



JOSEPH S. PAXTON
County Administrator



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 September 14, 2016

3:00 P.M. CALL TO ORDER – CHAIRMAN WILLIAM B. KYGER, JR.
INVOCATION – SUPERVISOR PABLO CUEVAS
PLEDGE OF ALLEGIANCE – FINANCE DIRECTOR PATRICIA D. DAVIDSON

1. Approval of Minutes – Regular Meeting of August 24, 2016
2. Consideration – Resolution Recognizing the Dayton Ruritan Club on 75 Years of Service
3. Report – Virginia Department of Transportation – Residency Administrator
Donald F. Komara
4. Consideration – Fiscal Year 2017 State Performance Contract – Harrisonburg-Rockingham Community Services Board – Ellen D. Harrison, Executive Director
5. Staff Reports:
 - a. County Administrator – Stephen G. King
 - b. County Attorney – Thomas H. Miller, Jr.
 1. Real Estate Assessor
 - 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
6. 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
7. Committee Appointments:
 - a. Planning Commission – District 5

8. Closed Meeting - pursuant to 2.2-3711.A, (3), Discussion or consideration of the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; 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.

Recess for Dinner

6:00 P.M. 9. Public Hearing:

a. Special Use Permit:

SUP16-214, David Showalter, 5861 Gray Squirrel Lane, Dayton 22821 for Agriculture related business, not otherwise listed (fencing business) and a seed and feed business on property located on the northeast side of Coakleytown Road (Route 732) along Gray Squirrel Lane (private), Election District #2, zoned A-1 and A-2. Tax map # 106-(A)-L136, L137, L 136B. Property address 5861 Gray Squirrel Lane

10. Unfinished Business

*** ADJOURN ***

August 24, 2016

The Regular Meeting of the Rockingham County Board of Supervisors was held on Wednesday, August 24, 2016, at 6:00 p.m. at the Rockingham County Administration Center, Harrisonburg, Virginia. The following members were present:

- PABLO CUEVAS, Election District #1
- 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

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
- BARRY E. HERTZLER, Director of Public Works
- RHONDA H. COOPER, Director of Planning
- DIANA C. STULTZ, Zoning Administrator
- JESSICA G. KILBY, Deputy Clerk
- DONALD F. KOMARA, Residency Administrator
Virginia Department of Transportation
- JOSHUA W. DUNLAP, Assistant Residency Administrator
Virginia Department of Transportation
- C. BURGESS LINDSEY, Assistant Residency Administrator
Virginia Department of Transportation

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CALL TO ORDER
INVOCATION
PLEDGE OF ALLEGIANCE.

Chairman Kyger called the meeting to order at 6:03 p.m.

Supervisor Eberly gave the Invocation and County Attorney Miller led the Pledge of Allegiance.

Chairman Kyger asked that everyone keep Central Italy in their thoughts and prayers in the midst of the tragic earthquake.

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APPROVAL OF MINUTES.

On motion by Supervisor Chandler, seconded by Supervisor Eberly, and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; CUEVAS – AYE; EBERLY – AYE; KYGER – AYE; the Board approved the minutes of the regular meeting of August 10, 2016.

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INTRODUCTION OF STUDENTS.

Students from Eastern Mennonite High School introduced themselves to the Board.

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TRANSPORTATION DEPARTMENT.

Mr. Komara introduced newly-hired Assistant Residency Administrator C. Burgess Lindsey, whose primary focus will be in Rockingham and Page Counties.

Mr. Komara provided a report on the recent activities of the Transportation Department, which included updates on several road projects, bridge work, and routine maintenance.

He reminded staff of the Route 42 Corridor meeting on August 30, 2016, at 7 p.m. at the Bridgewater Town Hall building to discuss ways to improve congestion through Bridgewater. Mr. Komara also mentioned that he recently met with Bridgewater staff to provide input regarding a river walk to connect the park to the bridge.

Supervisor Chandler inquired about the status of new speed limit signs on Port Republic Road (Route 253) at Port Village and asked that Mr. Komara keep him updated on the status. Additionally, he expressed concern regarding Alumnae Drive (Route 331), indicating it is not suitable for increased traffic. As discussed at a previous Board meeting, Supervisor Chandler stated that James Madison University plans to construct an amphitheater on property along Alumnae Drive, pointing out that the gravel road is too narrow for a large amount of traffic. Mr. Komara remarked that improvements to Alumnae Drive would be a good revenue sharing project with JMU.

In response to Administrator King, Mr. Komara indicated the end section of Ore Bank Road (Route 708) is on the secondary road improvement list. Mr. Komara said he is aware of requests to improve more than the end section, pointing out that improvements to both the middle and end sections at the same time would delay the project due to the endangered plant species along the middle section. Approaching the improvements through two separate projects would prevent delay in the approval process for the end section, he said.

Supervisor Chandler reported that approximately two miles of Pineville Road (Route 672) east of Lawyer Road (Route 672) is in need of widening and paving. He pointed out that a large amount of traffic travels on Pineville Road daily due to several surrounding schools.

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TREASURER’S ANNUAL REPORT.

