The Virginia Fire Services Board Live Structure Committee meeting was held at VDFP HQ in Glen Allen on Friday, May 31.

**COMMITTEE MEMBERS PRESENT**
H. Lee Day – Chair - Virginia Fire Services Council  
Stephanie Koren – Association of Counties  
David C. Hankley – Virginia Municipal League  
James, Stokely, Insurance Industry  
Bettie Reeves-Nobles, General Public

**COMMITTEE MEMBERS ABSENT**
Andrew Friedman (substitute) Virginia Board of Housing & Community Development

**BOARD MEMBERS PRESENT**
Ernie Little – Fire Prevention Association  
James D. Poindexter – Virginia Professional Firefighters Association  
James A. Calvert – Industry (SARA Title III & OSHA) Representative  
David C. Hankley – Virginia Municipal League  
Jeff Bailey - VA Chapter of the International Society of Fire Service Instructors  
James Stokely – Insurance Industry  
Brian McGraw – Stat Fire Marshal

**AGENCY MEMBERS PRESENT**
Brook Pittinger  
Theresa Hunter  
Tracey Frame  
John Fugman  
Heather Smolka

**GUESTS PRESENT**
Brad Owens  
Jeff Brickey  
Larry Gwaltney  
John Miller  
Jerome I. Williams

**CHANGES IN THE AGENDA**

**UNFINISHED BUSINESS**
A. Live Fire Structure Policy (Comprehensive Audit)  
B. Fluvanna County  
C. Prince George County – Container Discussion

**NEW BUSINESS**
A. Burn Building Applications  
B. Roanoke County
UNFINISHED BUSINESS

Topic: Live Fire Structure Policy (Comprehensive Audit)

**Motion:** N/A

**Topic Discussion:** Board decided they did not want to pursue any changes to this topic. Staff will revert the policy back to its original version.

**Vote:** N/A

**Motion Action:** N/A

Topic: Fluvanna County Letter

**Motion:** To approve Fluvanna’s request.

**Topic Discussion:** Fluvanna County grant application for a fire training building indicated a Prototype II, Class B fueled building. The locality provided a letter requesting to change to a Prototype II, Class A fueled building.

**Vote:** Motion Carries

**Motion Action:** Will be presented at the next full board meeting on Friday, May 31, 2019.

Enclosure 1

Topic: Prince George Container Discussion / Letter

**Motion:** To allow Prince George County to use Burn Building Grant to purchase and develop a metal container type and provide board support for this type of structure.

**Topic Discussion:** Locality requests to use burn building funds to purchase and develop a metal container type structure. The Board is approving this initiative as a test (pilot).

**Vote:** Unanimous

**Motion Action:** Will be presented at the next full board meeting on Friday, May 31, 2019.
NEW BUSINESS

Topic: Burn Building Applications

Motion 1: To approve grant funding for Scott County for a new burn building in the amount of $450,000 plus $30,000 for engineering.

Motion 2: To approve grant funding of $450,000 to Hanover County for a new burn building.

Topic Discussion: Discussion consisted of new burn building application.

Vote: Unanimous

Motion Action: Will be presented at the next full board meeting on Friday, May 31, 2019.

Enclosure 2

Topic: Roanoke County Request Letter

Motion: To grant approval for Roanoke County to convert their building from Class B to A based on TSG’s approval.

Topic Discussion: See below communication from Roanoke County;

“On behalf of the Fire Chief’s from Roanoke County Fire and Rescue, Roanoke Fire-EMS, and Salem Fire-EMS, I would like to request for the Burn Building Committee to review a request to convert our current Class B burn Building to a Class A. Our current Burn Building was placed in service 2009 and was inspected by The Structures Group, Inc. in 2013. We would like to request the permission to move forward on converting from Class B to Class A after several months of discussion. One of the main issues for us is the ongoing cost of repairs. We would like to ask to be added to the agenda for any questions for the upcoming Burn Building Committee meeting prior to the Fire Board meeting on Friday May 31, 2019...”

Vote: Unanimous

Motion Action: Will be presented at the next full board meeting on Friday, May 31, 2019.

Enclosure 3

ADJOURNMENT
The committee adjourned at 10am
Clerk of the Committee
Heather Smolka (substitute for Mohamed Abbamin)

REVIEWED BY:

Brook Pittinger
Deputy Executive Director

Enclosure 1 – Fluvanna County Letter
Enclosure 2 – Applications
Enclosure 3 – Roanoke County Letter

Friday, May 31, 2019
Date
Virginia Department of Fire Programs

Attn: Burn Building Grant Administration

Dear Ms. Theresa Hunter;

This letter is to request a change to our grant application for a fire training burn building.

