

## ROCKINGHAM COUNTY

### BOARD OF SUPERVISORS

**PABLO CUEVAS**

Election District No. 1

**FREDERICK E. EBERLY**

Election District No. 2

**RICK L. CHANDLER**

Election District No. 3

**WILLIAM B. KYGER, JR.**

Election District No. 4

**MICHAEL A. BREEDEN**

Election District No. 5

### BOARD OF SUPERVISORS MEETING

August 10, 2016

3:00 P.M. CALL TO ORDER – CHAIRMAN WILLIAM B. KYGER, JR.  
INVOCATION – SUPERVISOR FREDERICK E. EBERLY  
PLEDGE OF ALLEGIANCE – COUNTY ATTORNEY THOMAS H. MILLER, JR.

1. Approval of Minutes – Regular Meeting of July 13, 2016
2. Recognition – Harrisonburg Fire Chief Larry W. Shifflett
3. Report – Virginia Department of Transportation – Residency Administrator Donald F. Komara
  - a. Proposed 2016 Smart Scale Projects
4. Staff Reports:
  - a. County Administrator – Stephen G. King
  - b. County Attorney – Thomas H. Miller, Jr.
  - c. Assistant County Administrator – George K. Anas, II
  - d. Director of Finance – Patricia D. Davidson
  - e. Director of Human Resources – Jennifer J. Mongold
  - f. Director of Public Works – Barry E. Hertzler
  - g. Director of Community Development – Casey B. Armstrong
  - h. Director of Technology – Terri M. Perry
  - i. Fire & Rescue Chief – Jeremy C. Holloway
  - j. Director of Parks & Recreation – Katharine S. McQuain
  - k. Director of Court Services – Ann Marie Freeman
5. Committee Reports: Airport, Automobile, Buildings and Grounds, Central Shenandoah Planning District Commission, Chamber of Commerce, Community Criminal Justice Board, Finance, Harrisonburg-Rockingham Metropolitan Planning Organization, Harrisonburg-Rockingham Regional Sewer Authority, Massanutten Regional Library, Public Works, Shenandoah Valley Partnership, Social Services, Technology, VACo Liaison, Chairman, Other
6. Committee Appointments:
  - a. Community Services Board
  - b. Planning Commission – District 2
  - c. Planning Commission – District 5
7. Closed Meeting – Pursuant to Section 2.2-3711.A(7), Consultation with legal counsel and staff members pertaining to actual or probable litigation where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the County; and consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel.

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*Recess for Dinner*

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7:00 P.M. 8. Public Hearings:

a. Special Use Permits:

SUP16-112 Verizon Wireless LLC, 536 Pantops Center - PMB#405, Charlottesville 22911 for a 199' monopole tower and supporting equipment on property located on a private right-of-way at the dead end of Three Leagues Road (Route 1090) approximately 2/3 mile south of McGaheysville Road (Route 996), Election District #5, zoned A-1. Tax Map #142-(A)-51. Property Address: 1168 Hodge Lane.

SUP16-141 Rafiq Shahswar, 9245 Lee Highway, Mt. Crawford 22841 for a motor vehicle repair shop on property located on the east side of Lee Highway (Route 11) approximately 260' south of Spring Valley Circle (Route 675), Election District #4, zoned A-2. Tax Map #149-(A)-27

SUP16-154 Sergiy Bohdan, 2149 Cecil Wampler Road, Mt. Crawford 22841 for an expansion to existing welding shop on property located on the southwest side of Pleasant Valley Road (Route 679) and Cecil Wampler Road (Route 704), Election District #4, zoned A-2. Tax Map #124-(A)-94

SUP16-174 Sandra G. Heatwole, 917 Muddy Creek Rd., Rockingham 22802 for an indoor flea market and a farm market on property located on the west side of Muddy Creek Road (Route 752) approximately 9/10 mile north of Rawley Pike (Route 33), Election District #2, zoned A-2. Tax Map #91-(6)-8 and #91-(6)10.

SUP16-185 Joan Schweigert, 13281 Hawse Road, Linville 22834 for a dwelling for farm worker on property located on the east side of Turleytown Road (Route 613) approximately 1400' north of Morning View Road (Route 776), Election District #2, zoned A-2. Tax Map #49-(A)-99. Property Address: 10624 Turleytown Road

b. Rezoning:

REZ16-161 - Great Eastern Resort Corporation, P.O. Box 6006, Charlottesville, VA 22901, to amend the Master Plan for Woodstone Meadows on TM# 128-(A)- L122A, L122A1, L122A2, L123, & 129-(A)-L16A, totaling 53.61 acres, located east of Resort Drive (Rt 644) approximately 500 feet north of Bloomer Springs Rd (Rt 646), while retaining the existing Planned Residential District (R-5) zoning. The Comprehensive Plan designates this area for Community Residential. Election District 5.

9. Unfinished Business

\*\*\* ADJOURN \*\*\*

BOARD OF SUPERVISORS PUBLIC HEARINGS  
RULES OF PROCEDURE

1. Public Hearings - the order of presentation shall be as follows, unless varied by the Chairman.
  - a. Staff report.
  - b. Applicant's presentation.
  - c. Comments, statements or presentations from members of the public. If a planning or zoning matter, those who are in support of the matter before the Board will speak first; those who have questions or concerns will speak next; those who are opposed will close the public comment period.
  - d. Questions from members of the Board
2. The initial presentation by the applicant shall be limited to 10 minutes. Additional time will be granted at the discretion of the Chairman.
3. Each speaker shall be limited to 3 minutes, whether speaking on behalf of a group or as an individual. Additional time will be granted at the discretion of the Chairman.
4. When a large group is anticipated, a speakers' sign-up sheet will be located outside the hearing room. Speakers arriving after the commencement of the hearing will be recognized at the discretion of the Chairman.
5. Repetitive testimony is discouraged.
6. All comments shall be directed to the members of the Board of Supervisors. Debate is prohibited.
7. Public remarks shall be confined to the matter under discussion and shall be relevant. The Chairman shall have the authority to end a presentation that violates these rules.
8. Following discussion of all matters considered in the public hearing, the members will consider one of three actions regarding each matter:
  - Approval (with conditions, as applicable);
  - Denial; or
  - Table for further review.
9. Once the public comment period has been closed, no further public input will be permitted unless clarification is requested by a Board member. The response shall address only those questions raised by the member.

Approved by the Board of Supervisors on May 22, 1996.

July 13, 2016

The Regular Meeting of the Rockingham County Board of Supervisors was held on Wednesday, July 13, 2016, at 3:00 p.m. at the Rockingham County Administration Center, Harrisonburg, Virginia. The following members were present:

FREDERICK E. EBERLY, Election District #2  
RICKY L. CHANDLER, Election District #3  
WILLIAM B. KYGER, JR., Election District #4  
MICHAEL A. BREEDEN, Election District #5

PABLO CUEVAS, Election District #1 was absent

Also present:

STEPHEN G. KING, County Administrator  
THOMAS H. MILLER, JR., County Attorney  
GEORGE K. ANAS, II, Assistant County Administrator  
CASEY B. ARMSTRONG, Director of Community Development  
PATRICIA D. DAVIDSON, Director of Finance  
ANN MARIE FREEMAN, Director of Court Services  
BARRY E. HERTZLER, Director of Public Works  
JEREMY C. HOLLOWAY, Fire & Rescue Chief  
KATHARINE S. McQUAIN, Director of Parks and Recreation  
JENNIFER J. MONGOLD, Director of Human Resources  
TERRI M. PERRY, Director of Technology  
RHONDA H. COOPER, Director of Planning  
DIANA C. STULTZ, Zoning Administrator  
KELLY S. GETZ, Code Compliance Officer  
TAMELA S. GRAY, Deputy Clerk  
DONALD F. KOMARA, Residency Administrator  
Virginia Department of Transportation  
JOSHUA W. DUNLAP, Assistant Residency Administrator  
Virginia Department of Transportation

**CALL TO ORDER**  
**INVOCATION**  
**PLEDGE OF ALLEGIANCE.**

Chairman Kyger called the meeting to order at 3:02 p.m.

Mr. Komara attended a meeting to discuss several Smart Scale projects (formerly HB2 projects).

Mr. Komara informed the Board that two flag people working for B & S Contracting were killed in Augusta County. He encouraged staff to remind County employees, particularly public works employees, to be alert and careful when working along highways.

Supervisor Chandler noted Mr. Komara is checking on the Port Republic Road (Route 253) speed limit reduction from Alumnae Drive (Route 331) to Port Republic. He asked that VDOT look at reducing the speed limit from 55 miles per hour to 45 miles per hour and extending the 35-mile per hour speed limit a little farther up the hill. Mr. Komara said VDOT also plans to look at the pedestrian cross walk in Port Republic along with the reduced speed limit request.

Chairman Kyger said the mowing crew did a great job at Mt. Crawford in preparation for the Bridgewater lawn party.

On motion by Supervisor Eberly, seconded by Supervisor Chandler and carried by a vote of 4 to 0, voting recorded as follows: BREEDEN - AYE; CHANDLER - AYE; CUEVAS - ABSENT; EBERLY - AYE; KYGER - AYE; the Board adopted the following Resolution:

**Tanners Court (Route 1342) - STREET ADDITION**

The Board of Supervisors of Rockingham County, in regular meeting on the 13th day of July 2016 adopted the following:

**RESOLUTION**

WHEREAS, the street described on the attached Additions Form AM-4.3, fully incorporated herein by reference, is shown on plats recorded in the Clerk's Office of the Circuit Court of Rockingham County, and

WHEREAS, the Area Land Use Engineer for the Virginia Department of Transportation has advised this Board the street meets the requirements established by the Subdivision Street Requirements of the Virginia Department of Transportation, and

WHEREAS, the County and the developer have entered into an agreement for comprehensive storm water detention as per the code of Ordinances, Sec. 6C-34, adopted May 28, 2008 which applies to this request for addition.

NOW, THEREFORE, BE IT RESOLVED, the County agrees that VDOT has no maintenance, upkeep and/or repair responsibility or liability for such storm water detention facilities except in the case of physical damage resulting from road construction projects

Harrisonburg-Rockingham Regional Sewer Authority (HRRSA) – Casey Armstrong to serve as alternate

Harrisonburg-Rockingham Metropolitan Planning Organization (HRMPO) – Rhonda Cooper to serve as alternate

Harrisonburg-Rockingham Metropolitan Planning Organization Technical Advisory Committee – James May to serve as member, Lisa Perry to serve as alternate

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**COUNTY ATTORNEY'S STAFF REPORT.**

Mr. Miller announced that the Circuit Court is publishing an Order of Publication in the *Daily News Record* on four dates (once a week) until July 28, 2016, regarding the headstones found at Albert Long Park. Parties need to contact the Court before August 12, 2016, to protect their interests.

Neal Wise from Keezletown contacted Mr. Miller in response to the Order of Publication and indicated he is a descendent of John Sheets, whose name is on one of the headstones. In performing genealogical work, Mr. Wise and his brother were unable to determine where 15 family members were buried and now believe their gravesites may be on the Albert Long Park property. Mr. Miller believes Mr. Wise will note his interest with the Court to be a party to the court proceedings as he plans to work with the County on the gravesite relocation.

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**FINANCE DIRECTOR'S STAFF REPORT.**

The Board received and reviewed Ms. Davidson's staff report dated July 5, 2016.

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**HUMAN RESOURCES DIRECTOR'S STAFF REPORT.**

The Board received and reviewed Mrs. Mongold's staff report dated July 13, 2016.

Mrs. Mongold has scheduled meetings for a MetLife representative to visit with employees.

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Mr. Miller indicated there is a legal impact with a conservation easement because it is essentially a rezoning of the property. The Lohr property is currently zoned A2, which is both an agricultural zoning and a zoning the Board uses to keep property in reserve for future consideration of development. Conservation easements are more restrictive than the County's A2 or A1 districts. When a conservation easement is placed on a property, the terms of the easement are to be enforced strictly by organizations like the Virginia Outdoor Foundation in perpetuity, so the Board will not be able to provide input regarding how the parcel is utilized in the future. He noted it is likely that the North Valley Pike (Route 11) corridor will be developed, and having a farm in the midst of commercial and residential development may not be appropriate. If the road system is altered, a road could go through the Lohr property, making it appropriate for the land to be developed for commercial purposes.

Mr. Miller explained that property placed in an agricultural and forestal district is reviewed by the property owner and the County periodically, giving an opportunity to decide whether it still makes sense to keep the use restricted. He noted that Mr. Lohr can place his property in a conservation easement without the Board's endorsement. Mr. Miller questioned whether the Board desires to participate in a rezoning that will tie the hands of future Boards.

Chairman Kyger suggested that Supervisor Cuevas be contacted during the break to obtain his input since the Lohr property is in his district.

Chairman Kyger asked for a motion and a second to withdraw the motion to provide a letter of support, and suggested the matter be discussed during the evening portion of the meeting after Supervisor Cuevas is consulted.

Supervisor Eberly made a motion, seconded by Supervisor Breeden, to withdraw the motion to provide a letter of support to accompany Matt Lohr's grant application.

In response to a question from Chairman Kyger, Ms. Cooper said action should be taken at this meeting (July 13, 2016) if the Board wishes to provide a letter of support by the grant application deadline.

Mr. Miller noted the deadline is to apply for the grant and seek funding. Mr. Lohr can apply for the grant without a letter of support but it will be helpful for him to have support from the Board. Chairman Kyger reiterated that Supervisor Cuevas should be consulted since the conservation easement is permanent and should not be taken lightly.

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#### **TECHNOLOGY DIRECTOR'S STAFF REPORT.**

The Board received and reviewed Mrs. Perry's staff report dated July 2016.

She noted the firewall replacement went smoothly.

Parks & Recreation brochure three times during the 2016-2017 year, at a cost of \$12,977 each time and a total expenditure of \$38,931.

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### **COURT SERVICES DIRECTOR'S STAFF REPORT.**

The Board received and reviewed Mrs. Freeman's staff report dated July 13, 2016.

Mrs. Freeman noted the Bridgewater Little League is hosting the State 9-10 Girls' Softballs Tournament, which brought approximately 400 people into the community over the last week.

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### **COMMITTEE REPORTS.**

The Board heard committee reports from Board members and staff.

### AIRPORT

Chairman Kyger reported Shenandoah Valley Regional Airport is in the process of securing the next airline carrier under the upcoming federal contract.

Administrator King reported the airport anticipates utilizing a different carrier due to the current carrier's performance. He also indicated the airport sponsored a "Women Can Fly" event with approximately 150 women going up in planes. Dynamic Aviation had their DC-3 at the event, which was well attended.

Chief Holloway stated Fire & Rescue will assist Dynamic Aviation with shipments requiring fire standby crews. Dynamic Aviation will reimburse the County for the personnel's time under a HAZMAT contract.

### AUTOMOBILE

Supervisor Chandler reported the following bids were received for a utilities inspector vehicle:

- |                                   |          |
|-----------------------------------|----------|
| • Hall Automotive, Virginia Beach | \$25,906 |
| • Myers Ford, Elkton              | \$26,353 |
| • Dick Myers, Harrisonburg        | \$27,798 |
| • Steven Toyota, Harrisonburg     | \$30,462 |
| • Joe Bowman, Harrisonburg        | no bid   |

Carryover Appropriation: \$18,718

\$ 18,718 GL Code: 1001-03102-00000-000-506065-000 Minor Equipment  
 \$ 9,359 GL Code: 1001-00000-15201-000-352000-000 General Fund Reserve  
 \$ 9,359 GL Code: 1001-00000-11899-000-318600-000 Share of Costs - Harrisonburg

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**FY2016-2017 Supplemental Appropriation**

**Sheriff**

A supplemental appropriation in the amount of \$15,000 for expenses associated with the Internet Crimes Against Children program. Funding will be provided by the Northern Virginia Internet Crimes Against Children Task Force. No local funding is required.

Supplemental Appropriation: \$15,000

\$ 15,000 GL Code: 1001-03102-10310-000-506065-000 Minor Equipment  
 \$ 15,000 GL Code: 1001-00000-12404-000-324990-000 Other State Funds

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 On behalf of the Finance Committee, on motion by Supervisor Breeden, seconded by Supervisor Chandler and carried by a vote of 4 to 0, voting recorded as follows: BREEDEN - AYE; CHANDLER - AYE; CUEVAS - ABSENT; EBERLY - AYE; KYGER - AYE; the Board approved the following supplemental appropriations:

**FY2016-2017 Supplemental Appropriations**

**1. Clerk of the Circuit Court**

A supplemental appropriation in the amount of \$13,940 for document preservation. Funding will be provided by the Library of Virginia's Item Conservation Grant 2016B-34. No local funding is required.

Supplemental Appropriation: \$13,940

\$ 13,940 GL Code: 1001-02106-10202-000-503109-000 Other Professional Services  
 \$ 13,940 GL Code: 1001-00000-12404-000-324180-000 Records Preservation Grant

DreamWakers, a group that exposes children in the K-12 system to careers available without attending a four-year college.

VIRGINIA ASSOCIATION OF COUNTIES (VACo) LIAISON

Chairman Kyger announced that he will attend the National Association of Counties Conference in Long Beach, California from July 22 to July 25, 2016.