L. Todd Garber, Treasurer, presented the Board with a report of the County’s tax collections along with a summary of uncollectible and delinquent taxes.

In 2015, taxes collected were as follows:

	ASSESSED	% COLLECTED
Real Estate (1 st half)	\$ 24,737,659	98.54%
Real Estate (2 nd half)	\$ 26,187,674	98.31%
Personal Property	\$ 18,543,349	98.54%
Public Service Personal Property	\$ 48,730	100.00%
Machinery & Tools	\$	99.79%

Merchants Capital	8,744,210	
	\$	99.89%
Mobile Homes	1,249,718	
	\$	92.12%
Agriculture Equipment	159,092	
	\$	99.68%
Late Filing Fees	451,736	
	\$	95.43%
Recreational Vehicles	87,027	
	\$	99.18%
Vehicle License Fees	164,198	
	\$	96.85%
	1,247,464	

TAX COLLECTION REPORT
As of June 30, 2016

REAL ESTATE

<u>Tax Year</u>	<u>Levy</u>	<u>Collected</u>	<u>Percentage Collected</u>
2015	\$50,925,333	\$50,122,509	98.42%
2014	\$ 47,701,733	\$ 47,216,143	98.98%
2013	\$ 46,936,398	\$ 46,738,763	99.58%
2012	\$ 46,482,372	\$ 46,367,492	99.75%
2011	\$ 43,079,159	\$ 42,993,612	99.80%
2010	\$ 42,681,849	\$ 42,623,729	99.86%
2009	\$ 40,521,624	\$ 40,480,657	99.90%
2008	\$ 39,673,316	\$ 39,639,077	99.91%
2007	\$ 37,034,243	\$ 37,009,476	99.93%
2006	\$ 35,745,399	\$ 35,728,357	99.95%
2005	\$ 29,946,179	\$ 29,934,003	99.96%
2004	\$ 28,868,123	\$ 28,857,853	99.96%
2003	\$ 28,107,841	\$ 28,098,248	99.97%
2002	\$ 27,256,839	\$ 27,247,852	99.97%
2001	\$ 23,851,274	\$ 23,844,210	99.97%
2000	\$ 23,141,459	\$ 23,135,712	99.98%
1999	\$ 21,413,755	\$ 21,408,170	99.97%
1998	\$ 20,803,524	\$ 20,797,939	99.97%
1997	\$ 18,383,607	\$ 18,378,771	99.97%
1996	\$ 17,981,159	\$ 17,976,557	99.97%

PERSONAL PROPERTY

<u>Tax Year</u>	<u>Levy</u>	<u>Collected</u>	<u>Percentage Collected</u>
2015	\$ 29,447,059	\$ 29,136,602	98.95%
2014	\$ 28,372,076	\$ 28,226,073	99.49%
2013	\$ 28,473,398	\$ 28,353,706	99.58%
2012	\$ 29,399,968	\$ 29,292,918	99.64%
2011	\$ 28,402,560	\$ 28,307,753	99.67%

Mr. Garber reported that this was a good year for collections. He noted that the Treasurer's office continues to use the same forms of collections as in previous years such as letters, DMV stops, setoff debt, and legal action. Mr. Garber reported that 152,000 real estate and personal property bills were processed this year, a 12,000-bill increase over the

last ten years. The workload in the Treasurer’s Department continues to increase; however, staff effectively utilizes technology strategies to keep up, he said. In closing, Mr. Garber thanked the Board for their continued support of the Treasurer’s Department.

On motion by Supervisor Cuevas, seconded by Supervisor Chandler, and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; CUEVAS – AYE; EBERLY – AYE; KYGER – AYE; the Board accepted the Treasurer’s annual report of collections and uncollectible and delinquent taxes, in accordance with §58.1-3921 et seq. of the Code of Virginia.

Administrator King addressed Mr. Garber’s letter recommending a 47 percent Personal Property Tax Relief percentage for 2016.

On motion by Supervisor Breeden, seconded by Supervisor Chandler, and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN - AYE; CHANDLER - AYE; CUEVAS - AYE; EBERLY - AYE; KYGER - AYE; the Board voted to establish the Personal Property Tax Relief percentage for 2016 at 47% for all non-business related vehicles in Rockingham County.

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ASSISTANT COUNTY ADMINISTRATOR'S STAFF REPORT.

Shenandoah Valley Partnership Executive Director Carrie Chenery and Assistant Administrator Anas provided the Board with the Shenandoah Valley Partnership’s Annual Report, highlighting activity from the past year. They were excited to discuss the upcoming Familiarization Tour, coinciding with the Fall Connect event at Cross Keys Vineyard on September 14, 2016, from 5 – 7 p.m. The Fall Connect and Familiarization Tour will kick off a three-day tour of the Valley providing site location consultants from four major metro-markets in the United States with a sense of living, working, and fun in the Valley.

Mr. Anas remarked that attracting new business to the Valley is important; however, retention and expansion of existing business is key to attracting the new, he said. Mr. Anas stated that business expansion is a direct result of actions taken by local Boards and their willingness to make investments.

