



November
2025

DEPARTMENT REPORTS

GLOUCESTER
COUNTY, VA



www.gloucesterva.gov



GLOUCESTER COUNTY
County Administrator's Office
6489 Main Street
Gloucester, VA 23061
(804) 693-4042



DEPARTMENT REPORTS

In order to keep informed of activities within County departments, monthly reports are provided to the County Administrator and are posted on the County's website under the Administration page. These reports, which are used to track and measure progress towards County goals, offer a transparent view to citizens about operations. Providing outstanding service to citizens is our primary focus. I hope the monthly reports demonstrate our efforts to continuously monitor and improve how we serve the community, while keeping the public aware of our work.

Carol Steele, County Administrator

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GLOUCESTER COUNTY

Animal Control
6584 Beehive Drive
Gloucester, VA 23061
(804) 693-5290
www.gloucesterva.gov



ANIMAL CONTROL

November 2025

Inquiries / Complaints Addressed:	November 2025	November 2024	FY-26 YTD TOTALS	FY-25 TOTALS SAME PERIOD
Animal Bite Cases	7	2	25	16
Aggressive Dogs	19	9	41	77
Dogs Running At Large	13	26	94	143
Stray Dogs	25	29	103	179
Lost Dogs	14	17	77	93
Hunting Dogs	23	13	63	81
Cat Complaints	61	35	224	185
Lost Cats / Other	12	19	74	110
Cruelty Case	31	30	86	147
Sick / Injured Animal	20	25	74	131
Dead Animal	18	14	44	70
Livestock and Poultry Attack/Kill Investigations	10	2	13	11
Loose Livestock and Poultry Complaints	12	9	36	77
Suspect Rabid Animal	16	18	40	114
Wild Animal Complaints	28	39	100	204
Nuisance Animal	30	38	98	180
Residents Responding to Correspondence	46	40	192	219
Other General Inquiries	83	71	297	340
Unable to Respond	0	0	0	3
TOTAL Calls Received for Services / Complaints	468	436	1681	2380
Shelter Statistics:	November 2025	November 2024	FY-2025 Totals	FY-25 TOTALS SAME PERIOD
Total Dogs Impounded (including OSO dogs)	26	23	127	135
Dogs Returned to Owners	5	14	49	50
Dogs to New Owners or *GCAC ADOPTIONS*	7	4	42	56
Dogs to GMHS	0	0	16	4
Dogs Transferred to Other Rescue Groups	3	n/a	4	n/a
Dogs Euthanized	1	2	6	12
Cats Impounded	1	16	71	58
Cats Returned to Owners	0	6	41	27
Cats to *GMHS	0	1	23	22
Cats Euthanized	1	6	6	6
Small/Companion Animal Intake	0	n/a	4	n/a
Wildlife Handled	0	6	15	41
Wildlife Released	0	0	2	12
Wildlife Euthanized	0	6	13	29
Livestock/Poultry Impounded	4	1	10	1

Animals Quarantined	0	1	3	1
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Inquiries by District / Other:	November 2025	November 2024	FY-26 YTD TOTALS	FY-25 TOTALS SAME PERIOD
Abingdon	33	11	220	83
Gloucester Point	58	9	211	54
Petsworth	40	25	230	83
Ware	44	4	173	34
York	150	17	363	67
Other/Unidentified	143	477	484	2059
TOTALS	468	543	1681	2380
Other Data:		November 2024	FY-26 YTD TOTALS	FY-25 TOTALS SAME PERIOD
Summons Issued	2	4	16	15
Dangerous Dog Petitions	1	1	3	5
Search and Seizures	2	0	2	10
Show Cause Warrants	0	0	0	0
Response Hours - On Call and Holidays	77.25	63.5	295	255.25
Licenses Sold By Treasurer's Office	110	186	593	832
Percent of Vaccinated Dogs Licensed in County	48.39%	28.5 %	35.96%	29.4%
% of Priority 1 Calls Responded to in Less than 1 Hr	100%	100.0%	100%	96.6%
% of Calls Responded To	100%	100.0%	100%	99.8%
Live Release Rate of Companion Animals Handled	92.86%	95.6%	92.86	90.5%
# of Volunteer Hours	405.5	467.5	1,545	2177
County Costs Avoided by Utilizing Volunteers	\$13953.25	\$15605.15	\$66585.40	\$70,661.46

*GMHS - Gloucester Mathews Humane Society

**GCTO - Gloucester County Treasurer's Office

Animal Control's Performance Measures

Jacky Wilson, Chief ACO



GLOUCESTER COUNTY

Building Inspections

6489 Main Street
Gloucester, VA 23061
(804) 693-2744
www.gloucesterva.gov



BUILDING INSPECTIONS

MED EXPRESS RENOVATIONS:

The Building Official Paul Koll reports that an application for an interior renovations building permit has been received for the existing Med Express Building located at 6567 George Washington Memorial Hwy., Gloucester. These interior renovations will coincide with the building addition permit already issued. The applicant is Jacob Lambert with Spain Commercial, Inc. of Yorktown, VA. The property owners are Ash & Kay LLC also of Yorktown VA.

NEW MINI STORAGE BUILDING:

The Building Official Paul Koll reports that a building permit application has been submitted for a new 7,250 square foot mini storage building to be located at the Sears Sand & Gravel Facilities in Ark, VA. The applicant is Randy Sears of VA. Commonwealth Sand & Gravel, Inc. of Ark., VA.

COURTHOUSE CHIROPRACTIC:

The Building Official Paul Koll reports that the certificate of occupancy has been issued for the new Courthouse Chiropractic and Massage Office located at 1811 George Washington Memorial Hwy., Gloucester Point, VA. which is within the Points Shoppes Shopping Center, Gloucester Point VA. The applicant is Rebekah Hope Briggs of Gloucester Chiropractic, LLC of Gloucester Point, VA.

2024 DATA:

Please note: revisions for 2024 data are currently in progress.

	Year to Date 2025	Year to Date 2024	Month of November 2025	Month of November 2024
PERMITS				
Single Family	373	390	33	43
Multi Family	0	1	0	0
Manufactured Homes	20	13	2	2
Accessory Structure	189	213	22	15
Non-residential	69	72	2	3
Other (Residential and Non)	82	63	2	6
Signs	29	25	4	1
Swimming Pools	57	66	7	2
Temporary Structures	4	3	1	0
Trades	1,341	1,451	137	128
TOTAL PERMITS	2,164	2,297	210	200
TOTAL INSPECTIONS	6,258	7,114	452	443
TOTAL CERTIFICATES OF OCCUPANCY	136	122	17	8
AVERAGE # OF DAILY INSPECTIONS PER INSPECTOR	59.59		6.28	
TOTAL PLAN REVIEWS	921	707	79	58
% of Inspections Completed within 2 Working Days: 100%				
% of Residential Plan Reviews Completed within 10 Working Days: 96%				
% of Commercial Plan Reviews Completed within 15 Working Days: 100%				

Total Building Permits Issued in FY26: 647

Total Inspections Completed in FY26: 2,977

Total Plan Reviews Completed in FY26: 479



COMMUNITY ENGAGEMENT & PUBLIC INFORMATION

NOVEMBER 2025 DEPARTMENT REPORT

COMMUNITY ENGAGEMENT:

COMMUNITY USE

- Total Hours: 38.5
- Total Participants: 520 (this includes program participants and spectators)

SPONSORED/SUPPORTED EVENTS

- Community Policy Management Team (CPMT)
- Employee Plus Committee Meeting
- Festival of Trees Meeting
- Full-Service School (FSS) Staffing Meeting
- GCPS Division Leadership Team Meeting
- Gloucester Resource Council (GRC) Meeting
- Gloucester Youth Resources Team (GYRT) Meeting
- PTA/PTO Executive Board Meetings
- After School Nature Club at Abingdon & Achilles Elementary Schools
- Bayport Savings Day Representative – Abingdon, Bethel, Botetourt, and Petsworth Elementary Schools
- Before School Running Club at Achilles Elementary
- Book Vending Machine at Botetourt Elementary
- Care Fair at Petsworth Elementary
- Holiday Bookfest at Botetourt Elementary
- Parents at the Door at Peasley Middle
- Veteran's Day Parade at Abingdon, Botetourt and Petsworth Elementary
- Veteran's Day Breakfast & Parade at Bethel Elementary
- Veteran's Day Flag Raising & Hone Ceremony at Achilles Elementary

SPEAKERS – OUTREACH – STUDY TRIPS

- Total: 19
- No. Students Benefiting: 1,600

COMMUNITY RESOURCES SUPPORTING CURRICULUM

Community Resource	Supported Curriculum	Coordinator's Role
Bayport	Financial Literacy Bingo – All Grades Bethel Elementary	Coordination
Fairfield Foundation	Monthly Outreach – Abingdon 5 th Grade	Coordination

COMMUNITY RESOURCES SUPPORTING CURRICULUM CONTINUED

Community Resource	Supported Curriculum	Coordinator's Role
Therapy Dog	Classroom Visit – PreK at Petsworth Elementary	Coordination
Virginia Cooperative Extension (VEC) – Jackie Jefferies	Science Outreach – 4-H – Botetourt Elementary	Coordination
Mobile Dairy Outreach	Agriculture & Food Education – 7 th Graders at Page and Peasley Middle	Coordination
Mobile Dairy Outreach	Milking a Cow – PreK & 2nd Graders at Abingdon and Petsworth Elementary	Coordination
Mobile Dairy Outreach	Agriculture & Food Education – PreK & 2 nd Graders at Botetourt Elementary	Coordination
Mobile Dairy Outreach	Dairy Education – PreK/SC/2 nd Graders at Bethel Elementary	Coordination
Mobile Dairy Outreach	Dairy Education – Agriculture and Culinary Students and Gloucester High School	Coordination
Mariners' Museum	Ancient Civilizations – 3 rd Graders at Bethel and Petsworth Elementary	Coordination
Salem Community Church	Food Pantry Donation Delivery – House Leaders at Petsworth Elementary	Coordination
Jamestown Settlement	HSS 2.3, 2.7 – 2 nd Graders at Achilles Elementary	Coordination
Machicomoco State Park	Fairfield Foundation (V.S 1-3) – 4 th Graders at Achilles Elementary	Coordination
Richmond Capitol Building and Executive Mansion	CE 1, 6, 7 – 8 th Graders at Peasley Middle	Coordination
Colonial Williamsburg	History/Virginia Studies – 4 th Graders at Abingdon Elementary	Coordination
Gloucester Museum of History	History – 2 nd Graders at Abingdon Elementary	Coordination

VOLUNTEERS

- Total Number of Volunteers: 196
- Total Hours: 988 (equates to \$32,979.44, according to Independent Sector's volunteer hourly rate of \$33.38/hr.)