The Fluvanna County grant application for the construction of a fire training burn building indicated a Prototype II, Class B fueled building. This letter is to request a change to a Prototype II, Class A fueled building.

I appreciate your assistance with this request and if you require more information please get back in contact.

Respectfully,

[Signature]

Benjamin Powell
Project Manager

CC: Steve Nichols, Fluvanna County Administrator
   John Lye, Fluvanna County Fire and Rescue President
### A. Applicant Information

1. **Title of Jurisdiction Making Application**  
   - County of: Hanover  
   - City of:  
   - Incorporated Town of:  

2. **Employer Identification Number (EIN)**  

3. **Principal Point of Contact**  
   - (Include salutation, name & title.)  
   - Assistant Chief Eddie Buchanan  

4. **Mailing Address (Include zip code-4)**  
   - 13326 Hanover Courthouse Road  
   - Hanover, Va 23069  
   - Hanover  

5. **Telephone Number**  
   - (804) 365-6140  

6. **FAX Number**  
   - (804) 365-4884  

7. **Internet e-mail address**  
   - webuchanan@hanovercounty.gov  

8. **Application Scope**  
   - (Check one only)  
   - X Sole Jurisdiction as identified in [A]  
   - Multiple Jurisdictions - Complete [F]  

### B. Facility Information (Burn Building)

- The term "burn building" refers to an unoccupied structure.  
- The purpose of the Burn Building is to provide live fire training to fire service personnel in support of Fire Fighter I and Fire Fighter II Training throughout the Commonwealth of Virginia.

1. **Current / Proposed Owner of Facility**  
   - Hanover County  

2. **In-Service Date or Age of Structure**  
   - Date: 09/30/93  
   - Unknown  
   - If unknown, enter approximate age in years: 26  

3. **Address of Structure**  
   - Hanover Fire-EMS Training Center  
   - 13038 Winston Road  
   - Ashland, Va 23005  

4. **Will the renovation or repair bring the burn building into compliance with the current standard of NFPA 1403, including appropriate NFPA 1403 signage?**  
   - X Yes  
   - No  
   - N/A  

5. **Will the construction of the burn building be in compliance with the current edition of Sections I through IV of the Summary of Burn Building Prop Grant Program as included in the VDFP Project Manual for Burn Building Props and the current standard of NFPA 1403?**  
   - X Yes  
   - No  
   - N/A  

6. **Comments (pertaining to Facility)**  
   - X None
C. Facility Usage

1. Number of annual burns
   (must be documented)
   VDFP FFI Burns
   (in compliance with NFPA 1403 standards)
   VDFP FFI/II Burns
   (in compliance with NFPA 1403 standards)
   In-Service Burns
   Other Burns
   (specify types of burns)
   Other Burns
   (specify types of burns)

2. Travel to another facility
   Distance traveled to closest alternate facility
   (in miles)
   Time traveled to closest alternate facility
   (rounded to whole hours)

3. Other localities served
   (list number of stations and number of
   firefighters served for each locality)
   (for New construction, this figure is projected)
   (if more than 5 localities are served, additional
   localities must be included on Additional
   Localities Served tab)

<table>
<thead>
<tr>
<th>Name of Locality</th>
<th>Stafford County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of stations</td>
<td>13</td>
</tr>
<tr>
<td>Number of Firefighters</td>
<td>338</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of Locality</th>
<th>Caroline County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of stations</td>
<td>6</td>
</tr>
<tr>
<td>Number of Firefighters</td>
<td>140</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of Locality</th>
<th>King William County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of stations</td>
<td>4</td>
</tr>
<tr>
<td>Number of Firefighters</td>
<td>80</td>
</tr>
</tbody>
</table>

   TOTAL NUMBER OF STATIONS SERVED (from above and add) | 23 |
   TOTAL NUMBER OF FIREFIGHTERS SERVED (from above and add) | 558 |

4. Maintenance of facility
   (for New construction, skip Section C.A.
   Section E.2. MUST be completed)
   Annual Maintenance Inspections
   (documentation of annual inspections MUST be provided with application for
   inspections conducted after 12/2007)
   Previous Repair Projects
   (documentation MUST be provided with application for most recent repairs)

<table>
<thead>
<tr>
<th></th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Maintenance</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Previous Repair Projects</td>
<td>Yes</td>
<td>No</td>
</tr>
</tbody>
</table>
### D. Project Description