Supervisor Cuevas remarked about the current low unemployment rate, pointing out that although a low rate is good, potential new businesses might be concerned with finding the necessary workforce. He suggested staff continue to collaborate with and highlight local educational programs to ensure potential new businesses that the Valley is willing to mold future employees to provide a specific type of workforce.

Administrator King stated that he and Assistant Administrator Anas recently met with three local industries. He commended County staff, as Sysco reported that they were highly impressed with services provided by the County during its recent expansion.

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FINANCE DIRECTOR’S STAFF REPORT.

The Board received and reviewed Mrs. Davidson’s staff report dated August 24, 2016.

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COMMUNITY DEVELOPMENT DIRECTOR'S STAFF REPORT.

The Board received and reviewed Mr. Armstrong’s staff report dated August 24, 2016.

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COMMITTEE REPORT.

The Board heard the following committee report from Board members and staff.

FINANCE

On behalf of the Finance Committee, on motion by Supervisor Cuevas, seconded by Supervisor Breeden, and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; CUEVAS – AYE; EBERLY – AYE; KYGER – AYE; the Board approved the following supplemental appropriations:

FY2016-2017 Supplemental Appropriation

GENERAL FUND

Economic Development

A supplemental appropriation in the amount of \$250,000 for an Agriculture and Forestry Industries Development (AFID) grant awarded to the Virginia Poultry Growers Cooperative. Funding has been provided by the state.

Supplemental Appropriation: \$250,000

\$250,00	GL Code: 1001-08102-00000-000-505899-000	Other Assistance
0		
\$250,00	GL Code: 1001-00000-12404-000-324990-000	Other State Funds
0		

FY2015-2016 Supplemental Appropriations

School Textbook Fund

A supplemental appropriation in the amount of \$21,000 for an adjustment to the school textbook inventory. Funding will be provided by the School Textbook Fund Reserve.

Supplemental Appropriation: \$21,000

\$21,00	GL Code: 2203-65210-00000-982-606020-000	Textbooks
0		
\$21,00	GL Code: 2203-00000-25201-000-440091-000	School Textbook Fund Reserve
0		

Transfer to Children’s Services Act (CSA) Fund

A supplemental appropriation in the amount of \$327,750 for a transfer to the CSA Fund for County mandated services. Funding will be provided by the Contingency Fund.

Supplemental Appropriation: \$327,750

\$327,750 GL Code: 1001-09301-00000-000-509528-000 Transfer to CSA
 (\$327,750 GL Code: 1001-09110-00000-000-505800-000 Contingency
)

CHILDREN’S SERVICES ACT (CSA) FUND

Mandated Services

A supplemental appropriation in the amount of \$500,000 for County CSA mandated services. Funding will be provided by both State (\$172,250) and local (\$327,750) funding.

Supplemental Appropriation: \$500,000

\$500,00	GL Code: 1225-05318-10100-000-505714-000	Mandated Services
0		
\$172,25	GL Code: 1225-00000-12401-000-324200-000	Comprehensive Services Act
0		
\$327,75	GL Code: 1225-00000-15101-000-351000-000	Transfer from General Fund
0		

Finance Director Davidson reported that the Fire & Rescue Department received notification that they are the recipient of the Assistance to Firefighters (AFG) grant. The grant will provide \$679,150 toward the necessary purchase of universal air packs for volunteer emergency responders throughout the County. Acceptance of the grant will require a ten percent match from the County of \$67,915.

On motion by Supervisor Cuevas, seconded by Supervisor Chandler, and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; CUEVAS – AYE; EBERLY – AYE; KYGER – AYE; the Board authorized staff to accept the Assistance to Firefighters (AFG) grant in the amount \$679,150, requiring a ten percent match of \$67,915.

Mrs. Davidson indicated a supplemental appropriation will follow in September.

Supervisor Breedon stated that Chief Holloway is to be commended for constantly seeking and finding ways to save taxpayer dollars.

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PUBLIC HEARING – ORDINANCE AMENDMENT.

At 7:05 p.m., Chairman Kyger opened the public hearing and Ms. Stultz reviewed the following ordinance amendment:

OA16-155 Amendment to the Rockingham County Code, Chapter 17 (zoning), Table 801.06.01 Area, Setback, and Height - Conventional to reduce the minimum rear setback for primary structures and for accessory structures which are more than 580 square feet of floor area from 35 feet to 25 feet, and to increase minimum rear setback for accessory dwellings from 5 feet to 25 feet in the A-1, A-2, and RV zoning districts.

She explained that by reducing the setbacks for primary dwellings and larger accessory buildings, the amount of agricultural land used will be reduced, while maintaining a safe distance between dwellings. Increasing the minimum rear setback for

accessory dwellings from 5 feet to 25 feet will provide Fire & Rescue staff adequate space to safely fight a fire.

Concurring with staff's recommendation, the Planning Commission recommended approval by a vote of 4 to 0 on July 5, 2016.

No one spoke in favor or in opposition to the proposed ordinance amendment.

Chairman Kyger closed the public hearing at 7:07 p.m.