COMMUNICATIONS

- Facebook Reach:
 - 11,341 Unique Individuals Schools
 - 65,080 Unique Individuals County
- LinkedIn:
 - 59 Unique Visitors

GRANTS/DONATIONS

- Total # of Grants/Donors: 19

Cash Donor(s)	Purpose	Value
Samaritan Group	Care Fair Supplies for Petsworth Elementary	\$500.00
The Cook Foundation	The Nutcracker Study Trip Grant for Petsworth Elementary	\$935.00
Samaritan Group	Field Trip and School Supply fees for Abingdon Elementary	\$500.00

Total Value		\$1,935.00
GRANTS/DONATIONS CONTINUED		
In Kind Donor(s)	Purpose	Value
All Pro Dads - Eddie Washington	Thanksgiving Meals for 4 Families at Peasley Middle	\$240.00
Community Member – Maya Dixon	Thanksgiving Meal for 1 Family at Peasley Middle	\$75.00
All Pro Dads - Eddie Washington & Coast to Coast Realty, Kimberly Childree	Thanksgiving Meals for 12 Families at Peasley Middle	\$600.00
SCA/A4L	Food Drive Collection/Distribution at Abingdon Elementary	\$4,200.00
Newington Baptist Church	Snack Pack Program – Bethel Elementary	\$670.00
Petsworth Baptist Church	Snack Pack Program – Bethel Elementary	\$2,325.00
Salem Community Church	Snack Pack Program – Petsworth Elementary	\$1,440.00
Virginia Food Bank, Bread for Life, and First Covenant Presbyterian Church	Snack Pack Program – Botetourt Elementary	\$1,065.00
All Pro Dads – Eddie Washington	Thanksgiving Meals for 4 Families at Botetourt Elementary	\$600.00
Liberty Live Church	Snack Pack Program – Peasley Middle	\$960.00
All Pro Dads – Eddie Washington	Thanksgiving Meals for 2 Families at Bethel Elementary	\$200.00
All Pro Dads – Eddie Washington	Thanksgiving Meals for 2 Families at Achilles Elementary	\$300.00
Union Baptist Church	Snack Pack Program – Achilles Elementary	\$2,400.00
Singleton United Methodist Church	Snack Pack Program – Peasley Middle	\$480.00
Abingdon Episcopal Church	Snack Packs – Abingdon Elementary	\$1,987.00
Hardees	Breakfast for Turkey Trot Volunteers at Abingdon Elementary	\$160.00
Total Value		\$17,702.00

PUBLIC INFORMATION & OTHER ACTIVITIES:

- Published the Winter 2025-2026 Beehive online and in print.
- Worked with the Assessor on a public information campaign leading up to reassessment notices being mailed.
- Collaborated with IT to implement the Cablecast software.
- Provided videography to document the Conditions Assessment of historic buildings.
- Consulted with HR on utilizing LinkedIn and Facebook Jobs for recruitment.
- Provided drone photography for several projects including Touch-A-Truck for Parks, Recreation and Tourism.



GLOUCESTER COUNTY

Economic Development

6489 Main Street

Gloucester, VA 23061

(804) 693-4042

www.gloucesterva.gov/econ



ECONOMIC DEVELOPMENT

1. The Page Site ad will be featured in the January issue of Industry Development Magazine. This issue will spotlight Virginia and focus on national site selectors and corporate decision makers.
2. Timmons was awarded the agreement for engineering services on the storm water retention pond in the Gloucester Business Park owned by the EDA. They were on site-on 11/17 on-site with the driller. More updates will be forthcoming.
3. Attended the Peninsula Chamber of Commerce Rising Tide Series on "Harnessing AI in Hampton Roads.
4. Digital marketing campaign for Page Site received 3,040 views and 318 clicks for additional information in November.
5. In October, we had 3-new commercial businesses and 9-homebased businesses.
6. Dreamcoat Dog Spa will be opening soon at the Point Shoppes, Shopping Center.
7. FY26 Annual Report will be mailed out to all commercial businesses in December.
8. Preparing for the kick-off announcement of the 2026 "Restaurant Week" with the Tourism Department. The event will run from March 5th to March 16th offering \$15 lunches and \$25 & \$35 dinners.



GLOUCESTER COUNTY
Emergency Management
7478 Justice Drive
Gloucester, VA 23061
(804) 693-1390
www.gloucesterva.gov



EMERGENCY MANAGEMENT

November 1st: Gloucester Tractor Supply Company's Hometown Heroes

- Emergency Management and CERT participated in Tractor Supply Company's Hometown Heroes event

November 4th: Gloucester County Offices Closed - Election Day

- Leslie Cloer worked as an Election Official

November 5th: Winter Webinar

- Leslie Cloer attended the 2025-2026 Winter Weather Outlook Webinar

November 6th: Winter Webinar

- Timothy Williams attended the National Weather Service Annual Winter Partners Webinar

November 11th: Gloucester County Offices Closed – Veterans Day

November 12th: Leadership Team and Flood Plain Management Meetings

- Jane Wenner attended the Leadership Team Meeting and that evening attended the Floodplain Management Meeting

November 18th: Virginia Department of Health Fall Forum

- Jane Wenner and Timothy Williams attended the annual VDH Fall Forum in Newport News

November 20th: Quarterly MP/NN Meeting

- Jane wenner and Timothy Williams attended the 4th Quarter Middle Peninsula/Northern Neck Meeting in Montross, VA

November 21st: Meeting with VIMS

- Emergency Management hosted Mr. William Riley from VIMS

November 25th: Employee Plus Meeting

- Leslie Cloer participated in the monthly Employee Plus Meeting

November 26th to November 28th: Gloucester County Offices Closed for Thanksgiving



GLOUCESTER COUNTY

Environmental Programs

6489 Main Street
Gloucester, VA 23061
(804) 693-1217
www.gloucesterva.gov



ENVIRONMENTAL PROGRAMS

	November 2025	YTD 2025	November 2024	YTD 2024
1. Chesapeake Bay Exceptions Received	3	28	1	34
2. CBPEC Public Hearings	5	24	1	29
3. Chesapeake Bay Waivers Received	4	10	3	18
4. Chesapeake Bay WQIA Received	6	52	4	53
5. Inspections/Site Visits	226	2,344	157	1924
6. Chesapeake Bay Inquiries	9	129	5	171
7. Land Disturbance Permits Received	15	164	8	111
8. Open Burn Permit Received	2	7	2	10
9. Reviews - Site Plan/Subdivision	2	33	3	47
10. Stormwater Permits Received	0	12	1	6
11. Joint Permit Applications Received	3	91	3	99
12. Wetland Public Hearings	3	31	2	27
13. Surety Releases	9	96	10	86
14. Pre-Construction Meetings	1	6	0	10

For Wetlands Board and Chesapeake Bay Preservation & Erosion Commission meeting information:
[eSCRIBE Published Meetings \(escribemeetings.com\)](http://escribemeetings.com)



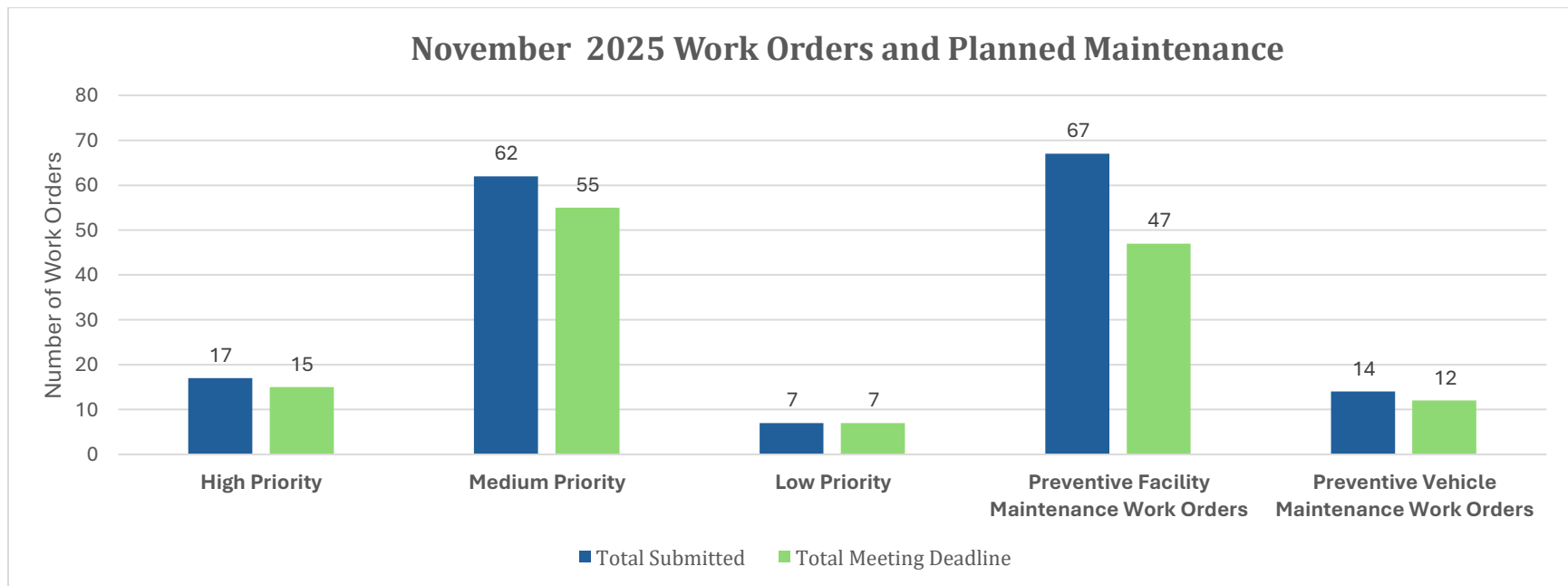
GLOUCESTER COUNTY

Facilities Management

7385 Justice Drive
Gloucester, VA 23061
(804)693-6269
www.gloucesterva.gov



FACILITIES MANAGEMENT



High Priority Work Order Turnaround	Work orders completed within 3 working days of request
Medium Priority Work Order Turnaround	Work orders completed within 9 working days of request
Low Priority Work Order Turnaround	Work orders completed within 30 working days of request
Preventive Facility Maintenance Work Orders	Preventive facility maintenance orders completed within 15 working days of scheduled date.
Preventive Vehicle Maintenance Work Orders	Preventive vehicle maintenance orders completed within 15 working days of scheduled date.

