



# MINERAL COUNCIL MEETING AGENDA

August 12, 2024 at 6:30 PM

312 Mineral Avenue Mineral Virginia 23117

Phone: 540-894-5100 | [townclerk@townofmineral.net](mailto:townclerk@townofmineral.net)

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## A. CALL TO ORDER

## B. ROLL CALL

## C. PLEDGE OF ALLEGIANCE

## D. PUBLIC COMMENT

1. Public Comment - The public will have 3 minutes to address the Council at this time for all matters not on the current agenda. The Council will not respond to the public, but will address any questions or concerns at a later time.

## E. APPROVAL OF MINUTES

1. April 9, 2024 Minutes

## F. ACCOUNTS PAID

## G. REPORTS

1. Treasurer's Report
2. Town Manager
3. Attorney's Report
4. Committee Reports
5. DMV Report

## H. OLD BUSINESS

1. Hometown Heroes Flags
2. Town Hall Meetings

3. Town Benches
4. Garage Door and Sign at Whitlock Park
5. 14 Development Update on Mineral Ave

**I. NEW BUSINESS**

1. Mineral Farmers Market
2. Economic Development Main Street
3. Annual Festival in the Park Theme
4. Planning Ribbon Cutting Invitations
5. Little League Championships
6. Discussion on a work session to amend:

Residential Limited District Code, 425 Article II (R-L);

Residential General District Code, 425 Article I

Light Commercial District code, 425 Article IV (LC);

General Commercial code, 425 Article V (GC):

Planned Unit Development code, 425 Article VI (PUD);

Subdivision of Land, 380 Article 1-5

Establishments of Districts (adding the Planned Unit Development (PUD))

CALENDAR

COUNCIL COMMENTS

**J. EXECUTIVE SESSION (AS NEEDED)**

1. Town Council will convene in closed session to consider the acquisition of real property for a public purpose in accordance with Va. Code § 2.2-3711(A)(3) and for consultation with legal counsel in accordance with Va. Code § 2.2-3711(A)(8)

**K. BACK IN SESSION**

## **L. ADJOURN**

Mayor Edwin Jarvis - Vice Mayor Ronald Chapman

Council Members: Olivia McCarthy, Vacant, Bernice Kube, Dave Hempstead, Michelle Covert  
Nicole Washington, Town Manager, Vacant, Town Clerk, Kelly Singletary, Town Treasurer,  
Catherine Lea, Town Attorney

Town Council meets for its regular session on the second Monday of each month at 6:30 p.m.  
Persons wishing to be heard or having an item to be placed on the agenda should make their  
request to the Clerk of Council by the final Monday of the month preceding the meeting.

## **Town Civility Pledge**

**The Town of Mineral pledges to practice and promote civility within the Mineral Town Council.**

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**Adopted February 13, 2023.**



## MINERAL COUNCIL MEETING AGENDA

April 09, 2024 at 6:30 PM

312 Mineral Avenue Mineral Virginia 23117

Phone: 540-894-5100 | [townclerk@townofmineral.net](mailto:townclerk@townofmineral.net)

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### A. CALL TO ORDER

The Mayor called the meeting to order at 6:30pm.

### B. ROLL CALL

The Mayor established that all Council members were present at the meeting.

### C. PLEDGE OF ALLEGIANCE

### D. ADOPT/AMEND AGENDA

The agenda was approved as stated; the agenda was then amended to address the voting of the Vice Mayor before the voting of the vacant Council replacement took place.

### E. PUBLIC COMMENT

There were five (5) people up for public comment:

1- Debbie Moon – Commenting on water rates, the inventory grants expired in March. The inventory and replacement application due May 3, 2024. Ms. Moon had several questions related to the water project:

A: Do you have an estimate of how much it might cost since it could be capped at \$250,000 inventory / \$500,000 replacement.

B: Is there a plan for homeowner education on the dangers of lead in drinking water?

C: Is there a funding strategy for conducting lead service line replacements which considers ways to accommodate customers that are unable to pay to replace the portion they own?

2- Paul Snyder – owns the laundromat – on water rates

A: Has owned the laundromat since February 22, 2024

B: Cost of the water and sewer

C: Consider to not increase the fees for the water

D: Is there financial assistance for towns less than 10,000 people

3- Blair Nipper

Commented on the Town giving the Fire Department free water as they are a 501-C(3) and would like for the Town to give the VFW free water as they are a 501-C (3), or at least discount the real estate taxes for them by not charging them tax.

4- Eric Washington

A: He is concerned about the property beside his property – 611 Mineral Ave,. The property beside his is abandoned and has squatters and large vultures going in and out of the house. He would like for the Town to do something about this as it is a danger to his family. He would like it cleaned up, boarded up and possibly knocked down.