On motion by Supervisor Chandler, seconded by Supervisor Eberly, and carried by a roll call vote of 5 to 0, voting recorded as follows: BREEDEN - AYE; CHANDLER – AYE; CUEVAS - AYE; EBERLY – AYE; KYGER - AYE; the Board approved the following ordinance amendment:

**ORDINANCE REPEALING
AND
RE-ENACTING
PORTIONS OF
TABLE 17-806.01
OF THE CODE OF ORDINANCES
OF
ROCKINGHAM COUNTY, VIRGINIA**

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF ROCKINGHAM COUNTY, VIRGINIA:

That portions of Table 17-806.01 be and hereby are repealed and re-enacted as follows:

Table 17-806.01. Area, Setback, and Height – Conventional

In the A-1, A-2, and RV zoning districts, reduce minimum rear setback for primary structures from 35 feet to 25 feet.

In the A-1, A-2, and RV zoning districts, increase minimum rear setback for accessory dwellings from 5 feet to 25 feet.

In the A-1, A-2, and RV zoning districts, reduce minimum rear setback for accessory structures which are more than 580 square feet of floor area from 35 feet to 25 feet.

This ordinance shall be effective from the 24th day of August 2016.

Adopted the 24th day of August 2016.

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PUBLIC HEARING – REZONINGS.

At 7:08 p.m., Chairman Kyger opened the public hearing and Ms. Cooper reviewed the following request.

REZ16-160 KKB, LLC, P.O. Box 2037, Harrisonburg, VA 22801, to rezone TM# 125-(A)- L6A, located west of Port Republic Road (Route 253), north of Stone Port Blvd (Route 726), and northeast of Apple Valley Road (Route 726), from General Residential District (R-3) to Planned Multifamily District (PMF). The Comprehensive Plan designates this area for Mixed Use. Election District 4.

Ms. Cooper reported that in 2012 the Board approved the request by KKB, LLC to rezone property from General Agricultural District (A-2) to General Residential District with Conditions (R-3C). At that time, the applicant proffered a master plan and conditions for the development of a multifamily complex. The applicant has revised the Master Plan and is requesting to place the structures closer to the street.

The Planning Commission tabled the request on July 5, 2016, as the applicant had not received a response from the City regarding an increase in City sewer capacity since the initial approval in 2012, and a concern regarding the demands the proposal could place on law enforcement.

Ms. Cooper reported that staff received an update on July 26, 2016. The applicant provided several options available to assure adequate sewer service at the site and reported that the proposed development would be similar to the 865 East student housing development located in Harrisonburg. According to the applicant, 865 East experiences lower call volumes for law enforcement than other student housing developments. Ms. Cooper noted that the Harrisonburg Police Department was contacted for verification, and the Community Resource Officer verified that 865 East experiences a “significantly lower” call volume. He reported that over the last six months, law enforcement responded to 33 calls: 15 for traffic stops, 2 for business alarms, 2 for traffic crashes, and 14 calls within the housing complex.

Following the update, on August 2, 2016, the Planning Commission recommended approval by a vote of 5 to 0, concurring with staff’s recommendation for approval, which stated:

This development appears to be a good fit for the area and the concerns regarding sewer service and police have been addressed.

In response to Supervisor Cuevas, Ms. Cooper indicated staff requested and received enrollment data from James Madison University. Supervisor Cuevas expressed concern, stating that unless there is a growth in enrollment at the University, the change in student housing in the County can create low-income housing in the City. He said a cycle could develop once the City builds new housing and the County is no longer in demand.

Chairman Kyger commented that “aging out” of student housing facilities is often a result of declined upkeep and modernization.

Dain Hammond, Manager of KKB, LLC, provided a presentation outlining the details of the proposed “Altitude at Stoneport” complex.

Mr. Hammond stated research shows that for every 10,000 students at a University, students will live within a 1-mile radius of campus. He pointed out that James Madison University has reached 20,000 students, meaning students now live within a 2-mile radius of campus.

He discussed the complex’s safe and secure design, explaining that the facility can only be accessed through secured building entrances with key-fob access. The design of the building eliminates outside traffic, thus reducing problems for law-enforcement. Mr. Hammond reported that with a \$30M complex, direct tax revenue to the County would be \$250,000 per year.

Mr. Hammond addressed the direct impact of appearance, noise, traffic and public transportation.

In response to Supervisor Cuevas, Ms. Copper indicated the property can be used for multi-family housing if the need for student housing decreases in the future.

No one spoke in opposition to the request.

Chairman Kyger noted that he received one email and one phone call in opposition to the request. He passed the questions and concerns to Mr. Hammond, who he said addressed them during his presentation.

Chairman Kyger closed the public hearing at 7:57 p.m.

On behalf of Chairman Kyger, on motion by Supervisor Chandler, seconded by Supervisor Breedon, and carried by a vote of 5 to 0, voting recorded as follows: BREEDON – AYE; CHANDLER – AYE; CUEVAS – AYE; EBERLY – AYE; KYGER – AYE; the Board tabled REZ16-160 KKB, LLC, P.O. Box 2037, Harrisonburg, VA 22801, to rezone TM# 125-(A)- L6A, located west of Port Republic Road (Route 253), north of Stone Port Blvd (Route 726), and northeast of Apple Valley Road (Route 726), from General Residential District (R-3) to Planned Multifamily District (PMF) until no later than September 28, 2016.