<table>
<thead>
<tr>
<th>1. Level of work proposed (Check 1 only one)</th>
</tr>
</thead>
<tbody>
<tr>
<td>X NEW Construction where no such structure previously existed</td>
</tr>
<tr>
<td>RENOVATION of an existing burn building or substantially similar structure</td>
</tr>
<tr>
<td>REPAIR of an existing burn building (up to $50,000)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. Type of Building (proposed or existing)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Class A fuel</td>
</tr>
<tr>
<td>Class B fuel</td>
</tr>
<tr>
<td>Prototype I plans (brick, block, concrete)</td>
</tr>
<tr>
<td>Prototype II plans (steel frame)</td>
</tr>
<tr>
<td>Other*</td>
</tr>
</tbody>
</table>

- **7,200** Square Footage of Building (proposed or existing)

- **1** Number of Burn Rooms on 1st floor
- **1** Number of Burn Rooms on 2nd floor

**For New Construction:**

*If building plans deviate from Prototype I or II, applicant MUST define building concept and include proposed plans with application.*

**For Renovations or Repairs:**

*If building plans deviate from Prototype I or II, applicant MUST include copy of existing building plans with proposed renovations/repairs.*

<table>
<thead>
<tr>
<th>3. Architectural and/or Engineering (A/E) (Check 1 only one for each)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Has an A/E study already been completed?</td>
</tr>
<tr>
<td>Yes</td>
</tr>
</tbody>
</table>

If so, is a copy attached to this application?

- **Yes** |
- **X No** |
- **Not Applicable**

<table>
<thead>
<tr>
<th>4. Condemnation and/or fitness for use</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Leave [C4] blank if this application is for totally new construction; otherwise Check 1 only one for each statement.)</td>
</tr>
</tbody>
</table>

- **time of application?**
  - Yes |
  - **No** |

If yes, is there currently a scheduled date to remove the structure from service?

- **Yes** |
- **No**

If yes, enter the month & year:

If not presently in service, has this structure been **condemned** by a building official or other such entity legally empowered to do so?

- Yes |
- **No** |
- **Not Applicable**

If yes, is a copy of such order attached to this application?

- **Yes** |
- **No** |
- **Not Applicable**
E. Financial Plan

1. Project Budget (Capital Expend)
   - **Expense**
     - i. Estimated Cost of Construction
       - (Enter or check box)
       - $2,318,187.00
       - Unknown at time of application
     - ii. Estimated A/E Costs
       - (Enter or check box)
       - $345,000.00
       - Unknown at time of application
     - iii. Estimated Total Costs
       - (Enter or check box)
       - $2,663,187.00
       - Unknown at time of application
   - **Revenue**
     - i. Grant Funding Being Requested
       - New construction maximum $450,000
       - $450,000.00
     - ii. Matching / Cost Share Funds
       - $2,663,187.00
     - iii. Source of Matching Funds
       - (local contributions, donations, etc.)
       - County allocated funding.

2. Operating Budget (Maint. Expend)
   - a. Is there a financial agreement among partnering localities?
     - [ ] Yes [ ] No [ ] X Not Applicable
   - b. Is there a local budget for annual maintenance costs?
     - [ ] Yes [ ] No [ ] X
   - c. Is there a local budget for annual inspection costs?
     - [ ] Yes [ ] No [ ] X
   - d. Is there a local budget for 5-year inspection costs?
     - [ ] Yes [ ] No [ ] X
## F. Additional Parties of Interest

(Mark N/A and skip section [D] if not applicable - see [A, B])

<table>
<thead>
<tr>
<th>1. NON-Applicability</th>
<th>X</th>
<th>No parties other than the jurisdiction identified in [A] above.</th>
</tr>
</thead>
<tbody>
<tr>
<td>2. Formal Agreement Among Parties</td>
<td>Is there a formal agreement among parties with regard to the proposed project?</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>If yes, is a copy attached to this application?</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>Is there a formal agreement among parties with regard to the shared use of the facility?</td>
<td>Yes</td>
</tr>
<tr>
<td></td>
<td>If yes, is a copy attached to this application?</td>
<td>Yes</td>
</tr>
</tbody>
</table>

(Reproduce and complete as many additional blocks as may be necessary for complete disclosure.)

### 2a. Complete one each for ALL other Parties of Interest

<table>
<thead>
<tr>
<th>Number of a total of parties to proposed project</th>
</tr>
</thead>
</table>

| (Count the LEAD Locality as #1, thereby start with #2.) |

### 2b. Title of Jurisdiction

<table>
<thead>
<tr>
<th>County of</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of</td>
</tr>
<tr>
<td>Incorporated Town of</td>
</tr>
</tbody>
</table>

(Check 1 only one, then make entry)

### 2c. Employer Identification Number (EIN)

| ___ |

### 2d. Principal Point of Contact

(Include salutation, name & title.)

