pa. 19350 / Land TRUST
 Telephone #: 302-757-0948 Email Address: _____ / Nelson Morse
 Relationship (if applicable): N/A / 77.5 LNE

Applicant Property Owner Name: Melson Morse Lane Land trust
 Mailing Address: Same
 Telephone #: Same Email Address: Same
 Relationship (if applicable): _____

(Please attach additional sheet if more space is needed for applicant(s) / property owner(s) info.)

3. Location and Characteristics of Subject Property:

- a. Address of Property (specific location, route numbers, street names, voting district, etc.): MOOSE Lane Herndon / Lovington, VA
- b. Official tax map number: 76-54 76-5-5
- c. Acreage of property: 38.91 77.5
- d. Present use: Agriculture / Tree Farm
- e. Present zoning classification: Agriculture
- f. Zoning classification of surrounding properties: Same

4. Affidavit: The undersigned applicant(s) and/or property owner(s) certifies that this application and the foregoing answers, statements, and other information herewith submitted are, in all respects, true and correct to the best of their knowledge and belief. Also, the applicant(s) and/or property owner(s) gives permission for members of the Planning Commission, Board of Supervisors, and County Staff to visit and view the subject property.

Signature: [Signature] Printed Name: _____
 Signature: [Signature] Printed Name: _____

(Please attach additional sheet if more space is needed for applicant(s) / property owner(s) signatures.)

5. Additional information: *(Please attach separate sheet for additional details, explanations, etc.)*

6. Please note: In the event of cancellation or postponement at your request after the initial newspaper advertisement for this application, an additional fee will apply for re-advertisement (determined by the actual cost of the ad). This fee will not apply in cases of Planning Commission or Board of Supervisors deferment.

-----**TO BE COMPLETED BY PLANNING & ZONING STAFF**-----

Pursuant to Article _____, Section _____ of the Nelson County Zoning Ordinance.
 Pursuant to Section _____, Subsection _____ of the Nelson County Subdivision Ordinance.

- o Completed application and fee (\$ _____) received on _____
- o Hearing Notice published on _____
- o Planning Commission action: Date of Meeting / Hearing: _____
 Recommendation: _____
- o Board of Supervisors action: Date of Hearing: _____ Date of Decision: _____
 Action: _____

Nelson County Planning & Zoning Department

(Mailing Address) P.O. Box 558, Lovington, Virginia 22949 | *(Physical Address)* 80 Front Street, Lovington, Virginia 22949
(Telephone Number) 434 263-7090 or Toll Free 888 662-9400, selections 4 & 1 | *(Fax Number)* 434 263-7086
<http://www.nelsoncounty-va.gov/departments/planning-zoning/>

This is a proposal for Special Use Permit SUP #250263—a low-impact campground on Morse Lane near Lovingston and Arrington, in Nelson County’s South District. The site covers tax map parcel 76-5-5 (77.5 acres, zoned A-1 Agriculture), part of a larger holding that includes adjacent parcel 76-5-4 for a combined total of about 113 acres—currently vacant, adjoins Brown Creek on the southwest, and sits less than a mile off Route 29, the main north-south corridor for easy, safe ingress and egress.

Travelers just pass through Lovingston and Arrington on their way to Charlottesville or Lynchburg, with no real spot for privacy, rest, and personal space—so we’re adding that: a quiet base with gravel pads and hookups, letting folks recharge before heading to local draws like Blue Ridge Mountain Brewery, Route 151 wineries, Tye and James River floats, or Wintergreen skiing. It’s all close—quick drives that pump money into our economy.

Route 151’s vineyards roll out under mountain views—tastings, live music, farm-to-table spots—drawing day-trippers who’ll stay longer with a nearby place to stay. The Tye River offers easy kayaking and tubing; Wintergreen pulls skiers and hikers. Oak Ridge Estate hosts events like overland expos and historic tours—more reasons to linger, more cash for local shops, outfitters, restaurants. Tourism’s growing; this adds overnight stays that boost revenue without big changes.

We phase it carefully: Phase one starts with sixteen gravel sites along Morse Lane and up the interior road—early mobile campers, RVs, tents—engineering-approved setbacks, grid power, hydrants. Phase two brings eighteen more spots on the ridges, all matching small eco-friendly cabins: uniform style, low-profile, designed to fit the landscape—no big footprints, just cozy, screened-in units for folks wanting more seclusion. Total thirty-four sites max, plus open tent area later. Eight to ten acres disturbed only. Waste hauled by licensed services, trash by county pros, low LEDs for safety—no glare, no mess.

Privacy’s covered too: we’ll berm up along Morse Lane and plant native species—dense evergreens, shrubs, wildflowers—as a natural screen. Neighbors won’t see a thing; it’ll look like open woodland from the road, keeping everything tucked away and quiet.