At 7:58 p.m., Chairman Kyger reopened the public hearing and Ms. Cooper reviewed the following request.

REZ16-180 Oleg Kilimnik, 864 Switchboard Road, Rockingham, VA 22802, to rezone a portion of TM# 124-(A)- L51, located south of Cecil Wampler Road (Route 704) approximately 515 feet east of Scholars Road (Route 988), totaling 4.71 acres, from General Agricultural District (A-2) to Heavy Industrial District (I-1). The Comprehensive Plan identifies this area for Industrial Use. It is in Election District 4.

Ms. Cooper indicated the applicant would like to construct a twelve-space parking area for tractor-trailers on the property.

The Planning Commission recommended approval by a vote of 5 to 0 on August 2, 2016, concurring with staff's recommendation for approval, which stated:

Whereas this property is identified as Industrial in the Comprehensive Plan, the Planning Commission concurs with staff's recommendation.

The applicant was present for questions.

Ed Blackwell spoke on behalf of Mr. Kilimnik. He stated that Mr. Kilimnik is only interested in constructing a parking area at this time. If a structure were desired in the future, Mr. Kilimnik would seek additional approval at that time, he said.

No one spoke in opposition to the request.

Chairman Kyger closed the public hearing at 8:06 p.m.

Chairman Kyger indicated the lack of a traffic light at the intersection of Route 11 and Cecil Wampler Road is a concern, however; he said VDOT is working toward a solution.

On behalf of Chairman Kyger, on motion by Supervisor Cuevas, seconded by Supervisor Chandler, and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; CUEVAS – AYE; EBERLY – AYE; KYGER – AYE; and subject to the attached proffers, the Board approved REZ16-180 Oleg Kilimnik, 864 Switchboard Road, Rockingham, VA 22802, to rezone a portion of TM# 124-(A)-L51, located south of Cecil Wampler Road (Route 704) approximately 515 feet east of Scholars Road (Route 988), totaling 4.71 acres, from General Agricultural District (A-2) to Heavy Industrial District (I-1). The Comprehensive Plan identifies this area for Industrial Use. It is in Election District 4.

(Proffers are attached to and made a part of these minutes)

At 8:07 p.m., Chairman Kyger reopened public hearing and Ms. Cooper reviewed the following request.

REZ16-181 Daniel H. Wylie, PO Box 1021, Broadway, VA 22815, to rezone TM# 52-(A)- L114 and L115, totaling 2.012 acres, located east of Daphna Road (Route 803) and west of Mayland Road (Route 259) from Low-Density Residential District (R-1) to General Agricultural District with Conditions (A-2C). The property is located within Election District 1 and identified by the Comprehensive Plan as Community Residential.

Ms. Cooper stated that the applicant has proffered to limit the use of the site to a single-family dwelling, agriculture, or a contractor's business. She pointed out that if the rezoning request were granted, the operation of a contractor's business would require a special-use permit.

The Planning Commission recommended approval by a vote of 5 to 0 on August 2, 2016, concurring with staff's recommendation for approval, which stated:

This request is near an existing commercial development and is in an area designated as Commercial in the Comprehensive Plan.

Daniel Wylie stated that he plans to build a shop on the property to store equipment and mulch. He said the residence will be occupied by an employee.

No one spoke in opposition to the request.

At 8:14 p.m., Chairman Kyger closed the public hearing.

On motion by Supervisor Cuevas, seconded by Supervisor Eberly, and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; CUEVAS – AYE; EBERLY – AYE; KYGER – AYE; and subject to the attached proffers, the Board approved REZ16-181 Daniel H. Wylie, PO Box 1021, Broadway, VA 22815, to rezone TM# 52-(A)- L114 and L115, totaling 2.012 acres, located east of Daphna Road (Route 803) and west of Mayland Road (Route 259) from Low-Density Residential District (R-1) to General Agricultural District with Conditions (A-2C). The property is located within Election District 1 and identified by the Comprehensive Plan as Community Residential.

(Proffers are attached to and made a part of these minutes)

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ADJOURNMENT.

Chairman Kyger declared the meeting adjourned at 8:15 p.m.

_____,
Chairman

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**RESOLUTION
HONORING THE DAYTON RURITAN CLUB**

WHEREAS, the Dayton Ruritan Club celebrates its 75th anniversary this year; and

WHEREAS, the Club was chartered September 30, 1941, with Joseph A. Kagey as the first president; and

WHEREAS, for seventy-five years, the Dayton Ruritan Club has faithfully strived to meet the high standards established by Ruritan National to make the Dayton community a better place to live and work; and

WHEREAS, the Ruritan Club, through its generous, civic-minded activities supports local non-profit agencies that provide crucial services to the citizens in and around Dayton, and provides financial aid and community service volunteer hours to address citizens' needs; and

WHEREAS, the Ruritan Club supports local Police, and Fire and Rescue departments, and provides them with Ruritan "Rudy Bears" to comfort children who have suffered traumatic events; and

WHEREAS, the Ruritan Club supported the community by building two tennis courts next to Turner Ashby High School in Dayton in 1970, and adding metered lights in 1972; and

WHEREAS, the Club supports local students through high school scholarships and provides financial support for various student needs; and

WHEREAS, the Club has been involved in numerous projects to enhance the community, including cleaning along Route 257, supporting the Town's flower bed projects, and planting trees to honor club members.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Rockingham County that it does hereby recognize and congratulate the Dayton Ruritan Club as they celebrate their 75th anniversary.