5- JoAnne Vom Arb – commented on the water rates

## **F. APPROVAL OF MINUTES**

No minutes to approve

## **G. ACCOUNTS PAID**

Motion by Councilman Chapman to approve, 2<sup>nd</sup> by Councilwoman McGhee

Approved 5 -0 (1 Vacancy)

## **H. COMMITTEE REPORTS**

### **A. Water and Sewer**

1. LEAPs application was submitted on March 29, 2024. Water inventory is due on October 16, 2024 and repairs will start in 2025. The funding will cover the cost of the homeowner's side.
2. Introduction of VA Rural Water Association – They are doing discovery to see if there are any leak issues with the infrastructure as it is now or that can be

seen/heard. Once this is done, they will have a report to the Town and provide us with information to move forward.

i. Alex, Rodney and Ken

c. Councilwoman Covert discussed repairs if needed, fixing the sewer linings and extending those where needed. Gathering quotes for all of these possible expenditures that are discovered with the water and sewer. Possible programs to participate in for citizens are the rain barrel programs, monitoring water intake and use of water closely. The membership to the VRWA is \$400.00 annually and they will help the Town address concerns of water pressure, use and leaks if any.

The Mayor spoke about the raising of water rates and explained that the Census Bureau, when looking at Mineral, looked at all of the Mineral District and not just the Town of Mineral for the average income rate. Now that this has been addressed, it has been noted that the Town of Mineral's average income is extremely less than the districts, therefore we will not need to raise the water rates.

**B. Beautification & Anti-Litter/Parks**

1. Beautification festival is scheduled and should have good vendors and turnout.

**C. Police, Legal/Fire & Rescue**

1. Fire department is being renovated and will be out of the Town until last summer. There is a presence of black mold in the station, and it is not safe for them to stay there. The volunteers will stay at the Kentucky Springs location.
2. Police made 29 stops on Mineral Ave during the month of February
3. Tom Runnett spoke regarding the fire department and the black mold that was found. They will remove the mold and hire the experts to do the remediation. They will possibly bring a mobile unit into town, but right now they are staying at the Kentucky Springs station

**D. Planning Commission:** Ed Kube – Chairman of the PC, reported that he spoke to Ms. Wade about being on the PC now that there was an vacancy. He asked to appoint her to the vacancy. Chairman Kube completed the PC training class April 9, 2024. The Thomas Jefferson Planning District will present a draft of the Comprehensive Plan in May. The PC and the Council will hold public hearings. After the Comprehensive Plan is approved, the zoning ordinance should be rewritten.

**E. Personnel**

1. New Town Manager

**I. STAFF REPORTS**

**A. Attorney**

- a. Attached in the packet

**B. DMV**

- a. Attached in the packet

**C. Treasurers**

- a. No report

**D. Town Manager**

Nicole Washington – Town Manager spoke regarding her new position, thanking everyone and looking forward to working in the Town.

**E. Mayor's Comments**

- a. I (Mayor) Negotiated the contract for the water and sewer expansion that goes along Mineral Ave beside 904 Mineral Ave, 14 dwellings that are scheduled to be developed.
- b. The quotes for installation of the piping came in and the town is going with the vendor they currently use.
- c. Torrey Williams spoke up and acknowledged that he and the mayor spoke about the utilities for the 14 houses, he wants to work together and get an outcome for the development. The \$25,000 is a credit according to Mr. Williams of good faith.
- d. The attorney spoke not sure when the work will start there are hook-up fees, plus \$25,000 credit towards the utility construction for extending the lines.

**A. Extension of the water and sewer lines to the 14 houses**

Motion by Councilwoman Covert, 2<sup>nd</sup> by Councilman Chapman

1- vacant

5 - Ayes

## J. OLD BUSINESS

### A. Council Vacancy

- a. There were two nominations for council: David Hempstead and Tom Runnett.
- b. Mr. Hempstead has lived here since 2011. He has 40 years in commercial construction and has a background in civil engineering.
- c. Questions for Mr. Hempstead:
  1. Councilwoman McGhee's questions:
  2. What made you decide to run? He spoke with Mr. Kube and talked through the nature of the position
  3. Have you been involved in anything? He said No, just construction
  4. Councilwoman McCarthy's questions
  5. What primary items to focus on: He said the AirBNBs that lake Anna is attracting, the town needs to attract them. He said we need to do something to grab the attention of those travelers to spend money in the town.
  6. Councilwoman Kube – no questions to ask
  7. Councilwoman Covert – no questions to ask
  8. Councilman Chapman's questions:
  9. How to handle adversity during meetings? He said projects need to get done, close mouths and get to the issue. Getting everyone involved is the big step.
  10. What does the position on the Town Council mean? He said he has no idea.
  11. If you were selected, would you run again? He said yes.
- d. Mr. Runnett has lived here his whole life, it is hometown. He was a write-in for Council, but was not able to take it due to health issues, and now he is ready to be on Council. He helped get meters in at no cost to the Town through grants. Big challenges are the two Amazon warehouses. Another is providing places to stay and live making it affordable. We need to provide safety for the citizens, more sidewalks, clean streets, etc. We need to be ready for the influx of travelers. The passenger train service will most likely use this rail.
- e. Questions for Mr. Runnett:

1. Councilwoman McGhee – Tommy has served people in the Town of Mineral and been with the Fire Department for 47 years. He is very involved in the Town and active in the community.
2. Councilwoman McCarthy – How do you see working with Council? He said: Have to do it, come to agreements and understand we are working for the citizens.
3. Councilman Chapman - What is the next most important thing? He said Cemetery roads need to be fixed. Sidewalks and markets bring people to towns.
4. Councilwoman Covert – What would you do different this time? He said he sees a change in council, and he wants to do more for the Town.
5. Councilwoman Kube- What about datacenters? They do not bring a lot of people, maybe 15.