Fires? No open bonfires—each gravel pad gets its own solo-type burning stove: compact, clean-burning units fueled by pellets or wood, built for one person. Fully contained, no sparks, no ash piles—just enough for warmth or cooking, checked by staff. Gated access, online check-in, ride-shares to cut traffic.

Seasonal, temporary—no permanents. Brown Creek stays clean. Lovingston and Arrington need this revenue pumped back into the local economy. Those dollars—Washington D.C., Charlottesville, Lynchburg, Roanoke, Tennessee, Maryland—big money from folks who want to spend. More visitors mean more stores popping up, more restaurants opening, a town that gets noticed instead of overlooked. Plus, it'll create steady local jobs: site maintenance, check-in help, trail guides—real work for people in Arrington, Lovingston, Nelson County, and nearby. This builds on what's working: stronger finances for Lovingston and Arrington—wineries, breweries, events all get a lift.

Access/Destination Camping

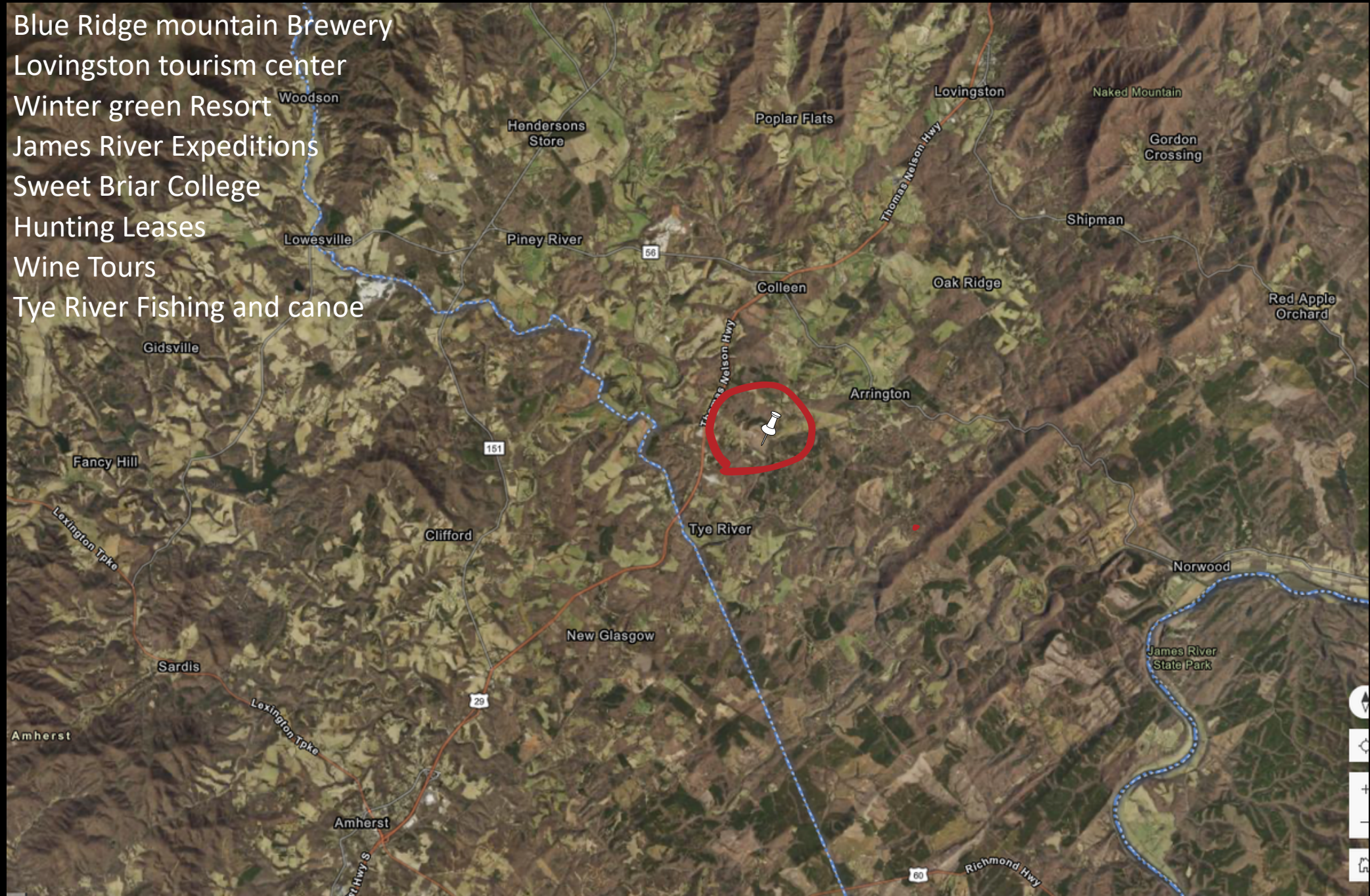


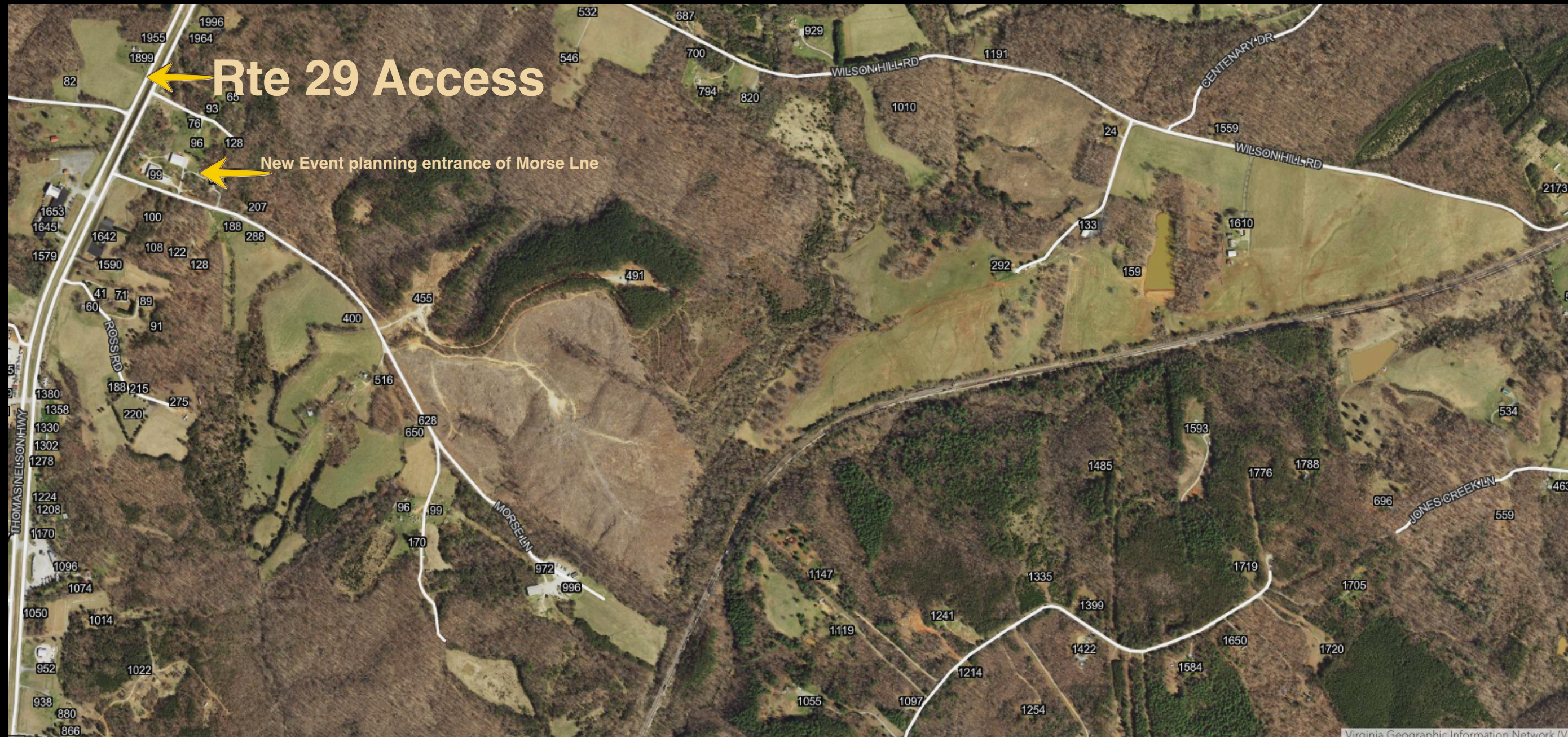
Nelson County-Access to major cities-45 minutes to Charlottesville
30 Min to Lynchburg.



Local Attractions

- Blue Ridge mountain Brewery
- Lovingston tourism center
- Winter green Resort
- James River Expeditions
- Sweet Briar College
- Hunting Leases
- Wine Tours
- Tye River Fishing and canoe





