



PLANNING COMMISSION
REGULAR MEETING
AGENDA

March 4, 2025
6:00 PM

Council Chambers, Rocky Mount Municipal Building
345 Donald Avenue, Rocky Mount, Virginia

When speaking before Planning Commission, please come to the podium and give your name and address for the record. Please address the Planning Commission and not the audience. If you provide Planning Commission with any documentation, please also give a copy to the clerk prior to speaking.

1. Roll Call
2. Hearing of Citizens
3. Approval of Agenda
4. Approval of Draft Minutes
 - 4.1. February 4, 2025 - Regular Meeting Minutes
5. Public Hearing
 - 5.1. The proposed 5-Year Capital Improvement Plan (CIP) for the period beginning July 1, 2025 and concluding on June 30, 2030. The Town's 5-Year CIP is a document to forecast significant expenditures for major capital improvements, equipment, property, utility infrastructure, and other public uses. The CIP is for planning purposes only and does not obligate Town Council to carry out any project contained in the plan.
 - Staff Comments
 - Public Comments
6. Report of the Planning & Zoning Administrator
7. Committee Reports (None)
8. Old Business (None)
9. New Business (None)
10. Adjournment

**TOWN OF ROCKY MOUNT
PLANNING COMMISSION
REGULAR MEETING MINUTES
February 4, 2025
6:00 P.M.**

The Planning Commission of the Town of Rocky Mount, Virginia met in the Council Chambers of the Rocky Mount Municipal Building, located at 345 Donald Avenue, Rocky Mount, Virginia, at 6:00 p.m. on February 4, 2025, for its regular monthly meeting with Chair Janet Stockton presiding.

Commission Members Present:

- Chair Janet Stockton
- Vice Chair Bud Blanchard
- Bill Ball
- Will Waller
- John Tiggle
- Ina Clements
- Bobby Thompson

Commission Members Absent:

- None

Staff Members Present:

- Planning & Zoning Administrator Jessica Angle
- Planning Commission Secretary Cherie Compton

HEARING OF CITIZENS

None at this time

APPROVAL OF AGENDA

Additions or Corrections: None

Motion: To approve the agenda as presented

Motion By: Member Will Waller

Second: Member John Tiggle

Action: Approved by a unanimous vote of members present

REVIEW AND CONSIDERATION OF MINUTES

Let the record show that prior to the meeting, the Planning Commission received the following draft minutes for review and consideration of approval:

October 1, 2024 - Regular Meeting Minutes

Additions or Corrections: None

Motion: To approve minutes as presented

Motion By: Member Ina Clements

Second: Member Bobby Thompson

Action: Approved by unanimous vote of members present

PUBLIC HEARINGS

None

REPORT OF PLANNING & ZONING ADMINISTRATOR

Zoning Administrator Jessica Angle presented the 2024 Planning Commission Annual Report to members present and the report will move forward to the Town Council. Mrs. Angle stated the next big project would be the Comprehensive Plan major update.

REPORT OF COMMITTEES

None at this time

OLD BUSINESS

None at this time

NEW BUSINESS

Mrs. Angle presented members with the proposed Planning & Zoning Fees. She stated the fees haven't been updated in 10 years and staff compared Rocky Mount fees to surrounding localities. She discussed proposed changes to residential permits, zoning compliance, new permit fees and the cost of advertising and consulting fees.

Motion: Recommend to Town Council approval of the Planning & Zoning Fees as presented

Motion By: Vice Chair Bud Blanchard

Second: Member John Tiggle

Action: Approved by unanimous vote of members present

Hearing no further comments, Chair Stockton asked for a motion to adjourn.

ADJOURNMENT

Motion to Adjourn By: Member Ina Clements

Second: Vice Chair Bud Blanchard

Action: Approved by a unanimous vote of members present

Time of Adjournment: 6:16 p.m.

Janet Stockton, Chair

ATTEST:

Cherie Compton, Secretary

Town of Rocky Mount
Five Year Capital Improvement Plan
FY 24-25 Budget and Actual and Proposed FY 25-26 through FY 29-30

Updated 2/27/2025

Department/Project Name	Proposed					
	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Five Year Total
Finance						
Tax and Business License Software Implementation	10,233					10,233
Community Development						
Comprehensive Plan Update - Major	30,000	30,000				60,000
Replace Chevrolet Impala	26,500					26,500
Natural Gas Extension to Industrial Park			300,000			300,000
Floyd/Franklin Intersection Improvements					500,000	500,000
Sidewalk (Tanyard Rd - Donald to Maple)		300,000				300,000
Sidewalk (Tanyard Rd - Bank of Botetourt to Pell Avenue)	150,000					150,000
EV Charging Stations	50,000					50,000
Diamond Avenue Extension	?					0
Dog Park Upgrades	65,000					65,000
Total Community Development	321,500	330,000	300,000	0	500,000	1,451,500
Police						
Firing Range	2,000	3,000				5,000
Patrol Rifles - 22 @ \$1,500 each				33,000		33,000
Body and Car Cameras				33,400	33,400	66,800
Vehicle Replacement	112,000	56,000	112,000	56,000	112,000	448,000
New Server Switch	5,000					5,000

Department/Project Name
Replace Radios Mobiles: 17 @ \$5,545 each in 26,27; Handhelds: 27 at \$3,519 each in 28,29
Total Police Department

Proposed					
FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Five Year Total
49,300	49,300	47,500	47,500		193,600
168,300	108,300	159,500	169,900	145,400	751,400