### 2e. Mailing Address

(Include zip code+4)

Identify COUNTY if appropriate →

### 2f. Telephone Number

( )

### 2g. FAX Number

( )

### 2h. Internet e-mail address


### G. Electronic Transfer of Funds Information

1. **Account Ownership Information**
   - Employer Identification Number

   SSN may **NOT** be substituted.

   Complete next three (3) entries ONLY if Name is different than ACCOUNT TITLE as it appears in (E2).
   - **NAME**
     - Eddie Buchanan
   - **MAIN**
     - 804-365-6195
   - **ALTERNATE**
     - 804-310-3054

2. **Direct Deposit Account Information**
   - (Check one Type of Account)
     - Checking
     - Savings
   - **ROUTING TRANSIT NUMBER**
   - **ACCOUNT NUMBER**
   - **ACCOUNT TITLE**
   - **FINANCIAL INSTITUTION**

---

**Department of Fire Programs**

**MAR 28, 2019**

**Administration**
CERTIFICATION

This application is made on behalf of the jurisdiction above described [ A ] with the full knowledge and belief that all representations herein made are true and correct.

Signature ___________________________ Date 3/22/19

Cecil R. Harris, Jr. Printed Name

County Administrator Title

(All applications must be notarized to be considered – incomplete forms shall be returned.)

State of Virginia ______________________

City/County of ________________________

On this 22 day of March (month) in 2019 (year), before me, the undersigned Notary Public for the Commonwealth of Virginia, personally appeared Cecil R. Harris Jr. to me known (or to me proved) to be the identical person named herein and having in my presence executed the above, and acknowledged that he executed same as his voluntary act and deed.

My Commission expires: 3/22/19 Date

Notary Public __________________________ {Seal}

Diane K. Chenault
Commonwealth of Virginia
Notary Public
Commission No. 252357
My Commission Expires 4/30/2021
March 20, 2019

Budget & Grants Manager
Virginia Department of Fire Programs
1005 Technology Park Drive
Glen Allen, VA 23059-4500

Dear Grants Manager and Virginia Fire Services Board Members:

Hanover Fire-EMS respectfully submits an application for funding through the Live Fire Training Structure Grant Program. The department is seeking $450,000 in grant funding to work in conjunction with $2,663,187 from Hanover Fire-EMS to construct a new Class B-fired burn building to be located at the Hanover Fire-EMS Training Center in Ashland, VA.

We stand ready to visit with the Virginia Fire Services Board members to discuss our grant application in detail. Please see the enclosed grant application for your consideration.

Respectfully,

Jethro H. Piland, III
Chief of Fire-EMS
May 1, 2019

Ms. Theresa Hunter
Grants and Budget Manager
Virginia Department of Fire Programs
1005 Technology Park Drive
Glen Allen, VA 23059-4500

Ms. Hunter:

Enclosed is Scott County’s Burn Building Grant Application for the construction of a burn building in our county. I have also enclosed letters of support from all seven county fire departments. If awarded, the funding would be used to construct a new burn facility that would replace our current non-compliant structure. A new burn facility would be a great asset to our county.

Please let me know if you need any further information.

Sincerely,

Freda R. Starnes
County Administrator
CERTIFICATION

This application is made on behalf of the jurisdiction above described [A] with the full knowledge and belief that all representations herein made are true and correct.

\[\text{Signature: Freda R. Starnes}\]

Date: 5-1-19

\[\text{Printed Name: Freda R. Starnes, County Administrator}\]

All applications must be notarized to be considered— incomplete forms shall be returned.

State of Virginia

City / County: Scott

On this 1\textsuperscript{st} day of May (month) in 2019 (year), before me, the undersigned a Notary Public for the Commonwealth of Virginia, personally appeared Freda R. Starnes to me known (or to me proved) to be the identical person named herein and having in my presence executed the above, and acknowledged that he executed same as his voluntary act and deed.

My Commission expires: \[11/30/2020\]

\[\text{Date: Crystal Hale, Notary Public}\]

Commonwealth of Virginia
Crystal Hale
Notary Public At Large
Registration Number: 255235
Commission Expires: 11/30/2020
**ATTACHMENT A**

Commonwealth of Virginia  
Department of Fire Programs  
Live Fire Structure Grant Application  
Construction, Renovation, or Repair