FY26 High Priority Work Orders													
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Total # Met Deadline	11	22	17	11	15								76
Total # Work Orders	15	24	22	13	17								91
% Met Deadline	73.3%	91.6%	77.2%	84.6%	88.2%								83.5%
***Work orders completed within 3 working days of request													

FY26 Medium Priority Work Orders													
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Total # Met Deadline	80	56	71	91	55								353
Total # Work Orders	93	91	87	102	62								435
% Met Deadline	86.02%	61.5%	81.6%	89.2%	88.7%								81.1%
***Work orders completed within 9 working days of request													

FY26 Low Priority Work Orders													
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Total # Met Deadline	7	17	12	21	7								64
Total # Work Orders	12	22	13	22	7								76
% Met Deadline	58.3%	77.2%	92.3%	95.4%	100%								84.2%
***Work orders completed within 30 working days of request													

FY26 Preventive Facility Maintenance Work Orders													
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Total # Met Deadline	32	28	37	32	47								176
Total # Work Orders	49	29	46	45	67								236
% Met Deadline	65.3%	96.5%	80.4%	71.1%	70.1%								74.5%
***Work orders completed within 15 working days of request													

FY26 Preventive Vehicle Maintenance Work Orders													
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
Total # Met Deadline	7	5	15	13	12								52
Total # Work Orders	10	9	18	17	14								68
% Met Deadline	70%	55.5%	83.3%	76.4%	85.7%								76.5%
***Work orders completed within 15 working days of request													



GLOUCESTER COUNTY

Fiscal Services

6489 Main Street, Suite 324

Gloucester, VA 23061

(804) 693-6927

www.gloucesterva.gov

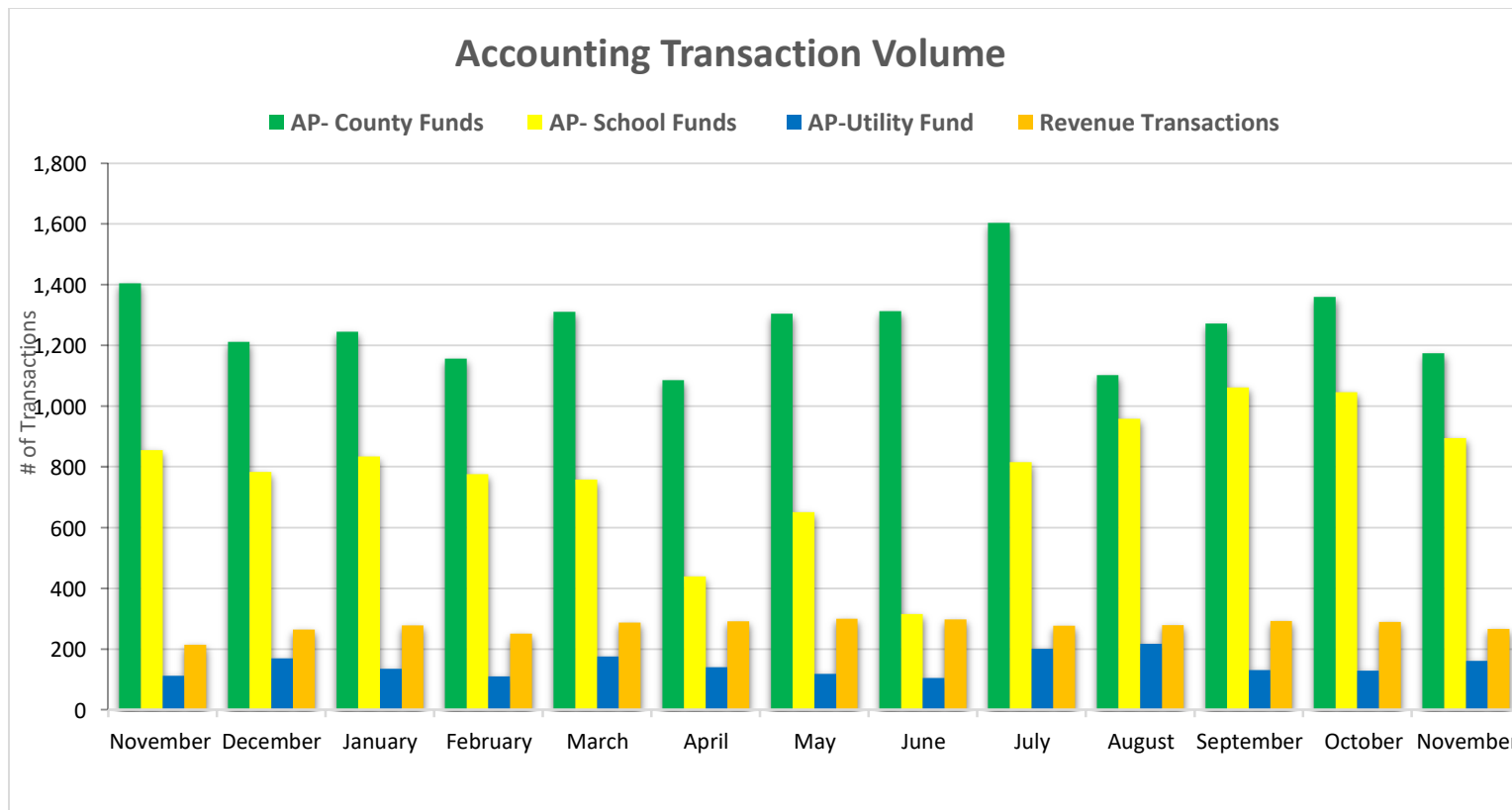


ACCOUNTING

Monthly Report for November 2025

Accounting Volume

November PCard transactions decreased for both County and Schools. Accounts Payable transactions also declined for both groups. The decrease is largely due to the higher number of holidays in November.





GLOUCESTER COUNTY

Central Purchasing

6489 Main Street., Suite 324

Gloucester, VA 23061

(804) 693-6235

www.gloucesterva.gov



CENTRAL PURCHASING

November 2025

CURRENT FORMAL IFB/RFP'S (>\$50,000)

IFB# 25-018-CJ FEMA HMGP Mitigation Services: Multiple Homes

A solicitation was listed on February 18, 2025, seeking bids from qualified firms to provide general contractor services to include elevation of the structure, footings and necessary foundation/masonry work and various other contracting disciplines for five (5) private residential homes needing elevation due to floodplain conditions. One bid was received and opened on March 20, 2025, and forwarded to the Engineering Department for review and recommendation. Currently waiting on VDEM to verify funding before the County's proceeds with awarding the work.

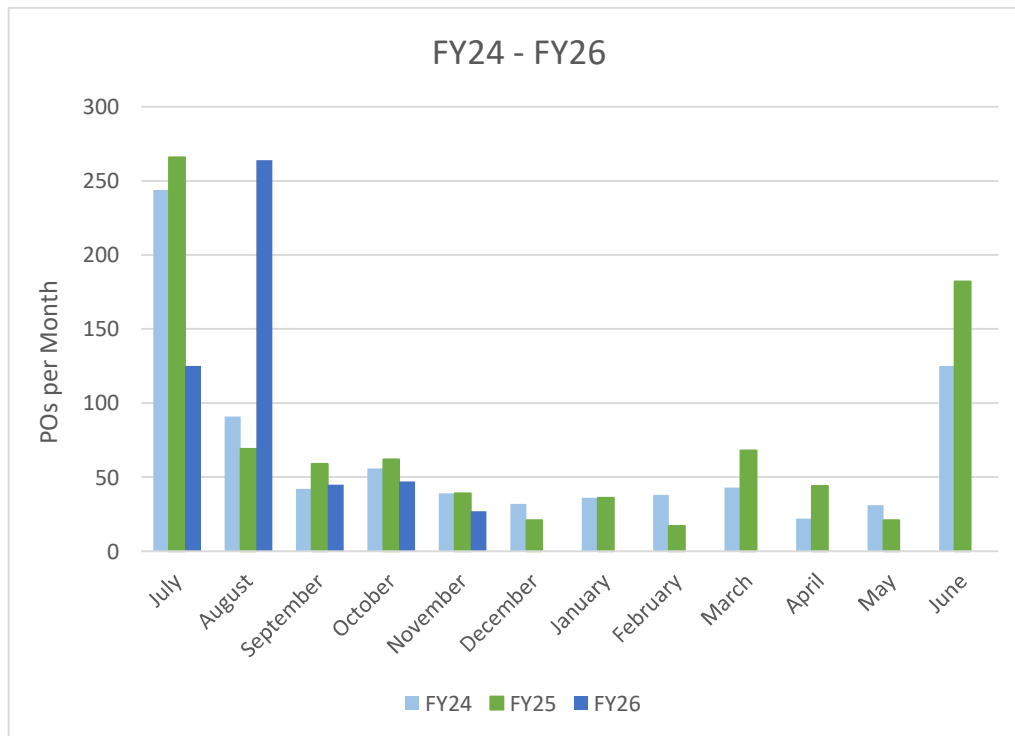
CURRENT INFORMAL BIDS (IQ/IP) (<\$50,000)

IQ#26-010-CJ Field Trip- Charter Bus Services- Gloucester County Public Schools

An informal solicitation was conducted on October 24, 2025, seeking quotes to establish a contract to obtain firm fix pricing for Charter Bus Services from fully licensed transportation companies. One (1) quote was received on a due date of October 29, 2025, and forwarded to the school for review and award recommendations. The services were awarded to Newton's Bus Services, Gloucester VA. The contract was signed on November 10, 2025.

FY2024 versus FY2026 Purchase Orders

A total of 27 Purchase Orders were processed in **November** 2025.



November Mail Metered Summary:

A total of **2,645** pieces of mail were processed in November.

Function	Pieces	Total Charges	Avg. Cost per Item Mailed
General Administration	1,143	\$ 954.86	\$ 0.84
Judicial Administration	473	\$ 439.60	\$ 0.93
Public Safety	186	\$ 237.10	\$ 1.27
Community Development	59	\$ 86.53	\$ 1.47
Utilities	275	\$ 203.50	\$ 0.74
Parks, Rec, & Cultural	37	\$ 80.86	\$ 2.19
Social Services	472	\$ 398.27	\$ 0.84
Total	2,645	\$ 2,405.50	\$ 0.91



GLOUCESTER COUNTY
Geographic Information Systems
6467 Main Street
Gloucester, VA 23061
(804) 693-0129
www.gloucesterva.gov



GEOGRAPHIC INFORMATION SYSTEMS

SERVICES

Address Assignments	Data Requests	Parcel Updates	Road Updates
7	2	194	0

WEB LOGISTICS
November 1 - 30

Page Views	Unique Users	Active Users	Average Duration
9.1K	2.3K	2.9K	2m 39s

Status	Requesting Department
Completed	
Data Request (2)	Vendor Request(s)
Update Visit Gloucester Site	Parks, Rec, & Tourism

In Progress	
Utilities Updates	GIS/Utilities
Road Map	Emergency Management
Vulnerable Population Map	Emergency Management
Vulnerable Pop & High Risk for GloCo EOC	Emergency Management
Human Services & Mass Care Updates for GloCo EOC	Emergency Management
Agriculture Damage/ Loss Update in GloCo EOC	Emergency Management
Enlarge Mosquito Control Panels Map	Facilities
Station Map – Wall Map for Fire Stations	Fire & Rescue
Project Documentation	GIS
Upgrade Existing GIS Project files to ArcGIS Pro	GIS
Internal Web map	GIS
Proffer Tracking Project	Planning & Zoning
Update Transportation Projects Updater WebApp	Planning & Zoning
Holiday Open House Map	PRT

Planning Phase	
Campus Map & Asset Tracking	GIS/FM/IT/PRT
Update Experience Builder Apps	GIS
Land Use Planning Project	GIS/E&S/P&Z/REA
Enlarge School Maps	Emergency Management
GloCo EOC User/Position Guides	Emergency Management
BMP Tracking Mobile Application	Environmental Programs

*KPI - Average turnaround time for new address assignments for **November 2025** was **1 day(s)**.