Fire Department

Replace Utility 1A - 1997 Ford dually with brush/off-road truck
Refurbish Rescue 1 - 2002 Pierce Heavy Rescue
Replacement of Portable Radios (40)
Replacement of Fire Fighting Tools/Equipment
Replacement of 2003 Tahoe
Extrication Equipment
Replace Station and Truck AED
Replacement of Wagon 1
Total Fire Department

	265,000				265,000
	195,000				195,000
45,000	45,000	45,000	50,000		185,000
40,000	40,000	40,000	45,000	45,000	210,000
	70,000				70,000
45,000					45,000
	18,000				18,000
				1,000,000	1,000,000
130,000	633,000	85,000	95,000	1,045,000	1,988,000

Emergency Services Building

Station North Main Roof
Painting - PD and VFD
LED Sign
Replace Interior Lighting - Police Department
HVAC Units (3)
Total Public Safety Building

200,000					200,000
25,000					25,000
25,000					25,000
2,500					2,500
30,000					30,000
282,500	0	0	0	0	282,500

Public Works - Parks

Redo Basketball/Pickle Ball & Tennis Courts, Fencing - Mary Elizabeth
Additional Cameras at Gilly's Park

50,000					50,000
6,000					6,000

Department/Project Name
Additional Dock for Gilly's Pond
Park Restroom Heat for Camera Equipment - Gilly's
Christmas Lighting/Displays
Landscaping Improvements including Farmers Market Terrace Project
Sidewalk Maintenance
Total Public Works - Parks

Proposed					
FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Five Year Total
	15,000				15,000
35,000					35,000
20,000					20,000
5,000					5,000
40,000	40,000	40,000	40,000	40,000	200,000
156,000	55,000	40,000	40,000	40,000	331,000

Public Works - Operations

Trash Truck
Replace 2003 John Deere 710 backhoe - tires needed for FY25-26
Replace 2014 Johnston street sweeper
Replace 2015 Leaf Machine
Replace 2011 Chevy Pickup - upgrade to 1 Ton
Salt Spreader
Plow
Replace 2006 GMC Dump Truck
Brine Distribution
Brine Maker
Replace 2016 Yanmar mini excavator
Mulching Head for Skid Steer
Traffic Lights
Preemption for Traffic Lights
Replace 2008 Mowing Tractor
Replace 1996 Air Compressor
Generator for Public Works Facility
Total Public Works

420,000					420,000
25,000	223,000				248,000
	250,000				250,000
173,716					173,716
82,000					82,000
10,000					10,000
9,000					9,000
160,000					160,000
40,000					40,000
30,000					30,000
	94,000				94,000
	19,000				19,000
35,000					35,000
24,000					24,000
	90,000				90,000
	45,000				45,000
36,000					36,000
1,044,716	721,000	0	0	0	1,765,716

Department/Project Name	Proposed					
	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Five Year Total
Total General Fund Capital	2,113,249	1,847,300	584,500	304,900	1,730,400	6,580,349
Utilities						
Water System Operations						
Fire Hydrant Cleaning System		18,000				18,000
Fire Hydrant Replacement	12,000					12,000
Meter Replacements and Additions	45,000					45,000
Total Water System Operations	57,000	18,000	0	0	0	75,000
Water Treatment Plant						
Lagoon clean out, liner and repair	500,000					500,000
New Water Tank - Upper Grassy Hill		850,000				850,000
Scada Programmable Logic Controllers (PLC) Upgrade/Replacement - replace obsolete PLCs at the water plant and in the water system	260,000					260,000
Upper Grassy Hill Pump Station Large PRV Replacement		25,000				25,000
Filter Flow Control Actuators (2)		20,000				20,000
Upper Grassy Hill Tank Lot Fencing		60,000				60,000
Raw Water Flow Meter		60,000				60,000
Raw Water Pump Station Traveling Screen		400,000				400,000
New Water Plant and Garage Roof Liner		55,000				55,000
Wastewater Pump Station - connection to WVWA sewer		800,000				800,000
Recondition Basement Floor		50,000				50,000
Replace (1 of 2) Raw Water Pump and Motor		150,000				150,000
Replace (2) Finished Water Pump and Motor			250,000			250,000

Department/Project Name	Proposed					
	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	Five Year Total
Replace 2019 F250 and Snow Plow				75,000		75,000
Total Water Treatment Plant	760,000	2,470,000	250,000	75,000	0	3,555,000
Wastewater System Operations						
Manhole Rehab	5,000					5,000
Mulching Head for Skid Steer	19,000					19,000
Total Wastewater System Operations	24,000	0	0	0	0	24,000
Wastewater Treatment Plant						
2 Drain Pumps Replaced with Variable Frequency Drives Installed	85,000					85,000
2 Sludge Pumps Replaced with Variable Frequency Drives Installed	125,000					125,000
Resurfacing the Inside of Both Digesters		190,000				190,000
Replace UV Channel #2		325,000				325,000
Replace Mainline Camera Crawler System		70,000				70,000
Resurfacing the Outside of Both Digesters		50,000				50,000
Replace 2013 Ford F-150 Truck		80,000				80,000
Upgrade UV Channel # 1			200,000			200,000
Replace RAS and WAS Pumps			250,000			250,000
Replace Climbing Screen in Headworks				200,000		200,000
Replace Faulk Gear Drives on Oxidation Ditch (8)				400,000		400,000
Total Wastewater Treatment Plant	210,000	715,000	450,000	600,000	0	1,975,000
Total Utility Fund Capital	1,051,000	3,203,000	700,000	675,000	0	5,629,000
Total of All Capital Projects	3,164,249	5,050,300	1,284,500	979,900	1,730,400	12,209,349