### A. Applicant Information

<table>
<thead>
<tr>
<th>1. Title of Jurisdiction Making Application</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ] County of</td>
</tr>
<tr>
<td>[ ] City of</td>
</tr>
<tr>
<td>[ ] Incorporated Town of</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. Employer Identification Number (EIN)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3. Principal Point of Contact</th>
</tr>
</thead>
<tbody>
<tr>
<td>(Include salutation, name &amp; title.)</td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4. Mailing Address (Include zip code+4)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Identify COUNTY if appropriate →</td>
</tr>
<tr>
<td>190 Beech Street</td>
</tr>
<tr>
<td>Gate City, VA 24251</td>
</tr>
<tr>
<td>County of Scott</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>5. Telephone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>(276) 386-6521</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>6. FAX Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>(276) 386-9198</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>7. Internet e-mail address</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>8. Application Scope (Check □ only one)</th>
</tr>
</thead>
<tbody>
<tr>
<td>[ ] Sole Jurisdiction as identified in [A]</td>
</tr>
<tr>
<td>[ ] Multiple Jurisdictions - Complete [F]</td>
</tr>
</tbody>
</table>

### B. Facility Information (Burn Building)

<table>
<thead>
<tr>
<th>1. Current / Proposed Owner of Facility</th>
</tr>
</thead>
<tbody>
<tr>
<td>County of Scott</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2. In-Service Date or Age of Structure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date</td>
</tr>
<tr>
<td>[ ] Unknown</td>
</tr>
<tr>
<td>If unknown, enter approximate age in years</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>3. Address of Structure</th>
</tr>
</thead>
<tbody>
<tr>
<td>If appropriate, identify COUNTY where located.</td>
</tr>
<tr>
<td>186 Single Tree Road, Gate City, VA 24251</td>
</tr>
<tr>
<td>Scott County</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>4. Will the renovation or repair bring the burn building into compliance with the current standard of NFPA 1403, including appropriate NFPA 1403 signage?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
</tr>
<tr>
<td>If no, explain in 6. Comments.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>5. Will the construction of the burn building be in compliance with the current edition of Sections I through IV of the Summary of Burn Building Prop Grant Program as included in the VDFP Project Manual for Burn Building Props and the current standard of NFPA 1403?</th>
</tr>
</thead>
<tbody>
<tr>
<td>X Yes</td>
</tr>
<tr>
<td>If no, explain in 6. Comments.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>6. Comments (pertaining to Facility)</th>
</tr>
</thead>
<tbody>
<tr>
<td>None</td>
</tr>
</tbody>
</table>

*This is a request for funding to construct a new burn facility to replace current non-compliance structure.*
### C. Facility Usage

1. **Number of annual burns**
   - (must be documented)
   - **VDFP FFI Burns**
     - (in compliance with NFPA 1403 standards)
     - 2
   - **VDFP FFII Burns**
     - (in compliance with NFPA 1403 standards)
     - 2
   - **In-Service Burns**
     - 11
   - **Other Burns**
     - (specify types of burns)
     - 4
   - **Other Burns**
     - (specify types of burns)

2. **Travel to another facility**
   - **Distance traveled to closest alternate facility**
     - (in miles)
     - 50
   - **Time traveled to closest alternate facility**
     - (rounded to whole hours)
     - 1.5

3. **Other localities served**
   - (list number of stations and number of firefighters served for each locality)
   - **Name of Locality**
     - **Duffield Vol. Fire & Rescue**
     - Number of stations: 3
     - Number of Firefighters: 30
   - **Name of Locality**
     - **Dungannon Vol. Fire Dept.**
     - Number of stations: 1
     - Number of Firefighters: 20
   - **Name of Locality**
     - **Gate City Vol. Fire Dept.**
     - Number of stations: 1
     - Number of Firefighters: 25
   - **Name of Locality**
     - **Hiltons Vol. Fire Dept.**
     - Number of stations: 1
     - Number of Firefighters: 20
   - **Name of Locality**
     - **Nickelsville Vol. Fire Dept.**
     - Number of stations: 1
     - Number of Firefighters: 20

   **TOTAL NUMBER OF STATIONS SERVED** (from above and add):
   - 10

   **TOTAL NUMBER OF FIREFIGHTERS SERVED** (from above and add): 165

4. **Maintenance of facility**
   - **Annual Maintenance Inspections**
     - Yes: [ ]
     - No: [x]
     - (documentation of annual inspections MUST be provided with application for inspections conducted after 12/2007)
   - **Previous Repair Projects**
     - Yes: [ ]
     - No: [x]
     - (documentation MUST be provided with application for most recent repairs)
C. Facility Usage

Section 3. Other localities served

Weber City Vol. Fire Dept.

Number of Stations: 2
Number of Firefighters: 30

Fort Blackmore Fire Dept.