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**CLOSED MEETING.**

On motion by Supervisor Chandler, seconded by Supervisor Eberly and carried by a vote of 4 to 0, voting recorded as follows: BREEDEN - AYE; CHANDLER - AYE; CUEVAS - ABSENT; EBERLY - AYE; KYGER - AYE; the Board recessed the meeting from 3:57 p.m. to 4:42 p.m., for a closed meeting pursuant to 2.2-3711. A(1), Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body; and evaluation of performance of departments or schools of public institutions of higher education where such evaluation will necessarily involve discussion of the performance of specific individuals; (5), Discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community, and; (7), Consultation with legal counsel and staff members pertaining to actual or probable litigation where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the County; and consultation with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel.

MOTION: SUPERVISOR EBERLY  
SECOND: SUPERVISOR BREEDEN

RESOLUTION NO: 16-9  
MEETING DATE: JULY 13, 2016

**CERTIFICATION OF CLOSED MEETING**

WHEREAS, the Rockingham County Board of Supervisors has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by this Board of Supervisors that such Closed Meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Rockingham County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were

private right-of-way at the end of Hemlock Street west of Nutmeg Court, Election District #2, zoned A-2. Tax Map #107-(A)-167B

Ms. Stultz reported the applicant has been breeding dogs and did not realize she needed a special use permit. When Ms. Showalter learned that, she applied for a special use permit. Ms. Showalter also filed a waste disposal plan with the County.

Supervisor Eberly confirmed that the County had not received complaints, and the applicant self-reported when she learned she needed a special use permit.

Carl Berkey, Ms. Showalter's father, owns the land around the property in the special use permit request and supports the request. He indicated his daughter has two adopted children and a handicapped child, so the kennel provides income for her to support her family.

The applicant was present.

No one spoke in opposition to the request.

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SUP16-148 Mill Creek Church of the Brethren, 7600 Port Republic Road, Port Republic 24471 for cemetery expansion on property located on the west side of Port Republic Road (Route 253) approximately 1/2 mile south of Artillery Road (Route 671), Election District #3, zoned A-2. Tax Map #140-(A)-65

Ms. Stultz noted the applicant will ensure there is handicap accessibility to the gravesites. The roads are close enough to the gravesites that attendees who have issues walking can still participate in the service.

Jon Garber, the planning and design architect for the church, said Greg Geisert from the congregation contacted neighbors to determine if there were concerns. Two concerns that were raised will be incorporated into the permit, he said. Regarding the light pollution concern, Mr. Garber proposed a condition where zero foot-candles will cross the property line. An adjacent landowner expressed concerns about buffers, landscaping and setbacks. The church and neighbor worked out a mutually acceptable arrangement to buffer the western property line. He noted the adjacent landowner will provide money to establish the buffer and agreed to provide the necessary irrigation water.

No one spoke in opposition to the request.

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At 6:12 p.m., Chairman Kyger closed the public hearing.

CONDITIONS:

1. Use shall be located in substantial accordance to plot plan submitted with the application.
2. Building shall be handicap-accessible.
3. Only the residents of the dwelling on the property shall be employed in this business.

Supervisor Chandler said he was satisfied with the report and additional proffers offered by the Mill Creek Church neighbors. He noted this is a great example of how talking with your neighbors and reaching an agreement makes it possible to accomplish things.

On motion by Supervisor Chandler, seconded by Supervisor Breeden and carried by a vote of 4 to 0, voting recorded as follows: BREEDEN - AYE; CHANDLER - AYE; CUEVAS - ABSENT; EBERLY - AYE; KYGER - AYE; the Board, with the following conditions, approved SUP16-148, Mill Creek Church of the Brethren, 7600 Port Republic Road, Port Republic 24471 for cemetery expansion on property located on the west side of Port Republic Road (Route 253) approximately 1/2 mile south of Artillery Road (Route 671), Election District #3, zoned A-2. Tax Map #140-(A)-65

CONDITIONS:

1. Use shall be located in substantial accordance to plot plan submitted with the application.
2. Expansion shall be located a minimum of 100 feet from any existing private wells as required by the Health Department.
3. This permit is contingent upon a site plan being submitted to and approved by the County. No work shall be done on the property and the cemetery shall not be used until such time as the site plan is approved.
4. Applicant agrees to limit light at the property line for any newly installed lighting to 0.0 foot-candles.
5. A fifteen (15') foot deep landscaping barrier containing not less than seven (7) native deciduous trees of not less than 1.5" caliper along with not less than 25 boxwood and 25 viburnum shall be placed along the 364' western property line. These plantings shall occur within one year of site plan approval, and maintenance shall remain the responsibility of the applicant.

Chairman Kyger agreed perpetuity is a long time. He said a conservation easement is a business decision a citizen chooses to make for their posterity in the future. Chairman Kyger believes this is a property rights issue that allows for total freedom from government restraint, for which he has no problem. If a conservation easement is granted and issues surface in the future, the County will need to determine a way to deal with the conservation easement, he said. Chairman Kyger believes roads will be used less in the future because modes of transportation will change dramatically in the next 50 years. Therefore, he does not have an issue with the request either way.

Supervisor Chandler confirmed that the request from Mr. Lohr was to support his grant application. Mr. Miller believes the letter is to indicate that the local governing body is in support of the easement and that, in turn, indicates support for Mr. Lohr to obtain the grant that goes along with the conservation easement.

Ms. Cooper agreed with Mr. Miller's assessment and said an example of a letter written in another locality for a similar request supported the conservation easement rather than supporting the grant application to cover expenses to establish the conservation easement. The letter had a fair amount of import beyond scoring better on a grant application.

Mr. Miller reminded the Board that Mr. Lohr does not need the support of the local governing body to place his property in a conservation easement; he can do that without the governing body knowing about the easement.

Supervisor Breeden indicated he could go either way since the property in question is in Supervisor Cuevas' district and he is not opposed to the conservation easement.

No motion was made on behalf of Supervisor Cuevas so no action was taken.

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**ADJOURNMENT.**

Chairman Kyger declared the meeting adjourned at 6:23 p.m.

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Chairman

**R E S O L U T I O N**

**WHEREAS**, Larry W. Shifflett has been employed by the City of Harrisonburg Fire Department for 47 years; serving as Chief from July 7, 1983, to August 1, 2016; and

**WHEREAS**, Chief Shifflett is recognized statewide for his expertise in emergency management, and for his creativity and innovation in providing a high level of emergency services for the City of Harrisonburg and Rockingham County; and

**WHEREAS**, Chief Shifflett was instrumental in working cooperatively with the County and other jurisdictions in the Valley to establish uniform operating procedures, including regionalization of the Technical Rescue Team to share resources and personnel for specialized rescue; and

**WHEREAS**, Chief Shifflett supported Rockingham County with the adoption of mutual aid agreements for sharing resources to support fire and emergency medical services in Harrisonburg and Rockingham County; and

**WHEREAS**, Chief Shifflett willingly shared equipment with the County when County equipment was out of service for maintenance or repairs; and

**WHEREAS**, Chief Shifflett has always placed the interest of serving and protecting the citizens, visitors and emergency responders first and foremost, including providing staff and his expertise to assist with projects and responses in Rockingham County on numerous occasions; and

**WHEREAS**, it would be difficult to recognize an individual who more aptly exemplifies commitment toward a career of service dedicated to one locality in the Commonwealth; and

**WHEREAS**, Chief Shifflett leaves a legacy of professionalism and a record of accomplishment for many years of public service to the citizens of Harrisonburg, Rockingham County, and the Commonwealth of Virginia.

**NOW, THEREFORE, BE IT RESOLVED** that the Rockingham County Board of Supervisors, on behalf of the citizens of Rockingham County, hereby recognizes Larry W. Shifflett for his outstanding contributions benefiting our community for the past 47 years, and extends to him its sincere appreciation for his dedicated service, and wishes him well in his retirement.

Given under our hand this tenth day of August  
in the year two thousand sixteen, A.D.

William B. Kyger, Jr., Chairman  
Supervisor, District 4

Pablo Cuevas  
Supervisor, District 1

Frederick E. Eberly  
Supervisor, District 2

Rick L. Chandler  
Supervisor District 3

Michael A. Breeden  
Supervisor, District 5

Attest:

Stephen G. King, County Administrator

## Proposed 2016 Smart Scale Projects

### Mayland Road (VA 259)

- From East Lee Street (in the Town of Broadway) to 400' north of Wisinger Drive (Rt. 1419) at a private road, Shady Oak Drive.
- Four-lane divided curb and gutter section with sidewalks and bicycle lanes on each side to approximately 350' south of the intersection of East Springbrook Road (Rt. 1421). The typical section will then change to a four-lane divided with shoulders to 400' north of Wisinger Drive (Rt. 1419).

### Oakwood Drive and Cecil Wampler Road (Rt. 704)

- Intersections of Route 704 (Oakwood Drive and Cecil Wampler Road) with South Valley Pike (US 11)
- Align Route 704 by extending Oakwood Drive across South Valley Pike (US 11) to tie in to Cecil Wampler Road west of Interstate 81.

### Friedens Church Road (Rt. 682) Improvements

- Scholars Road and Friedens Church Road Intersection
- Improve the sharp turn where Scholars Road and Friedens Church Road intersect to address tractor trailer hang-ups on the church's retaining wall.

### Mill Street (Town of Dayton)

- From High Street to Main Street, then from Main Street to Cooks Creek
- Correct flooding and drainage issues on Mill Street and surrounding area.



# Finance Department Staff Report

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August 10, 2016

**Final Audit** – The final audit with PB Mares is scheduled for the week of August 29<sup>th</sup> and September 5<sup>th</sup>.

**Town of Dayton Waterline** – The Finance Department identified funds that were owed to the County in the amount of \$21,000 from the Town of Dayton that related to a waterline agreement dated back to 2000.

**Accounts Payable Cut-Off** – The cut-off for accounts payable to process invoices for fiscal year 2016 is Friday, August 12<sup>th</sup>.

**Harrisonburg Supervisory Seminar** - The Payroll Supervisor is attending this leadership training on Wednesday, August 3<sup>rd</sup>.

**Timesheet Review** – The payroll department is performing research on the different timesheet options available for employees, including the possible usage of Munis self-service. The goal is to ensure that the employees are properly reporting their time in a format recognized by Fair Labor Standards Act and that the time reporting system is the most efficient for processing payroll.

**Pay Period Review** – The payroll department is reviewing the current pay period and is researching ways to give the employees more time to properly complete a time sheet in order to be processed. Currently, the timesheet is due to the payroll department before the workweek is complete, requiring many corrections just prior to running the payroll.

## **Upcoming Dates:**

- Final Audit - Week of August 29<sup>th</sup> and September 5<sup>th</sup>

1. Open enrollment for insurance changes is scheduled for August 1 – August 26, 2016. As we pay premiums one month in advance, premium changes will take place in September, with October being the month the enrollment changes will take place.
2. MetLife Dental representatives will hold employee meetings August 10 to review the new plan.
3. The deviation process between State and Local Social Services and the County is on-going. State is currently reviewing County policies and documentation. State will set up a conference call later this month to discuss the results of their review.
4. Attached are the Affordable Care Act (ACA) Policy Summary and ACA Formal Record of Action. It is recommended that the Board adopt the formal record which defines the County's eligibility requirements for employees as they pertain to health insurance and the ACA.
5. New hires for the month of July:
  - a. Clerk of the Court – 1 FT
  - b. Fire and Rescue – 2 FT, 2 part time
  - c. Information Technology – 1 FT
  - d. Jail – 5 FT
  - e. Sheriff's Office – 1 FT
  - f. Landfill – 1 FT
  - g. Parks & Recreation- 2 part time
  - h. Social Services – 1 FT

Respectfully submitted,

Jennifer J. Mongold

**ROCKINGHAM COUNTY PLAN**  
**SUMMARY OF ELIGIBILITY POLICY**

This summary applies to the following benefits: **health insurance**

To be eligible to participate in these benefits (“Plan Benefits”) you must be a full-time employee. In general, you are a full-time employee for health insurance purposes if you work at least **30 hours each week**.

New non-seasonal employees expected to work full-time may enroll in Plan Benefits the 1<sup>st</sup> of the month after hire, or 1<sup>st</sup> of the following month if hired after the 15<sup>th</sup> of the month; ongoing full-time employees may elect Plan Benefits during annual open enrollment or when experiencing a qualified change in status.

You have been provided with other documents which describe eligibility of your dependents, including spouses, as applicable.

Effective January 1, 2014, the County uses a look-back measurement method to determine who is a full-time employee eligible for Plan Benefits. While the look-back measurement method applies to all employees, if you meet the general definition of a full-time employee described above you will also likely satisfy the definition of full-time employee under the look-back measurement method. The look-back measurement method is based on Internal Revenue Service (IRS) final regulations under the Affordable Care Act (ACA). Its purpose is to provide greater predictability for Plan coverage determinations.

The look-back measurement method involves three different periods:

- A **measurement period** for counting your hours of service.
  - If you are an ongoing employee, there will be an annual measurement period (called the “standard measurement period”) over which your hours of service will be averaged to determine whether you averaged 30+ hours per week (*i.e.*, are full-time)
  - If you are a new employee who may or may not average 30+ hours per week or you work on a seasonal basis, there will also be an initial measurement period during which your hours of service will be averaged. Hours worked during the initial measurement period will determine whether you are considered full-time for benefit purposes. You are not eligible for Plan Benefits during the initial measurement period.
- A **stability period** is a period that follows a measurement period. Your hours of service during the measurement period will determine whether you are a full-time employee who is eligible for coverage during the stability period. As a general rule, your status as a full-time employee or a non-full-time employee is “locked in” for the stability period, regardless of how many hours you work during the stability period, as long as you remain an employee of the County.

- An **administrative period** is a short period between the measurement period and the stability period when the County performs administrative tasks, such as determining eligibility for coverage and facilitating Plan enrollment.

The rules for the look-back measurement method are very complex and there are exceptions for certain situations. The County intends to follow the IRS final regulations (including any future guidance issued by the IRS) when administering the look-back measurement method. If you have any questions about this measurement method and how it applies to you, please contact Human Resources at 540-564-1835.

**FORMAL RECORD OF ACTION**

The following is a formal record of action taken by the governing body of Rockingham County (the County").

With respect to the ACA Eligibility Policy ("Eligibility Policy") of the Rockingham County Health Insurance Plan (the "Plan"), the following resolutions are hereby adopted:

**RESOLVED:** That the Eligibility Policy of the Plan is hereby adopted and approved;

**RESOLVED FURTHER:** That the appropriate officers of the County are authorized and directed to execute the Eligibility Policy on behalf of the County;

**RESOLVED FURTHER:** That the officers of the County are, authorized and directed to take any and all actions and execute and deliver such documents as they may deem necessary, appropriate or convenient to effect the foregoing resolutions including, without limitation, causing to be prepared and filed such reports documents or other information as may be required under applicable law.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **ROCKINGHAM COUNTY PLAN ACA ELIGIBILITY POLICY**

**WHEREAS**, Rockingham County (the "**County**") maintains the health insurance (the "Plan") for the benefit of certain of its employees; and

**WHEREAS**, the County desires to adopt this ACA Eligibility Policy ("Eligibility Policy") to determine eligibility for the following underlying subsidiary contracts/benefits provided by the Plan ("Policy Benefits"): "**Group Health Insurance.**"

**NOW, THEREFORE**, effective August 10, 2016, the following Eligibility Policy is adopted for Policy Benefits and shall be considered part of the Plan and may be modified or amended in the same manner as the Plan:

### **POLICY BENEFITS ELIGIBILITY**

The following provisions apply only with respect to eligibility for Policy Benefits. To the extent that this Eligibility Policy conflicts with any provision in the Plan or a subsidiary contract for Policy Benefits, the terms of this Eligibility Policy shall control.

This Eligibility Policy applies to Full Time Employees ("Employees").

#### **A. Applicable Definitions**

1. "Administrative Period" means the time during which the County determines Employee eligibility for Policy Benefits and allows time for enrollment and disenrollment.
2. "Administrative Period-Ongoing" means the Administrative Period associated with Ongoing Employees that starts on October 1st and ends on September 30th.
3. "Administrative Period-New Hired" means the Administrative Period for newly hired Variable Hour Employees that begins at the end of the Initial Measurement Period and lasts 90 days.

4. "Break in Service" means, following an Employee's termination of employment, a period of thirteen (13) or more consecutive weeks during which the Employee was not credited with an hour of service.
5. "Full-time Employee" is an Employee who, upon hire, is reasonably expected to work, on average, at least thirty (30) hours per calendar week. Determination of whether an Ongoing Employee is a Full-Time Employee will be made under the terms of this Eligibility Policy.
6. "Initial Measurement Period" means the period of time during which a new Variable Hour Employee's hours of service are measured to determine whether the Employee is a Full-time Employee eligible for Policy Benefits. The Initial Measurement Period lasts 12 consecutive months. The Initial Measurement Period starts on the first day of the month following the Employee's start date.
7. "Ongoing Employee" means an Employee who has been employed by the County for at least one complete Standard Measurement Period.
8. "Part-time Employee" means a new Employee who the County reasonably expects to work, on average, less than thirty (30) hours per week during the Initial Measurement Period.
9. "Policy Benefits" means the subsidiary contracts or benefits of the Plan for which this Eligibility Policy applies.
10. "Seasonal Employee" means an Employee who is hired into a position for which the customary annual employment period is six (6) months or less and which begins at approximately the same time of each calendar year.
11. "Stability Period" is the period in which the Employee is treated as full time or not full time for eligibility for Policy Benefits.
12. "Stability Period-New Hired" means the Stability Period for newly hired Variable Hour Employees that begins at the end of the Administrative Period-New Hired and lasts for twelve consecutive months, subject to Section B.3 of this Policy.

