

MEMORANDUM OF UNDERSTANDING  
Between  
Carroll County  
and the  
MOUNT ROGERS PLANNING DISTRICT COMMISSION

1. WHEREAS, the Mount Rogers Planning District Commission is authorized by Chapter 42 of Title 15.2 of the Code of Virginia, 1950 as amended, to assist local government units in planning their development; and
2. WHEREAS, the Carroll County has a need to update its current Comprehensive Plan to comply with provisions of the Code of Virginia, 1950 as amended; and
3. WHEREAS, the Comprehensive Plan provides guidance for the County regarding its future growth and development; and
4. WHEREAS, the Mount Rogers Planning District Commission is willing and able to help update the Counties' Comprehensive Plan in cooperation with the Carroll County Planning Commission and the County staff for submission to the Board of Supervisors.

The Mount Rogers Planning District Commission staff will assist the County in developing its Comprehensive Plan Update in the following ways:

- Complete the background research to provide the most recent data and accompanying narrative of the existing conditions in the County.
  - Prepare graphics and presentation materials for public input meetings for the development of the Comprehensive Plan Update.
  - Work with the County staff to update the current Comprehensive Plan maps and generate new maps if required.
  - Assist the Planning Commission in reviewing the goals and objectives and formulating strategies for the future development of the County.
  - Incorporate all new data and desired changes into the structure of the existing Comprehensive Plan
  - As needed, assist the Planning Commission and the Board of Supervisors with the final review and adoption of the Comprehensive Plan.
  - Provide an electronic copy of the plan, maps, and data generated in the update of the Comprehensive Plan for future use by the County.
5. CONTRACT PERIOD – The contract will be from \_\_\_\_\_ through \_\_\_\_\_, unless otherwise amended.

6. COST OF SERVICES – The cost of providing staff assistance for the Comprehensive Plan for Carroll County based upon the outlined Scope of Work will not exceed \$25,000.
7. PAYMENT TERMS – Will be divided between two payments. \$12,500 due immediately after the contract period begins and the remaining amount due at the approval of the completed plan by the Planning Commission.

ACCEPTED BY CARROLL COUNTY

\_\_\_\_\_  
Michael Watson, County Administrator

\_\_\_\_\_  
Date

ACCEPTED BY THE MOUNT ROGERS PLANNING DISTRICT COMMISSION

\_\_\_\_\_  
Aaron Sizemore, Executive Director

\_\_\_\_\_  
Date

AMENDMENT

The Mount Rogers Planning District Commission staff will assist the County in developing its Comprehensive Plan Update in the following additional ways:

- Complete a windshield survey including every structure within County limits to determine current land use.
- Create a current land use map for inclusion in the comprehensive plan

COST OF SERVICES- Cost of the windshield survey and map will be \$5,000

PAYMENT TERMS – Payment for these services will be billed once (\$5,000) upon completion of current land use map.

ACCEPTED BY THE CARROLL COUNTY

\_\_\_\_\_  
Michael Waston, County Administrator

\_\_\_\_\_  
Date

ACCEPTED BY THE MOUNT ROGERS PLANNING DISTRICT COMMISSION

\_\_\_\_\_  
Aaron Sizemore, Executive Director

\_\_\_\_\_  
Date