GLOUCESTER COUNTY

Human Resources

6489 Main Street
Gloucester, VA 23061

(804) 693-5690

www.gloucesterva.gov



HUMAN RESOURCES

November 2025

Team Member Movement Report:

- There were new hires in the month – FT (9), WAR (1)
- There were employment separations – FT (4)

Safety:

- 8 job task observations performed to spot check safe work practices
- 10 buildings walked through
- Successfully completed OSHA 503 class

Recruitment Activity as of 11/30/2025				
Position	Department	Posted Date	Closing Date	Status
PT Park Aide (WAR)	Park Operations	10/6/2023	Continuous – Open until filled	Recruiting
PT Recreation Aide	Parks & Recreation	10/25/2023	Continuous – Open until filled	Interviewing
PT Gymnastics Assistant I	Parks, Rec & Tourism	2/23/2024	Continuous – Open until filled	Recruiting
PT Inspector I, II or Combination Inspector-WAR	Building Inspections	3/20/2024	Continuous – Open until filled	Recruiting
Senior Utility Mechanic	Public Utilities	5/2/2024	Continuous – Open until filled	Hired
Specialty Instructor	PR&T	11/8/2024	Continuous – Open until filled	Recruiting
Senior Mechanical Technician	Facilities Management	3/4/2025	Continuous – Open until filled	Hired
Deputy Building Official	Building Inspections	3/12/2025	Continuous – Open until filled	Recruiting
Utility Maintenance Technician	Public Utilities	4/1/2025	Continuous – Open until filled	Recruiting
Facilities Technician III	Facilities Management	6/27/2025	Continuous – Open until filled	Hired
Utility Mechanic Foreman (WTP)	Public Utilities	7/28/2025	Continuous – Open until filled	Recruiting
Deputy County Administrator	Administration	8/19/2025	Continuous – Open until filled	Hired
Senior Utility Maintenance Technician	Public Utilities	8/26/2025	Continuous – Open until filled	Recruiting
Groundskeeper	Facilities Management	9/2/2025	Continuous – Open until filled	Interviewing
Part-Time Library Clerk	Library	9/23/2025	Continuous – Open until filled	Hired
Park Ranger	Park Operations	9/23/2025	Continuous – Open until filled	Interviewing
Payroll Coordinator	Finance	10/29/2025	Continuous – Open until filled	Interviewing
Inspector I, II or Combination Inspector	Building Inspections	10/29/2025	Continuous – Open until filled	Recruiting
Assistant Commonwealth Attorney I	Commonwealth Attorney	10/30/2025	Continuous – Open until filled	Recruiting
Utility Mechanic	Public Utilities	11/20/2025	Continuous – Open until filled	Recruiting
Director of Information Technology	Information Technology	11/25/2025	Continuous – Open until filled	Recruiting



GLOUCESTER COUNTY
Library
6920 Main Street
Gloucester, VA 23061
(804) 693-2998
www.gloucesterva.gov/publiclibrary



LIBRARY

NOVEMBER 2025				
LOCATION	MAIN		POINT	
	2025	2024	2025	2024
SERVICE PROVIDED				
Circulation	6,877	6,555	1,189	1,164
Patrons Visits	6,039	6,219	1,264	1,140
Public Computers – Internet Hours	238	342	104	118
Wi-Fi (unique logins)	1,024	870	1,275	1,185
Com Room – Library Events Attendance	570	737	10	15
Com Room – Public Meeting Attendance	314	427	48	62
Study Rooms – Public Users	469	591	**	**
Early Literacy Class Attendance	36	34	6	8
Volunteer Hours	79	73	**	**
New Patron Library Cards	63	75	25	19

LOCATION	SYSTEM-WIDE	
	2025	2024
SERVICE PROVIDED		
Outreach*	115	193
Digital		
Circulation	4,515	4,472
Website Pageviews	2,572	2,144
Facebook Comments	1,150	712

*Outreach is any library service provided outside the Main and Point Branch facilities.

** Statistics are not collected for these indicators at the Point Branch.



GLOUCESTER COUNTY
Parks, Recreation & Tourism
6382 Main Street
Gloucester, VA 23061
(804) 693-2355
www.gloucesterva.gov



PARKS, RECREATION & TOURISM

NOVEMBER 2025

■ **Parks:**

Park Visitor Count	2025	2024
Beaverdam Park (both entrances)*	9,424	10,004
Woodville Park*	3,161	4,276
Brown Park*	3,361	826
Trail Users (bikes, hikers, horses)	1,100	1,298
Boater/Renters	195	207
Facility Rentals	21	56
Non-PRT Field Reservations	84	73

*Diamond Traffic car counters

■ **Athletics & Recreation:**

- Basketball skills day was conducted with 138 players to kick off the winter season.
- Free flow yoga was held with 15 participants.
- Karate opened for 89 participants.
- Gymnastics concluded for 140 participants.
- Two Best Years Trips were conducted: 9 participants attended the Presidential Passport in Highland and 12 participants attended Know Your Town- Gloucester's Historic Homes.
- One Full Hike at Beaverdam was held for 2 people.
- Two Owl Prowl's were held with 25 people total in attendance.
- A Naturalist Paddle was held for 7 people.

■ **Tourism, Museum, & Special Events:**

- Touch-A-Truck was held at the Old Page Grounds, bringing in over 1,000 people.
- The museum held 5 outreach sessions, during which staff spoke to 370 people and provided 3 tours to 125 people.
- Clean Community held 1 outreach event for 70 people. Over 150 pounds of litter was collected.

Monthly Visitation	2025	2024
Visitors Center	445	297
Micro-Visitors Center, Whitley's Peanuts	322	211
Museum of History	333	256
Tours (Groups/Individuals)	30/127	New!

■ **Marketing & Online Presence:**

- There are currently 6,408 people signed up for the Department's Constant Contact email reminders for Parks & Recreation, Tourism and Clean Community.

Social Media Pages	Parks & Recreation Facebook	Visit GVA Tourism Facebook	Daffodil Festival Facebook	Visit GVA Tourism Instagram	Parks & Recreation Instagram
Followers	7,049	6,286	10,131	2,650	550
Number of Posts	59	31	25	68	25
Total Reach	22,133	28,720	9,305	2,591	918
Total Engagement	1,606	782	782	438	145

*Reach is the measurement of unique users who are exposed to content; Engagement is the measurement of unique interactions by liking, commenting, or sharing content.

■ **Volunteers:**

Volunteer Support	People	Hours	Value
Athletics & Recreation	14	40	\$1,376.80
Parks	2	25.75	\$886.15
Museum of History	19	170	\$5,851.40
Visitor Center	10	93	\$3,201.06
Clean Community	9	33	\$1,135.86
Total Support	54	361.75	\$12,451.35

*Value of volunteer time is calculated at \$34.42 per hour Independent Sector rate.



GLOUCESTER COUNTY
Planning, Zoning &
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PLANNING AND ZONING

Planning Commission

The Planning Commission (PC) met on November 6th. The consent agenda was approved by unanimous vote (6-0, with one absent). There were three public comments. Two were related to allowing permanent food trucks in Gloucester and one was related to day care centers in the SF-1 district.

There was a public hearing for Tidemill Townhomes. Over 40 citizens spoke and submitted comments in opposition to the project. The Planning Commission recommended denial by unanimous vote (6-0, with one absent).

Under "Old Business," Carol Rizzio, Assistant Director, reviewed the potential Code Amendment for cluster subdivisions and changes to where day care centers are permitted for consideration. The updates would re-instate the reduced minimum lot size/average lot width and setbacks for cluster developments and permit day care centers in the SF-1 district through an approved Conditional Use Permit (CUP) process.

Under "New Business", County Administrator, Carol Steele introduced the CIP to the Commissioners, the PC made nominations for Chair (Mr. Meyer) and Vice Chair (Natalie Johnson) and discussed moving forward with a potential code amendment for permanent food trucks.

Two public hearings were scheduled for the PC's December meeting: Foxmill Rezoning and Zoning Ordinance amendments to cluster subdivisions, day care centers, stables, and other minor items.

Information on the Planning Commission's meetings is available at:
<https://bm-public-gloucesterva.escribemeetings.com/BoardDetails/BoardInformation/18>

Board of Zoning Appeals

The Board of Zoning Appeals (BZA) did not meet in November, and there are no cases scheduled for the BZA's December 16th meeting date.

Long Range Planning & Other Projects

1. Comprehensive Plan Update

The plan adopted February 2016 is available on the [Comprehensive Plan](http://www.gloucesterva.info/362/Planning-Zoning) page of the Planning and Zoning Department's website (www.gloucesterva.info/362/Planning-Zoning), where the Plan is available for viewing and download.

Staff have begun a comprehensive plan update. The process was initiated by gathering public feedback from residents through a random sample survey administered by Zencity. The survey was designed to gather responses representing the census demographics of the County. The results of the survey were presented to the Board and Planning Commission at a February 25th joint work session. The general public will have multiple opportunities to provide feedback. Additional surveys, town halls, presentations to civic groups and other means will be used to gather input.

At the Planning Commission's March 2025 Regular Meeting, staff discussed the Comprehensive Plan Update with the Planning Commission. The Planning Commission requested that the Comprehensive Plan Steering Committee be established prior to beginning a review of the Comprehensive Plan. The Board appointed steering committee members at their May 6 Regular Meeting. The Planning Commission began reviewing the Comprehensive Plan in the summer of 2025, with reviews performed at their work sessions on May 15, June 26, July 10, and July 17. A joint meeting with the Board of Supervisors was held on August 19, 2025 to discuss the results of this initial review and determine next steps forward. The Board of Supervisors, Planning Commission, and Steering Committee agreed to allow staff the remainder of 2025 to perform informational updates while updating the groups periodically. At the December PC meeting, staff will be presenting a plan of action and timeline for the update for their feedback.

2. Transportation Planning

Committee Meetings: Staff represent the County on several regional transportation planning committees including the Transportation Technical Advisory Committee (TTAC), the Active Transportation Subcommittee's (ATC), the Pedestrian and Bicycle Advisory Committee (PABAC), the Long Range Transportation Plan (LRTP) Committee, and the Transportation Planning Subcommittee (TPS). Ms. Rizzio and Mr. Lewis, Director of Engineering Services, represent the county at these regional meetings.

HRTPO staff are in the process of updating the 2050 LRTP. The list of regionally significant projects listed below were submitted by staff for consideration in the 2050 plan.

- Rte. 17 from 1 mi north of Coleman to Main St (@ Walmart) – 4 to 6 lanes
- Rte. 17 from Main St (@ Walmart) to Ark Rd – 4 to 6 lanes
- Roaring Springs Road Shared Use Path from Main St to Beaverdam Park
- Rte. 17 Alternate (parallel) route from Brays Point Road to Featherbed Lane – Only proposed for the vision plan to align with the County's Comprehensive Plan.

Each project is scored individually, and the top-ranking projects are included in the fiscally constrained plan. Projects that are more conceptual in nature are able to be listed in the vision plan. The vision plan

does not need to be fiscally constrained. The project scores are being finalized. In January the LRTP committee will meet to review the scores and fiscally constrain the top ranked projects for the 2050 LRTP.

Transportation Studies: The following table includes current studies underway. These studies are intended to identify a number of potential improvement projects for future funding opportunities.