**B. Vice Mayor**

- a. Voting for Vice Mayor

Motion presented by Councilwoman Kube, for Councilman Chapman, 2<sup>nd</sup> by Councilwoman McCarthy.

1-vacant, 1 – abstain, 4- ayes for Councilman Chapman as Vice Mayor

**C. Status of Old Town Hall and Mineral Historical Foundation**

- a. They are closing
- b. They are working to return items back to them and the owners
- c. They will be out of the building by end of April

**K. NEW BUSINESS**

- A. LEAPS – Federal Requirement

We went into a short recess from 8:02 pm to 8:11 pm

**L. EXECUTIVE SESSION (AS NEEDED)**

In accordance with §2.2-3711(A)(1) of the Code of Virginia, Town Council will convene in Closed Session.

**M. BACK IN SESSION**

Motion to elect the new Council member

Motion by Councilman Chapman for all applicants to be considered, 2<sup>nd</sup> by Councilwoman Kube.

There were 2 ayes and 3 nays for Mr. Runnett and for Mr. Hempstead there were 3 ayes and 2 nays. At 8:17 pm Mr. Hempstead was voted in as the new Councilman.

**N. ADJOURN**

The meeting was adjourned at 8:19pm by a motion made from Councilman Chapman, 2<sup>nd</sup> by Councilwoman McCarthy.

- 5- Ayes,
- 1-vacant

Mayor Edwin Jarvis - Vice Mayor, Ronald Chapman  
Council Members: Olivia McCarthy, Rebecca McGehee, Bernice Kube, Vacant, Michelle Covert, Nicole Washington, Town Manager, Amanda Nguyen, Town Clerk, Kelly Singletary, Town Treasurer, Catherine Lea, Town Attorney

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**Adopted February 13, 2023.**



**TOWN OF MINERAL  
TOWN COUNCIL MEETING  
JULY 2024 MONTHLY REPORT**

**DMV Select 361**

**DATE: JULY 2024**

**PREPARED BY: Shannon Hawkins**

- **July Revenue 49,286.24 up from June 48,397.52**
- **July 1st new legislation was launched.**
- **All new revisions and legislation were reviewed and sent to our title vendors and titling companies. Mineral DMV Select keeps our title companies up to date with the latest legislation, revisions and revised forms. I was informed that we were the only DMV Select to send out new laws and revisions keeping our title vendors/companies in the know!**
- **Mineral DMV Select Audit for the fiscal year was completed at 100% compliant.**

**Nicole Washington signed all Mineral DMV Select contracts for the fiscal year**

*The employees of Mineral, Virginia are committed to providing the highest quality service to the community as directed by the Town Council within the constraints of the town's resources and will do so without regard to personal gain or privilege*

<b>July Monthly Revenue</b>		
<i>Date</i>	<i>Gross Revenue</i>	<i>Town Percentage</i>
7/1/2024	\$41,111.26	\$2,026.67
7/2/2024	\$58,329.31	\$2,875.47
7/3/2024	\$82,621.27	\$4,073.00
7/8/2024	\$55,414.24	\$2,731.77
7/9/2024	\$27,858.29	\$1,373.34
7/10/2024	\$39,152.44	\$1,930.10
7/11/2024	\$5,584.20	\$275.29
7/12/2024	\$69,093.74	\$3,406.13
7/15/2024	\$79,156.70	\$3,902.20
7/16/2024	\$34,225.28	\$1,687.21
7/17/2024	\$35,295.77	\$1,739.98
7/18/2024	\$38,112.22	\$1,878.82
7/22/2024	\$81,621.92	\$4,023.73
7/23/2024	\$35,253.80	\$1,737.91
7/24/2025	\$62,934.26	\$3,102.48
7/25/2024	\$4,403.78	\$217.09
7/26/2024	\$65,171.63	\$3,212.78
7/29/2024	\$52,289.36	\$2,577.72
7/30/2024	\$72,371.16	\$3,567.69
7/31/2024	\$59,777.48	\$2,946.86
<b>Total</b>	<b>\$999,778.11</b>	<b>\$49,286.24</b>

*Town of Mineral, VA  
Thursday, July 18, 2024*

## Chapter 425. Zoning

### Article I. Districts

#### § 425-1. Establishment of districts.

For the purpose of this chapter, the incorporated area of Mineral, Virginia, is hereby divided into four districts as follows:

- A. Residential Limited R-L.
- B. Residential General R-G.
- C. Light Commercial LC.
- D. General Commercial GC.
- E. Planned Unit Development PUD

#### § 425-2. Location and boundaries.

The location and boundaries of these districts are shown on the Official Zoning Map of Mineral, Virginia.

[1]

[1] *Editor's Note: The Zoning Map is on file and available for inspection in the office of the Town Clerk.*



Town of Mineral, VA  
Thursday, May 16, 2024

## Chapter 425. Zoning

### Article II. Residential Limited District

#### (R-L) § 425-3. Statement of intent.

This district is composed of certain quiet, low-density residential areas plus certain open areas where similar residential development appears likely to occur. The regulations for this district are designed to stabilize and protect the essential characteristics of the district, to promote and encourage an enjoyable environment for family life, and to prohibit activities of a commercial nature. To these ends, development is limited to single-unit dwellings providing homes for the residents plus certain other uses, such as schools, parks, churches, and public facilities that serve the residents of the district.

