



Appomattox Workshop Meeting Agenda

Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia 24522

Tuesday, September 29, 2020

6:00 PM – Workshop Meeting

(Location: Appomattox Municipal Building, 210 Linden Street, Appomattox, Virginia 24522)

Call to Order

Joint Public Hearing - Mixed-Use Ordinance

- [1.](#) The Appomattox Town Council and the Appomattox Town Planning Commission will conduct a joint public hearing on Tuesday, September 29, 2020 at 6:00 p.m. in the Council Chambers of the Appomattox Municipal Building located at 210 Linden Street, Appomattox, Virginia.

The purpose of this public hearing will be to receive public comments concerning adoption by the Town Council of:

AN ORDINANCE TO REVISE a portion of the Code of the Town of Appomattox, in Chapter 195, Article VII "Business District, Less Intense Use, General, B-1" and Article VIII "B-2 Business District."

Public Hearing - 2nd hearing for CDBG Church Street Waterline Replacement Project

- [2.](#) The Appomattox Town Council will hold a public hearing on Tuesday, September 29, 2020 at 6:00 p.m. at the Town Municipal Building, 210 Linden Street, Appomattox, Virginia.

The purpose of the hearing is to solicit input on the proposed Community Development Block Grant (CDBG) proposal to be submitted to the Virginia Department of Housing and Community Development for the Appomattox Church Street Waterline Replacement Project. Residents and owners of properties in the project area are encouraged to attend. The Appomattox Church Street Waterline Replacement Project proposal will include the following activities: Replacement of approximately 6,225 linear feet of 4" water line with 8" water line, including fire hydrants in entire project area, within the rights-of-way of Church Street, Confederate Boulevard, Red House Road, and Morris Avenue. The alignments are within existing rights-of-way and are routed to avoid existing utilities, sidewalks, etc. as much as possible.

Project area information, maps, and cost estimates will be presented for comment along with information on projected beneficiaries including Low-to-Moderate income residents. A detailed fact sheet presenting the key activities and benefits of the project will be presented for comment at the hearing. Citizens will also be given the opportunity to comment on the Town of Appomattox's past use of CDBG funds.

Discussion Items

- [3.](#) Consideration to approve a Resolution for Application to the Virginia Department of Housing and Community Development for the Church Street Waterline Replacement Project.
- [4.](#) Consideration of Amendment to the Appropriations Resolution of the Appomattox Town Council Adopting the Fiscal Year 2020-2021 Budget for the Town of Appomattox, specifically Section IV – Personal Property Tax Relief Rate for FY 2021.
- [5.](#) Consideration to approve a Resolution requesting the route FR-1013 be abandoned from the state system of primary roads.
- [6.](#) Consideration of FY 2021 Budget Amendment.
7. Discussion of cable and internet service.
8. Discussion of train depot renovation project and potential of financing renovations with debt.

Council Comments

Council Standing Committee Reports

Staff Reports

Adjournment

File Attachments for Item:

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NOTICE OF A JOINT PUBLIC HEARING
TOWN OF APPOMATTOX
TOWN COUNCIL AND PLANNING COMMISSION

The Appomattox Town Council and the Appomattox Town Planning Commission will conduct a joint public hearing on Tuesday, September 29, 2020 at 6:00 p.m. in the Council Chambers of the Appomattox Municipal Building located at 210 Linden Street, Appomattox, Virginia.

The purpose of this public hearing will be to receive public comments concerning adoption by the Town Council of:

AN ORDINANCE TO REVISE a portion of the Code of the Town of Appomattox, in Chapter 195, Article VII “Business District, Less Intense Use, General, B-1” and Article VIII “B-2 Business District.”