Easy Ingress-Egress
Rte 29 N/S

Stillhouse Branch Campground

PHASE 3 TENTS ONLY

Open Ground

Trash&Recycle

8- 1100 sq' pads

PHASE 2

10 -1100 sq' pads

Trash&Recycle

PHASE 1

East along interior road 9-1100 sq' pads

GREYWATER,DUMP,RECYCLE,TRASH

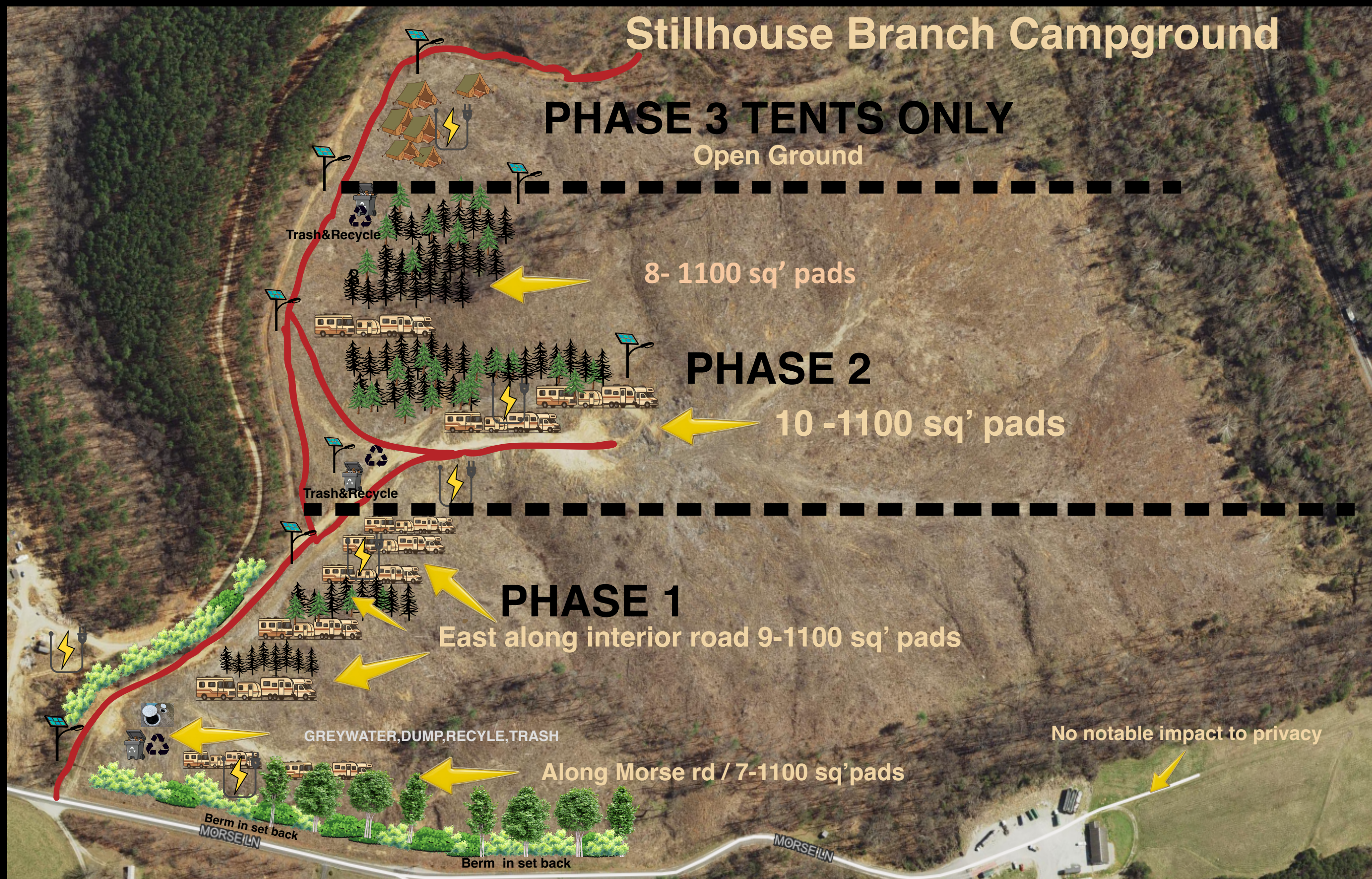
Along Morse rd / 7-1100 sq'pads

No notable impact to privacy

Berm in set back
MORSE LN

Berm in set back

MORSE LN



PHASE 1

**Along Morse lane heading SW 500'x 65' = 32500
square feet each lot 55 x 20 = 1100 square feet
29.5454 Lots Scaled back to 7 Lots for spacing,
Privacy and buffer-Parking RV and Camper lots
only**

**Heading East along service road 600'x 65 = 39000
square feet each lot 55'x 20'=1100 SQ'= 35.45 lots
Scaled back to 9 lots for spacing and buffer-
RV,Camper lots only**

16 lots Total - Phase 1

PHASE

2

**South East along
ridge**

**700' x 70' = 49000 square' ÷ 1100 = 44.45 / scaled back to 10 lots w/ Environmental set
backs and spacing**

**600' x 200' = 120000 Sq' 8 NE - then due south 200' x 100' Tent area in bend along
service Rd**

55' x 20' lots with 15' spacing= Total in 600 X 200 = 8 ECO friendly structures

18 total in phase 2

Tent area to include approximately 10 campers /Tents only