#### § 425-4. Use regulations.

##### Permit Uses:

- A. In a Residential Limited District, no building or land shall be used, and no building shall be erected which is arranged, intended or designed to be used, for other than one or more of the following uses:
  - (1) Single-family dwellings. (except modular homes, which are only permitted by CUP).
  - (2) Public and semipublic uses, such as schools, churches, playgrounds, and parks.
  - (3) Poles, lines, transformers, pipes, meters and/or other facilities necessary for the provision and maintenance of public utilities.
- B. Signs and bulletin boards require a conditional use permit.
- C. Home occupations are permitted, but no advertising thereof is permitted on the premises.
- D. Accessory buildings are permitted as defined; however, private garages or other accessory structures attached to the main building shall be considered part of the main building. No accessory building may be closer than 10 feet to any property line.

##### Permitted by Conditional Use Permit (CUP):

- A. Modular Homes or homes that are not stick built are permitted by conditional use permit.

#### § 425-5. Area regulations.

- A. Whereas all new dwellings and buildings in this district shall be served by a public water and public sewer systems where available .

- B. For single-family dwellings on residential lots having public sewage disposal and public water supply, the minimum lot area shall be not less than five times the floor area of the first or ground level and. Any floor above the first or ground floor shall not exceed the size of the first or ground floor. For permitted uses, other than residential, utilizing individual sewage disposal systems, the required area for any such use shall be determined by the Louisa County Health Department. Section 1, Item 6.
- C. For residential lots served by a public water system but having private sewage disposal, the minimum lot area shall be not less than 20,000 square feet, subject to Health Department approval. For permitted uses, other than residential, utilizing individual sewage disposal systems, the required area for any such use shall be determined by the Louisa County Health Department, but not less than 20,000 square feet.
- D. The lot area shall be at least five times the square footage of the floor area of any such dwelling or other building constructed on said lot, the floor area to be the total floor area of the floor on each story of such dwelling and any other building.  
[Added 9-12-1988]

### § 425-6. Setback regulations.

No building shall be located closer than 40 feet to any street right-of-way. This shall be known as the "setback line," as defined herein.

### § 425-7. Frontage regulations.

The width of any lot at the setback line in this district shall be not less than 100 feet.

### § 425-8. Yard regulations.

- A. Side. The side yard shall be not less than 15 feet.
- B. Rear. Each main building shall have a rear yard of not less than 35 feet.

### § 425-9. Special provisions for corner lots.

- A. Of the two sides of a corner lot the front shall be deemed to be the shortest of the two sides fronting on the streets.
- B. The side yard on the side facing the side street shall be not less than 30 feet for both the main and accessory buildings.

### § 425-10. Height regulations.

No building shall be erected to contain more than 2 1/2 stories not to exceed 35 feet in height from grade except that:

- A. These limitations shall not apply to church spires, belfries, cupolas, monuments, water towers, chimneys, flues, flagpoles, television antennas, and radio aerials.
- B. All accessory buildings shall be less than the main building in height.

### § 425-11. Off-street parking.

In accordance with special off-street parking provisions contained herein. See § 425-53.

Section I, Item 6.

## § 425-12. Signs.

Refer to Article X.

<https://ecode360.com/print/MI2803?guid=12069271>

2/2

## Chapter 425. Zoning

### Article III. Residential General District (R-G)

#### § 425-13. Statement of intent.

This district shall be composed of certain quiet, medium-density residential uses plus certain open areas where similar development appears likely to occur. The regulations for this district are designed to stabilize and protect the essential characteristics of the district, to promote and encourage a suitable environment for family life and to prohibit activities of a commercial nature.

#### § 425-14. Use regulations.

In Residential General District R-G no building or land shall be used, and no building shall be erected which is arranged, intended, or designed to be used, for other than one or more of the following uses:

Permitted Uses:

- A. Single-family dwellings (except modular homes which are permitted by CUP)
- B. Poles, lines, distribution transformers, pipes, meters, and other facilities necessary for the maintenance of public utilities, including water and sewerage facilities and fire and rescue facilities.

Permitted by Conditional Use (CUP):

- A. Multifamily dwellings and apartments
- B. Dormitories, boardinghouses, hospitals, nursing homes, funeral homes, funeral chapels and undertaking establishments
- C. Modular homes and homes that are not traditional stick built/block homes (examples: container homes)
- D. Mixed Use Development

#### § 425-15. Area regulations.

- A. All new dwellings and buildings in this district shall be served by a public water and sewer system, where sewer is or can be available.
- B. For permitted uses other than residential utilizing individual sewage disposal systems, the required area for any such use shall be determined by the Health Department, but in no case less than 15,000 square feet.
  - (a) The current map of Mineral City from 1890 by W.L. Bishop and any changes made from the said map are subject to Health Department approval and/or Louisa County Water Authority where it is a

multifamily development, multi building development on several lots that have been consolidated (are shown on the Mineral City Map of 1890).

Section I, Item 6.

- C. The lot area shall be at least five times the square footage of the floor area of the first or ground level of the dwelling or other building constructed on said lot, the floor area to be the total floor area of the floor on each story of such dwelling and any other building.