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

HR FY2016

CSB

Harrisonburg-Rockingham
Community Services Board

Ellen D. Harrison

STATE PERFORMANCE CONTRACT – EXECUTIVE SUMMARY

Renewal and revision between Harrisonburg-Rockingham Community Services Board and the Virginia Department of Behavioral Health and Developmental Services. Fiscal Year 2016 (July 1, 2015 – June 30, 2016).

The Virginia Department of Behavioral Health and Developmental Services (DBHDS) biennial Performance Contract is being renewed and revised with each of the 40 Community Services Boards (CSBs) in the Commonwealth of Virginia. The Harrisonburg-Rockingham CSB Board of Directors approved this FY2017 Contract renewal and revision on June 14, 2016.

The FY2017 Performance Contract package identifies the funding resources budgeted by the CSB, and the CSB Board responsibilities in providing services, that ensure accountability to DBHDS and quality of care for local citizens. As HRCSB begins its 44th year, we continue to believe that individuals who experience mental illness, developmental disabilities, or substance use disorders deserve community services that help promote dignity, choice, recovery, and the highest possible level of participation in work, relationships, and all aspects of life.

With the support of Rockingham County and the City of Harrisonburg, HRCSB will continue to provide quality services in this community.

State Performance Contract

Overview

- The Code of Virginia establishes the Virginia Department of Behavioral Health and Developmental Services (DBHDS), to support delivery of publicly funded community mental health, developmental and substance use services and supports and further authorizes DBHDS to fund said services.
- The Code of Virginia requires cities and counties to establish community services Boards (CSBs) for the purpose of providing local public mental health, developmental and substance use services.
- DBHDS functions as a state authority for the public mental health, developmental and substance use services system, and the CSB functions as the local authority for that system.
- The Code of Virginia also requires the CSB to function as the single point of entry into publicly funded mental health, developmental, and substance use services. The CSB fulfills this function for any person who is located in the CSB's defined service area.

- The Code of Virginia and State Board Policy establish the Performance Contract for the purpose of funding services provided by the CSB in a manner that ensures accountability to DBHDS, and quality of care for individuals receiving services, and implements the mission of supporting individuals by promoting recovery, self-determination, and wellness in all aspects of life.
- The CSB Administrative Requirements document is incorporated into and made a part of this contract by reference and includes or incorporates by reference ongoing statutory, regulatory policy, and other requirements that are not contained in this contract.
- The relationship between the roles and responsibilities of DBHDS and the CSBs are described in the Partnership Agreement.

FY2017 Key Revenue Factors

- The approved Rockingham County funding increase of \$67,610 was instrumental in covering increased personnel costs (e.g. health insurance) and annual sustainability of market-based adjustments for targeted positions initially funded for 6 months in FY2016. We anticipate future conversations specific to funding adjustments should the Governor move forward with a 2% COLA by December 2016.
- Net Income for FY2017 reflects funds restricted for newly established programs that include the Crisis Intervention Team Assessment Center located in the Sentara RMH Emergency Department, Children's Mobile Crisis Team (state funded), Adult Mobile Crisis Team (grant-funded with match funds), Offender Reentry Program (grant funded), and a multitude of established services as well.
- For FY2017, we have been able to add an additional Children's Case Manager, Children's Therapist, Human Resources Specialist position, and one additional full-time equivalent position in Reimbursement. As demand for HRCSB services continues to grow, both the clinical and administrative departments seek efficiencies to better meet the demands to the degree it is possible; yet in many areas we have been required to expand personnel as well.

Update on 2016-17 Initiatives

- Crisis Intervention Team Assessment Center (CITAC)

The Crisis Intervention Team Assessment Center opened on December 1, 2015. Since that time of the 72 Emergency Custody Orders completed during operational hours, 27 persons were able to have their custody transferred to the CITAC law enforcement officer. This transfer allowed for the release of the initiating officer back to the streets; and thus freed up 76.2 hours of law enforcement time.

- Emergency and Access Services

The Department of Emergency Services and Access was understaffed by the equivalent of one full-time position for over 50% of FY2016 due turnover. Despite this challenge, over 2,400 face-to-face assessments were completed including both 1,254 Intakes for services and 1,175 crisis contacts. Per VA Code, CSBs must provide Emergency Services 24 hours per day / 7 days per week to all citizens in the designated service area.

Adult Outpatient Services (mental health and substance use individual and group treatment) has been running at an average of 92% capacity with over 400 clients assigned to this program. Due to the increased demand for both emergency services and access services, we transitioned the job duties for Intakes to Outpatient Services in order to offer more consistent access to clinic services. Diverting hours for five clinicians to complete Intakes certainly increases access to adult mental health and substance use services while reducing the overall capacity of Outpatient Services. It is a delicate balance of maintaining an open door for new clients while continuing services for established clients.