Project	Project Status	Funding Status	Anticipated Completion Date
Feasibility Study Roaring Springs Road Shared Use Path– Wyncote Ave to Holly Springs Dr.	Kickoff Meeting Held; Site Visit conducted; Public Meeting held on August 14, 2025	Funded	Sept-Oct 2025
STARTS Study Rte. 3/14 from Main Street to Ware Neck Road	Public Input Survey Complete; Second Meeting Held; Public Input meeting scheduled for Nov. 13, 2025	Funded	End of 2025
STARTS Study Rte. 17 from Short Lane to Featherbed Lane	Public Input Survey Complete; Second Meeting Held; Public Input meeting scheduled for Nov. 19, 2025	Funded	End of 2025
Pipeline Study Rte. 17 from south of Featherbed Ln to north of Guinea Rd	Public Input Survey Complete; Third Meeting Held; Public Input meeting scheduled for Nov. 19, 2025	Funded	August 2026
Pipeline Study Rte. 17 from Hospital Drive to south of Belroi Rd and Rte. 17B from Rte. 17 to Justice Dr	Public Input Survey Complete; Third Meeting Held; Public Input meeting scheduled for Nov. 13, 2025	Funded	August 2026
Rte. 17 Court House Area Widening Study	Not Begun	Fully Funded in FY 27	N/A
Rte. 17 Court House Shared Use Path Study	Not Begun	Fully Funded in FY 25	N/A

Transportation Projects: The following table includes planned or programmed (funded) transportation improvement projects.

Project	Project Status	Funding Status	Anticipated Construction Date
Rte. 17 Court House Restricted Crossing U-Turn (RCUT)	Design and Development	Fully Funded	FY 25
TC Walker / Rte. 17B Intersection	Design and Development	Fully Funded	FY 26
Roaring Springs Road Bike / Ped Facility Phase 1 to Wyncote Ave.	Design and Development	Fully Funded	FY 27
Rte. 17 and Rte. 17B South Intersection	Design and Development	Fully Funded	FY 26
Rte. 17B (Main Street) Shared Use Path	Design and Development	Partially Funded – scope reduced to match funding	FY 28
Rte. 17B & Sutton Road Improvements	Design and Development	Fully Funded	FY 27
Great Road Sidewalks	Design Complete; Right of Way Phase started	Fully Funded	FY 27
Rte. 17 Widening (Farmwood Rd. to Tidemill Rd.)	Design and Development; PH held June 30, 2025	Fully Funded	FY 29
Rte. 17/33 Glens Intersection	Planned / Scheduled	Fully Funded	FY 27
Short Lane Sidewalk Improvements	Design and Development	Fully Funded	FY 27

3. Subdivision Ordinance Rewrite

Staff had been updating the Subdivision Ordinance as time permits; there was a follow-up discussion at the PC's August 1, 2024 meeting to review the County's requirements for minor and major subdivisions, including a comparison with how other localities define and regulate them. Due to other projects and priorities, this ordinance update has been put on hold. However, due to recent state code changes reducing review times for plat and plan submittals and the removal of the Planning Commission from review of subdivisions of 50 lots or more, staff are working with the county attorney to identify needed code amendments.

4. Floodplain Management Committee

The Floodplain Management Committee (FPMC) met on November 12th. Key items on the agenda were review and approval of the Program for Public Information's (PPI) annual report as well as the annual

update to the Floodplain Management Plan. Both were scheduled for presentation at the Board's December 2, 2025 meeting.

5. Key Performance Indicators

Key Performance Indicators have been established for critical functions within each division of the department. These indicators are listed below with the threshold, number of instances, and percentage of instances listed. Due to turnaround times required for some of these functions, reporting is delayed by two months in order to accurately report on all instances of each function received within the month.

September 2025 Plat Review					
Plat Reviews	Threshold	Number of Plats		Percentage of Plats	
		Under Threshold	Beyond Threshold	Under Threshold	Beyond Threshold
Initial Plats	Within 15 working days	2	0	100%	0%
Resubmitted Plats	Within 10 working days	5	0	100%	0%

September 2025 Site Plan Review (Planning Division)					
Site Plan Reviews	Threshold	Number of Site Plans		Percentage of Site Plans	
		Under Threshold	Beyond Threshold	Under Threshold	Beyond Threshold
Initial Site Plans	Within 30 working days	1	1	50%	50%
Resubmitted Site Plans	Within 30 working days	4	0	100%	0%

September 2025 Site Plan Review (Environmental Programs Division)					
Site Plan Reviews	Threshold	Number of Site Plans		Percentage of Site Plans	
		Under Threshold	Beyond Threshold	Under Threshold	Beyond Threshold
Initial Site Plans	Within 30 working days	2	0	100%	0%
Resubmitted Site Plans	Within 30 working days	3	0	100%	0%

September 2025 Zoning Permit Review					
Zoning Permit Types	Threshold	Number of Permits		Percentage of Permits	
		Under Threshold	Beyond Threshold	Under Threshold	Beyond Threshold
Zoning Permit for Construction	Within 10 working days	49	23	68%	32%
Home Occupation Zoning Permits	Within 10 working days	20	1	95%	5%
Business License Zoning Permits	Within 10 working days	6	2	75%	25%

September 2025 Zoning Code Enforcement Review					
Code Enforcement	Threshold	Number of Cases		Percentage of Cases	
		Under Threshold	Beyond Threshold	Under Threshold	Beyond Threshold
Code Enforcement Follow-Up	Within 10 working days	3	2	60%	40%

September 2025 Land Disturbance Permit Review					
Site Plan Reviews	Threshold	Number of LD Permits		Percentage of LD Permits	
		Under Threshold	Beyond Threshold	Under Threshold	Beyond Threshold
Initial Land Disturbance Permits	Within 15 working days	10	0	100%	0%
Resubmitted Land Disturbance Permits	Within 10 working days	4	0	100%	0%

6. SUBDIVISION REVIEW

Boundary Line Adjustments	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	2025 Total
New Applications	2	2	2	3	4	4	6	0	1	5	5		34
Resubmitted Applications	5	1	2	0	6	5	6	4	2	6	1		38
Approved	3	1	2	0	3	4	6	2	1	5	1		28

Family Transfer*	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	2025 Total
New Applications	0	0	0	0	0	0	2	0	1	1	1		5
Resubmitted Applications	3	3	0	0	0	0	1	2	0	1	1		11
Approved	1	2	0	0	0	0	1	1	0	1	1		7

* Includes Division of an Estate

Minor Subdivisions	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	2025 Total
New Applications	0	0	0	0	0	0	2	2	0	0	2		6
Resubmitted Applications	0	0	0	1	0	0	0	4	4	0	1		10
Approved	0	0	0	0	0	0	0	1	2	0	1		4

In-Part Parcels	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	2025 Total
New Applications	0	0	0	0	0	0	0	0	0	0	0		0
Resubmitted Applications	1	0	0	0	0	0	0	0	0	0	0		1

Major Subdivisions				Preliminary Approval ¹			Development Plan Status					Final Plat Status				
Autumn Trace				10-13-2015			N/A					Approved 6-03-2016				
Bedford Falls				3-6-2008			Approved 2-16-2010					Phase I- Approved 2-27-2012 Phase II- Approved 7-13-2012 Phase III- Approved 2-26-2013 Phase IV – Approved 8-4-2014				
Carriage Point				Master Plan Approved 11-13-2014			Master S/W – Approved 7-26-18 Entrance – Approved 8-15-18 Amer. Legion – Approved 9-18-18 Riverbend Apts. – Approved 8-15-18					American Legion Approved 3-3-2017 Carriage Point Approved 9-18-2018				
Churchill Phase I				5-5-2005			N/A					Approved 7-16-2007				
Coleman's Crossing				1-7-2010			MF-1 Approved 11-17-2010 B-2 (mixed use) Approved 6-21-2016 Phase VIII (Commercial) – Pending Resubmittal					Phase I- Approved 6-10-2011 Phase II- Approved 2-27-2012 Phase III- Approved 6-8-2012 Phase IV- Approved 8-8-2013 Phase V – Approved 9-29-2014 Phase VI – Approved 2-12-2016 Phase VII – Approved 9-29-2016 Phase VIII – Approved 10-5-2017				
				3-3-2015												
				6-6-2017												
Dove Field Farms				9-7-2006			Approved 4-22-2009					Pending Resubmittal				
Fiddler's Crossing				N/A			Approved 8-3-2017					Phase I Approved 4-3-2018 Phase II Approved 7-8-2020 Amendment Approved 4-20-21				
Patriots Walk – Phase I (was The Villages at Cow Creek)				6-1-2006			Approved					Amendment Pending Resubmittal				
Patriots Walk - Phase II A				6-1-2006			Approved 9-29-2011					Approved 8-2-2012				
Patriots Walk - Phase II B				6-1-2006			Approved 9-29-2011					Approved 3-3-2015				
Patriots Walk – Phase II C				6-1-2006			Combined w/ Phase II D					2 lots Approved 7-14-2022				
– Phase II D				6-1-2006			Approved 7-24-2024					Approved (4 lots) 11-22-2024 2 lots pending resubmittal				
Patriot's Way				N/A			Under review									
Pine Mill Section 4				7-11-2002			Approved 8-10-2006					Approved 11-7-2007				
Pine Mill Section 5				7-11-2002			Approved 6-24-2003					Approved 7-2-2004				
Pine Mill Section 6				7-11-2002			Approved 4-19-2005					Approved 11-18-2005				
River Club at Twin Island				2-10-2005			Approved 1-11-2006 Townhomes – Approved 5-3-2024					Townhomes – Approved 10-23-25				
Ryan's Run				3-6-2008			Amended 2-14-2025					Approved 7-31-2018				
Swiss Legacy				Approved 12-3-2020			Approved 12-3-2020 Revision approved 7-29-2024					Approved 10-11-2024				
White Marsh Substation				7-10-2014			Approved 5-29-2015					Approved 10-13-2015				
The Reserve at the Villages of Gloucester				4-3-2018			Phase I - Approved 6/21/23 Phase II – Approved					Phase I – Pending resubmittal				
Approved	1	0	0	0	0	0	0	0	0	0	0	0	0	1		

Once a project is complete and the County is no longer holding surety on the development, staff removes the item from the above chart.

*Items in **bold** have recent activity.

- 7. PLAN REVIEW:** The chart below depicts the number of formally submitted commercial site and residential development plans that planning and zoning staff have reviewed for compliance with the zoning ordinance. Staff also attend bi-monthly meetings of the Site Plan Committee to review preliminary concepts and discuss any concerns with applicants.

Site Plans	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2024	7	4	4	6	7	4	6	6	7	4	2	1	58
2025	2	3	6	0	2	1	4	1	8	4	4		35

8. BOARD of ZONING APPEALS:

BZA Cases ²	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2025
Appeal	0	0	0	0	1	1	1	0	1	0	0		4
Spec. Exception	0	0	0	0	0	0	0	0	0	0	0		0
Variance	0	0	0	0	0	0	0	0	0	0	0		0
Admin. Variance	0	0	0	0	0	0	0	0	0	0	0		0

9. ZONING APPLICATIONS RECEIVED:

Permits 2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Single-Family Home	10	5	12	14	14	13	11	14	13	7	8		121
Manu-factured Home	3	1	5	0	2	2	1	3	7	0	1		25
Two-Family Home	0	0	0	0	0	0	0	0	0	0	0		0
Multi-Family	0	0	0	0	0	0	0	0	0	0	8		8
Single-Fam. Addition	10	5	23	15	14	10	20	17	17	17	12		160

² Includes cases withdrawn prior to public hearing; applications are tabulated in the months that they are received and reviewed by staff.