13. "Stability Period-Ongoing" means the twelve month Stability Period associated with the Standard Measurement Period which begins October 1<sup>st</sup> and ends September 30<sup>th</sup>.
14. "Standard Measurement Period" means the period during which the County counts an Ongoing Employee's hours of service to determine whether the Employee will be a Full-time Employee eligible for Policy Benefits during the Stability Period-Ongoing. The Standard Measurement Period lasts twelve consecutive months. The Standard Measurement Period starts on October 1<sup>st</sup> and ends on September 30<sup>th</sup>.
15. "Variable Hour Employee" means an Employee for whom the County cannot determine, at the Employee's hire date, whether the Employee is reasonably expected to work an average of at least thirty (30) hours per week, and also includes Part-Time Employees and Seasonal Employees.

## **B. Eligibility**

The County offers Policy Benefits to Full-time Employees and, if applicable, their dependents, children and/or spouses. Eligibility of dependents, children and spouses is addressed in the separate subsidiary contracts for Policy Benefits.

The County intends to follow IRS regulations and any subsequent guidance when administering the Eligibility Policy.

### *1. Ongoing Employees*

For Ongoing Employees, the County will determine whether an individual is a Full-time Employee by looking at the Employee's hours of service during the Standard Measurement Period. If an Ongoing Employee was employed, on average, 30 hours per week or more during the Standard Measurement Period, the Employee will be treated as a Full-time Employee and will be eligible for Policy Benefits during the entire subsequent Stability Period-Ongoing. The Employee will remain eligible for Policy Benefits during the entire Stability Period-Ongoing, regardless of the Employee's actual number of hours of service during the Stability Period-Ongoing, as long as he or she

remains an Employee of the County. Similarly, if an Employee is determined not to be a Full-time Employee during the Standard Measurement Period, he or she will not be eligible for Policy Benefits during the entire Stability Period-Ongoing.

## *2. New Employees Expected to Work Full Time*

If the County reasonably expects a new Employee to be a Full-time Employee as of the Employee's hire date, the Employee will be offered Policy Benefits as of the 1<sup>st</sup> of the month after hire, or the 1<sup>st</sup> of the next month if hired after the 15<sup>th</sup> of the month. The Employee will be treated as a Full-time Employee through the date the Employee starts the first Stability Period-Ongoing, even if the Employee experiences a change in employment status causing the Employee to become a Variable Hour Employee. Once the new Full-time Employee has been employed for one Standard Measurement Period plus the associated Administrative Period, the measurement rules for Ongoing Employees will apply.

## *3. New Variable Hour Employees*

New Variable Hour Employees must first complete an Initial Measurement Period during which they are not eligible to enroll in Policy Benefits. The hours of service for a new Variable Hour Employee will be determined during both the Initial Measurement Period and during the Employee's first Standard Measurement Period beginning after the Employee's date of hire. Eligibility of the new Variable Hour Employee for Policy Benefits (and the Employee's status as a Full-time Employee) for the Stability Period-New Hired and the Employee's first Stability Period-Ongoing will be determined as follows:

- If the Employee averages 30 hours of service per week or more during both the Initial Measurement Period and the first Standard Measurement Period, coverage will be offered beginning with the Stability Period-New Hired and ending upon completion of the first Stability Period-Ongoing.
- If the Employee does not average 30 hours of service or more per week during both the Initial Measurement Period and the first

Standard Measurement Period, coverage will not be offered during either the Stability Period-New Hired or the Employee's first Stability Period-Ongoing.

- If the Employee averages 30 hours of service or more per week during the Initial Measurement Period but does not average 30 hours of service or more per week during the first Standard Measurement Period, the Employee will be offered coverage for the Stability Period-New Hired but not for any portion of the Employee's first Stability Period-Ongoing that continues after the end of the Stability Period-New Hired.
- If the Employee does not average 30 hours of service or more per week during the Initial Measurement Period but does average 30 hours of service or more per week during the first Standard Measurement Period, the Employee will not be offered coverage for the Stability Period-New Hired. However, the Employee will be offered coverage as of the first day of the Stability Period-Ongoing, even though it falls within the Stability Period-New Hired.

If a new Variable Hour Employee experiences a change in position with the County before the end of the Initial Measurement Period such that, if the Employee had begun employment in the new position, the Employee would have been treated as a newly hired Full Time Employee, that Employee will be eligible for Policy Benefits the 1<sup>st</sup> of the month after hire, or the 1<sup>st</sup> of the next month if hired after the 15<sup>th</sup> of the month. Generally, after the change in position, the Employee will be treated as a Full-time Employee until the Employee begins the first Stability Period-Ongoing. Once the Employee has been employed for one Standard Measurement Period plus the associated Administrative Period, the measurement rules for Ongoing Employees will apply.

### C. COBRA

If a Policy Benefit is subject to COBRA and an Employee is enrolled in such a Benefit at the end of the Stability Period that includes the end of the Standard Measurement Period during which hours were reduced, any determination under this Policy based upon such Standard Measurement Period that the Employee is not a Full-Time Employee eligible for that Policy Benefit shall constitute a COBRA qualifying event as a reduction in hours. Any applicable COBRA coverage period and notice period shall commence with the loss of coverage at the beginning of the next Stability Period-Ongoing. Provided, however, that for a New Variable Hour Employee who is determined to be a Full-Time Employee based on his or her Initial Measurement Period but not a Full-Time Employee based on his or her first Standard Measurement Period any applicable COBRA coverage period and notice period shall commence with the loss of coverage at the end of the Stability Period-New Hired.

### D. Enrollment/Coordination with Section 125 Plan

The County will use the Administrative Periods to determine whether an Employee is a Full-time Employee and to offer coverage to those Full-time Employees. Policy Benefits will then be offered during the applicable Stability Period described above; provided, however, that an Employee's eligibility for Policy Benefits shall also be subject to the County's rules regarding election of benefits during open enrollment and at such other periods of time as may be permitted by the underlying Policy Benefit or the County's Section 125 Plan. For example, if an Ongoing Employee is eligible for Policy Benefits for an upcoming Stability Period-Ongoing but makes an election not to enroll in those Policy Benefits during an open enrollment occurring in an Administrative Period-Ongoing, the Employee may be prohibited from electing Policy Benefits for the entire Stability Period-Ongoing unless the Employee has an event that would allow the Employee to change an election under the Policy Benefit and the County Section 125 Plan, if applicable.

E. Break in Service/Leave

Break in Service

If the Employee is reemployed after a Break in Service, eligibility for Policy Benefits will be determined as if the Employee were a newly hired Employee.

Leave

A special averaging method applies in determining hours of service under the Initial or Standard Measurement Periods when an Employee does not terminate employment but is on special unpaid leave (that is, leave under the Family and Medical Leave Act or the Uniformed Services Employment and Reemployment Rights Act or jury duty leave). Under the averaging method, the County will either:

- Determine the average hours of service per week for the Employee during the applicable Measurement Period, excluding the special unpaid leave period, and use that average as the average for the entire applicable Measurement Period; or
- Treat Employees as credited with hours of service for special unpaid leave at a rate equal to the average weekly rate at which the Employee was credited with hours of service during the weeks in the applicable Measurement Period that are not special unpaid leave.

**IN WITNESS WHEREOF**, the County has executed this Eligibility Policy as of the date specified above.

Rockingham County

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

1. Personnel vacancies

Utilities: (1) Hydrant Technician, (1) Utility Worker  
Landfill: (1) Heavy Equipment Operator,  
Refuse & Recycle: no vacancies  
Public Works Admin: Construction inspector (Miss Utility)  
Facilities Maintenance: no vacancies

2. Utilities

Pleasant Valley 16" Waterline

Update: The waterline is in service with minor restoration to complete.

Foster Well Drilling is scheduled to mobilize to the Three Springs road site in late August to begin test well drilling. The drilling is expected to take 30 days to complete.

Peed and Bortz Engineers is working on the design of the update to the Bridlewood water pump station located on Steeplechase Drive. The design will include a diesel Godwin fire pump along with an updated domestic pump system. Staff will purchase the materials and equipment, and install them with County forces along with private contractors as needed.

Staff is working on easements for the McGaheysville 16" water line replacement project. A fall 2016 bid date is anticipated with a late summer 2017 completion.

3. Landfill

Landfill Entrance Project

Wet weather is causing further delay in grading for the retaining wall footers. A mid-August start date is anticipated. Blasting will be complete before the retaining wall footers begin. 65% of the material is stockpiled. Harman Construction is scheduled to mobilize mid-August to start the office. The Trumbo Electric contract is signed and they are ready to mobilize in early September. Harrisonburg Electric is designing the pole layout and will be ready for Trumbo.

Work for the entrance project remains on schedule:

1. Board approval 2/24/16
2. City plan approval 3/23/16
3. Notice to Proceed 3/28/16
4. Substantial Completion 11/1/16
5. Final Completion 12/1/16

4. Recycling & Satellite Sites

Update: the precrusher compactor is scheduled to be installed at the Bergton site in September. A final shipping date has not been determined due to compactor availability. Staff will notify all involved when the date is determined. After the installation of the compactor, the pavement restoration will be scheduled. Staff is currently working on the pavement bid documents.

Staff is working on the precrusher compactor procurement for the Bergton site that is included in the FY17 budget. The precrusher compactor will crush household debris before it is fed into the compactor box. It will handle all the material that is currently deposited in the open top boxes, therefore, reducing the number of trips to the landfill on a 4-1 average. There is also pavement restoration for the Bergton site that will be completed with the compactor installation. Staff is working on a schedule for this work.

5. Facilities Maintenance

The District Courts elevator modernization project is complete with the elevator in service.

Respectfully Submitted,  
Barry E. Hertzler  
Director Public Works

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## BOARD ACTION REQUESTED

### Review of GIS Fee Schedule (James May)

Staff requests direction from the Board to review the fee schedule for Geographic Information System products to ensure Rockingham County fees for printed and digital products are commensurate with other jurisdictions in the Commonwealth.

## PROJECTS AND REPORTS

### SMART SCALE (HOUSE BILL 2) TRANSPORTATION PROJECT APPLICATIONS (Rhonda Cooper)

With half the funds and many more projects being proposed for 2016 Smart Scale (formerly HB2) applications, and many more projects being proposed by localities in 2016, staff will trim the scale of some projects to possibly enhance the County's opportunity for projects to score well. VDOT is assisting staff in refining these projects, and providing general design specifications and cost estimates for inclusion with each submittal. The following projects are being proposed:

#### Mayland Road (VA 259)

- From East Lee Street (in the Town of Broadway) to 400' north of Wisinger Drive (Rt. 1419) at a private road, Shady Oak Drive.
- Four-lane divided curb and gutter section with sidewalks and bicycle lanes on each side to approximately 350' south of the intersection of East Springbrook Road (Rt. 1421). The typical section will then change to a four-lane divided with shoulders to 400' north of Wisinger Drive (Rt. 1419).

#### Oakwood Drive and Cecil Wampler Road (Rt. 704)

- Intersections of Route 704 (Oakwood Drive and Cecil Wampler Road) with South Valley Pike (US 11)
- Align Route 704 by extending Oakwood Drive across South Valley Pike (US 11) to tie in to Cecil Wampler Road west of Interstate 81.

#### Friedens Church Road (Rt. 682) Improvements

- Scholars Road and Friedens Church Road Intersection
- Improve the sharp turn where Scholars Road and Friedens Church Road intersect to address tractor trailer hang-ups on the church's retaining wall.

#### Mill Street (Town of Dayton)

- From High Street to Main Street, then from Main Street to Cooks Creek
- Correct flooding and drainage issues on Mill Street and surrounding area.

The application period is open from August 15 to September 30.

### ROCKINGHAM BICYCLE ADVISORY COMMITTEE (RBAC) (Rhonda Cooper)

The RBAC's next meeting will be after the Board takes action on the County Bicycle and Pedestrian Plan. The committee last met April 21 to update its Annual Work Plan in light of the draft County Bicycle and Pedestrian Plan. On February 18, the Committee recommended that the draft Rockingham County Bicycle and Pedestrian Plan move forward to public comment and then to Planning Commission and Board hearings.

## PROJECTS AND REPORTS, Continued

### E-911 TO NEXT GENERATION 911 TRANSITION (Kendrick Smith)

The Virginia E-911 services board has begun planning for a transition to NG-911. Currently, our 911 system is based on an aging technology, an analog network. Our 911 system is dependent on service providers, and they will soon be moving away from analog networks and into IP (Internet Protocol) networks. Due to this transition, our 911 system will soon have to be based on an IP network as well. In a 911 system based on an IP network, GIS will be the primary database for routing emergency calls rather than the MSAG (Master Street Address Guide) and the database of phone numbers maintained by service providers that are used now.

VITA (Virginia Information Technologies Agency) has been working with local government GIS technicians to begin the process of ensuring our GIS data is up to par. Rockingham County GIS recently submitted their data to VITA for analysis to gauge the readiness of the data. The results of the analysis were very positive, with 96.8% of our address points matching the addresses maintained by Verizon. Ninety-five percent of our road centerlines matched the MSAG that is maintained by HRECC. Both of these numbers were high across analyses that VITA has completed across the state of Virginia.

Although the County GIS data is in great shape currently, there is still a lot of work to be done. The NG-911 Regional Advisory Council has selected 2019-2020 as a preliminary target date for switching to IP based 911 systems. We should have no issues being able to be in compliance by that time. The current list of errors within our GIS data will most likely take two to three months to be corrected. Once the corrections have been made, we will send the data back to VITA for another analysis to gauge our accuracy again and see if other issues arise.

### CITYVIEW RE-ADOPTION PROJECT MANAGEMENT PLAN (James May)

At the beginning of 2016, Community Development staff began meeting regularly with members of Technology staff to review the various issues that had arisen over ten years of CityView as the tracking software for the Department. This review generated a list of seven projects to improve the internal processes of the Department as a whole. These projects include improving the tracking of all internal processes through CityView, standardizing the file organization system, converting historic files and data for storage and analysis, opening the CityView Portal, and standardizing all letters and reports. The completion of this Project Management Plan will provide a path forward for addressing these issues. The outcome of this project will be a more efficient and coordinated administrative process fully utilizing the available tools through improved integration of multiple software packages and staff responsibilities.

### ROCKINGHAM COUNTY ROAD PROJECTS (Casey Armstrong/Pete Kesecker)

**Route 33E. turn lane/road widening – Scope of Project to include:** 1) Starting at Stone Spring Rd., terminating into right-turn lane onto Massanetta Springs Rd. 2) Right-turn lane and right-in, right-out entrance into Preston Lake Marketplace 3) Water line extension for length of project.t 4) Necessary modifications to traffic signals. 5) Necessary relocations of existing utilities (Verizon). VDOT Kick-off meeting was held on 7/18/16. In attendance were representatives from Valley Eng. and VDOT. Casey Armstrong acting as the LPA Administrator. Pete Kesecker acting as the Construction Onsite Project Coordinator. Geo-tech site work/borings started on 7/10/16 with laboratory testing to be completed by 8/5/16. Survey work for utility location and update of topo to begin 8/10/16 and complete on 8/17/16. Valley Eng. to prepare Utility Relocation Forms for submittal. Goal is to bid project in December 2016.

## PLANNING COMMISSION ACTIONS, Continued

The following item has not been scheduled for a Board hearing:

Item	Description	Comments/ Recommendations
OA15-188	An amendment to Chapter 17 (Zoning), Article 7, Table 17-702.05 to change parking requirements for Dwelling, duplex and Dwelling, single-family detached to require one space for an efficiency or one bedroom unit.	Forwarded to Board with tie vote; Staff revisions are underway; Board hearing TBA

## COUNTY-INITIATED AMENDMENTS

1. Request and Reason: After receiving several inquiries about enclosing decks, adding a room on a concrete patio, etc., (in old ordinance, decks, patios, etc. could encroach 50%) in rear yards of agricultural districts, the Board, at its May 18<sup>th</sup> meeting, authorized staff to review the rear yard setbacks in the agricultural districts and draft an ordinance if determined they should be changed.

Status: An ordinance amendment reducing rear yard setbacks to 25' for primary structures and for accessory structures over 580 sq. ft. and for increasing setbacks for accessory dwellings from 5' to 25' in the A-1, A-2, and RV zoning districts was taken to the Planning Commission on July 5, and approval was recommended. It will go to the Board of Supervisors on August 24.

Additionally, staff has begun working on the setbacks for the R-1, R-2, and R-3 zoning districts. Changes will be taken to the Planning Commission in September regarding these setbacks.

2. Request and Reason: Due to number of requests coming before the Board for waivers to the supplemental standards, after discussion with the Board, staff has been instructed to look at the supplemental standards and determine what changes are needed.

Status: Staff has begun working on the supplemental standards and is meeting weekly to work on those.

3. Request and Reason: With having received two inquiries in one day on what was needed to bury a family member on their property, the Board instructed staff to work on the requirements for a private cemetery in order that people are not caught unaware when a family member dies and are not held up with funeral arrangements because of the time it takes to obtain a special use permit.

Status: Staff is working on a definition of private cemetery.

## UPCOMING PUBLIC HEARINGS

August 10, 2016

Board of Supervisors

7:00 p.m.

### Agricultural & Forestal Districts

None.