Multifamily dwellings, apartments or other buildings that will house children will need to include provisions for a playground, green space, or recreational area and will require the recommendation of approval by the planning commission upon receipt of the plans in keeping with the Town's Comprehensive Plan for the purpose of maintaining the Town's historic image while fostering growth and maintaining a clean and healthy appearance.

## § 425-16. Setback regulations.

No building shall be located closer than 30 feet to any street. This shall be known as the "setback line," as defined herein.

## § 425-17. Yard regulations.

- A. Side. The side yard shall be not less than 10 feet.
- B. Rear. Each main building shall have a rear yard of not less than 25 feet.

## § 425-18. Frontage regulations.

The lot width at the setback line shall be not less than 75 feet.

## § 425-19. Height regulations.

- A. Height regulations are as follows:

- (1) Single-family residence: 40 feet maximum.
- (2) Two-family residence: 40 feet maximum.

(3) Multifamily and other permitted structures: 60 feet maximum. B. No building shall be erected to contain more than three stories.

- C. These limitations shall not apply to church spires, belfries, cupolas, water towers, chimneys, flues, flagpoles, television antennas, and radio aerials.
- D. All accessory buildings shall be less than the main building in height.

## § 425-20. Special provisions for corner lots.

- A. Of the two sides of a corner lot the front shall be deemed to be the shortest of the two sides fronting on the streets.
- B. The side yard on the side facing the side street shall be not less than 20 feet for both main and accessory buildings.

§ 425-21. Off-street parking.

See § 425-53.

§ 425-22. Signs.

Refer to Article X.

DRAFT

Town of Mineral, VA  
Wednesday, May 15, 2024

# Chapter 425. Zoning

## Article IV. Light Commercial District (LC)

### § 425-23. Statement of intent.

The primary purpose of this district is to establish and protect a limited business district that will serve the surrounding residential districts. Traffic and parking congestion shall be held to a minimum to protect and preserve property values in the surrounding residential districts, and, insofar as possible, all neighborhood business development shall take place in a limited business district. Water and sewer shall be provided unless the development is of multiple housing units (Single Family or Multi-Family) and/or multiple buildings on multiple lots, then the developer/landowner would be responsible for water and sewer within the development.

### § 425-24. Use regulations.

[Amended 9-12-1988; 6-13-2005 by Ord. No. 2005-01]

Within any Light Commercial District, as indicated on the Zoning Map, no lot, building or structure shall be used and no building shall be erected which is intended or designed to be used in whole or in part for any industrial or manufacturing purpose or for any other than the following specified purposes:

B.

Permitted Uses

- A. Banks and office buildings.
- B. Single-family dwellings (except modulars which are permitted by CUP)
- C. Greenhouses and nurseries operated on a commercial scale, including sale rooms and offices.
- D. Parking of automobiles, excluding house trailers, freight trucks, and trailers.
- E. Self-service laundries.  
[Amended 10-15-2013 by Ord. No. 2013-03]
- F. Retail businesses, which includes retail stores and service establishments **such as** bakeries, food shops, drugstores, branch laundries, and dry-cleaning shops (but not dyeing plants), beauty parlors, barbershops, tailor and shoe repair shops, florists, jewelry and watch repair shops, gift and optician shops, hardware stores, building material stores and sales yards in connection therewith, newspaper offices, photographic studios, printing plants, electrical appliance stores, music stores, restaurants, hotels, motels, theaters, or other commercial establishments of like nature, provided that no such retail business shall exceed 10,000 square feet of floor space, and provided further that no manufacturing, wholesaling or jobbing shall be carried on and that in the permitted stores and shops no merchandise shall be carried other than that intended to be sold at retail on the premises.
- G. Restaurants, Cafes,

## Permitted Uses by Conditional Use Permit

- A. Mixed Use businesses – whereas the business is storefront level, and the living space is above space above (provided that no such retail business shall exceed 10,000 square feet of floor space, and provided further that no manufacturing, wholesaling or jobbing shall be carried on and that in the permitted stores and shop merchandise shall be carried out than that intended to be sold at retail on the premises. Section I, Item 6.
- B. Modular dwellings and dwellings that are not traditional framing dwellings

[Amended 10-15-2013 by Ord. No. 2013-03<sup>[1]</sup>]

[1] *Editor's Note: This ordinance also provided for the repeal of former Subsections G and H, regarding retail stores not exceeding 4,000 square feet and retail businesses.*

<https://ecode360.com/print/MI2803?guid=12069336>

1/2 5/15/24, 2:32 PM Town of Mineral, VA Light Commercial District (LC) § 425-25.

## Setback regulations.

- A. Minimum of 15 feet on undeveloped streets. The setback shall blend with existing setbacks on developed streets.
- B. The minimum side yard setback to a residential dwelling and/or district shall not be less than 20 feet.
- C. Rear setback: Minimum of 8 feet from property line

## § 425-26. Off-street parking.

See § 425-53.

## § 425-27. Height regulations.

No building or structure shall be erected to a height in excess of 50 feet above grade without recommendation of the Planning Commission and approval of the Town Council after the required public hearing(s).

## § 425-28. Signs.

Refer to Article X.

Section I, Item 6.