Number of Stations: 1
Number of Firefighters: 20
### D. Project Description

1. **Level of work proposed**  
   - NEW Construction where no such structure previously existed  
   - RENOVATION of an existing burn building or substantially similar structure  
   - REPAIR of an existing burn building (up to $50,000)  

2. **Type of Building (proposed or existing)**  
   - Class A fuel  
   - Class B fuel  
   - Prototype I plans (brick, block, concrete)  
   - Prototype II plans (steel frame)  
   - Other*  

   **Square Footage of Building (proposed or existing)**  

   1 Number of Burn Rooms on 1st floor  
   1 Number of Burn Rooms on 2nd floor  

   **For New Construction:**  
   *If building plans deviate from Prototype I or II, applicant MUST define building concept and include proposed plans with application.*

   **For Renovations or Repairs:**  
   *If building plans deviate from Prototype I or II, applicant MUST include copy of existing building plans with proposed renovations/repairs.*

3. **Architectural and/or Engineering (A/E)**  
   (Check □ only one for each)  
   - Has an A/E study already been completed?  
   - Yes □ □ No □ □ Not Applicable  
   - If so, is a copy attached to this application?  
   - Yes □ □ No □ □ Not Applicable  

4. **Condemnation and/or fitness for use**  
   (Leave □[C] blank if this application is for totally new construction; otherwise Check □ only one for each statement.)  
   - time of application?  
   - Yes □ □ No □ □  
   - If yes, is there currently a scheduled date to remove the structure from service?  
   - Yes □ □ No □ □  
   - If yes, enter the month & year:  
   - Yes □ □ No □ □  
   - If not presently in service, has this structure been condemned by a building official or other such entity legally empowered to do so?  
   - Yes □ □ No □ □  
   - If yes, is a copy of such order attached to this application?  
   - Yes □ □ No □ □  
   - X □ □ Not Applicable  

---

05/2016
### E. Financial Plan

#### 1. Project Budget (Capital Expend)

<table>
<thead>
<tr>
<th>Expense Item</th>
<th>Amount</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>i. Estimated Cost of Construction</td>
<td>$ -</td>
<td>X Unknown at time of application</td>
</tr>
<tr>
<td>(Enter or check ☐)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>ii. Estimated A/E Costs</td>
<td>$ 30,000.00</td>
<td>Unknown at time of application</td>
</tr>
<tr>
<td>(Enter or check ☐)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>iii. Estimated Total Costs</td>
<td>$ -</td>
<td>X Unknown at time of application</td>
</tr>
<tr>
<td>(Enter or check ☐)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### 2. Revenue

<table>
<thead>
<tr>
<th>Revenue Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>i. Grant Funding Being Requested</td>
<td>$ 450,000.00</td>
</tr>
<tr>
<td>New construction maximum $450,000</td>
<td></td>
</tr>
</tbody>
</table>

#### iii. Source of Matching Funds

<table>
<thead>
<tr>
<th>Source Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local funding, in kind services, etc.</td>
</tr>
</tbody>
</table>

#### 2. Operating Budget (Maint. Expend)

<table>
<thead>
<tr>
<th>Budget Item</th>
<th>Answer 1</th>
<th>Answer 2</th>
<th>Answer 3</th>
<th>Note</th>
</tr>
</thead>
<tbody>
<tr>
<td>a. Is there a financial agreement</td>
<td>☐ Yes</td>
<td>☐ No</td>
<td>☒ X</td>
<td>Not Applicable</td>
</tr>
<tr>
<td>among partnering localities?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>b. Is there a local budget for</td>
<td>☒ X Yes</td>
<td>☐ No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>annual maintenance costs?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>c. Is there a local budget for</td>
<td>☒ X Yes</td>
<td>☐ No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>annual inspection costs?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>d. Is there a local budget for</td>
<td>☒ X Yes</td>
<td>☐ No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5-year inspection costs?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### F. Additional Parties of Interest

Identify hereunder ALL jurisdictions (Not their Departments) otherwise participating in the proposed project. Attach additional sheets as may be required.

1. NON-Applicability
   - X No parties other than the jurisdiction identified in [A] above.

2. Formal Agreement Among Parties
   - Is there a formal agreement among parties with regard to the proposed project? [ ] Yes [ ] No
   - If yes, is a copy attached to this application? [ ] Yes [ ] No
   - Is there a formal agreement among parties with regard to the shared use of the facility? [ ] Yes [ ] No
   - If yes, is a copy attached to this application? [ ] Yes [ ] No

{ Reproduce and complete as many additional blocks as may be necessary for complete disclosure. }