**PRIORITY PROJECTS UNDERWAY BY STAFF**

Projects	Lead Person	Status	Target Date
North Valley Pike Corridor Strategic Plan	Rhonda	Board tabled on 12/15/10. Plan elements to be addressed during Comprehensive Plan update.	2016
Rockingham Bicycle Advisory Committee (RBAC)	Rhonda	Next meeting is after Board action on Bicycle and Pedestrian Plan.	Ongoing

Ongoing Review/Tasks	Lead Person	Status
Deed Review	Diane	26 deeds in process as 8/2/16: 10 pending review, 16 awaiting revisions
Violations	Kelly	49 active complaints, 19 cases pending legal action as of 8/1/16
Site Plans & Subdivisions	Pete	7 site plans and 2 subdivisions under review as of 8/1/16
Subdivision Ordinance Variances	Diana	0 requests under review, as of 8/1/16
Zoning Ordinance Variances	Diana	1 request under review, as of 8/1/16
Zoning Appeals	Diana	0 requests under review, as of 8/1/16
Home Occupation Permits	Diana	1 permit request under review, as of 8/1/16
Home Business Permits	Diana	0 permit requests under review, as of 8/1/16
Special Use Permits	Diana	6 permit requests under review, as of 8/1/16
Special Entertainment Permits	Diana	1 permit request under review, as of 8/1/16
Rezoning	Rhonda	4 rezoning requests under review, as of 8/1/16
Comprehensive Plan Amendments	Rhonda	0 request under review, as of 8/1/16
Permits and Fees Processed	Joe	571 total transactions for month of July 2016
Building Inspections	Joe	1006 inspections conducted during July 2016 (averaged 50.30 inspections per day)
Building Plans	Joe	34 plans under review, as of 7/31/16
Environmental (E&S/Stormwater) Plan Review	Lisa	20 plans under review as of 08/01/16; 15 awaiting permit issuance
Environmental Inspections	Lisa	709 inspections conducted in the month of July
Addressing Commercial/Residential Structures	Kendrick	27 new structures addressed in July 2016
Naming of New Roads	Kendrick	2 new private lane named in July 2016

## STAFF DIRECTORY

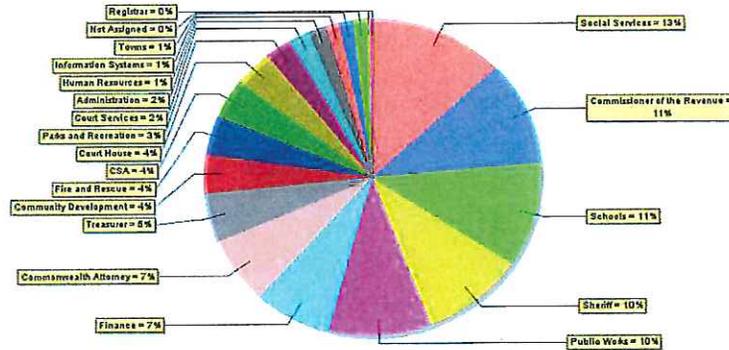
Name	Job Title	Office Number	Mobile Number
Casey Armstrong	Director	564-3031	578-2353
Blake Barnes	Environmental Inspector	564-3047	578-3515
James Campbell	Building Inspector	574-4381	578-1123
Jay Carter	Building Plan Reviewer	564-3046	578-1120
Rhonda Cooper	Director of Planning	564-3033	271-5061
Rick Davis	Building Inspector	432-3372	830-8018
Kenneth Lam	Building Inspector	564-3042	578-1122
Leslie Dodrill	Permit Specialist II	564-3038	N/A
Kelly Getz	Code Compliance Officer	564-6063	810-5024
Adam Hancock	Environmental Inspector	564-1529	271-6523
Pete Kesecker	Development Plan Manager	564-5074	271-2952
Diane Lepkowski	Deputy Zoning Administrator	564-3037	578-1126
James May	Senior Planner	564-1513	N/A
Lisa Perry	Environmental Manager	564-6095	271-8760
Mark Rathke	GIS Specialist	564-5076	N/A
JN Riddel	Building Inspector	564-3045	578-1121
Joe Shifflett	Building Official	564-3041	578-1558
Kendrick Smith	GIS Technician	564-3029	830-5811
Diana Stultz	Zoning Administrator	564-3032	830-8017
Amanda Thomas	Administrative Assistant	574-3790	N/A
Kelley Ann Weatherholtz	Permit Specialist I	564-3040	N/A



# Technology Department Staff Report: August 2016

## MONTHLY HELP DESK TICKET SUMMARY BY DEPARTMENT

Total Number of Help Desk Tickets for July 2016: 312



### CURRENT PROJECT STATUS UPDATES

Project	Associated Departments	Start Date	Projected End Date	Update
Checkpoint Firewall Replacement	Technology	01/26/2016	08/31/2016	Continuing implementation of malware sandbox
Wireless Mobile Device Replacement	All	11/30/2015	08/31/2016	Few devices left to implement. Including iPads and mi-fi devices
Mobile Device Management Implementation	All	11/30/2015	08/31/2016	Waiting for final devices
CityView/GIS Integration Fix	Community Development, Technology, Timmons Group	11/01/2015	08/31/2016	CityView and Technology Staff working to fix database linking and correct bad data
OpenGov Implementation	All	02/05/2016	02/05/2017	Working with finance and COR
Data Center Upgrade - Phase 3	Technology, All	08/01/2014	08/31/2016	ImageNow, and Symantec upgrades remaining.
Munis Human Resources Online Applicant Tracking	Human Resources	10/01/2016	1/1/2017	Start on Applicant Tracking in October 2016
Credit Card Payments for CityView	Community Development, Technology, Harris	05/27/2014	08/01/2016	Requested list of accepted vendors from CityView.

## Technology Department Staff Report: August 2016

<b>Evaluation and continuation of ImageNow Document Imaging project</b>	Technology	06/04/2014	08/31/2016	Providing more information and data to Tyler
<b>Custom Reports for Munis</b>	Technology	07/20/2014	Ongoing	Continuing to prioritize and create reports
<b>Selection of solution(s) to replace DaPro software</b>	Technology/Administration/RC SO/ECC/Court Services/Fire & Rescue	4/01/2015	7/01/2017	Consultants selected
<b>Clerk of Court computers</b>	Technology/Supreme Court/Clerk of Court	11/01/2014	06/30/2016	Answer in 30 days from Supreme Court
<b>New Software for Records and Imaging for Clerk of Court</b>	Clerk of Circuit Court, Technology	07/01/2015	03/31/2017	Ongoing. Development slowing implementation
<b>Work with City to reroute ICHRIS traffic through VPN</b>	Technology (City, County, ECC)	02/02/2016	03/01/2016	Defer until after dark fiber installation between City and County
<b>Video Conferencing Upgrade in Courts</b>	Jail, Circuit Court, District Court	03/15/2016	10/31/2016	Cost information to be provided to TAC on 8/10
<b>Munis Cashiering/Accounts Receivable/General Billing/Appraisal/COR Systems</b>	Technology, Finance, Commissioner of Revenue, Treasurer, Administration, Public Works	02/01/2016	TBD	Meeting scheduled with Treasurer
<b>SunTrust OTM upgrade</b>	Treasurer, Finance, Technology	05/25/2016	08/31/2015	Waiting for SunTrust to assign staff
<b>Check-in System for Social Services</b>	Technology/Social Services	05/13/2016	TBD	Don Driver to set up demos
<b>Employee Self Service for Time Keeping in Munis</b>	Technology/Payroll/Human Resources	07/15/2016	01/01/2017	Refresh Training and determine what needs to be done.

Respectfully submitted,

Terri M. Perry  
Director of Technology

**1. Personnel**

The department currently has one employee on light duty and two on FMLA.

**2. Prevention Division Activities: Capt. Joe Mullens, Lt. Todd Spitzer, Lt. Karen Will and Wes Shifflett****A. Plan Review**

1. Clean Agent System - 0
2. Commercial Cooking Suppression - 1
3. Dry Hydrant - 0
4. Emergency Planning/Evacuation - 0
5. Fire Detection/Alarm - 3
6. Fire Pump - 0
7. Flammable/Combustible Liquid Spray Booth - 0
8. Hazardous Materials - 0
9. Mechanical - 0
10. Private Fire Service Mains & Private Water Tank System - 0
11. Rezoning - 0
12. Site Plain - 6
13. Special Entertainment - 0
14. Special Use - 0
15. Sprinkler System - 1
16. Standpipe - 0
17. Plan Review That Has Exceeding Fourteen Day Reaction Time
  - a. All plan reviews are within reaction time guideline
18. Plan Review Fees Generated - \$ 3,122.78

**B. Consultation**

1. Certificate of Occupancy - 0
2. Explosives/Fireworks - 0
3. Fire Code - 0
4. Fire Protection - 1
5. Open Burning - 0
6. Site - 1
7. Special Use/Rezoning - 1
8. Emergency Planning/Evacuation - 0

2. Vehicle Fires
    - a. Accidental - 1
    - b. Incendiary - 0
    - c. Undetermined - 0
    - d. Under Investigation – 0
  3. Brush/Grass Fires
    - a. Accidental - 1
    - b. Incendiary - 0
    - c. Undetermined - 0
    - d. Under Investigation – 0
  4. Open Burning
    - a. Authorized - 1
    - b. Unauthorized - 7
      - i. Notice of Violation - 5
      - ii. Summons - 2
  5. Bomb Threats - 0
  6. Fireworks Violations - 5
  7. Fire Lane
    - a. Tickets Issued - 1
    - b. Warnings Issued - 0
  8. Explosives/Explosions - 1
  9. Follow-up Investigation - 1
    - a. Total Number of Hours – 8
- F. Public Education
1. Prevention Programs
    - a. Smoke Detectors Installed - 8
    - b. Fire Extinguisher Presentations - 0
      - i. Number of Participants - 0
    - c. School Program Presentations - 0
      - i. Number of Participants - 0
    - d. Other Program Presentations - 1
      - i. Number of Participants - 45
    - e. Presentation of Education Materials Events - 1
      - i. Number of Participants – 75

a. Number of Participants - 32

B. Meetings and Training

1. Training at Bridgewater Airport

C. Other Activities

1. Worked on Articulate Program

2. Proctored 12 tests for the paramedic program

4. Additional Department Activities

A. On July 7<sup>th</sup> off duty personnel in our department, as well as, Harrisonburg Fire Department and East Rockingham FFA traveled to Rupert, West Virginia to assist residents with clean up after the devastating flooding from a few weeks prior.





**STAFF REPORT**  
August, 2016

**Agenda Item#**

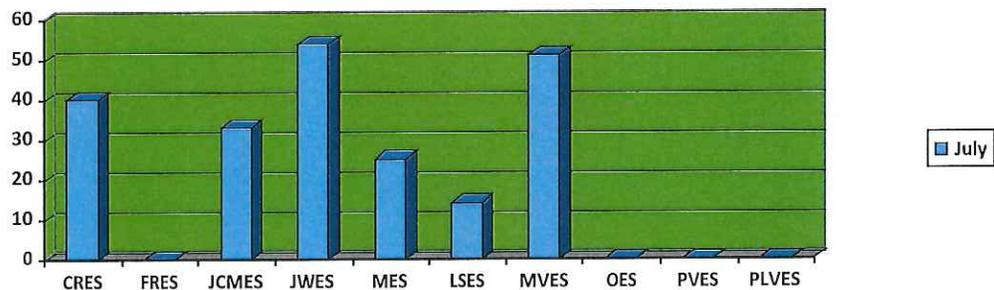
**1. PERSONNEL**

A. Parks & Recreation: Dontae Gholson started on August 1 as Athletic Technician. Dontae is from Petersburg, VA, received his degree from Bluefield College with a BS in Sports Management, where he also played basketball. He has been in the area for a while and worked local youth through the City of Harrisonburg Parks and Recreation.

**2. RECREATION**

A. Recreation:

1. The Parks and Recreation Commission met on Thursday, July 28.
2. The Summer Day Camp Program numbers for July. Currently there are over 207 children registered in the program.



3. After school staff training will be August 15 and 18.
4. Training and meetings.
  - Ashley Adams attended the Virginia Recreation and Parks Society, Western Service Area meeting.
  - Bart Bridges attended Valley Business Keynote and Massanutten's Bike Park Opening.
  - Howard Taylor attended the County Safety Meeting
5. Upcoming Special Events Include:
  - Punk, Pass and Kick competition
  - Albert Long Park Benefit Golf Tournament

6. Recreation Programs for the month of July with registration numbers are:

- Bergton Community Center, 6 rentals
- Singers Glen Community Center, 3 rentals
- PDCC paying rentals, had 17
- PDCC non-paying rentals, had 17
- Cheerleading, 191 participants
  - TA A – 25
  - TA B – 35
  - Bway A – 26
  - Bway B – 37
  - S'wood A – 6
  - S'wood B – 12
  - E. Rock A – 17
  - E. Rock B – 33
- Frozen Camp, 14 participants
- Intro to Canvas Painting, 4 participants
- Lacrosse Clinic at Wilbur Pence, 8 participants
- Canning Seminar, 6 participants
- YogaFit, 4 participants
- Open Gym Basketball x 4, 22 participants per night
- Android Tutorial, 4 participants
- Lacrosse Clinci at Montevideo, 10 participants
- Concealed Handgun, 9 participants
- Facebook 101, 8 participants
- Lacrosse Clincie at J. Frank Hillyard, 8 participants

July Trips:

- Hollywood Casino, mini bus – 8 participants
- Monticello Wine Tour, mini bus – 8 participants
- Graves Mountain 4<sup>th</sup> of July, mini bus – 12 participants
- Belle Grove Plantation & Tea, mini bus – 7 participants
- Virginia Distillery, mini bus – 9 participants
- Virginia Beach, charter bus – 38 participants

9. The month of July staff has been busy with completing cheerleading registrations, beginning of football registrations and after school registrations. The fall brochure is being worked on and will be mass mailed September 10.

Respectfully submitted,  
Kathy McQuain  
Director of Parks & Recreation

**1. Personnel**

A. Positions filled

Director  
Administrative Assistant  
Senior Pretrial Officer  
Pretrial Officer (two full-time)  
Pretrial Evaluator  
Probation Officer (three full-time/one part-time)  
Litter Control Supervisor (part-time)  
CIT Coordinator

**2. Litter Control Program**

A. Bags Collected for July 2016 – 82

Roads/areas cleaned: County Administration Center, Rockingham County Landfill, Social Services, 33E, 42S, Briery Branch Road

**3. Community Corrections**

A. Probation

1) Caseload for July 2016

Misdemeanor caseload – 440

Felony caseload – 5

B. Pretrial

1) Caseload for July 2016

Misdemeanor caseload – 65

Felony caseload – 197

**4. CIT – Crisis Intervention Team**

A. The CIT Taskforce continues to meet on a monthly basis. The next 40 hour training will be held September 26-30, 2016.

**5. RE-Entry Council**

A. The Re-Entry Council meets on a quarterly basis. The sub-committees meet once per month to discuss ways to integrate offenders back into our community. Attached are the approved minutes from the April 14, 2016 meeting. The quarterly meeting was held on July 14<sup>th</sup> @ 4:00pm in the Community Room.

## **Reentry Council Minutes 04/14/2016**

**22 People attended:** Steven Shortell, Jimmy Wimer, Sharon Ringgold, Darrell Simpson, Shani Armstrong, Donna Muncy, Joshua Lutz, Kim Whetzel, Austyn Boudreaux, Carolyn Shanks, Jim Orndorf, Dorita Moore, Joan Kauffman, Daniel Brumbaugh-Keeney, Nancy Insco, Tim Brazill, Ruth Jost, Nicky Fadley, Don Driver Jr., Howard Payne, Boris Ozuna and Bonnie Libassi

**Action Committee:** In the process of making the Mission and Vision Statements. Copies will soon be finalized.

**Pre-Release:** Workshops continue to roll on smoothly. Parenting, Employment, Financial Management, Anger Management and a Women's Support Group. The classes @ MRRJ are also going well. The Workshop Instructors are planning to meet to discuss challenges faced in the classroom and exchange ideas.

**Post-Release:** Working on transportation issues in the area. Working with area counselors to do pro-bono counseling. Marital counseling might be the means to get the process started with a client. Many say they don't need counseling, so this might be an inroad.

**Family Support:** Very small turnout on 3/31/16 to the family listening session. The first takeaway from this meeting has left the committee asking how to reach families of the incarcerated. There is a need for more drug related programs and more faith based programs in the jail. We also need to find a way to go to the families. One way is to go to the jail and visit the families while they are waiting for their visit. We have gone for two weeks consecutively on Sunday morning. The group has considered structuring a volunteer rotation for visits to family members. It was suggested that perhaps some faith based organizations would be interested in participating. The second takeaway from the 3/31 meeting was the need for an information handbook. Third, it would be good to have a number that people could call for information or to request assistance. Volunteers could be on call to answer questions to family members.

**Public Relations:** Leah is absent. Wanted the mission statement to utilize it. Darrell plans to join the public relations committee. Bonnie will also be interested in joining the committee. Darrell will schedule a meeting, and send an invitation to the full council to request members.

**Legislation Committee:** This committee is one that serves as a committee to research and inform in ways to solve challenges to the reentering ex-offender, such as getting a license, for example.