Town of Mineral, VA  
Wednesday, May 15, 2024

## Chapter 425. Zoning

### Article V. General Commercial District (GC)

#### § 425-29. Statement of intent.

This district shall include that portion of the community intended for the conduct of general business to which the public requires direct and frequent access. Water and sewer shall be provided.

#### § 425-30. Use regulations.

### Permitted Uses

[Amended 6-13-2005 by Ord. No. 2005-01]

In a General Commercial District no buildings or land shall be used and no building shall be erected which is arranged, intended or designed to be used for other than one or more of the following uses:

- A. .
- B. Gasoline filling stations and
- C. public garages,
- D. storage warehouses and yards,
- E. automobile sales, service and rental, and
- F. wholesale and jobbing establishments.
- G. Greenhouses and nurseries
- H. Parking of automobiles, excluding house trailers, freight trucks and trailers
- I. Self-service laudries
- J. Public billiard parlors and pool rooms, bowling alleys, dance halls and similar forms of public amusement only when recommended by the Planning Commission and approved by the Council of the Town of Mineral.
- K. .
- L. Public utilities. Utility substations, pump houses, distribution lines, and poles and other facilities for the provision and maintenance of public utilities, meters, pipes, fire and rescue, including railroads and their facilities, and water and sewerage works.

A. . Trailer courts in conformity with special provisions contained herein.<sup>[1]</sup> [1] *Editor's Note: See § 425-54.*

B. Mixed Use Developments – where retail space is at the bottom and apartment(s) at the top.

## § 425-31. Frontage and yard regulations.

- A. Side yard. Where the district abuts to a residential district and/or dwelling, the minimum side yard shall be 20 feet.
- B. Setback. Minimum of 15 feet on developed streets and a minimum of 20 feet on undeveloped streets.
- C. Frontage. Shall be no less than 25 feet

## § 425-32. Off-street parking.

See § 425-53.

## § 425-33. Height regulations.

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Town of Mineral, VA General Commercial District (GC)

No building (or structure) shall be erected to a height in excess of 60 feet above grade without recommendation of the Planning Commission and approval of the Town Council after the required public hearing(s).

## § 425-34. Signs.

Refer to Article X.

## § 425-35. Prohibited uses.

Automobile graveyards and junkyards and sand and gravel yards are prohibited. Note: Automobile graveyards and junkyards in existence at the time of the adoption of this chapter may continue as nonconforming uses, provided that they shall have a period of not exceeding two years after said adoption in which to completely screen on any side viewed from a public road the operation or use by a solid six-foot-high masonry wall or other type of solid fencing or hedge approved by the Zoning Administrator.

Section I, Item 6.

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ARTICLE VI  
**Planned Unit Development District (PUD)**  
**[Added 6-12-2006 by Ord. No. 2006-02 ]**

**§ 425-36. Statement of intent.**

- A. Planned unit development districts are intended to provide for variety and flexibility in design necessary to implement the varied goals of the Town. Through a planned unit development district approach, the provisions of this article are intended to accomplish the purposes of zoning and other applicable regulations to the same extent as regulations of conventional districts.
- B. It shall be public roads that planned unit development districts established along major corridors and in growth areas. Applicants' planned unit development master plans should demonstrate a unified development with an interconnected system of internal roads, sidewalks, and paths, as well as management of access points along existing roads in order to maximize safety and the efficiency of existing roads. Pavement widths of internal and external roads shall minimize paving requirements while accommodating projected traffic generated from the district. Planned unit developments allow for a higher density of development for a more efficient use of the designated growth areas and for more effective preservation of the open areas of the Town. Other benefits of a planned unit development include less infrastructure costs, more efficient provision of public safety services, less environmental impact and, through the provision of affordable housing, the achievement of significant economic and social integration.
- C. The Planned Unit Development (PUD) shall have an HOA(Home Owner's Association) for the residential portion of the development and shall develop covenants to hand over to the HOA at 75% occupancy of the PUD.
- D. The Planned Unit Development (PUD) residential districts are development by a residential developer and is required to have Conditions place on the development of dwellings and/or multi-family units.

**§ 425-37. Character of development.**

- A. "Planned unit development" means a development generally in a designated growth area that utilizes a master plan to identify mixed uses with development standards specific to the proposed use. The goal of a planned unit development district is to encourage a development form and character that is different from conventional suburban development by providing the following characteristics:
  - (1) Pedestrian orientation;
  - (2) Neighborhood-friendly streets and paths;

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- (3) Interconnected streets and transportation networks;
- (4) Parks and open space as amenities;
- (5) Neighborhood centers;
- (6) Buildings and spaces of appropriate scale;
- (7) Relegated parking;
- (8) Mixture of uses and use types;
- (9) Mixture of housing types and affordability;

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- (10) Environmentally sensitive design; and
- (11) Clear boundaries with any surrounding rural areas.

B. An application is not necessarily required to possess every characteristic of the planned unit development district as delineated in Subsection A in order to be approved. The size of the proposed district, its integration with surrounding districts, or other similar factors may prevent the application from possessing every characteristic.