Permits 2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Non-Res. New & Addition	4	1	3	4	2	1	3	4	3	1	1		27
Pool	0	2	6	9	9	5	2	1	4	4	0		42
Accessory Dwelling	2	1	1	1	1	2	1	0	1	0	0		10
Accessory Structure	14	11	23	15	12	23	21	15	23	24	13		194
Ancillary Structure³	0	0	0	0	4	1	3	1	0	1	1		11
Temp. Structure	0	0	3	3	2	1	0	0	1	0	0		10
Wetland, Pier, etc.	4	1	3	2	2	1	2	4	2	1	3		25
Sign	3	4	6	7	3	0	5	4	2	2	1		37
Bus. License	5	14	6	6	9	8	8	18	8	7	6		95
Home Occupation	18	15	27	18	12	16	7	29	24	16	11		193
Change of Use	0	0	1	1	1	1	1	0	3	0	1		9
Monthly Total ³	73	60	119	95	87	84	85	110	108	80	66		967

2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Review Stop⁴	6	6	15	10	22	13	16	14	14	11	14		141

³ Current month totals are reported on the last day of the month and may be revised in later reports to incorporate any outstanding permits.

⁴ A "review stop" is a temporary hold placed on a building application to allow Zoning to determine if a zoning permit, or further zoning review, is required.

10. **ZONING ENFORCEMENT:**

Zoning Complaints Received in November 2025	
<u>Complaint Breakdown</u>	
Uses Not Provided For:	0
No Zoning Permit:	4
Signs:	0
Livestock/Fowl:	0
Home Occupations:	0
Campers:	0
Kennels:	0
Miscellaneous:	0
Total	4

Zoning - Legal Actions	
Total Active Cases as of 11/30/25	25
Total Watch List Cases as of 11/30/25	0
Cases Closed in November	2
Court Cases Adjudicated in November	0
Court Cases Closed in November	0
Cases Pending Trial	0

11. PUBLIC INQUIRIES:

This category reflects the Planning & Zoning staff's "behind-the-scenes" work. It includes an approximation of the number of inquiries involving research for, information provided to, preliminary reviews of conceptual ideas for, and/or in-office meetings or on-site visits.

Subdivisions 2024	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024 Total
BLA	14	11	11	9	10	8	7	7	8	6	4	7	
FT	9	11	4	19	8	11	10	10	5	7	8	8	
Minor	9	11	11	17	12	14	11	11	9	11	5	7	
Major	5	8	4	4	7	8	5	7	4	7	5	4	
Monthly Total	37	41	30	49	37	41	33	35	26	31	22	26	408

Subdivisions 2025	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2025 Total
BLA	8	8	11	9	9	12	13	8	10	10	7		
FT	8	8	16	7	7	5	11	7	10	10	8		
Minor	8	10	9	6	9	10	10	12	12	15	12		
Major	6	4	7	7	8	8	6	7	9	5	6		
Monthly Total	30	30	43	29	33	35	40	34	41	40	33		388

Rezoning	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2024	7	9	5	7	10	6	6	6	6	4	4	6	76
2025	14	7	8	7	4	5	11	10	6	9	5		86

Site Plans	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2024	10	14	9	3	12	19	16	12	10	9	11	6	131
2025	12	11	7	7	9	8	7	8	9	10	5		93

Zoning Inquiries	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2025 Yearly Total
Zoning	46	37	47	47	47	54	45	95	65	88	82		
Setback(s)	22	29	24	24	33	39	26	42	34	40	39		
Use(s)	23	18	14	20	21	24	17	23	23	23	19		
Signs	5	3	4	4	6	7	2	14	6	5	5		
Civil Matters	7	8	11	14	9	14	9	14	14	16	11		
CUP	5	2	1	2	1	3	0	2	0	1	2		
SE/ Variance ⁵	1	0	1	1	1	3	1	2	5	2	0		
Pre-App ⁶	3	1	4	5	2	1	4	4	3	6	1		
Other ⁷	22	16	9	28	33	22	21	45	17	28	44		
Monthly Total	134	114	115	145	153	167	125	241	167	209	203		1773

⁵ Special Exceptions and Variances (heard by the Board of Zoning Appeals) previously tracked as “other” zoning inquiries.

⁶ Effective June 1, 2017 (per Administrative Policy 740) a mandatory pre-application form must be submitted, and a pre-application meeting held, prior to submittal of an application for a Rezoning, Conditional Use Permit, or Special Exception.

⁷ July’s inquiries include those regarding the Public Hearing for the Zoning Ordinance update. They are tallied under “other.”

12. SITE PLAN ADMINISTRATION

Site Plan Administration staff administers the requirements Article 15.5 (Site Plans) of County Code and provides a single point of contact for applications for, and review of, Site and Subdivision Development Plans. These Plans are reviewed by staff from the following County departments and State agencies:

- Building Inspections
- Environmental Programs
- Planning & Zoning
- Public Utilities
- Virginia Department of Transportation (VDOT)
- Virginia Department of Health (VDH)

The Department of Planning, Zoning, and Environmental Programs absorbed the responsibilities for Site Plan Administration in 2021 and started coordinating the review of sewer connections in 2023. Below is a table summarizing this Division's activity to date this calendar year:

Site/Dev Plans 2025	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2025 TOTAL
Received	4	4	4	2	1	2	4	3	5	4	3		36
Under Review	4	5	4	6	2	3	5	5	7	8	4		53
Pending Revisions	4	4	4	5	6	6	4	6	4	4	2		49
Approved	0	1	1	1	0	0	0	0	1	2	0		6
Pre-Apps	1	1	1	2	1	1	3	2	2	7	1		22
Site Plan meetings	1	1	1	2	0	1	2	0	1	2	1		12



GLOUCESTER COUNTY
Department of Public Utilities
7394 Carriage Court (physical)
6489 Main Street (mailing)
Gloucester, VA 23061
(804) 693-4044
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DEPARTMENT OF PUBLIC UTILITIES – NOVEMBER 2025

ADMINISTRATIVE:

The Advanced Metering Infrastructure (AMI) meter replacement project has approximately 100 meters left to be swapped. Staff are working through these as quickly as possible, while also addressing meter box & lid replacements. Customer Service staff continue to review critical reports from the AMI system daily to notify customers when a potential leak is spotted.

The Department has five (5) vacant positions. These include two Pump Station positions, two Distribution positions, and one Water Treatment Plant position. These vacancies continue to negatively impact the department's ability to respond quickly to repairs, preventative maintenance tasks, and more.

Staff reviewed two (2) site plans in November with an average review time of nine (9) days.

	Billed Amount	Billed Usage	# of Accounts
Water Service	\$ 354,097.21	28,130,000	5,248
Sewer Service	\$ 85,419.30	13,938,000	1,948
Hydrant Meters	\$ 1,755.73	121,000	
Equipment Fee	\$ 13,107.50		5,243
Billing Adjustments	\$ (8,832.66)		-
Water App Fees	\$ -		-
Sewer App Fees	\$ -		-
HRSD App Fees	\$ -		-

Staff generated and mailed 162 Disconnect Notices after 30-day delinquency, and 56 customers were disconnected after 45-day delinquency.

DISTRIBUTION & PUMP STATIONS:

Projects:

- The Gloucester Point Water Tower project is expected to be completed soon and is awaiting final electrical connections of equipment.
- The Assistant Utilities Engineer continues to work with GIS and Timmons to identify backlogged data that needs to be loaded into GIS. The Utilities Inspector has spent significant time moving assets in GIS to correct locations as they are not properly shown.

Ongoing Tasks:

- 104 Miss Utility/Line Location tickets in November
- 85 Work Orders were created in November.
- Due to multiple open positions, the hydrant inspection/flushing program did not occur

during November.

- Pump Station cleaning, preventative maintenance and repairs to small equipment, meter reading, disconnects, meter lid replacement and repairs to lines, meter lids and boxes during AMI deployment.
- During the month of November, there were eight (8) after-hours calls for pump stations/sanitary overflow and twenty-two (22) after-hours calls for distribution. Pump station calls were for pump failures and high-water alarms, and Distribution calls were for line locations, leak checks, and turn on/off service calls. There was also a water main break on Main Street.

COMPLIANCE & PERMITS:

Virginia Pollutant Discharge Elimination System (VPDES)

- The County submitted the required Conceptual Engineering Report (CER) as part of the Consent Order prior to the November 3, 2025 deadline. DEQ responded with receipt of the documents and no other communication has been received at this point.
- The Department continues to work on the engineered plans for spillway improvements, to include chloride meter and flow meter, as part of the proposed chloride mitigation project.

Groundwater Withdrawal Permit

- The Department submitted the renewal application and payment in June to DEQ. Additional requests for information were received from DEQ, and the application was determined complete in August. The application is now under technical review by DEQ. The current permit expires March 2026. This permit allows the Department to withdraw from its deep-water well source for the RO Plant.

Department of Conservation & Recreation Dam Operations & Maintenance Certificate (O&M)

- Engineering staff finalized the updated plans for vegetation removal from the dam and met onsite with contractors. Work is scheduled to begin in January.
- An additional alterations permit will be required as the Department begins to construct the spillway improvements as part of the DEQ Consent Order.

Lead Service Line Inventory

- Staff are updating the Lead Service Line Inventory using construction data to identify line materials. The next round of notifications to customers with a material of “unknown”, “galvanized requiring replacement”, or “known lead” is due by the end of 2025. At this time there are no known lead service lines.

WATER TREATMENT PLANT:

Projects:

- The RO Plant remains offline due to the failure of the motor in Well #11. Electrical engineers, pump manufacturer, motor manufacturer, electrician, engineers and SCADA instrumentation folks have been meeting continuously to find the root cause. Initial signs point to a pump change in 2022/2023 that did not work with existing programmed controls. As of now, the contractors for SCADA programming, electrical, and the pump & motor installation are working to get the well running by the first week of December. SCADA controls will be upgraded to be integrated as part of the ARPA-funded upgrades.
- SCADA upgrades continue as part of the ARPA-funded projects. This is a multi-phase project that will begin the updated automation of plant operations; phase one is funded. Once complete, a proposal & estimate for the next phase will be provided to the department. Additional work will be needed to completely upgrade the system since it's far behind, but this is a positive step.

Ongoing Tasks:

- 110 Hydrants were flushed during the month of November. These hydrants are at the end

- of service lines and require flushing to keep the water in the lines clean and safe.
- Hourly lab tests were conducted, and samples collected as required by the Virginia Department of Health (VDH) and the Department of Environmental Quality (DEQ).
- Maintenance - Staff performed preventative maintenance on all pumps as well as grounds maintenance at the plant, dam, and water towers. Daily rounds and inspections were conducted of the facilities, to include a weekly dam inspection. The lagoons are pumped to the drying bed and sludge is moved around for drying, piling and eventual hauling.
- Operations - Weekly chemical inventory is taken and updated accordingly to allow for proper lead time in ordering replenishment. Staff perform lab testing, sampling, fill chemical feeders, and backwash filters. Data is recorded daily for reporting to VDH.