**Fund Raising Committee:** The committee hopes to do a fund raiser in the fall. The committee is considering joining forces with the Public Relations Committee. What are the thoughts of the Reentry Council regarding the implementation of an event? Do we have interest in people participating? The group consensus was that the Fund Raising Committee must first target a use for the funds collected in order to plan an event, so people will know to what they are donating. Purpose of funds raised must be determined prior to the Council committing to

volunteer. Questions were raised regarding whether the Council could request money from the County or the City to be used by the Reentry Council. It was also suggested that the Reentry Council could possibly partner with another organization to help them raise funds, and shoulder the work of the event together. The date of the event will be a big factor. The Reentry Council wants to know what other group will help, before voicing their level of interest in volunteering for a fund raising event. It was suggested that information committee and establishing a phone line could be one place the money would be used. Discussion of an event was tabled pending further information to be presented by the Fund Raising Committee.

**Strength in Peers:** Continues to move along well. One person has obtained employment. The Strength in Peers program should be mentioned by each of the workshop instructors during their classes. Shani Armstrong goes to MRRJ and teaches also. The officials at the jails and the prisons are doing a great job in providing referrals. Word of mouth has also spread inside the jail. They get at least 5 letters per week of requests from incarcerated people. There are 130+ jurisdictions throughout the state. The relationship between the jails and Strength in Peers is critical to make this program work.

**Welcome Home Reentry Center** - Located at 110 S. High Street, in the Dean House. Flyers are available at the RHRJ & MRRJ. They are staffed 2 hours per day Monday - Friday by volunteers. *(Please note, the hours have changed since the time of this meeting)*. People that are released at a different time are also welcome to come. Volunteers are there to provide coffee, snacks and conversation. This is for males and females and for family members also. Families need to know more about the resources available for their loved one. The council is very pleased and appreciative that these volunteers have started this program. There are 8 – 10 volunteers.

**Oxford House** - Started in 1975 - People with substance abuse issues need a place to live but not necessarily treatment. Local houses are rented and the residents pay the rent, are self-governed and maintain the house both inside and outside. They rent a home in a good community so they are out of the drug environment. They have successfully worked through the zoning issues. Former residents of other houses come and live in the newly rented house, and train the residents of the house on the proper way to run it. Oxford House is looking to open a house in Harrisonburg in 30 - 60 days. They have not found one yet. Properties here are very expensive, but they are committed to coming here. Please pass the word. They do male homes, female homes and family homes.

Meeting adjourned at 5:35 pm.

NOTICE OF PUBLIC HEARING  
ROCKINGHAM COUNTY BOARD OF SUPERVISORS

At the regular meeting of the Rockingham County Board of Supervisors on **Wednesday, August 10, 2016**, at **7:00 P.M.**, in the Board of Supervisors Meeting Room of the Rockingham County Administration Center, 20 East Gay Street, Harrisonburg, Virginia, a public hearing will be held to receive comments on the following.

SPECIAL USE PERMITS

**SUP16-112** Verizon Wireless LLC, 536 Pantops Center - PMB#405, Charlottesville 22911 for a 199' monopole tower and supporting equipment on property located on a private right-of-way at the dead end of Three Leagues Road (Route 1090) approximately 2/3 mile south of McGaheysville Road (Route 996), Election District #5, zoned A-1. Tax Map #142-(A)-51. Property Address: 1168 Hodge Lane.

**SUP16-141** Rafiq Shahswar, 9245 Lee Highway, Mt. Crawford 22841 for a motor vehicle repair shop on property located on the east side of Lee Highway (Route 11) approximately 260' south of Spring Valley Circle (Route 675), Election District #4, zoned A-2. Tax Map #149-(A)-27

**SUP16-154** Sergiy Bohdan, 2149 Cecil Wampler Road, Mt. Crawford 22841 for an expansion to existing welding shop on property located on the southwest side of Pleasant Valley Road (Route 679) and Cecil Wampler Road (Route 704), Election District #4, zoned A-2. Tax Map #124-(A)-94

**SUP16-174** Sandra G. Heatwole, 917 Muddy Creek Rd., Rockingham 22802 for an indoor flea market and a farm market on property located on the west side of Muddy Creek Road (Route 752) approximately 9/10 mile north of Rawley Pike (Route 33), Election District #2, zoned A-2. Tax Map #91-(6)-8 and #91-(6)10.

**SUP16-185** Joan Schweigert, 13281 Hawse Road, Linville 22834 for a dwelling for farm worker on property located on the east side of Turleytown Road (Route 613) approximately 1400' north of Morning View Road (Route 776), Election District #2, zoned A-2. Tax Map #49-(A)-99. Property Address: 10624 Turleytown Road

REZONING

**REZ16-161** - Great Eastern Resort Corporation, P.O. Box 6006, Charlottesville, VA 22901, to amend the Master Plan for Woodstone Meadows on TM# 128-(A)- L122A, L122A1, L122A2, L123, & 129-(A)- L16A, totaling 53.61 acres, located east of Resort Drive (Rt 644) approximately 500 feet north of Bloomer Springs Rd (Rt 646), while retaining the existing Planned Residential District (R-5) zoning. The Comprehensive Plan designates this area for Community Residential. Election District 5.

The above items and a copy of the full text of any ordinances advertised above may be obtained in the office of Community Development, Rockingham County Administration Center, 20 East Gay Street, Harrisonburg, Virginia. Phone: (540) 564-3032.

**Please run this ad in the Classifieds using standard border on:**

Wednesday, July 27, 2016  
Wednesday, August 3, 2016



Community Development  
Special Use Permit Report  
SUP16-112

Meeting Date: AUGUST 10, 2016

Applicant	VERIZON WIRELESS
Mailing Address	536 PANTOPS CENTER – PMB #405, CHARLOTTESVILLE 22911
Property Address	1169 HODGE LANE, MCGAHYESVILLE 22840
Phone #/Contact	434-825-0617/STEPHEN WALLER
Tax Map Id	142-(A)-51
Zoning	A1
Requested Use	TELECOMMUNICATION FACILITY (199' MONOPOLE TOWER/192 SQ. FT. GROUND EQUIPMENT SHELTER/80' X 80' FENCED COMPOUND)
Location	PRIVATE RIGHT-OF-WAY AT THE DEAD END OF THREE LEAGUES ROAD (ROUTE 1090) APPROXIMATELY 2/3 MILE SOUTH OF MCGAHYESVILLE ROAD (ROUTE 996)
Acreeage in parcel	57.34 ACRES
Acreeage in request	10,000 SQ. FT.
Election District	5
Comprehensive Plan	AGRICULTRUAL RESERVE

---

8. No request for a building permit shall be made by the applicant until such time as the applicant has provided the bonding as required in the Rockingham County Code.
9. All VDOT requirements shall be met.
10. This telecommunications facility shall not be placed into operation until such time as a certificate of occupancy is issued from the County.

**GENERAL INFORMATION**

**SUBMISSION JUSTIFICATION:**

Table 17-606 allows for special use permit application for telecommunications facilities in the A-1 zoning district.

**BACKGROUND**

The subject property is owned by Gary and Linda Burner, and a copy of the lease is in the file.

Verizon applied for a special use permit for this same use on this property in 2014. However, that application was placed on hold by the applicant and never went to public hearing. The applicant withdrew that application prior to making the application before the Board tonight.

**Adjoining Properties and Special Uses**

Direction From Site	Zoning	Request	Decision
North	R-2	None	
East	A-1	Residence	Approved 9/27/89
South	A-1	None	
West	R-2	None	
	A-1	None	

**ZONING AND EXISTING LAND USE**

**Adjoining Properties and Uses**

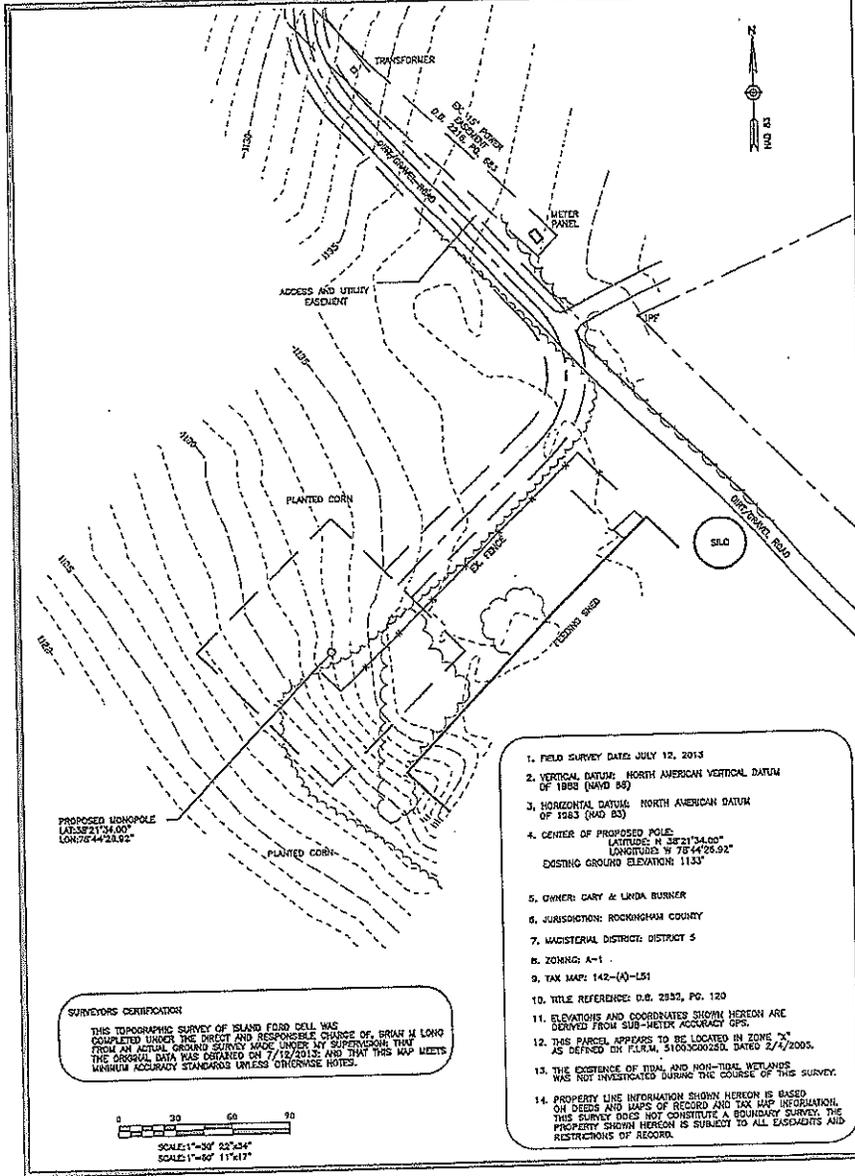
Direction From Site	Zoning	Existing Land Use
North	R-2	Three Leagues Subdivision
East	A-1	Tillable, wooded
South	A-1	Tillable, pasture, home sites
West	R-2	Three Leagues Subdivision
	A-2	Tillable, wooded

2. Mr. Burner also owns lot 10 of Three Leagues Subdivision, and there is a signed agreement for the applicant to access the site across that lot.

3. The County's consultant reviewed the application, found that it was in compliance with the County Code, and that there are no existing towers in the proposed area, and the consultant concluded that the application is eligible for the Island Ford site.

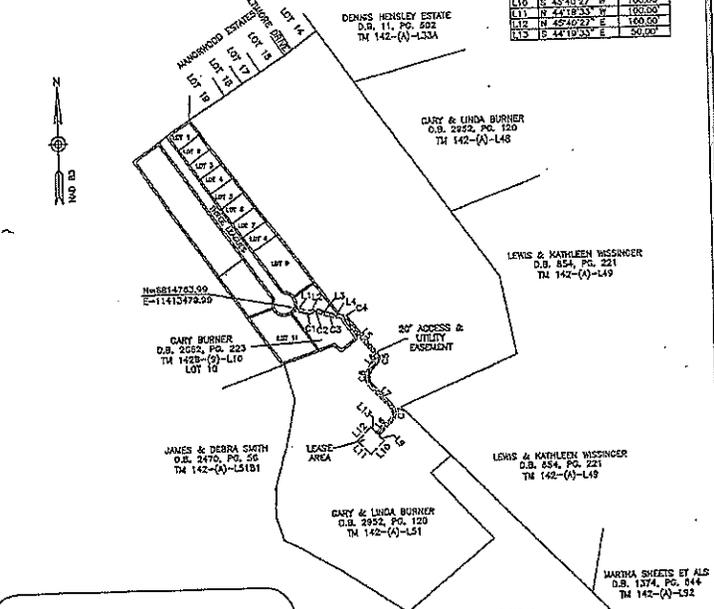
4. According to the County Code, in granting a special use permit, the Board should find the following:

- o That the use is compatible with surrounding uses,
- o Is not detrimental to the character of adjacent land,
- o Is consistent with the intent of this chapter, and
- o Is in the public interest.



CURVE NUMBER	ARC LENGTH	CHORD LENGTH	CHORD BEARING
C1	60.00	54.01	S 85°13'43" E
C2	60.00	55.10	S 85°13'43" E
C3	60.00	57.32	S 85°13'43" E
C4	60.00	61.21	S 85°13'43" E
C5	60.00	65.69	S 85°13'43" E
C6	60.00	70.74	S 85°13'43" E
C7	60.00	77.45	S 85°13'43" E

LINE BEARING	DISTANCE
L1	S 84°45'12" E 49.85'
L2	N 72°15'58" E 1.69'
L3	S 79°20'31" E 51.03'
L4	E 82°09'49" E 48.03'
L5	S 35°01'41" W 245.91'
L6	S 45°19'23" E 100.00'
L7	S 43°04'23" E 147.94'
L8	S 45°40'22" W 108.11'
L9	S 44°19'23" E 50.00'
L10	S 45°40'22" W 100.00'
L11	N 44°18'55" E 100.00'
L12	N 45°40'22" E 100.00'
L13	E 44°19'23" E 50.00'



1. FIELD SURVEY DATED JULY 12, 2013
2. VERTICAL DATUM: NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88)
3. HORIZONTAL DATUM: NORTH AMERICAN DATUM OF 1983 (NAD 83)
4. CENTER OF PROPOSED POLE:  
 LATITUDE: N 38°21'34.00"  
 LONGITUDE: W 78°44'28.92"  
 EXISTING GROUND ELEVATION: 1153'
5. OWNER: CARY & LINDA BURNER
6. JURISDICTION: ROCKINGHAM COUNTY
7. MAGISTERIAL DISTRICT: DISTRICT 5
8. ZONING: A-1
9. TAX MAP: 142-(A)-L51
10. TITLE REFERENCE: O.B. 2352, PG. 120
11. ELEVATIONS AND COORDINATES SHOWN HEREON ARE DERIVED FROM SUB-METRIC ACCURACY GPS.
12. THIS PARCEL APPEARS TO BE LOCATED IN ZONE 28 AS DEFINED ON FURUM, S100000214, DATED 2/1/2005.
13. THE EXISTENCE OF TIDE AND NON-TIDE WETLANDS WAS NOT INVESTIGATED DURING THE COURSE OF THIS SURVEY.
14. PROPERTY LINE INFORMATION SHOWN HEREON IS BASED ON DEEDS AND MAPS OF RECORD AND TAX MAP INFORMATION. THIS SURVEY DOES NOT CONSTITUTE A BOUNDARY SURVEY. THE PROPERTY SHOWN HEREON IS SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.

**20' Access and Utility Easement**

Beginning at a point on Three Leagues Road with a NAD 83 coordinate of N: 8814763.89, E: 11413479.89;

Thence S 64°45'12" E a distance of 49.85';

Thence with a curve turning to the left with an arc length of 44.01', with a radius of 60.00', with a chord bearing of S 85°13'43" E, with a chord length of 43.03';

Thence N 72°15'58" E a distance of 1.69';

Thence with a curve turning to the right with an arc length of 38.16', with a radius of 60.00', with a chord bearing of S 85°13'43" E, with a chord length of 37.22';

Thence S 79°20'31" E a distance of 51.03';

Thence with a curve turning to the left with an arc length of 12.37', with a radius of 60.00', with a chord bearing of S 76°15'00" E, with a chord length of 12.33';

Thence S 82°09'49" E a distance of 48.03';

Thence with a curve turning to the right with an arc length of 45.69', with a radius of 60.00', with a chord bearing of S 35°01'41" E a distance of 245.91';

Thence S 35°01'41" E a distance of 245.91';

Thence with a curve turning to the right with an arc length of 37.22', with a radius of 60.00', with a chord bearing of S 84°59'43" W, with a chord length of 34.43';

Thence S 49°31'09" W a distance of 25.93';

Thence with a curve turning to the left with an arc length of 127.89', with a radius of 60.00', with a chord bearing of S 02°45'18" W, with a chord length of 114.70';

Thence S 43°04'23" E a distance of 147.94';

Thence with a curve turning to the right with an arc length of 77.45', with a radius of 60.00', with a chord bearing of S 01°17'55" W, with a chord length of 69.02';

Thence S 43°40'22" W a distance of 108.11';

which is the point of beginning.

**Lease Area**

Beginning at the end of the 20' Access and Utility Easement;

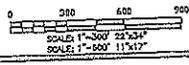
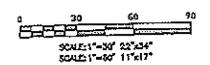
Thence S 44°19'23" E a distance of 50.00';

Thence S 45°40'22" W a distance of 100.00';

Thence N 44°18'55" W a distance of 100.00';

Thence N 45°40'22" E a distance of 100.00';

Thence S 44°19'23" E a distance of 50.00' to the point of beginning and containing 10000.00 square feet or 0.230 acres.