- Services for Criminal Justice Involved

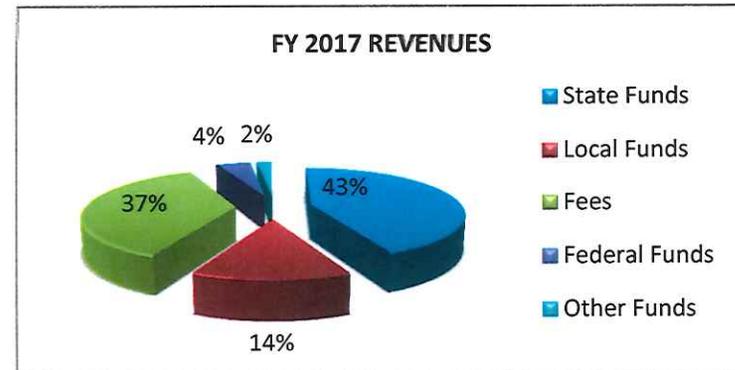
We are in process of shuffling services in the Rockingham-Harrisonburg Regional Jail (RHRJ) to accommodate the request for increased hours for the jail-based clinician to a full-time equivalent. This will allow for even greater continuity of services for all inmates held at this site.

The grant-funded Offender Reentry Program is fully staff with a case manager in RHRJ and therapist located at HRCSB. This program, in partnership with Strength in Peers and the Harrisonburg Redevelopment and Housing Authority, will transition inmates being released with substance use treatment needs to available community services.

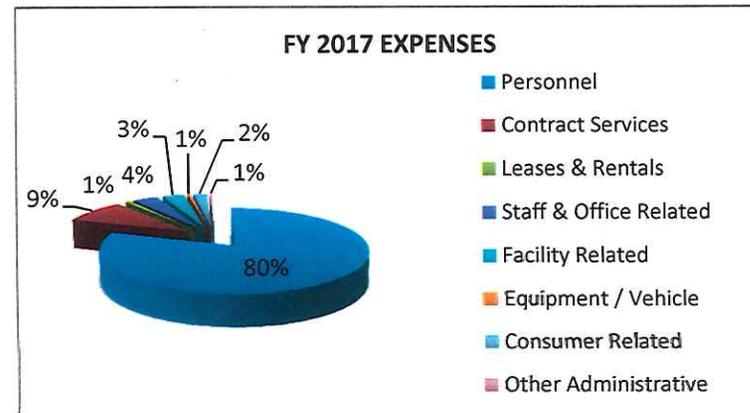
The Adult Mobile Crisis team, funded through October 2018 by federal grant and local match monies, became fully operational on July 1, 2016. This 20-hour service is comprised

**COMPARATIVE BUDGET OVERVIEW
FISCAL YEARS 2016 and 2017**

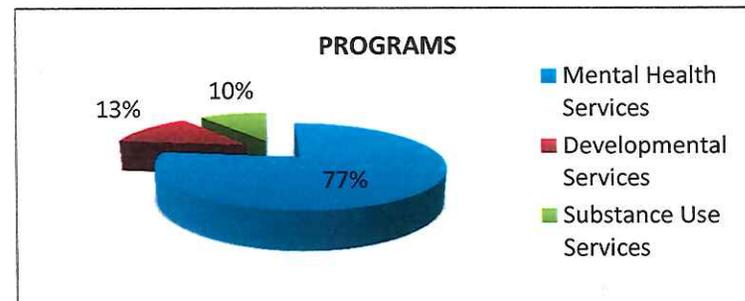
<u>REVENUES</u>	<u>FY2016</u>	<u>FY2017</u>	<u>Change</u>
State Funds	\$4,715,147	\$5,012,227	6%
Local Funds	\$1,386,200	\$1,572,610	12%
Fees	\$4,006,264	\$4,240,143	6%
Federal Funds	\$461,072	\$505,562	9%
Other Funds	\$164,353	\$226,359	27%
	\$10,733,036	\$11,556,901	7%



<u>EXPENSES</u>	<u>FY2016</u>	<u>FY2017</u>	<u>Change</u>
Personnel	\$8,591,762	\$9,278,029	7%
Contract Services	\$880,827	\$1,062,755	17%
Leases & Rentals	\$91,680	\$91,680	0%
Staff & Office Related	\$388,428	\$409,961	5%
Facility Related	\$360,360	\$356,061	-1%
Equipment / Vehicle	\$63,720	\$65,820	3%
Consumer Related	\$232,564	\$229,780	-1%
Other Administrative	\$123,695	\$62,815	-97%
	\$10,733,036	\$11,556,901	7%



<u>PROGRAMS</u>	
Mental Health Services	\$8,898,814
Developmental Services	\$1,502,397
Substance Use Services	\$1,155,690
	\$11,556,901



of a licensed clinician and a law enforcement officer providing services in both the community and in the jail when indicated.

