



MINERAL PLANNING COMMISSION MEETING AGENDA

June 25, 2026 at 6:30 PM

312 Mineral Avenue Mineral Virginia 23117

Phone: 540-894-5100 | townofmineral.net

- A. CALL TO ORDER**
- B. ROLL CALL**
- C. PLEDGE OF ALLEGIANCE**
- D. ADOPT/AMEND AGENDA**
- E. PUBLIC COMMENT**
- F. OLD BUSINESS**
 - 1. Historic Overlay Discussion
 - 2. CIP Discussion
- G. NEW BUSINESS**
 - 1. Set priorities for the CIP
- H. REPORTS**
 - 1. Zoning Administrator
 - 2. Commissioners' Comments
- I. ADJOURN**

WATER INFRASTRUCTURE

New Town Well System

Description

This project involves the development of a new municipal water supply well to supplement and/or replace existing groundwater production capacity within the Town’s water system. The project is being evaluated through an ongoing engineering study to determine the most suitable location, design capacity, and integration requirements with existing infrastructure. The selected well site and associated improvements will be determined based on hydrogeological analysis, system demand modeling, and regulatory requirements.

The project is expected to include site evaluation, well installation, pump and control systems, necessary electrical and telemetry components, and any required tie-ins to the existing distribution system. Final scope and location will be confirmed upon completion of the engineering study and permitting review.

Justification

The Town currently relies on Well #4 as its sole active municipal water source, supplemented by purchased water from Louisa County. Average system supply is approximately 70,681 gallons per day, of which approximately 38% is imported from the County. The continued reliance on purchased water indicates that existing local water production capacity is insufficient to fully meet system demand and highlights the need for additional water supply resources to support the Town’s current and future needs.

Relying on a single primary well source creates vulnerability during maintenance activities, drought conditions, or unexpected mechanical failure. The addition of a new well will improve system resiliency, ensure adequate supply during peak demand, and provide necessary redundancy to support long-term population growth and infrastructure reliability. This project is also intended to support compliance with state drinking water standards and maintain adequate fire flow capacity throughout the system.

Expenditures	2027	2028	2029	2030	2031	Total
Planning/Design						
Construction						
Total						
Funding Sources	2027	2028	2029	2030	2031	Total
General Fund						
State/Federal						
Total						

PARKS & RECREATION

Whitlock Family Park Improvements

Description

This project includes improvements to Whitlock Family Park to enhance accessibility, usability, and overall site conditions for regular community use and events.

Planned improvements include:

- Installation of picnic tables to provide additional seating
- Construction of an accessible ramp and adjacent steps connecting the Louisa Avenue sidewalk to the farmers market area
- Touch-up painting of the existing mural on the Town-owned structure
- Landscaping and site improvements, including overgrowth removal, tree maintenance, planting, and lighting

Justification

Whitlock Family Park serves as one of the Town’s most active civic spaces and the primary location for the farmers market, which has become a successful and well-attended community and economic event. However, current site conditions limit accessibility and ease of movement, particularly between the adjacent sidewalk network and the market area due to a significant grade change and lack of a direct accessible connection. These improvements will enhance safety and inclusivity for all users, support continued growth of the farmers market, and improve the overall functionality and appearance of the park. In addition, the project aligns with broader goals outlined in the Town’s Comprehensive Plan by strengthening downtown connectivity, improving pedestrian infrastructure, and supporting future public space and streetscape enhancement projects.

Expenditures	2027	2028	2029	2030	2031	Total
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Total						
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Total						

PARKS & RECREATION

Whitlock Family Park Building Rehabilitation

Description

This project involves rehabilitation of the Town-owned building at Whitlock Family Park to restore the structure to a safe and functional condition for future public use. The building is an older structure that lacks modern building systems and is not currently suited for occupancy.

Improvements include replacement of the existing roof and main-level flooring, installation of a complete electrical system, and addition of a new HVAC system to support year-round use. Additional interior and building system improvements may be identified through further evaluation. The final scope of work will be refined based on condition assessment and design recommendations.