**ISLAND FORD**

**CONSTRUCTION DRAWINGS**

NO.	DATE	DESCRIPTION
C	4/8/14	REVISED ACCESS
B	10/15/13	FINAL
A	02/26/12	FOR PLAN REVIEW

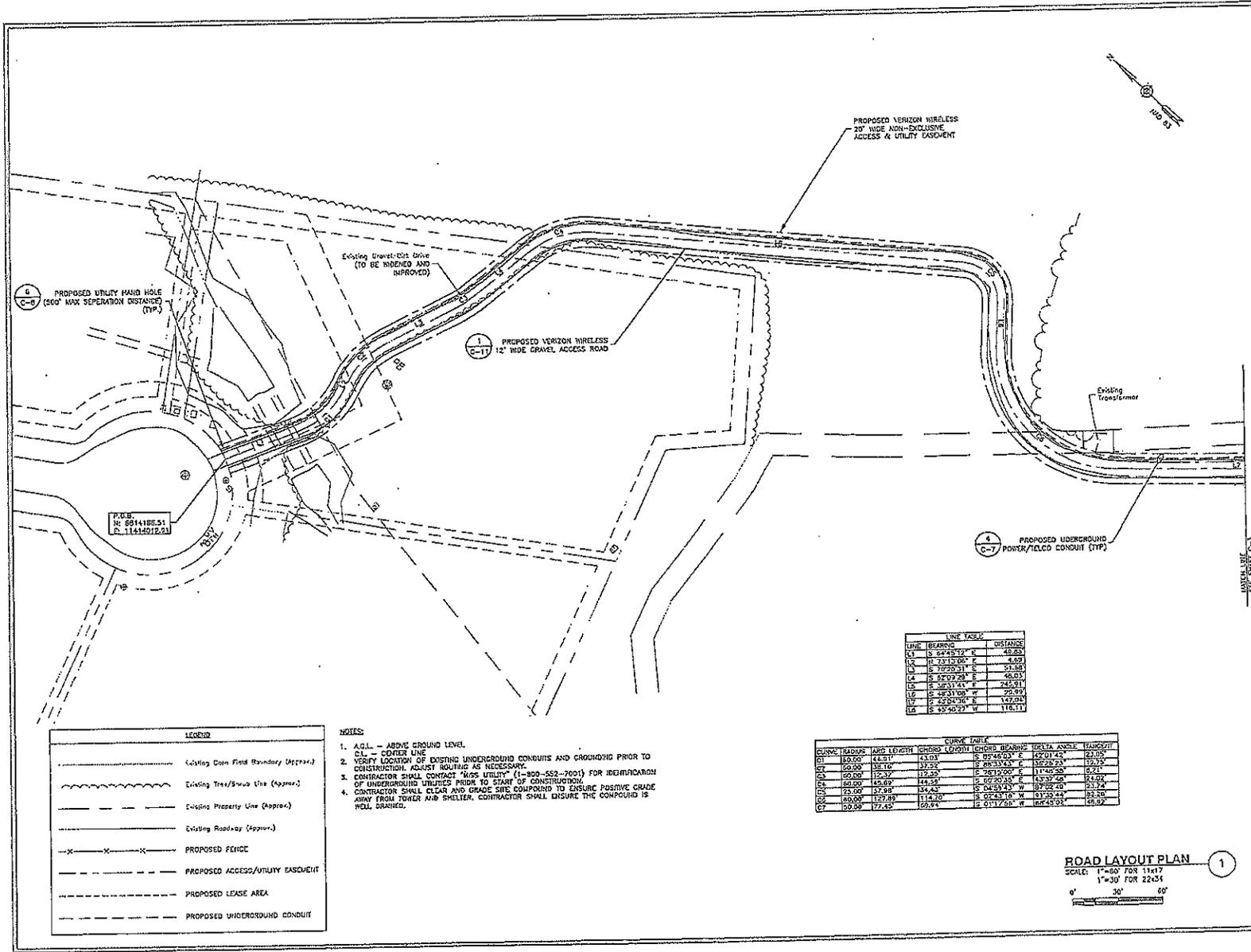
**Dewberry**  
 Dewberry Engineers Inc.  
 4163 Brattle Drive  
 Charlottesville, VA 22902  
 Phone: 813.952.7807  
 Fax: 813.952.7728  
 www.dewberry.com



DRAWN BY:	BAR
REVIEWED BY:	PPB
CHECKED BY:	DRM
PROJECT NUMBER:	50059760
VERSION PROJECT NO:	20130905001
SITE ADDRESS:	

1169 HODGE LANE  
 MCGAHEYSVILLE, VA 22840

SHEET TITLE  
**SURVEY**  
 SHEET NUMBER



**Verizon wireless**  
 VERIZON WIRELESS  
 1831 RADY COURT  
 RICHMOND, VA 23222

**ISLAND FORD**

**CONSTRUCTION DRAWINGS**

4	02/02/16	VFP PLATFORM
3	04/30/15	OUTDOOR EQUIPMENT
2	07/25/14	REV. CONFOUNTING CRADING
1	04/10/14	REVISED RDS
0	10/15/13	CONSTRUCTION DRAWINGS

**Dewberry**  
 Dewberry Engineers Inc.  
 4100 Lakeside Drive  
 Glen Allen, VA 22060  
 Phone: 804.228.1007  
 Fax: 804.228.1000  
 www.dewberry.com



DRAWN BY: BAR  
 REVIEWED BY: PFB  
 CHECKED BY: DR4  
 PROJECT NUMBER: 50059760  
 VERIZON PROJECT NO.: 20130903801  
 SITE ADDRESS:

1189 HODGE LANE  
 MCGAHEYSVILLE, VA 22840

ROAD LAYOUT PLAN  
 SHEET NUMBER

C-2

**LINE TIES**

LINE	BEARING	DISTANCE
L1	S 54°45'12" E	40.80
L2	N 70°15'00" E	4.00
L3	S 70°20'31" E	21.84
L4	S 52°03'28" E	46.03
L5	S 20°31'41" E	24.00
L6	S 46°31'00" E	29.59
L7	S 42°20'30" E	147.04
L8	S 45°40'27" W	116.13

**CURVE TABLE**

CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE	TANGENT
BT	100.00	14.17	14.10	S 82°40'27" E	25°01'42"	23.05
BT	100.00	18.10	17.92	S 66°33'43" E	35°28'23"	33.25
CB	100.00	12.32	12.20	S 26°12'00" E	11°42'58"	15.73
CB	100.00	15.67	15.47	S 02°20'30" E	43°37'58"	24.04
CS	25.00	37.88	34.42	S 04°59'43" W	87°02'48"	23.24
CS	100.00	127.89	114.70	S 02°43'10" W	81°53'44"	84.26
CT	50.00	172.62	152.91	S 07°17'26" W	88°45'03"	108.02

**LEGEND**

	Existing Data Field Boundary (Approx.)
	Existing Trees/Shrub Line (Approx.)
	Existing Property Line (Approx.)
	Existing Roadway (Approx.)
	PROPOSED FENCE
	PROPOSED ACCESS/UTILITY EASEMENT
	PROPOSED LEASE AREA
	PROPOSED UNDERGROUND CONDUIT

- NOTES:**
1. A.G.L. - ABOVE GROUND LEVEL  
 C.L. - CENTER LINE
  2. VERIFY LOCATION OF EXISTING UNDERGROUND CONDUITS AND GROUNDING PRIOR TO CONSTRUCTION. ADJUST ROUTING AS NECESSARY.
  3. CONTRACTOR SHALL CONTACT "MOS UTILITY" (1-800-552-7001) FOR IDENTIFICATION OF UNDERGROUND UTILITIES PRIOR TO START OF CONSTRUCTION.
  4. CONTRACTOR SHALL CLEAR AND GRADE SITE COMPOUND TO ENSURE POSITIVE GRADE AWAY FROM TOWER AND SHELTER. CONTRACTOR SHALL ENSURE THE COMPOUND IS WELL DRAINED.

**ROAD LAYOUT PLAN**  
 SCALE: 1"=60' FOR 11x17  
 1"=30' FOR 22x34  
 0' 30' 60'



Community Development  
Special Use Permit Report  
SUP16-141

Meeting Date: AUGUST 10, 2016

Applicant	RAFIQ SHAHSWAR
Mailing Address	9245 LEE HIGHWAY, MT. CRAWFORD 22841
Property Address	SAME
Phone #/Contact	638-0927
Tax Map Id	149-(A)-27
Zoning	A2
Requested Use	MOTOR VEHICLE REPAIR SHOP
Location	EAST SIDE OF LEE HIGHWAY (ROUTE 11) APPROXIMATELY 260' SOUTH OF SPRING VALLEY CIRCLE (ROUTE 675)
Acreage in parcel	9/10
Acreage in request	SAME
Election District	4
Comprehensive Plan	AGRICULTURAL RESERVE

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10. There shall be no more than six vehicles either awaiting repair or waiting to be picked up following repair allowed outside the building at any one time.
11. Any on-premise advertising sign associated with this business shall comply with the Rockingham County Code.
12. There shall be no off-premise signs permitted unless all County and State regulations are met.
13. Parking shall comply with the Rockingham County Code.
14. The business shall not begin operation until a certificate of occupancy is issued by the County. No certificate of occupancy shall be issued until all other conditions of this permit are met.

## GENERAL INFORMATION

### **SUBMISSION JUSTIFICATION:**

Table 17-606 allows for special use permit application for motor vehicle repair shops in the A-2 zoning district with the following supplemental standards:

No more than six (6) vehicles awaiting service or pick-up shall be parked outside the structure in which the use is located.

No junked vehicles shall be located on the property.

No vehicles shall be sold from the site.

No outdoor display or outdoor storage of new or used automobile parts shall be permitted.

Hours of operation shall be limited to 6:00 a.m. to 9:00 p.m.

### **BACKGROUND**

In 1983, Boyd Berry obtained a special use permit for an antique shop. That shop has been out of business for a number of years. Applicant purchased the property in 2014.

has concerns with being able to provide emergency services to new and upcoming projects and locations while maintaining current emergency responses. This project will have to meet the requirements of the Rockingham County Fire Prevention Code.

Building Official

Building to be built to 2012 Va. Construction Code Std. Applicant has been briefed on all building code requirements and understands this is a commercial garage that requires more extensive code requirements than a residential garage.

TRANSPORTATION

VDOT – Road Conditions

The existing entrance to the subject site meets the minimum standards for a low volume commercial entrance that can serve up to 50 trips per day. The proposed use is likely to remain under 50 trips per day (business + residence); however, if it becomes known that the site generates in excess of 50 trips per day, a commercial entrance will be required; a full commercial entrance would require extensive entrance upgrades and an access management exception for spacing that is not guaranteed to be granted.

VDOT – Traffic Impact Analysis

N/A

SUMMARY

Considerations:

1. This is for a motor vehicle repair shop.
2. Applicant has indicated that only he and his son will work in the garage. That has not been made a condition at this time.
3. VDOT indicated that as long as there are not more than 50 vehicle trips per day, the existing entrance is suitable. In the future should there be more than 50 vehicle trips a day, a commercial entrance would be required as well as an access management exception for spacing (which is not guaranteed to be granted).
4. Health Department indicated that as long as there are no non-family members working in the garage and the garage restroom is not open to the public, the garage could be connected to the existing septic.
5. According to the County Code, in granting a special use permit, the Board should find the following:
  - o That the use is compatible with surrounding uses,
  - o Is not detrimental to the character of adjacent land,

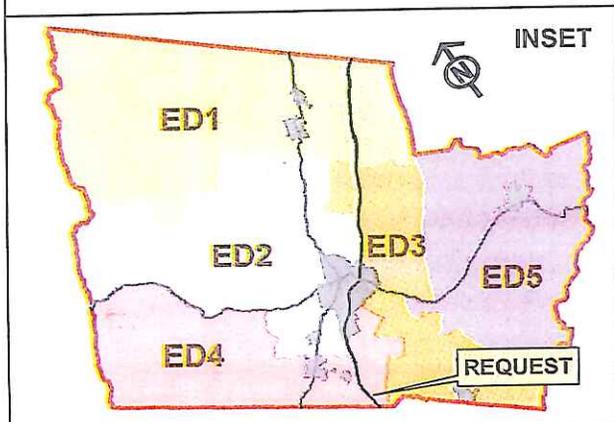


# Rafiq Khalid Shahswar Special Use Permit Request



8/10  
7/13/2016

SUP#16-141





Community Development  
Special Use Permit Report  
SUP16-154

Meeting Date: AUGUST 10, 2016

Applicant	SERGIY BOHDAN
Mailing Address	2149 CECIL WAMPLER RD., MT. CRAWFORD 22841
Property Address	SAME
Phone #/Contact	435-4241
Tax Map Id	124-(A)-94
Zoning	A2
Requested Use	3,000 SQUARE FOOT ADDITION TO EXISTING WELDING SHOP (KNOWN AS METAL WORKING SHOP IN CURRENT ZONING ORDINANCE)
Location	SOUTHWEST SIDE OF PLEASANT VALLEY ROAD (ROUTE 679) AND CECIL WAMPLER ROAD (ROUTE 704)
Acreage in parcel	1.9
Acreage in request	SAME
Election District	4
Comprehensive Plan	AGRICULTURAL RESERVE

site plan is approved.

10. All work shall be done inside the building, and all storage of supplies shall be kept inside the building.
11. No junk, trash, or debris shall be allowed to accumulate on the property.
12. As proffered by the applicant, hours of operation shall be Monday – Friday from 9 a.m. to 5 p.m.
13. The addition shall not go into operation until a certificate of occupancy is issued by the County. No certificate of occupancy shall be issued until all other conditions of this permit are met.

**GENERAL INFORMATION**

**SUBMISSION JUSTIFICATION:**

Table 17-606 allows for special use permit application for metal working facilities in the A-2 zoning districts with supplemental standards. However, this is an addition to a welding shop that was allowed by special use permit under the previous zoning ordinance which did not have supplemental standards. Therefore, this addition will not be required to meet the supplemental standards.

**BACKGROUND**

Applicant obtained a special use permit in 2008 for a welding shop. Due to the increase in business, the applicant finds it necessary to have more space. Therefore, they are requesting an addition of 3,000 square feet.

**Adjoining Properties and Special Uses**

Direction From Site	Zoning	Request	Decision
North	I-1	None	
East	A-2	None	
South	A-2	waiver to supplemental standards for accessory dwelling to increase distance between homes from 60' to 180'	Approved 7/13/16
West	A-2	None	

Permit is required for the construction of this proposed commercial entrance. Contact the VDOT Harrisonburg Residence for Land Use Permit information and application.

The existing commercial entrance on Route 704 must remain in use for a least tractor trailer access.

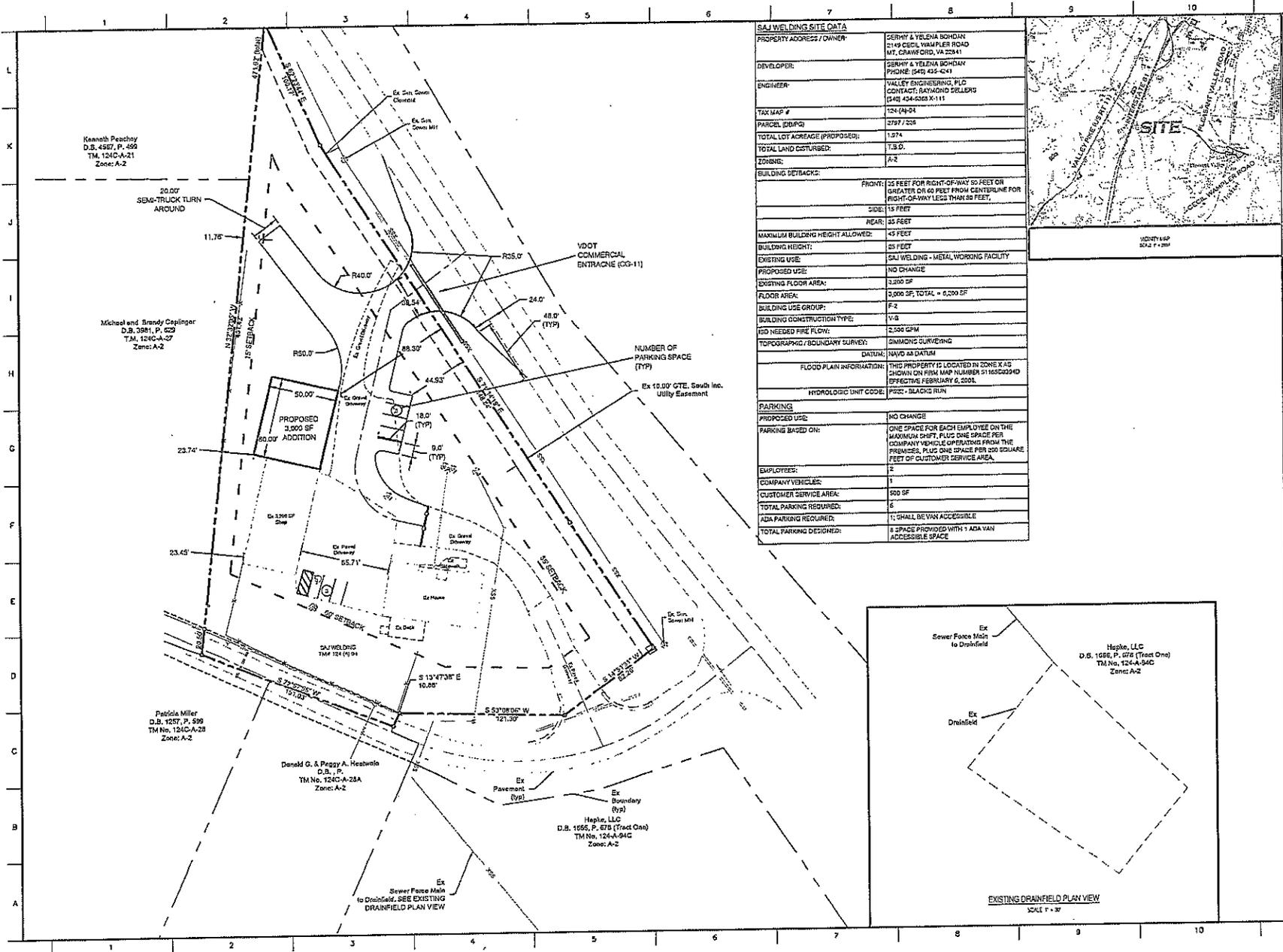
VDOT – Traffic Impact Analysis

N/A

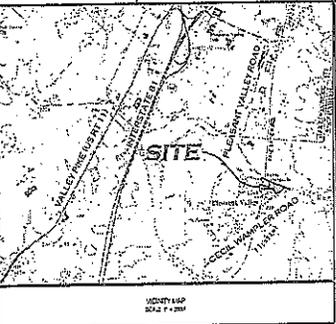
**SUMMARY**

Considerations:

1. This is a request for an addition to an existing welding shop for which a special use permit was approved in February 2008.
2. Inasmuch as the original welding shop did not have to meet standards saying it would be for farm equipment and farm facilities only, this addition will not be required to meet those standards.
3. VDOT is agreeable to a new commercial entrance onto Pleasant Valley Road. However, according to VDOT, the existing commercial entrance onto Cecil Wampler will have to remain open for tractor trailer traffic.
4. Health Department stated that the building would either have to be hooked to public sewer or approval would be required from the Health Department to upgrade the existing septic for the increase in business and employees.
5. According to the County Code, in granting a special use permit, the Board should find the following:
  - That the use is compatible with surrounding uses,
  - Is not detrimental to the character of adjacent land,
  - Is consistent with the intent of this chapter, and
  - Is in the public interest.