<table>
<thead>
<tr>
<th>2a. Complete one each for ALL other Parties of Interest</th>
<th>Number of a total of parties to proposed project</th>
</tr>
</thead>
<tbody>
<tr>
<td>2b. Title of Jurisdiction</td>
<td>County of</td>
</tr>
<tr>
<td>(Check only one, then make entry)</td>
<td>City of</td>
</tr>
<tr>
<td></td>
<td>Incorporated Town of</td>
</tr>
<tr>
<td>2c. Employer Identification Number (EIN)</td>
<td>***</td>
</tr>
<tr>
<td>2d. Principal Point of Contact</td>
<td>(Include salutation, name &amp; title.)</td>
</tr>
<tr>
<td>2e. Mailing Address</td>
<td>(Include zip code+4)</td>
</tr>
<tr>
<td>Identify COUNTY if appropriate</td>
<td></td>
</tr>
<tr>
<td>2f. Telephone Number</td>
<td>( )</td>
</tr>
<tr>
<td>2g. FAX Number</td>
<td>( )</td>
</tr>
<tr>
<td>2h. Internet e-mail address</td>
<td></td>
</tr>
</tbody>
</table>
August 1, 2018

Theresa Hunter
Virginia Department of Fire programs
1005 Technology Park Drive
Glen Allen, VA 23059-4500

Dear Theresa:

I write to express my support for a grant submission for a burn building.

As it stands now, Scott County has to go to Wise or Bristol to hold state trainings and have to schedule dates with them to use those facilities for training purposes. This would be a huge asset to the fire departments in Scott County and serve about 200 firefighters.

I fully realize that funding is tight this year (FY 2018) but that the board will meet this Friday, August 3rd and discuss the request and possibly consider it in the FY 2019 budget.

I am hoping that this request can be accommodated.

Thank you!

Sincerely,

TERRY G. KILGORE, MEMBER
VIRGINIA HOUSE OF DELEGATES
FIRST DISTRICT
March 1, 2018

Scott County Firefighters Association
P. O. Box 877
Gate City, VA 24251-0877

Scott County Board of Supervisors
190 Beech Street, Suite 201
Gate City, VA 24251

The Scott County Firefighters Association, composed of the volunteer fire departments in Scott County, Virginia, consisting of:

- Duffield Volunteer Fire And Rescue
- Dungannon Volunteer Fire Department
- Gate City Volunteer Fire Department
- Hiltons Volunteer Fire Department
- Nickelsville Volunteer Fire Department
- Weber City Volunteer Fire Department
- Fort Blackmore Volunteer Fire Department

Duly support and request that the Scott County Board of Supervisors apply for grant funding from the Virginia Department of Fire Programs for the purpose of constructing a firefighter burn building on County owned property for the purpose of training firefighters.

Sincerely,

[Signature]

Roger Carter, President
Scott County Firefighters Association
This letter is being presented in reference to the grant being applied for on behalf of the Scott County Firefighter Association for a Burn Building, our department would like this letter to serve as support for applying for the grant through the Virginia Department of Fire Programs and any other steps necessary in getting this Burn Building approved. This Burn Building will be very significant to our department as well as all the fire departments with in Scott County. This will help our firefighters train to be more efficient in protecting our citizens, property and ISO ratings. This will also allow for state approved training classes to be held here in the county without having to take valuable resources out of the county (ie: trucks, equipment and man power) out of the county for training. The current building we use can not be upgraded to meet state standards and is in the 100 year flood plan. We ask that you support this grant application so that we can better serve and train for our citizens, businesses and property owners. If you should have any questions please let me know.

Thanks,

Roger L. Carter, Chief
Duffield Vol Fire and Rescue
423-416-0025
May 3, 2018

Dungannon Volunteer Fire Department

P O Box 247

Dungannon, VA 24245

Scott County Firefighters Association

P. O. Box 877

Gate City, VA 24251-0877

The Dungannon Volunteer Department is fully supporting the construction of a burn building through the grant program offered by the Virginia Department of Fire Programs.

We believe this will be a valuable asset in the training of our department and of firefighters throughout Scott County.

Sincerely,

[Signature]

5/7/18
March 1, 2018

Scott County Firefighters Association
P. O. Box 877
Gate City, VA 24251-0877

Fellow Firefighters:

The Gate City Volunteer Fire Department is in full support of the application for a grant to build a burn building on County property for the training of firefighters.

We believe this will be an invaluable tool in the recruiting, training and retention of firefighters that will be protecting our communities for years to come.

Sincerely;

Gate City Fire Department

Jeff Brickey, Chief
May 3, 2018

Hiltons Volunteer Fire Department
P O Box 116
Hiltons, VA 24258

Scott County Firefighters Association
P. O. Box 877
Gate City, VA 24251-0877

The Hiltons Volunteer Department is fully supporting the construction of a burn building through the grant program offered by the Virginia Department of Fire Programs.