Be it ordained by the Council of the Town of Appomattox as follows:

Section 1. Chapter 195, Article VII, Section 56(A) shall be amended to add subsection 20, as follows:

(20) Mixed commercial and residential use, with a conditional use permit, and provided that:

- a. All applicable local and state codes are strictly complied with in the siting and construction of the structure, including without limitation the provisions of Code of Virginia § 36-97, et. seq., or any successor provisions, which are incorporated herein by reference;*
- b. All residential use must be located on the second story of the building or above, immediately above the street level, not including the basement in any such calculation or use;*
- c. A separate street level entrance must be provided for the residential use;*
- d. Each residential unit shall be between seven hundred (700) and one thousand five hundred (1,500) square feet in finished habitable space as defined by the current building code (excluding bathrooms, closets, halls, storage, or utility spaces);*
- e. Occupancy density shall insure at least three hundred fifty (350) square feet of finished habitable space per occupant as defined by the current building code (excluding bathrooms, closets, halls, storage, or utility spaces);*
- f. Off-street parking under the legal control of the property owner for which the space is made available shall be provided in the amount of one (1) parking space per bedroom or room usable as a bedroom for each housing unit, to be located within five hundred (500) feet of the property; and,*
- g. Design plans must be prepared by a duly licensed architect or engineer.*

Section 2. Chapter 195, Article VIII, Section 61 shall be amended to add subsection LL, as follows:

LL. Mixed commercial and residential use, with a conditional use permit, and provided that:

- a. All applicable local and state codes are strictly complied with in the siting and construction of the structure, including without limitation the provisions of Code of Virginia § 36-97, et. seq., or any successor provisions, which are incorporated herein by reference;*
- b. All residential use must be located on the second story of the building or above, immediately above the street level, not including the basement in any such calculation or use;*
- c. A separate street level entrance must be provided for the residential use;*
- d. Each residential unit shall be between seven hundred (700) and one thousand five hundred (1,500) square feet in finished habitable space as defined by the current building code (excluding bathrooms, closets, halls, storage, or utility spaces);*
- e. Occupancy density shall insure at least three hundred fifty (350) square feet of finished habitable space per occupant as defined by the current building code (excluding bathrooms, closets, halls, storage, or utility spaces);*
- f. Off-street parking under the legal control of the property owner for which the space is made available shall be provided in the amount of one (1) parking space per bedroom or room usable as a bedroom for each housing unit, to be located within five hundred (500) feet of the property; and,*
- g. Design plans must be prepared by a duly licensed architect or engineer.*

Section 3. These sections shall become effective upon its passage.

A complete copy of the current and proposed changes to Chapter 195, Article VII, Section 56(A) and Chapter 195, Article VIII, Section 61 are available at the Appomattox Town Office, 210 Linden Street, Appomattox, Virginia or by calling Roxanne W. Casto, Clerk of Council at 434-352-8268. Any person needing special accommodations should contact the Town Office at 434-352-8268 no later than the close of business the day prior to the public hearing.

File Attachments for Item:

2. The Appomattox Town Council will hold a public hearing on Tuesday, September 29, 2020 at 6:00 p.m. at the Town Municipal Building, 210 Linden Street, Appomattox, Virginia.

The purpose of the hearing is to solicit input on the proposed Community Development Block Grant (CDBG) proposal to be submitted to the Virginia Department of Housing and Community Development for the Appomattox Church Street Waterline Replacement Project. Residents and owners of properties in the project area are encouraged to attend. The Appomattox Church Street Waterline Replacement Project proposal will include the following activities: Replacement of approximately 6,225 linear feet of 4" water line with 8" water line, including fire hydrants in entire project area, within the rights-of-way of Church Street, Confederate Boulevard, Red House Road, and Morris Avenue. The alignments are within existing rights-of-way and are routed to avoid existing utilities, sidewalks, etc. as much as possible.

Project area information, maps, and cost estimates will be presented for comment along with information on projected beneficiaries including Low-to-Moderate income residents. A detailed fact sheet presenting the key activities and benefits of the project will be presented for comment at the hearing. Citizens will also be given the opportunity to comment on the Town of Appomattox's past use of CDBG funds.