SAJ WELDING SITE DATA	
PROPERTY ADDRESS / OWNER	SERNY & VELENA BONDAN 2149 CEDAR WAMPLER ROAD MT. CARMEL, VA 22641
DEVELOPER:	SERNY & VELENA BONDAN PHONE: (540) 435-4241
ENGINEER:	VALLEY ENGINEERING, PLLC CONTACT: RAYMOND SELLERS (540) 654-5255 X111
TAX MAP #	124-A-24
PARCEL (S) (R) (P)	2757 / 328
TOTAL LOT ACREAGE (PROPOSED):	1.574
TOTAL LAND ACQUIRED:	T.S.O.
ZONING:	A-2
BUILDING SETBACKS:	FRONT: 25 FEET FOR RIGHT-OF-WAY 50 FEET OR GREATER OR 40 FEET FROM CENTERLINE FOR RIGHT-OF-WAY LESS THAN 50 FEET, SIDE: 15 FEET REAR: 25 FEET
MAXIMUM BUILDING HEIGHT ALLOWED:	45 FEET
BUILDING HEIGHT:	23 FEET
EXISTING USE:	SAJ WELDING - METAL WORKING FACILITY
PROPOSED USE:	NO CHANGE
EXISTING FLOOR AREA:	3,200 SF
FLOOR AREA:	3,000 SF, TOTAL = 6,200 SF
BUILDING USE GROUP:	F-2
BUILDING CONSTRUCTION TYPE:	V-B
ISO NEEDED FIRE FLOW:	2,500 GPM
TOPOGRAPHIC / BOUNDARY SURVEY:	SHIMMING SURVEYING
DATE:	NAVD 83 DATUM
FLOOD PLAN INFORMATION:	THIS PROPERTY IS LOCATED IN ZONE X-AS SHOWN ON FIRM MAP NUMBER 211630200D EFFECTIVE FEBRUARY 6, 2008.
HYDROLOGIC UNIT CODE:	PR2 - BLACKS RUN
PARKING	PROPOSED USE: NO CHANGE PARKING BASED ON: ONE SPACE FOR EACH EMPLOYEE ON THE MAXIMUM SHIFT, PLUS ONE SPACE PER COMPANY VEHICLE OPERATING FROM THE PREMISES, PLUS ONE SPACE PER 200 SQUARE FEET OF CUSTOMER SERVICE AREA.
EMPLOYEES:	2
COMPANY VEHICLE:	1
CUSTOMER SERVICE AREA:	500 SF
TOTAL PARKING REQUIRED:	5
ADA PARKING REQUIRED:	1; SHALL BE VAN ACCESSIBLE
TOTAL PARKING DESIGNED:	4 SPACE PROVIDED WITH 1 ADA VAN ACCESSIBLE SPACE



### SAJ WELDING EXPANSION

2149 CEDAR WAMPLER ROAD (RT. 746)  
MT. CARMEL, VA 22641  
ROCKINGHAM COUNTY

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**VALLEY ENGINEERING**  
IDEAS MADE REAL

1011 BEASLEY DRIVE  
HARRISONBURG, VIRGINIA 22801  
TELEPHONE (540) 435-4241 OR (800) 348-9495  
WWW.VALENG.COM

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PRELIMINARY ISSUE  
NOT FOR CONSTRUCTION

REVISIONS:

DATE: 03/17/2010  
PROJECT No.: XXXXX-X  
EXP. CLIENT No.: XXXXX-X

SCALE: 1" = 30'

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SITE PLAN

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SHEET NO.:  
**C4.01**



## Community Development Special Use Permit Report SUP16-174

**Meeting Date:** AUGUST 10, 2016

<b>Applicant</b>	SANDRA G. HEATWOLE
<b>Mailing Address</b>	917 MUDDY CREEK ROAD, ROCKINGHAM 22802
<b>Property Address</b>	SAME
<b>Phone #/Contact</b>	867-9347
<b>Tax Map Id</b>	91-(6)-8, 91-(6)-10 (PARCEL 10 IS FOR ENTRANCE AND PARKING ONLY)
<b>Zoning</b>	A-2
<b>Requested Use</b>	FLEA MARKET (INDOOR) AND FARM MARKET
<b>Location</b>	WEST SIDE OF MUDDY CREEK ROAD (ROUTE 752) APPROXIMATELY 9/10 MILE NORTH OF RAWLEY PIKE (ROUTE 33)
<b>Acreege in parcel</b>	10.756 ACRES
<b>Acreege in request</b>	2 ACRES IN PARCEL 8 FOR BUSINESS; PARCEL 10 FOR PARKING
<b>Election District</b>	2
<b>Comprehensive Plan</b>	AGRICULTURAL RESERVE

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from VDOT's Residency Office and submitted to the Community Development Department prior to issuance of a building permit. Entrance shall be located as approved by VDOT.

10. The three existing ingress/egress points at the barn and accessory building shall be removed as required by VDOT in such a way as approved by VDOT.
11. This permit is contingent upon a site plan being submitted to and approved by the County. No work shall be done on the property and no building permits shall be issued until such time as a site plan is approved.
12. Any on-premise advertising sign associated with this business shall comply with the Rockingham County Code.
13. There shall be no off-premise signs permitted unless all County and State regulations are met.
14. Parking shall comply with the Rockingham County Code.
15. The business shall not begin operation until a certificate of occupancy is issued by the County. No certificate of occupancy shall be issued until all other conditions of this permit are met.

## GENERAL INFORMATION

### **SUBMISSION JUSTIFICATION:**

Table 17-606 allows for special use permit application for flea markets in the A-2 zoning district with the following supplemental standards:

1. Storage or display shall not be permitted except on days the flea market is open to customers.
2. A flea market which is open more than three days per week shall be operated within a fully enclosed building.

Table 17-606 also allows for farm markets in the A-2 zoning districts with the following supplemental standards:

1. A minimum of twenty-five percent (25%) of the products sold must be agricultural products produced within Rockingham County.

## STAFF AND AGENCY ANALYSIS

### UTILITIES

#### Health Department

Applicant will need approval of a sewage disposal system and water supply to serve the business.

### ENVIRONMENTAL

#### Zoning Administrator - Floodplain

According to FEMA maps, a portion of the property is in the 100-year floodplain. However, neither building proposed to be used with the business is in the floodplain.

### PUBLIC FACILITIES

#### Emergency Services

The property is in the response area of the Clover Hill Volunteer Fire & Rescue Company's first due area. With the continued construction and growth within the County, our office has concerns with being able to provide emergency services to new and upcoming projects and locations while maintaining current emergency responses. This project will have to meet the requirements of the Rockingham County Fire Prevention Code once started.

#### Building Official

Building department will require two sets of drawings from a registered design professional showing architectural/handicap accessibility and structural detail at time of permit application.

### TRANSPORTATION

#### VDOT – Road Conditions

The proposed venue will require a commercial entrance to serve the site. The existing ingress/egress is not adequate to accommodate commercial use. A suitable location for a commercial entrance has been found and is approximately 500' – 550' south of the barn. This entrance will be located on a different parcel (TM#91-(6)-10) that is also owned by the applicant. The entrance must be constructed to moderate volume commercial entrance standards and will require the issuance of a VDOT Lane Use Permit. The removal of existing ingress/egress points at the barn will also be required. There are three locations that are currently used to access the barn and accessory buildings that will need to be eradicated.

#### VDOT – Traffic Impact Analysis

N/A



Community Development  
Special Use Permit Report  
SUP16-185

Meeting Date: AUGUST 10, 2016

Applicant	JOAN SCHWEIGERT
Mailing Address	13281 HAWSE ROAD, LINVILLE 22834
Property Address	10624 TURLEYTOWN ROAD, LINVILLE 22834
Phone #/Contact	820-2726
Tax Map Id	49-(A)-99
Zoning	A2
Requested Use	SECOND DWELLING – GRANDDAUGHTER (FARM HELP)
Location	EAST SIDE OF TURLEYTOWN RD. (RT. 613) APP. 1400' NORTH OF MORNING VIEW RD. (RT. 776)
Acreage in parcel	41.734 ACRES
Acreage in request	SAME
Election District	2
Comprehensive Plan	AGRICULTURAL RESERVE

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**GENERAL INFORMATION**

**SUBMISSION JUSTIFICATION:**

Table 17-606 allows for special use permit application for dwelling for a farm worker in the A-2 zoning district with the following supplemental standards:

- A. No more than two (2) farm-worker dwellings shall be allowed on parcels where there are at least fifteen (15) acres per additional dwelling. Dwellings shall be arranged in such a manner that, if the parcel of land on which any dwelling is located is at any time subdivided, no nonconforming lot or structure shall thereby be created.
- B. If a farm-worker dwelling is divided from the parent tract, the farm-worker dwelling becomes the primary dwelling of the new parcel and must adhere to all regulations and restrictions as such.

**BACKGROUND**

This is one of a number of farms owned by the applicant for which she needs farm workers. The property has been in the Schweigert family for many, many years.

**Adjoining Properties and Special Uses**

Direction From Site	Zoning	Request	Decision
North	A2	None	
East	A2	None	
South	A2	None	
West	A2	None	

**ZONING AND EXISTING LAND USE**

**Adjoining Properties and Uses**

Direction From Site	Zoning	Existing Land Use
North	A2	Pasture
East	A2	Pasture
South	A2	Pasture, home site
West	A2	Pasture, wooded, home site

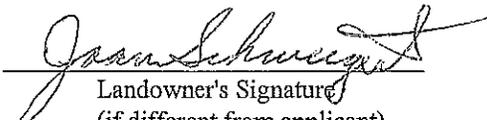
3. The Health Department will require septic approval and water supply for this unit.
4. The manufactured home must be skirted within 30 days of final approval.
5. According to the County Code, in granting a special use permit, the Board should find the following:
  - o That the use is compatible with surrounding uses,
  - o Is not detrimental to the character of adjacent land,
  - o Is consistent with the intent of this chapter, and
  - o Is in the public interest.

If the applicant wishes to offer any conditions for this special use request, please provide a copy of those conditions signed by those property owners listed on the deed of ownership.

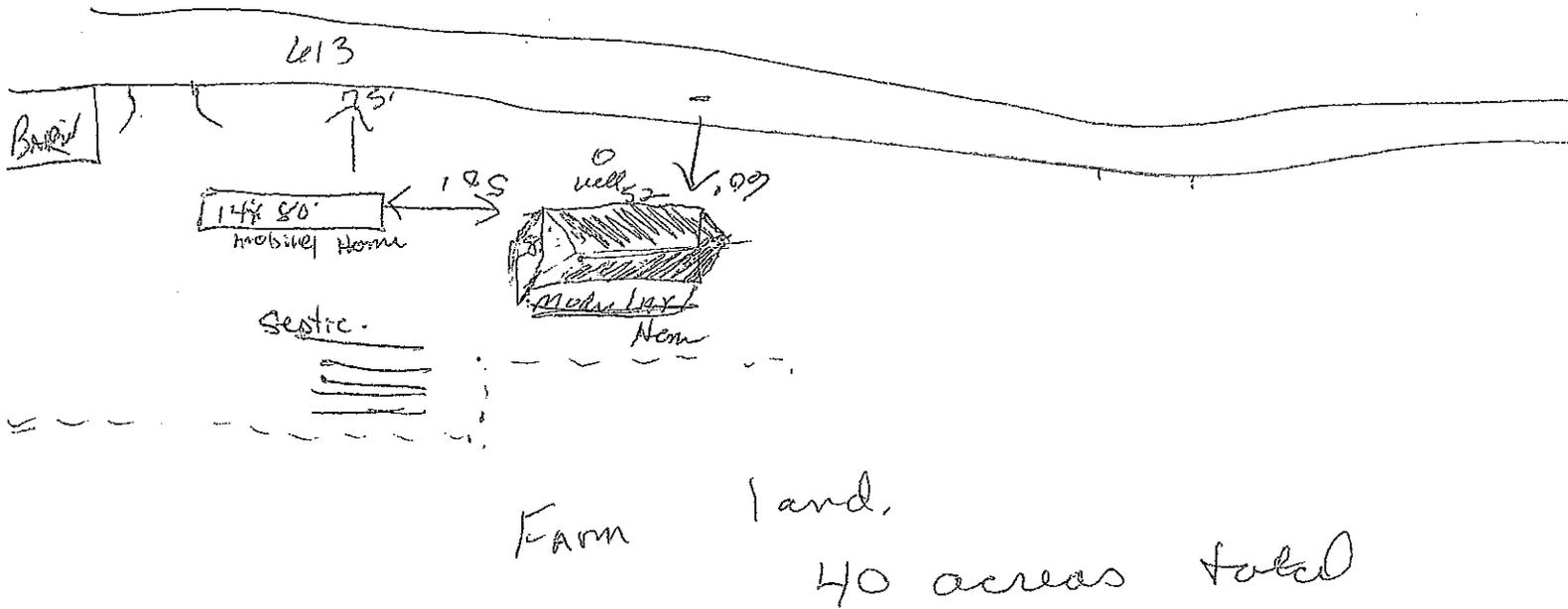
**FURNISH ON 8 1/2" X 11 PAPER, ONE (1) COPY OF A DRAWING SHOWING:**

- (1) Size and shape of parcel of land where use or building is to be located.
- (2) Location of use or proposed and/or existing buildings---distance from public highways, from adjoining property.
- (3) Size and shape of proposed and/or existing buildings.
- (4) Access to and from property.
- (5) Relation to street and highway intersections.
- (6) Any planned screening or landscaping.
- (7) Number and location of off-street parking spaces.
- (8) Specify proposed use of area (if not contained in building).