#### § 425-38. Permitted uses generally.

In a planned unit development district, uses permitted by right as permitted in the use district given that these uses are developed by a residential builder with conditions. The districts permitted must follow the use regulations and setback regulations of said district

- 1- Residential Limited District, (as permitted in the R-L district)
- 2- Residential General District (as permitted in the R-G district)

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#### § 425-39. Permitted uses with conditional use permit.

- 2- General Commercial (as permitted in the GC district)
  - 2 Multi-family units.
  - 3 Modular homes

Uses not listed in this section 425-39 may require a conditional use permit if specifically enumerated in the applicant's final master plan.

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**§ 425-40. Mixture of uses.**

The PUD shall contain a variety of housing types and nonresidential uses. The mixture of uses may be obtained with different uses in different buildings or a mixture of uses within the same building.

**§ 425-41. Minimum area for planned unit development.**

- A. Minimum area required for the establishment of a planned unit development district shall be 10 acres.
- B. Additional area may be added to an established planned unit development district if it adjoins and forms a logical addition to the approved development. The procedure for the addition of land to the planned unit development district shall be the same as if an original application was filed, and all requirements shall apply except the minimum lot area requirement as set forth above.

**§ 425-42. Open space.**

Open space promotes attractive and unique developments that are also environmentally conscious. For the purposes of this section, the term "open space" shall not include roads and sidewalks. Planned unit developments shall include the following:

- A. Not less than 30% of total acreage shall be open space, whether dedicated to public use or retained privately.
- B. Open space shall be dedicated in a logical relationship to the site and in accordance with any guidance from the Town's Comprehensive Plan regarding significant open space.
- C. Improvements shall be configured to accommodate permitted, accessory and conditional uses in an orderly relationship with one another, with the greatest amount of open area and with the least disturbance to natural features.

**§ 425-43. Densities.**

- A. The gross and net residential densities shall be shown on the applicant's approved final master plan by area and for the development as a whole in dwelling units per acre and shall be binding upon its approval. The overall gross density so approved shall be determined by the Town Council with reference to the Town's Comprehensive Plan but shall not exceed 3 dwelling units per acre, unless the density is increased with the provisions of § 425-42B.
- B. Nonresidential density should be expressed in terms of total square footage by area and for the development as a whole. There is no maximum square footage for nonresidential uses, but the proposed uses should be in proportion to the overall intent and functionality of the planned district concept.

**§ 425-44. Setback regulations.**

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- A. Within the planned unit development district, minimum setback ranges shall. Specific setbacks may be approved administratively in the site plan process if they are in conformance with the established ranges or a rezoning will be required. The following guidelines shall be used in establishing the building spacing and setbacks:
- (1) Areas between buildings used as service yards, storage of trash, or for other utility purposes should be designed so as to be compatible with adjoining buildings;
  - (2) Building spacing and design shall incorporate privacy for outdoor activity areas (patios, decks, etc.) associated with individual dwelling units whenever feasible; and
  - (3) Yards located at the perimeter of the planned unit development district shall conform to the setback requirements of the adjoining district or to the setback requirements of the planned district, whichever is greater.
- B. In no case shall setbacks interfere with public safety issues such as sight lines and utilities, including other public infrastructure such as sidewalks, open space, etc.

**§ 425-45. Height of buildings.**

- A. In the planned unit development district, the height regulations shall be:

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- (1) Single-family residences: 40 feet (maximum).
  - (2) Banks, office buildings and hotels: 60 feet (maximum).
  - (3) Apartments, shopping centers, and other permitted buildings: 60 feet (maximum).
- B. Conditional use permits are required for structures exceeding the maximums listed in this section.
- C. These limitations shall not apply to church spires, belfries, cupolas, monuments, water towers, chimneys, flues, flagpoles, television antennas and radio aerials.
- D. All accessory buildings shall generally be less than the main building in height.

**§ 425-46. Parking.**

Within the planned unit development district, the applicant shall establish parking regulations for consideration by the Town Council. The proposed regulations should be based on a parking needs study or equivalent data. Such regulations shall reflect the intent of the Town's Comprehensive Plan to decrease impervious cover by reducing parking requirements, considering alternative transportation modes and using pervious surfaces for spillover parking areas. Shared parking areas, especially with nonresidential uses, are encouraged.

**§ 425-47. Utilities.**

All new utility lines, electric, telephone, cable television lines, etc., shall be placed underground.

**§ 425-48. Waivers and modifications.**

Where sections of this chapter or the Subdivision Ordinance<sup>1</sup> are deemed to be in conflict with the goals of the applicant's final master plan, the rezoning application shall be considered a waiver or modification to these sections if specified in the applicant's final master plan. Otherwise, the applicant must provide a clear explanation as to why certain regulations are in conflict with the applicant's final master plan, demonstrate that the public's health, safety and welfare will not be compromised, and request the specific waivers or modifications to be considered by the Town Council after a public hearing.

**§ 425-49. Application for rezoning.**

- A. The applicant shall file an application for rezoning with the Zoning Administrator, Town of Mineral. The application shall consist of three primary sections: a narrative, an existing conditions map and a master plan.
- (1) Narrative.

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<sup>1</sup>. Editor's Note: See Ch. 380, Subdivision of Land.

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- (a) A general statement of objectives to be achieved by the planned district, including a description of the character of the proposed development and the market for which the development is oriented.