Notice of Public Hearing
Town of Appomattox
Tuesday, September 29, 2020

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Project area information, maps, and cost estimates will be presented for comment along with information on projected beneficiaries including Low-to-Moderate income residents. A detailed fact sheet presenting the key activities and benefits of the project will be presented for comment at the hearing. Citizens will also be given the opportunity to comment on the Town of Appomattox's past use of CDBG funds.

Comments and grievances can be submitted in writing to the Gary Shanaberger, Town Manager, Town of Appomattox at P. O. Box 705, Appomattox, Virginia, 24522 or at **gshanaberger@appomattoxva.gov** or by phone at 434-352-8268 until September 28, 2020.

If you plan to attend and have any special needs requirements, please call the number listed above.

File Attachments for Item:

3. Consideration to approve a Resolution for Application to the Virginia Department of Housing and Community Development for the Church Street Waterline Replacement Project.

P. O. BOX 705
210 LINDEN STREET
APPOMATTOX, VA 24522

PHONE: (434) 352-8268
FAX: (434) 352-2126
www.townofappomattox.com

TOWN MANAGER
GARY L. SHANABERGER

Town of Appomattox



MAYOR
RICHARD C. CONNER

COUNCIL MEMBERS:
JONATHAN D. GARRETT
TIMOTHY W. GARRETT
PAUL D. HARVEY
CLAUDIA G. PUCKETTE
NATHAN A. SIMPSON
MARY LOU SPIGGLE

CLERK OF COUNCIL
ROXANNE W. CASTO, MMC

RESOLUTION

A RESOLUTION FOR APPLICATION TO THE VIRGINIA DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR THE CHURCH STREET WATERLINE REPLACEMENT PROJECT

WHEREAS, pursuant to two public hearings, The Town of Appomattox (Town) wishes to apply for \$650,000 of Virginia Community Development Block Grant funds for the Church Street Water Line Replacement (Project).

WHEREAS, the Town has committed \$184,983 toward the Project for Engineering Services and the Town intends to apply for the remainder of the required funding (\$1,421,482) as a grant from the USDA Rural Development.

WHEREAS, it is projected that 2,080 beneficiaries (persons within the Town of Appomattox) will result from the implementation of this project, of which 1,145 will be low-and moderate-income persons.

NOW THEREFORE BE IT RESOLVED, that Gary Shanaberger, Town Manager is hereby authorized to sign and submit the appropriate documents for the Community Development Block Grant Application, as well as, all appropriate documents associated with the implementation of the Project; and

BE IT FURTHER RESOLVED, that the project will provide safe, adequate, and reliable drinking water for the Town.

Adopted the _____, 2020.

By: _____
Richard C. Conner, Mayor

ATTEST:

By: _____
Roxanne W. Casto, Clerk

File Attachments for Item:

4. Consideration of Amendment to the Appropriations Resolution of the Appomattox Town Council Adopting the Fiscal Year 2020-2021 Budget for the Town of Appomattox, specifically Section IV – Personal Property Tax Relief Rate for FY 2021.

**AMENDMENT TO THE APPROPRIATIONS RESOLUTION OF THE APPOMATTOX
TOWN COUNCIL ADOPTING THE FISCAL YEAR 2020-2021 BUDGET FOR THE
TOWN OF APPOMATTOX, VA.**

Amend Section IV:

BE IT FURTHER RESOLVED, in accordance with the requirements set forth in Section 58.1-3524(C)(2) and Section 58.1-3912(E) of the Code of Virginia, as amended by Chapter 1 of the Acts of Assembly (2004 Special Session 1) and as set forth in Item 503.E (Personal Property Tax Relief Program) of Chapter 951 of the 2005 Acts of Assembly any qualifying vehicle situses within the Town commencing January 1, 2020, shall receive personal property tax relief in the following manner:

- Personal use vehicles valued at \$1,000 or less will be eligible for 100% tax relief;
- Personal use vehicles valued at \$1,001 to \$20,000 will be eligible for 60.00% tax relief;
- Personal use vehicles valued at \$20,001 or more shall only receive 60.00% tax relief on the first \$20,000 of value; and
- All other vehicles which do not meet the definition of "qualifying" (business use vehicles, farm use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program.