Applicant Signature \_\_\_\_\_

  
Landowner's Signature  
(if different from applicant)

**NOTE: ALL APPLICANTS OR LANDOWNERS MUST SIGN THE APPLICATION.**





# Community Development Rezoning Report REZ16-161

**Planning Commission**  
July 5, 2016

**Board of Supervisors**  
August 10, 2016

<b>Applicant</b>	Great Eastern Resort Corporation
<b>Tax Map Id</b>	128-(A)- L122A, L122A1, L122A2, 128-(A)- L123, 129-(A)- L16A
<b>Present Zoning</b>	Planned Residential District (R-5)
<b>Proposed Zoning</b>	Planned Residential District (R-5)
<b>Location</b>	South of Resort Dr (Rt 644) approximately 500 feet west of Bloomer Springs Rd (Rt 646)
<b>Acreage</b>	53.61
<b>Election District</b>	5
<b>Comprehensive Plan</b>	Community Residential

<b>Staff Recommendation:</b>	Approval	June 28, 2016
<b>Planning Commission:</b>	Approval	July 5, 2016
<b>Board of Supervisors:</b>		

## STAFF AND AGENCY ANALYSIS

### UTILITIES

#### Public Works

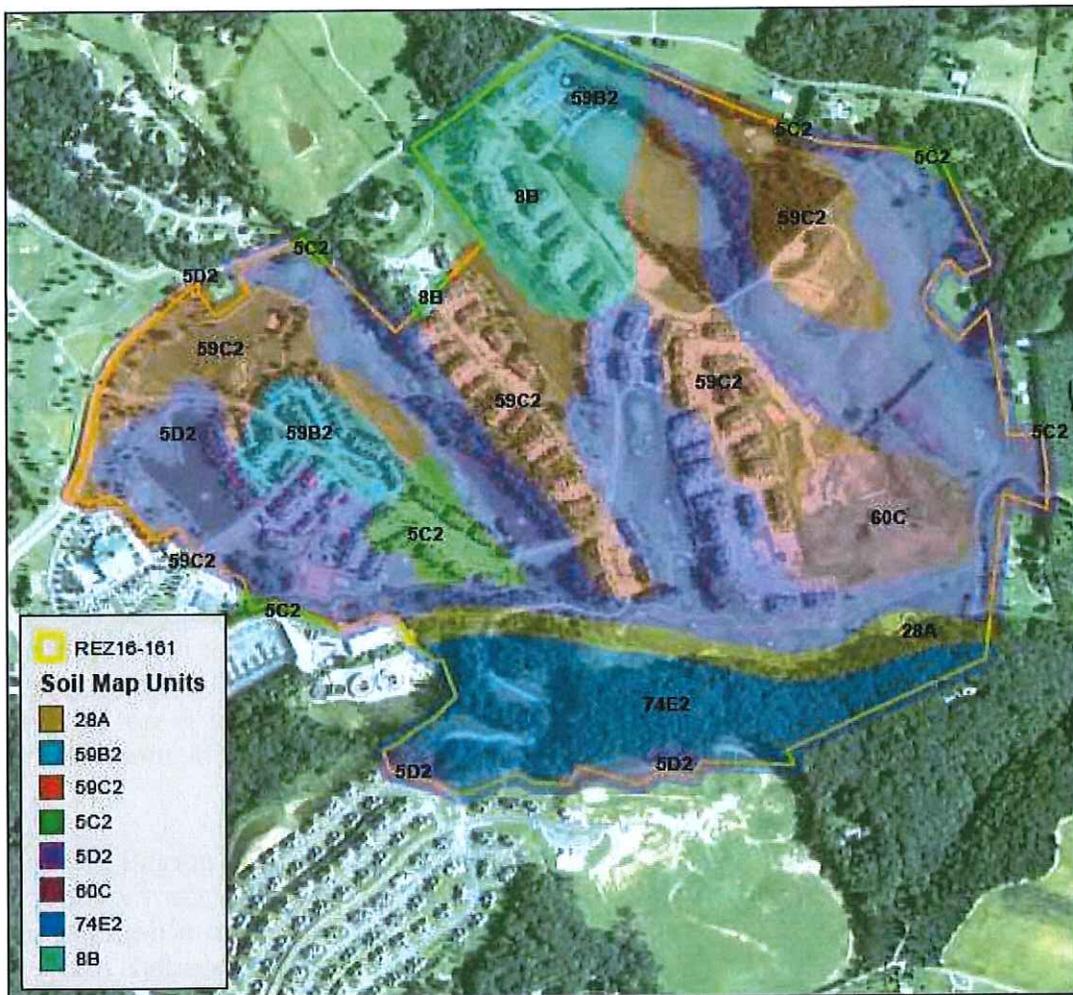
Public Works has no comments on the rezoning. Water and sewer service are provided by Massanutten Public Service Corporation.

#### Health Department

No comment from the local health department. Public water and sewer will serve.

### ENVIRONMENTAL

#### Soils



ponded. A seasonal zone of water saturation is at 21 inches during January, February, March, November, December. This soil does not meet hydric criteria.

Environment

No comments received.

**PUBLIC FACILITIES**

Schools

No comments received.

Fire & Rescue

The property is located within the McGaheysville Volunteer Fire Department and Elkton Emergency Squad McGaheysville Sub-station respective first due areas. Our office has no concerns with either rezoning request.

Sheriff

No comments received.

**TRANSPORTATION**

Traffic Counts

Road	Classification	Geometry	Traffic Count*	Posted Speed
Resort Drive (Route 644)	Major Collector	2-Lane Highway	8,000 VPD	35 mph

\* Vehicles Per Day (VPD)

VDOT

1. The proposed layout changes appear to be reducing the total expected traffic generation. VDOT does not expect any negative traffic impacts by this rezoning.

**SUMMARY**

Considerations

- The Woodstone Meadows Master Plan was last reviewed and approved in 2011.

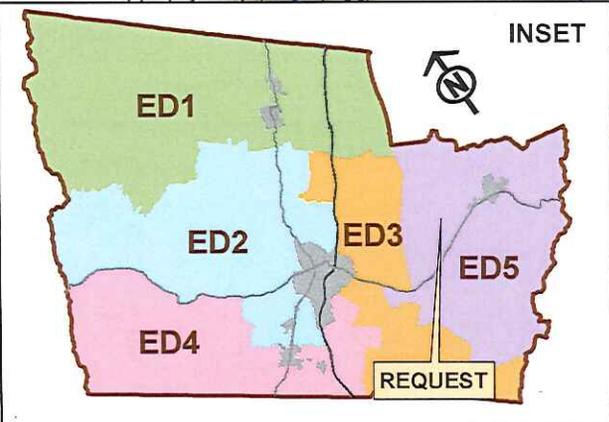
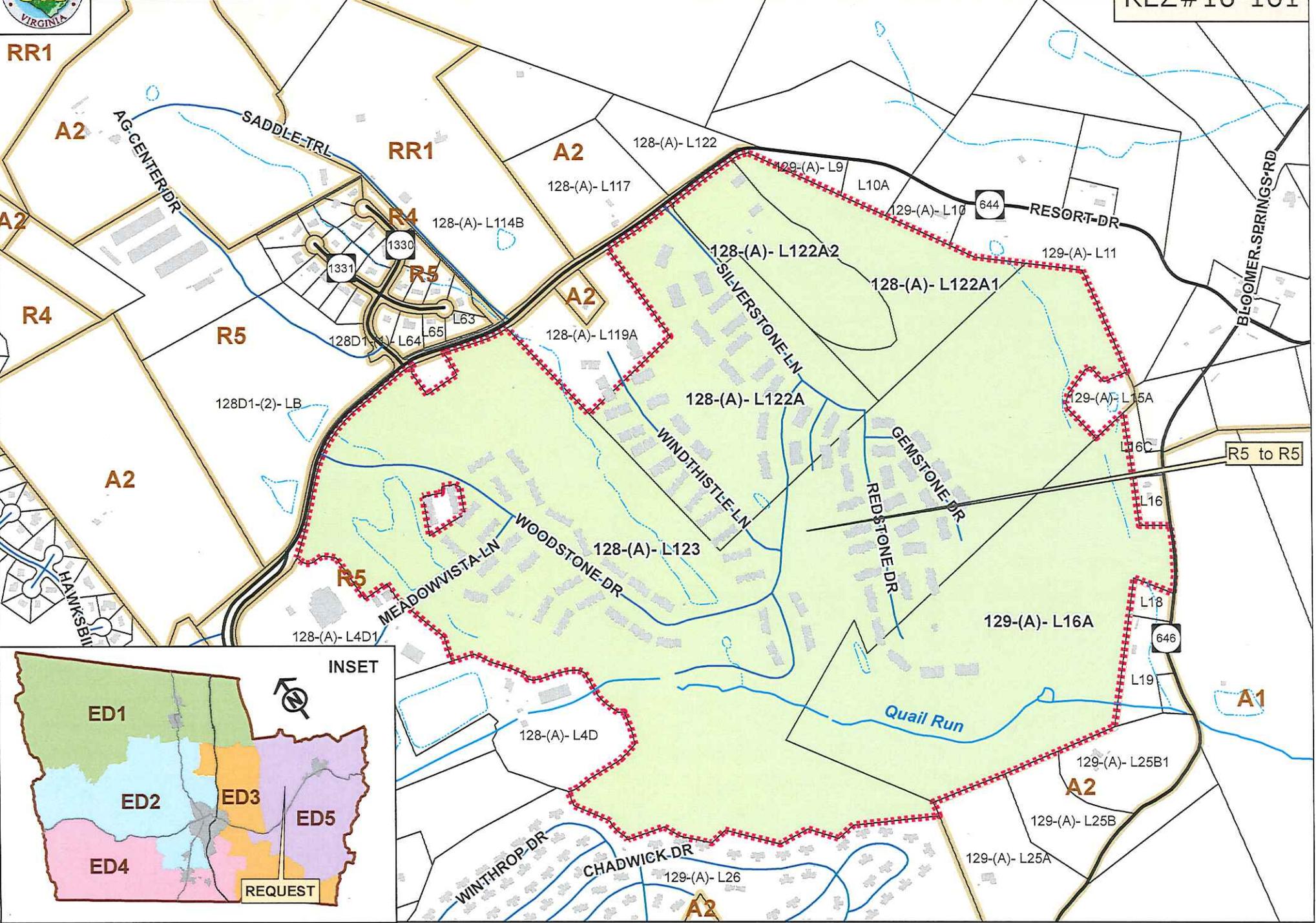


# Great Eastern Resort Corporation Rezoning Request

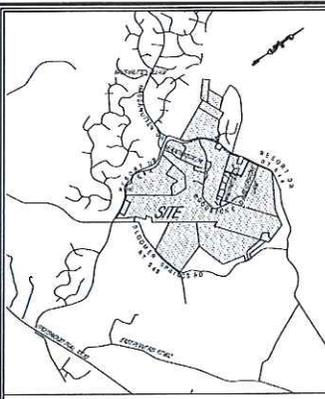


PC Hearing Date: 7/05/2016  
BOS Hearing Date: 7/27/2016

REZ#16-161







VICINITY MAP

- KEY TO IMPROVEMENTS & AMENITIES**
- RECREATIONAL:
- 1 GOLF COURSE
  - 2 TENNIS/BASKETBALL COURTS
  - 3 SWIMMING POOL COMPLEX
  - 4 CLUBHOUSE
  - 5 PICNIC AREA & SHELTER
  - 6 CLUBHOUSE, TENNIS/BASKETBALL COURTS, COMMUNITY COMPLEX
  - 7 PLAYGROUND AREA
- COMMERCIAL:
- 7 GOLF PRO SHOP
  - 8 TIME SHARE SALES
  - 9 CLUB HOUSE EXPANSION
  - 10 GENERAL STORE
  - 11 GOLF COURSE MAINTENANCE AREA
  - 12 WASTE WATER TREATMENT EXPANSION
  - 13 HORSEBACK RIDING STABLES
  - 14 MAINTENANCE AREA, STORAGE FACILITIES, ACTIVITY CENTER & OFFICE SPACE
  - 15 ADMINISTRATIVE OFFICE
  - 16 TEMPORARY RENTAL
  - 17 MAINTENANCE & REFUSE AREA
- (A) EXISTING WOODED AREA - TO REMAIN IN NATURAL UNDISTURBED STATE TO FULLEST EXTENT POSSIBLE

**SITE AREA & DENSITY TABULATION**

AREA: 433.685 AC

MINIMUM ALLOWABLE OPEN SPACE: 100.424 AC (23%)

PERMANENT OPEN SPACE: 100 AC (23%)

RECREATIONAL OPEN SPACE: 101 AC (23%)

VILLAGE CENTER COMMERCIAL: 30 AC (7%)

DWELLING UNITS: TIMESHARE

MAXIMUM ALLOWABLE UNITS: 8 UNITS/AC

TOTAL ALLOWABLE UNITS: 3108 UNITS

TOTAL APPROVED UNITS: 1700 UNITS

BEDROOMS PER UNIT: 4 BEDROOMS (75%)  
2 BEDROOMS (25%)

GROSS DENSITY ALLOWED: 3.9 UNITS/AC

**REZONE LIMITS DENSITY TABULATION**

AREA: 53.61 AC

DWELLING UNITS: TIMESHARE

2011 BUILDINGS APPROVED: 79 BUILDING PADS

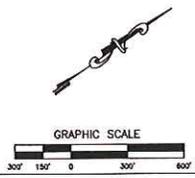
CURRENT BLDGS PROPOSED: 76 BUILDING PADS

- PROJECT LEGEND:**
- SYMBOLS**
- EXISTING WATER LINE
  - EXISTING SEWER LINE
  - - - CLUSTER LINES
  - - - PROPOSED SAN SEWER
  - - - PROPOSED WATER
  - WOODED AREAS TO REMAIN
  - STRUCTURE
  - 100 YEAR FLOOD PLAN



- NOTES:**
- PUBLIC WATER & SEWER SERVICE TO BE PROVIDED FOR ALL COMMERCIAL USES AND FOR ALL DWELLING UNITS. LOCATION OF PROPOSED WATER & SEWER LINES, MANHOLE, FORCE MAINS AND PUMP STATIONS IS CONCEPTUAL ONLY. FINAL LOCATIONS WILL BE SHOWN ON THE FINAL PLANS.
  - PRESENT LAND USE: PASTURE, HAYFIELD, WOODED AREAS AND EXISTING RECREATION, SERVICE AND TIMESHARE DEVELOPMENT.
  - FLIGHTY SHOW WATER DRAINAGE PLAN AND FEATURES SHALL CONFORM TO THE REQUIREMENTS OF ALL APPLICABLE FEDERAL, STATE, AND LOCAL REGULATIONS. EROSION AND SEDIMENT CONTROL PLANS SHALL BE PROVIDED FOR ALL CONSTRUCTION, IN ACCORDANCE WITH THE REQUIREMENTS OF THE LATEST EDITION OF THE VIRGINIA EROSION & SEDIMENT CONTROL HANDBOOK.
  - BASED ON THE APPLIED DEFINITION OF THE CURRENT COMPREHENSIVE PLAN OF ROCKINGHAM COUNTY, VIRGINIA. JURISDICTIONAL GEOLOGIC MAPS AND FIELD INSPECTIONS INDICATE THE ABSENCE OF "SIGNIFICANT" GEOLOGIC DATA.
  - ALL INTERNAL STREETS TO BE PRIVATELY OWNED & MAINTAINED. ALL STREETS AND DRIVES OPEN TO PUBLIC ACCESS SHALL BE SURFACED AND MAINTAINED TO CREATE A FAST FINE ENVIRONMENT.
  - A PORTION OF THE LAND SHOWN HEREON IS LOCATED WITHIN A DESIGNATED 100 YEAR FLOOD PLAN. ALL LAND SHOWN IS DESIGNATED ON THE FEMA FLOOD INSURANCE RATE MAPS (FIRM) WITHIN THE 24, 7500, OR 100 YEAR FLOOD ZONE AND IS SHOWN AS ZONE "X" (ZONES OF 100 YEAR FLOOD PLANS).
  - EXISTING CIRCULATION ROUTES TO COORDINATE WITH THE ROAD SYSTEM, EXCEPT WHERE SHOWN OTHERWISE.
  - SEE ATTACHED SURVEY PLATS FOR PROPERTY LINE NOTES AND BOUNDARIES.
  - THE BOUNDARY AND RECEPTION FOR TRACT 5 WAS GENERATED FROM L&E DESCRIPTION RECORDED IN 08-1527 PG 528 AND ADJUSTED AND RELATED TO MATCH CURRENT WOODSTONE MEADOWS SURVEYS.

Revision	Date	Requested By
1	3/30/01	CLIENT
2	3/31/03	CLIENT
3	5/28/03	ROCKINGHAM COUNTY
4	12/24/03	CLIENT
5	2/27/04	CLIENT
6	3/18/04	ROCKINGHAM COUNTY
7	6/16/05	CLIENT
8	4/27/07	CLIENT
9	6/28/07	ROCKINGHAM COUNTY
10	8/3/07	ROCKINGHAM COUNTY
11	04/07/09	CLIENT
12	04/16/09	CLIENT
13	07/05/11	CLIENT
14	05/25/16	CLIENT



**OWNER/DEVELOPER**

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C/O PEAK CONSTRUCTION  
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**WOODSTONE MEADOWS**  
STONEWALL DISTRICT, McGAHEYSVILLE, VIRGINIA

**R-5 MASTER PLAN**

PROJECT No: 6009.9  
SCALE: 1" = 300'  
DATE: 3/3/16  
DRAFT: 05/25/16  
SHEET: 2 OF 2

**WOODSTONE MEADOWS MASTER PLAN AMENDMENT REQUEST  
GREAT EASTERN RESORT CORPORATION**

***PLAN DESCRIPTION***

***MAY 25, 2016***

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Woodstone Meadows continues to represent the primary focus for time-share development at Massanutten Resort. For years it has drawn the attention of purchasers with a six- to twelve-unit building consisting of two-bedroom and four-bedroom lockouts. In 2011, Woodstone Meadows went through its latest Rezone approval with the expansion to the very popular Regal Vista units. Today, the desire and opportunity to introduce new Deluxe-style units is both apparent and feasible. The objective of this application is to offer a more community designed development and revise road networks per the Deluxe-style building. The revision to this section (See Master Plan 'Rezone Limits') will increase open space, reduce buildings (79 to 76), and offer a more functional and aesthetic layout for the overall community. Upon approval, this section of Woodstone Meadows will benefit greatly regarding adherence to the County's updated and approved Ordinance. Pedestrian connectivity will allow this section to be a safe and pleasing space for all site users.

***Water and Sewer***

Water and sewer services for Woodstone Meadows will be provided by Massanutten Public Service Corporation (MPSC) systems, which is the current provider. All required lines, pump stations, treatment facilities, and other components of the systems will be installed by the developer and owned and maintained by MPSC.

***Land Area Sales and Leasing***

The only sales anticipated are of time-share units, subject to the Virginia Timeshare Act. No land is expected to be leased, although commercial or service facilities may be leased to and operated by one or more subsidiaries of Great Eastern Resort Corporation or under third party contracts.