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- (b) A list of all adjacent property owners.
  - (c) Site development standards, including but not limited to density, setbacks, maximum heights, and lot coverage.
  - (d) Utilities requirement and implementation plan.
  - (e) Phased implementation plan, with Commercial development in Phase II
  - (f) Comprehensive sign plan.
  - (g) Statements pertaining to any architectural and community design guidelines shall be submitted in sufficient detail to provide information on building designs, orientations, styles, lighting plans, etc.
- (2) Existing conditions map.
    - (a) Topography, including steep slopes (greater than 15%).
    - (b) Water features.
    - (c) Roadways.
    - (d) Structures.
    - (e) Tree lines.
    - (f) Major utilities.
    - (g) Significant environmental features.
    - (h) Existing and proposed ownership of the site along with all adjacent property owners.
  - (3) Master plan. The preliminary master plan shall be of sufficient clarity and scale to accurately identify the location, nature, and character of the proposed planned unit development district. At a minimum, the preliminary master plan shall include the following:
    - (a) Proposed layout of the planned unit development district, including the general location of uses, types of uses, and density range of uses;
    - (b) Methods of access from existing state-maintained roads to proposed areas of development;
    - (c) General road alignments;
    - (d) General alignments of sidewalks and bicycle and pedestrian facilities;

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- (e) A general water layout plan indicating the intended size and location of primary lines and the general location of fire hydrants (e.g., one ever two blocks, etc.);
- (f) A general sanitary sewer layout indicating the size and location of primary lines and the location of pump stations; and

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- (g) A general plan showing the location and acreage of the active and passive recreation spaces, parks and other public open areas.
- B. Additionally, an environmental impact study by a disinterested party and a traffic study by the Virginia Department of Transportation are required to be submitted as part of the application package.
  - C. The Town Attorney shall review any property owner's or other association's charter and regulations prior to final site plan approval.
  - D. The Planning Commission shall review the applicant's preliminary master plan for the proposed planned unit development district, consider it at a scheduled public hearing, and forward its recommendation along with the preliminary master plan to the Town Council for consideration. The Town Council shall hold a public hearing thereon, pursuant to public notice as required by Virginia Code § 15.2-2204, after which the Town Council may make appropriate changes or corrections in the ordinance or proposed amendment. However, no land may be zoned to a more intensive use classification than was contained in the public notice without an additional public hearing after notice required by Virginia Code § 15.2-2204. Such ordinances shall be enacted in the same manner as other zoning ordinances. The plan approved by the Town Council shall constitute the final master plan for the planned unit development district.
  - E. Once the Town Council has approved the final master plan, all accepted conditions and elements of the plan shall constitute proffers, enforceable by the Zoning Administrator.
  - F. The plan shall be in substantial conformance with the approved final master plan. The Zoning Administrator shall approve or disapprove a final site development plan within 60 days from the receipt of such plan. Such final site development plan may include one or more sections of the overall planned unit development district and shall meet all applicable federal, state, county and Town regulations and shall contain specific details of information required generally in the preliminary plan.

## Chapter 380 **Subdivision of Land**

[HISTORY: Adopted by the Town Council of the Town of Mineral effective 1-1-1982 as Ch. 16.1 of the 1982 Code. Amendments noted where applicable.]

### GENERAL REFERENCES

Building construction — See Ch. 150.

Erosion and sediment control — See Ch. 185.

Sewers and sewage disposal — See Ch. 355.

Water — See Ch. 418.

Zoning — See Ch. 425.

§ 380-1 **Adoption of county ordinance.**

§ 380-2 **Authority of county officials.**

§ 380-3 **Fees and costs.**

§ 380-4 **Approval of subdivisions by Town.**

§ 380-5 **Town agent.**

§ 380-1 **Adoption of county ordinance.**

[Amended 6-12-2006 by Ord. No. 2006-03<sup>[1]</sup>]

There is hereby adopted by reference by the Town the Subdivision Ordinance of Louisa County as it exists as of March 2006, and as it may be amended, the provisions of which are adopted and shall control all matters concerning subdivision of land within the Town, except that so much of the Subdivision Ordinance of Louisa County that permits private roads to serve subdivisions is not adopted as a part of the Subdivision Ordinance of the Town, and the definition of "street" for the purpose of subdivision within the Town shall be that provided in § 15.2-2201, Code of Virginia.

[1]

*Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. III).*

§ 380-2 **Authority of county officials.**

§ 380-3 **Fees and costs.**

The cost of the review (unless appropriated by council with adopted fees) and/or enforcement of the Subdivision Ordinance within the Town shall be determined by the Council.

§ 380-4 **Approval of subdivisions by Town.** [1]

A subdivision shall be submitted to the Zoning Administrator/Subdivision Agent for their review and then they will present it to Planning Commission for their recommendation, which will then move to the Town Council for approval or denial.. The decision of the governing body of the Town or its Subdivision agent to approve or disapprove the subdivision shall be final.

[1]

*Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. III).*

§ 380-5 **Town agent.** [1]

Where an agent may act in reference to the Subdivision Ordinance of Louisa County, the designated agent for the Town shall be the Zoning Administrator, unless otherwise provided by a duly enacted ordinance of the Town.

[1]

*Editor's Note: Amended at time of adoption of Code (see Ch. 1, General Provisions, Art. III).*