Justification

The Whitlock Family Park building is a centrally located Town-owned structure situated within the community’s primary civic gathering space and adjacent to the farmers market area. While the building has strong potential for public use due to its location, it currently lacks essential building systems, including electrical and HVAC, and requires structural and interior improvements before it can be safely and effectively occupied. Rehabilitation of the building will allow the Town to activate an existing public asset in a highly visible and accessible location, supporting future community use and enhancing the overall function of Whitlock Family Park as a civic hub. This project also aligns with Comprehensive Plan goals related to strengthening public spaces, improving civic infrastructure, and supporting long-term downtown vitality.

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Total						

TRANSPORTATION

Pedestrian Crosswalks

Description

This project includes the installation of pedestrian crosswalks, providing designated walkways and pedestrian crossing signage, located at the following intersections:

- Mineral Ave and 5th Street
- Mineral Ave and 4th Street
- Mineral Ave and 3rd Street
- Mineral Ave and 2nd Street
- E 1st Street and Louisa Ave directly across from the MFD building

Install pedestrian crosswalks, including designated walkways and accessible pedestrian signals (APS), located at all approaches of the following intersection:

- Mineral Ave and 1st Street (4-way traffic light intersection)

Justification

There are shops, restaurants, churches, and parks located on both sides of Mineral Ave. A majority of the homeowners in Mineral live on the south side of E 1st St. The Mineral Farmers Market, Luck Field, and the Mineral Baptist Church are located north of E 1st St. Additionally, Mineral is home to elderly residents and many young families with small children. Pedestrian safety features in the Town of Mineral are currently limited, posing a threat to parents with strollers, citizens without vehicles, and other pedestrians. This presents an opportunity for us to improve pedestrian safety at key crossings, provides ADA-compliant signals, and aligns with the town's goal to enhance walkability and accessibility.

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Total						

TRANSPORTATION

Sidewalk Connectivity Improvements

Description

This project includes the phased expansion and completion of sidewalk infrastructure throughout the Town of Mineral to improve pedestrian safety, connectivity, and access to key destinations. Existing sidewalk coverage is currently limited and discontinuous. Proposed improvements focus on closing gaps and extending sidewalk coverage to create continuous, safe pedestrian routes. Improvements may include full or partial sidewalk installation as appropriate.

Planned project areas include:

- Mineral Avenue north of 1st Street to the Town boundary - in coordination with Louisa County
- 5th Street corridor to improve pedestrian connectivity between Mineral Avenue to Walton Park
- Mineral Avenue from approximately 6th Street to 8th Street
- 8th Street to Spring Grove Memorial Park Cemetery

Justification

The Town’s existing sidewalk network contains significant gaps that limit safe and continuous pedestrian access between residential areas, the historic commercial corridor, and key civic and recreational destinations. While portions of Mineral Avenue, Louisa Avenue, and nearby streets include sidewalks, pedestrians are often traveling along roadway edges without dedicated separation in several high-use areas, including connections to the Town park and multiple sections of Mineral Avenue. Completing these gaps will improve pedestrian safety, enhance access to local businesses and community events, and support walkability within the Town. Extending sidewalks to the Town boundary also supports long-term planning efforts to connect with future County pedestrian infrastructure serving regional schools, improving overall mobility and connectivity for residents and students.

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TRANSPORTATION

Parking Improvements

Description

This project includes targeted improvements to public parking areas within the Town to improve organization and overall capacity. The primary focus is the parking area adjacent to the Town building, including grading, leveling, and full paving of an existing unpaved section, along with reconfiguration of parking layout and installation of public parking signage.

Planned project areas include:

- Town Hall parking area (grading, paving, and reconfiguration of existing lot)
- Railroad Avenue (evaluation of potential on-street parking on one side, in coordination with the appropriate roadway authority)

Additional enhancements may include:

- Electric vehicle charging stations
- Designated motorcycle parking
- Bicycle rack installation

Justification

Improvements to the parking areas adjacent to the Town building present an opportunity to better support future growth and increased activity within the Town center. As investment continues in nearby assets such as Whitlock Family Park, Luck Field, and the surrounding commercial corridor, a well-designed and fully improved parking area will enhance accessibility, accommodate higher visitor volumes, and improve overall usability for residents and visitors. Additional elements such as defined parking layout, multimodal accommodations, and potential EV infrastructure further position the Town to meet evolving transportation needs while supporting long-term economic vitality and downtown activity.

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