Attest:

Roxanne W. Casto, MMC, Town Clerk

Date

File Attachments for Item:

5. Consideration to approve a Resolution requesting the route FR-1013 be abandoned from the state system of primary roads.

P. O. BOX 705
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APPOMATTOX, VA 24522

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TOWN MANAGER
GARY L. SHANABERGER

Town of Appomattox



MAYOR
RICHARD C. CONNER

COUNCIL MEMBERS:
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CLERK OF COUNCIL
ROXANNE W. CASTO, MMC

The Town Council of the Town of Appomattox, in its Workshop meeting on the **Twenty Ninth day of September, 2020**, adopted the following:

RESOLUTION

A RESOLUTION REQUESTING THE ROUTE FR-1013 BE ABANDONED FROM THE STATE SYSTEM OF PRIMARY ROADS

Whereas, PURSUANT TO Section 33.2-902 Code of Virginia, the Commissioner of the Virginia Department of Transportation has provided this Board with its notice to abandon from the primary System of State Highways a 0.02 mile section of Route FR-1013 located in the Courthouse voting district, as described on the attached form, fully incorporated by reference, are shown on plats recorded in the Clerk's Office of the Circuit Court of Appomattox County, and

WHEREAS, the Resident Administrator for the Virginia Department of Transportation has advised the Council that the abandonment of FR-1013 only serves one property owner, and is a portion of Right -Of-Way in the State System of Primary Roads and

WHEREAS, the Council opened up at least Thirty (30) day period of review on **July 22, 2020** for the public to determine if a public necessity exists, and

NOW, THEREFORE, BE IT RESOLVED, this Council supports Virginia Department of Transportation proving no public necessity exists to abandon FR-1013, and

NOW, THEREFORE, BE IT RESOLVED, that this Council supports Virginia Department of Transportation's action to abandon from the Primary System of the State Highways FR-1013 pursuant to section 33.2-902 of the Code of Virginia, and

BE IT FURTHER RESOLVED that a certified copied of the resolution be forwarded to the Resident Administration for the Virginia Department of Transportation.

Adopted the _____, 2020.

By: _____
Richard C. Conner, Mayor

ATTEST:

By: _____
Roxanne W. Casto, Clerk

File Attachments for Item:

6. Consideration of FY 2021 Budget Amendment.

1. Consideration to adopt a resolution amending the FY 2021 Operating Budget for the General Fund for FY 2020-2021 for carry forward of funding on incomplete projects from FY2020.
2. WHEREAS, Section15.2-2507, Code of Virginia, allows that a governing body may amend the budget from time to time
3. NOW THEREFORE, BE IT RESOLVED, that the Appomattox Town Council does hereby amend the FY 2021 Operating Budget for the General Fund.

General Fund Expenditures

10-5000-5050	Land Acquisition	\$ 43,071.00
10-5300-4150	Contracted Services	<u>4,568.00</u>
Net Increase in Budget		<u>\$ 47,639.00</u>

General Fund Revenues

Use of Undesignated Reserve	\$ <u>47,639.00</u>
Net Increase in Budget	<u>\$ 47,639.00</u>

SECTION XIII:

BE IT FURTHER RESOLVED, by the Town Council of Appomattox, Virginia that the Fiscal Year 2021 budget amendments are hereby adopted, and the monies necessary to fund it are hereby appropriated and shall be certified by the Clerk of Council and maintained as an archive document with the official minutes of the Town Council of Appomattox, Virginia.

Amended this ____ day of _____ 2020.

Attest:

Roxanne Casto, Town Clerk