Flow Totals (Gallons)			
(Reverse Osmosis, R.O.) (Surface Water Treatment Plant, S.W.T.P.)			
Untreated Water		39,718,330	
Withdrawn From Deep Wells:		-	-% of Untreated Water
Withdrawn From Beaverdam Reservoir:		39,718,330	100% of Untreated Water
Treated (Finished) Water		36,047,920	
Reverse Osmosis Permeate Water:		-	-% of Treated (Finished) Water
S.W.T.P. Filtered Water		36,047,920	100% of Treated (Finished) Water
Water Treatment Waste		3,670,410	
Reverse Osmosis Waste:		-	-% of Untreated R.O. Water
S.W.T.P. Treatment Waste:		3,670,410	8% of Untreated S.W.T.P. Water
Billed Metered Water		28,251,000	
Billed Metered Water (Structures)		28,130,000	79% of Treated (Finished) Water
Billed Metered Water (Hydrants)		121,000	0.3% of Treated (Finished) Water
Metered Non-Revenue Water		1,577,767	
Maintenance Flushing		1,487,657	4.1% of Treated (Finished) Water
Treatment Process Usage		90,110	0.2% of Treated (Finished) Water



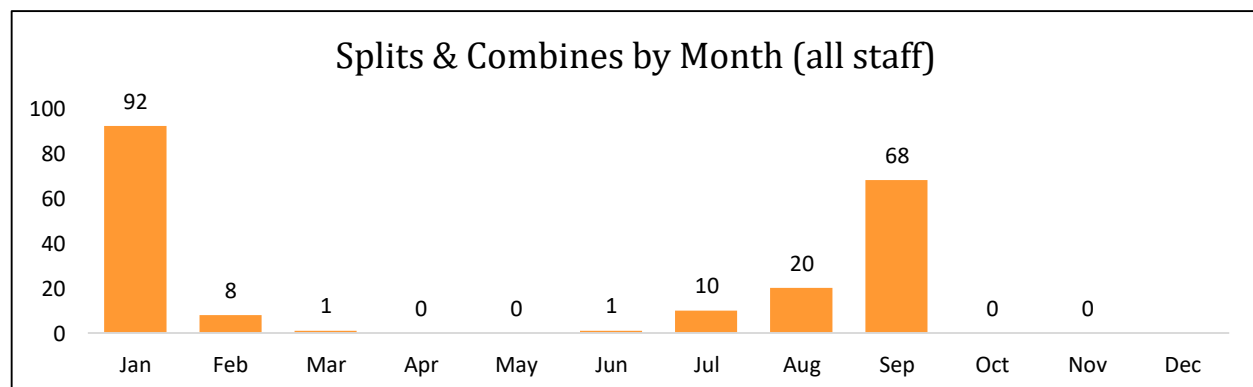
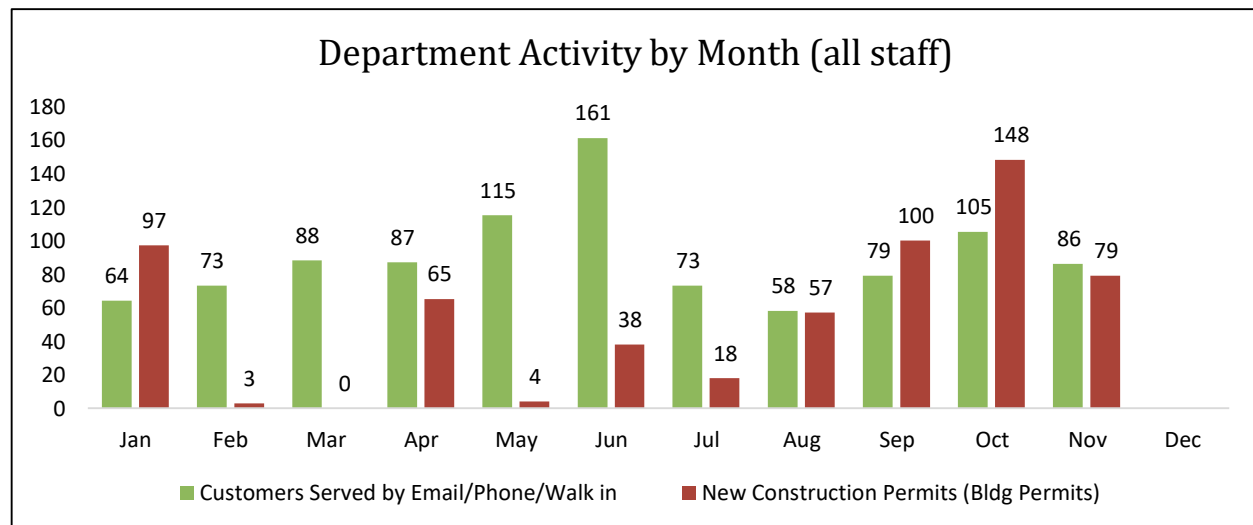
GLOUCESTER COUNTY
Real Estate Assessment Department
6489 Main Street
Gloucester, VA 23061
(804) 693-1325
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REAL ESTATE ASSESSMENT

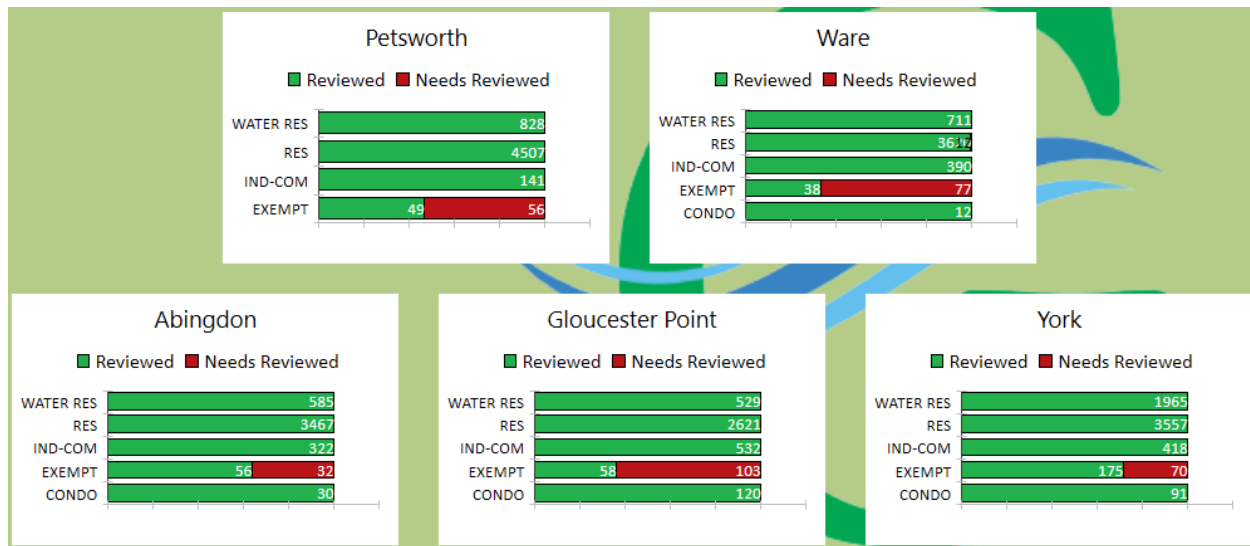
The Real Estate Assessment Department performed the following tasks in November 2025:

Task	
Customers Served	86
New Construction Permits (Field)	79
Splits, Combines & Lot Line Adjustments	0



Splits and Combines: One of the functions of the Real Estate Assessment (REA) office is to process and value parcel splits, combines, and lot line adjustments in the CAMA system once they are received from the Commissioner of Revenue's (COR) office. *Parcel splits* occur whenever a parcel has been subdivided. *Parcel combines* occur whenever 2 or more parcels of land have been realigned to create one parcel; this often occurs when property lines are *vacated*. *Lot line adjustments* typically occur whenever 2 adjoining parcels are realigned – for various reasons - resulting in different lot sizes.

PROJECT: 2026 General Reassessment – Monthly Activity Project Status 12/2/2025





GLOUCESTER COUNTY

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AVAILABLE GENERAL FUND CASH

COMPARISON: THIS MONTH VS SAME MONTH LAST YEAR

	CURRENT YEAR Oct-25	LAST YEAR Oct-24	Difference
End of Month Reconciled Balance	\$ 27,548,254.51	\$ 26,561,452.01	\$ 986,802.50
Less Restricted Cash:			
Due to Commonwealth	\$ -	\$ 1,400.00	\$ (1,400.00)
Funds on Deposit	\$ 728,783.86	\$ 688,220.80	\$ 40,563.06
Refunds	\$ 1,623.88	\$ 1,312.47	\$ 311.41
Schools Sales Tax Fund	\$ 13,923,771.53	\$ 15,442,141.73	\$ (1,518,370.20)
Employee Flexible Benefits Funds	\$ 68,635.86	\$ 53,649.52	\$ 14,986.34
Asset Forfeiture Funds	\$ 69,887.56	\$ 59,653.23	\$ 10,234.33
Older Adult Facility Fund	\$ 7,730.34	\$ 25,066.23	\$ (17,335.89)
American Rescue Plan Act (ARPA)	\$ 552,051.84	\$ 1,246,605.94	\$ (694,554.10)
Opioid Abatement Fund	\$ 347,060.61	\$ 308,103.82	\$ 38,956.79
Total Restricted Cash	\$ 15,699,545.48	\$ 17,826,153.74	\$ (2,126,608.26)
AVAILABLE GENERAL FUND CASH	\$ 11,848,709.03	\$ 8,735,298.27	\$ 3,113,410.76



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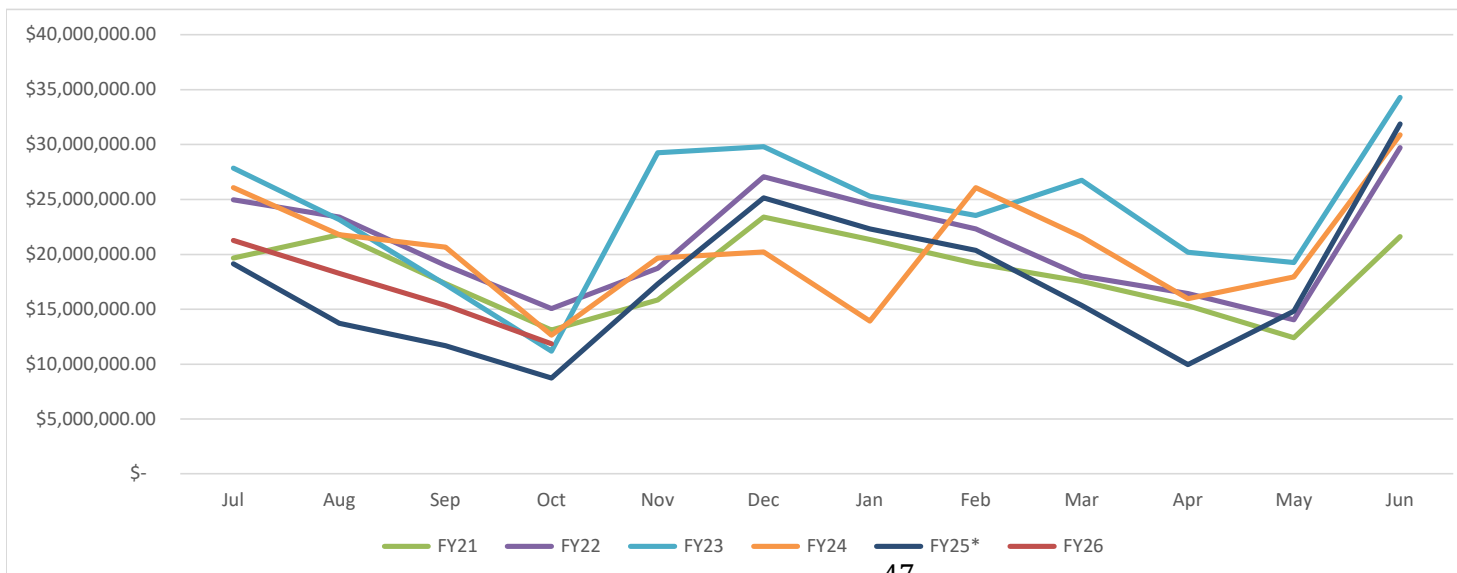