We believe this will be a valuable asset in the training of our department and of firefighters throughout Scott County.

Sincerely,

Dale Johnson / Fire Chief
May 3, 2018

Nickelsville Volunteer Fire Department
P O Box 169
Nickelsville, VA 24271

Scott County Firefighters Association
P. O. Box 877
Gate City, VA 24251-0877

The Nickelsville Volunteer Department is fully supporting the construction of a burn building through the grant program offered by the Virginia Department of Fire Programs.

We believe this will be a valuable asset in the training of our department and of firefighters throughout Scott County.

Sincerely,

[Signature]

Lt. Nickelsville Vol Fire Dept.
To the Scott County Fire Fighters Association:

We at the Weber City Volunteer Fire Department wish to show our support for the construction for the Burn House to be built in Scott County. This facility will provide quality training opportunities for this department and will also give us the opportunity to train together with the other departments in the county. We strongly recommend and encourage the county to proceed with this project.

Thanks,

Bruce Cross
Chief, Weber City Volunteer Fire Department
May 3, 2018

Fort Blackmore Volunteer Fire Department, Inc.
11181 Veterans Memorial HWY
Fort Blackmore, VA 24250-0069

Scott County Firefighters Association
P. O. Box 877
Gate City, VA 24251-0877

The Fort Blackmore Volunteer Fire Department is fully supporting the construction of a burn building through the grant program offered by the Virginia Department of Fire Programs.

We believe this will be a valuable asset in the training of our department and of firefighters throughout Scott County.

Sincerely,

[Signature]
TO: Theresa Hunter-VDFP

FROM: Brian Witt
   Battalion Chief-Training Roanoke County Fire and Rescue

DATE: 5-23-2019

SUBJECT: Request to convert the Class B Burn Building to Class A

Ms. Hunter,

On behalf of the Fire Chief’s from Roanoke County Fire and Rescue, Roanoke Fire-EMS, and Salem Fire-EMS, I would like to request for the Burn Building Committee to review a request to convert our current Class B burn Building to a Class A. Our current Burn Building was placed in service 2009 and was inspected by The Structures Group, Inc. in 2013. We would like to request the permission to move forward on converting from Class B to Class A after several months of discussion. One of the main issues for us is the ongoing cost of repairs. We would like to ask to be added to the agenda for any questions for the upcoming Burn Building Committee meeting prior to the Fire Board meeting on Friday May 31, 2019. If you have any questions please let me know.

Thank You

Brian Witt
Battalion Chief-Training Roanoke County Fire and Rescue
(540)-777-8739
bwitt@roanokecountyva.gov
Virginia Fire Services Board

MOTION

Committee (check one): ☐ Fire Education & Training  ☐ Fire Prevention & Control
☐ Finance  ☐ Administration & Policy  ☐ Virginia Fire Services Board

Date:  5-31-19

Motion made by:  ☐ Committee or name:  Wally Bailey

Second (if required):  Patti

Signature of presenter of motion: 

MOTION TO:

Grant Approval to Remax Co. to

Convert this Building from Class B to A

Based on TS's approval

Amended: (y/n)

Motion Carried:  ________  Vote:  Unanimous:  ________  Majority:  ________  Abstentions:  ________
Virginia Fire Services Board

MOTION

Committee (check one): □ Fire Education & Training □ Fire Prevention & Control
□ Finance □ Administration & Policy □ Virginia Fire Services Board

Date: 5/2/19

Motion made by: □ Committee or name: Betty Rice, Warden

Second (if required): 

Signature of presenter of motion: 

MOTION TO:

Approved Finance Request to Close

App. - prototype change

Amended: (y/n)

Motion Carried: 

Vote: Unanimous:

Majority: 

Abstentions: 

Virginia Department of Fire Programs * James Monroe Building, 101 North 14th Street * Richmond, Virginia 23219
tel: 804/371-0220 * fax: 804/371-0219
Virginia Fire Services Board

MOTION

Committee (check one): □ Fire Education & Training   □ Fire Prevention & Control
□ Finance □ Administration & Policy □ Virginia Fire Services Board

Date:  
May 31st, 2019

Motion made by: □ Committee or name:  Davis C. Holley

Second (if required):  

Signature of presenter of motion:  

MOTION TO:

Allow Prince George County to use Burn Building
Grant to procure development of metal containment type
Burn Building and provide Burn Building support for this type structure

Amended: (y/n)

Motion Carried: _______  Vote: Unanimous: _______

Motion Failed: _______  Majority: _______

Abstentions: _______