AVAILABLE GENERAL FUND CASH

COMPARISON: TOTAL AVAILABLE GENERAL FUND CASH BY MONTH & YEAR

	FY21	FY22	FY23	FY24	FY25*	FY26
Jul	\$ 19,668,391.41	\$ 24,964,102.54	\$ 27,831,469.65	\$ 26,053,595.45	\$ 19,147,994.92	\$ 21,258,972.32
Aug	\$ 21,799,834.88	\$ 23,390,517.67	\$ 23,152,551.38	\$ 21,774,005.21	\$ 13,735,177.49	\$ 18,276,561.49
Sep	\$ 17,348,864.44	\$ 18,999,624.44	\$ 17,232,507.14	\$ 20,657,083.47	\$ 11,676,555.06	\$ 15,359,832.08
Oct	\$ 13,101,736.07	\$ 15,064,557.37	\$ 11,189,041.51	\$ 12,641,622.56	\$ 8,735,298.27	\$ 11,848,709.03
Nov	\$ 15,822,018.60	\$ 18,709,616.09	\$ 29,238,860.66	\$ 19,661,190.98	\$ 17,281,186.14	
Dec	\$ 23,404,513.04	\$ 27,071,650.36	\$ 29,799,827.08	\$ 20,227,606.83	\$ 25,122,731.59	
Jan	\$ 21,341,919.60	\$ 24,530,762.22	\$ 25,272,638.22	\$ 13,897,683.72	\$ 22,315,391.76	
Feb	\$ 19,174,540.95	\$ 22,338,871.58	\$ 23,524,389.73	\$ 26,092,541.67	\$ 20,342,594.96	
Mar	\$ 17,537,642.54	\$ 18,012,361.58	\$ 26,730,780.93	\$ 21,583,655.32	\$ 15,344,476.37	
Apr	\$ 15,309,158.40	\$ 16,410,691.54	\$ 20,193,509.36	\$ 15,949,827.63	\$ 9,960,845.02	
May	\$ 12,407,914.56	\$ 14,025,794.33	\$ 19,239,833.63	\$ 17,949,751.47	\$ 14,830,954.47	
Jun	\$ 21,590,147.06	\$ 29,710,133.72	\$ 34,298,455.67	\$ 30,892,520.67	\$ 31,880,659.69	

* Balances for Jun '24 to Nov '24 re-stated to reflect funds held for ARPA and Opioid Abatement





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END OF MONTH RECONCILED ACCOUNT BALANCES - ALL ACCOUNTS HELD BY TREASURER'S OFFICE

ACCOUNT BALANCES BY FUND - OCTOBER 2025	Prior Month Ending Balance	Summary of Account Activity	Current Month Ending Balance
GENERAL FUND ACCOUNTS:			
General Fund Checking Account - Chesapeake	16,318,900.98	(4,120,736.85)	12,198,164.13
General Fund Disbursement Account - Chesapeake	474,818.18	608,426.39	1,083,244.57
School Sales Tax Account - Chesapeake	13,376,909.41	546,862.12	13,923,771.53
Sheriff Asset Forfeiture (Commonwealth) - Chesapeake	39,931.38	153.43	40,084.81
Commonwealth Attorney Asset Forfeiture (Commonwealth) - Chesapeake	2,625.31	10.09	2,635.40
Sheriff Asset Forfeiture (Federal) - Chesapeake	1,780.81	6.84	1,787.65
Commonwealth Attorney Asset Forfeiture (Federal-Justice) - Chesapeake	556.38	2.14	558.52
Asset Forfeiture (Federal-Treasury) - Chesapeake	24,726.17	95.01	24,821.18
General Fund Investment Account - LGIP	264,504.79	951.59	265,456.38
Older Adult Facility Fund - LGIP	7,702.62	27.72	7,730.34
General Fund Accounts Total	30,512,456.03	(2,964,201.52)	27,548,254.51
CAFETERIA FUND ACCOUNTS:			
Cafeteria Checking Account - Chesapeake	143,411.65	(17,056.78)	126,354.87
Cafeteria Investment Account - LGIP	7,480.38	ACCOUNT CLOSED	-
Cafeteria Accounts Total	150,892.03	(17,056.78)	126,354.87
UTILITIES FUND ACCOUNTS:			
Utilities Checking Account - Chesapeake	1,923,912.99	254,399.21	2,178,312.20
Utilities Accounts Total	1,923,912.99	254,399.21	2,178,312.20
OTHER ACCOUNTS:			
Gloucester Sanitary District #1 Checking Account - Chesapeake	31,386.10	(1,643.37)	29,742.73
Gloucester Point Sanitary District Checking Account - Chesapeake	97,137.73	(1,660.95)	95,476.78
Gloucester County D.A.R.E Scholarship Fund Checking Account - Chesapeake	3,562.38	13.69	3,576.07
Social Services Special Welfare Checking Account - Chesapeake	12,972.50	1,069.02	14,041.52
Social Services/SSI Dedicated Funds Checking Account - Chesapeake	6.83	0.03	6.86
Middle Peninsula Regional Special Education Checking Account - Chesapeake	66,885.90	356,977.96	423,863.86
Middle Peninsula Regional Special Education Investment Account - LGIP	6,027.91	21.67	6,049.58

Note: These amounts are a restatement of the amounts on the general ledger on the date this report is prepared. While the amounts have been reconciled, they are subject to change as the final reconciliations are done in preparation for the annual audit.



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TREASURER'S OFFICE

REAL ESTATE

As of 11/30/25

CALENDAR YEAR	TAX LEVY	1ST INSTALLMENT			2ND INSTALLMENT			REMAINDER OWED FOR THE YEAR	% OUTSTANDING FOR THE YEAR
		AMOUNT DUE 6/30	REMAINDER OWED	% OUTSTANDING	AMOUNT DUE 12/5	REMAINDER OWED	% OUTSTANDING		
2025	37,509,492.81	18,754,746.95	391,436.20	2.09%	18,754,745.86	11,789,734.66	62.86%	12,181,170.86	32.47%
PRIOR YEAR BILLS AT SAME POINT IN TIME (FOR COMPARISON PURPOSES):									
2024	35,509,105.42	17,754,553.87	354,539.95	2.00%	17,754,551.55	11,509,494.39	64.83%	11,864,034.34	33.41%
2023	34,935,229.38	17,467,616.07	351,461.42	2.01%	17,467,613.31	4,473,906.06	25.61%	4,825,367.48	13.81%

*Totals do not include supplemental bills or collections on those bills for any year

PERSONAL PROPERTY

As of 11/30/25

CALENDAR YEAR	TAX LEVY	1ST INSTALLMENT			2ND INSTALLMENT			REMAINDER OWED FOR THE YEAR	% OUTSTANDING FOR THE YEAR
		AMOUNT DUE 6/30	REMAINDER OWED	% OUTSTANDING	AMOUNT DUE 12/5	REMAINDER OWED	% OUTSTANDING		
2025	16,949,796.01	8,475,018.29	981,995.60	11.59%	8,474,777.72	4,820,338.64	56.88%	5,802,334.24	34.23%
PRIOR YEAR BILLS AT SAME POINT IN TIME (FOR COMPARISON PURPOSES):									
2024	15,623,843.08	7,812,049.14	906,495.73	11.60%	7,811,793.94	4,371,487.70	55.96%	5,277,983.43	33.78%
2023	15,881,764.89	7,941,009.36	892,175.36	11.24%	7,940,755.53	4,178,613.88	52.62%	5,070,789.24	31.93%

*Totals do not include supplemental bills or collections on those bills for any year



GLOUCESTER COUNTY
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Virginia Cooperative Extension

November 2025

AGRICULTURE AND NATURAL RESOURCES (ANR):

- Gloucester Extension Master Gardeners made 432 direct educational contacts in November. They reported 188 volunteer hours (Independent Sector value = \$6,540.52). Significant projects included work at Beaverdam and Woodville Parks, as well as a before-school Junior Master Gardener 4-H Spin Club at Bethel Elementary School.
- The Middle Peninsula Chapter of VA Master Naturalists made 874 direct educational contacts in November. They reported 1069 volunteer hours (Independent Sector value = \$ 37,190.51).
- Ten soil tests from Gloucester residents were processed by the Soil Lab at Va Tech.

4-H YOUTH DEVELOPMENT

- 4-H Program Assistant Jackie Jefferis presented the electromagnet lab to fifth graders at Gloucester's five elementary schools. Students learned about the differences between permanent and temporary electromagnets. They worked in teams to build their own electromagnets using an iron nail, wire, and a battery. They used the magnets to test various metal objects to see if they were attracted. Teams reported that the nail and batteries generated heat over time during use. Students concluded that they could make stronger magnets by using a more powerful battery, thicker wire, and a larger core. The lesson met SOL objectives while highlighting important skills like cooperation and critical thinking.
- The 4-H Cloverbud group, consisting of children aged 5 to 8, learned about how Thanksgiving became a national holiday through the letter-writing campaign of Sarah Josepha Hale. She wrote to various presidents both before and during the Civil War to advocate for the holiday. Additionally, the group created gratitude turkey boxes to use on Thanksgiving. These boxes are intended to encourage friends and family to write down what they are thankful for on slips of paper and place them inside the box and share.
- Gloucester 4-H Bayriders and the Gloucester 4-H Animal Science club held meetings in November and elected club officers. 4-H clubs are youth led and supported by trained adult volunteers. Both clubs are actively engaged in service learning and fundraising to support club goals. 4-H held an open-house and member and volunteer recruitment event in November in which 4-H members showcased projects and met with new members. We expect to add a new cooking club in the spring thanks to this effort.

FAMILY AND CONSUMER SCIENCES (FCS) AND FAMILY NUTRITION PROGRAM

- In November, the FCS agent posted four educational multi-media articles at <https://moneyhealthandotherthings.wordpress.com>, reaching 72 learners. These articles covered risk management and insurance basics.

- The FCS agent taught the final class of a three-part nutrition and health series at the Gloucester Main Street Library. Eight citizens attended the class on Small Steps to Health and Wealth.