- Certified Community Behavioral Health Clinic (CCBHC)

A tremendous amount of work on the state-wide grant, funded by the Substance Abuse Mental Health Services Administration (SAMHSA), has been accomplished to determine what changes / costs are required to bring the 8 selected CSBs up to certification status. Currently, the decision to apply for the 2nd Phase Demonstration Grant for CCBHC status with SAMHSA rests with DBHDS and ultimately Governor McAuliffe. DBHDS and the conglomerate of 40 CSBs are committed to the betterment of the entire service delivery system through the implementation of best practices whether within the parameters for CCBHC status or independently.

In summation

The Harrisonburg-Rockingham Community Services Board and the Board of Directors are grateful for the continued opportunity to provide quality services to the citizens of Rockingham County and Harrisonburg City. We anticipate continued growth in demand for these services and believe that strong partnerships with local government and community partners are essential to our strategic plans for future growth. We look forward to another year of providing quality services to our citizens in need.



Finance Department Staff Report

September 14, 2016

Economic Development Grant – Action Requested – A grantee in the Mt Crawford Technology Zone applied for an economic development grant based on qualifying investment of new equipment and employment of additional personnel. Both actions were to take place by December 31 to qualify for the first year. The applicant completed the investment for new equipment, however missed the additional personnel requirement by less than 5 employees and 3 weeks. The applicant requested a review of year 1 and a possible exemption due to the slight miss of the deadline. The investment in both equipment and personnel in Year 2 exceeded the criteria for qualification. Staff is requesting permission to wave the personnel requirement for Year 1.

Purchasing –

Action Requested:

Wood, Waste and Stump Grinding

Closed August 26th with two responses. The low bid was from Medek Tree Services. Staff requests approval to accept the bid and enter into a contract with Medek Tree Services to provide grinding services at the Landfill.

No Action Requested - The County currently has several RFP's open.

General Engineering Services - Closed August 30th 10 responses were received. Currently under review.

Asphalt Overlay/Repair – Bergton Site – Pre-bid was held September 6th and closes on September 15th at 2:00pm

Full-Size Truck – Landfill – Closes September 16th at 2:00pm

Albert Long PPEA – Closes September 30th at 2:00pm

Revenue Recovery – Closes September 26th at 2:00pm

All details regarding the open RFP's are listed on the County website. <http://va-rockinghamcounty.civicplus.com/bids.aspx>

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 29th and September 5th

1. Human Resources will represent Rockingham County at JMU's Handshakes and Hellos on September 15th; this event allows students to learn about nonprofit and government careers.
2. The deviation process between State and Local Social Services and the County is on-going. State is currently reviewing County policies and documentation.
3. Munis Employee Self Service now shows total employee compensation. Total compensation is broken down by paid compensation and benefits as well as a breakdown of employee and employer paid contributions. The benefits tab now also lists current year benefits elections and deductions.
4. New hires for the month of August:
 - a. Community Development – 1 FT, 1 part time
 - b. Court Services – 1 FT
 - c. Fire and Rescue – 1 FT
 - d. Human Resources/Switchboard – 1 FT
 - e. Jail – 2 FT
 - f. Sheriff's Office – 1 FT
 - g. Public Works – 1 part time
 - h. Utilities – 1 FT
 - i. Registrar – 1 part time
 - j. Parks & Recreation – 1 FT, 11 part time

Respectfully submitted,

Jennifer J. Mongold

1. Personnel vacancies

Utilities: no vacancies

Landfill: no vacancies

Refuse & Recycle: no vacancies

Public Works Admin: Construction inspector (Miss Utility), Administrative Assistant

Facilities Maintenance: no vacancies

Utilities

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

Update: 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 met with Peed and Bortz engineers to confirm the design, pump procurement, and site plan. A November 1st start is anticipated with a February 1st completion date depending on the weather.

No update: 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.

2. Landfill

Landfill Entrance Project

Update: the first concrete pour for the wall footers was 9/1/16, this will start a leap frog pour schedule between the wall and footer sections until complete in October depending on weather conditions. Harman Construction is mobilizing to start the office, scale house, and attendant buildings 9/6/16. This should be a 3 month process. Trumbo Electric is coordinating with Harrisonburg Electric to start the construction of the overhead lines and poles, followed by Trumbo's underground work. This should start 9/12/16 and be complete late October. 75% of the material is stockpiled.

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. 70% 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: Staff is scheduling the Bergton compactor installation for Wednesday, September 21st and is expected to be complete in one day. The site is closed on Wednesdays so any inconvenience for the public should be minimal. Flyers are being handed out to the public at the site to make them aware of the process. The paving restoration bid is due on September 15. The work will be scheduled to impact the site as little as possible and be complete this fall.

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.

Respectfully Submitted,
Barry E. Hertzler
Director Public Works

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AUTHORIZED POSITIONS- 30.5

Filled Positions- 21.5

Department Director (Casey Armstrong)

ADMINISTRATIVE

Administrative Assistant (Amanda Thomas)

PERMIT INTAKE & PROCESSING

Permit Specialist II (Leslie Dodrill)

Permit Specialist II (Kelley Ann Weatherholtz)

Permit Specialist I- Part-time (Domenick Signorino)

BUILDING CODE ENFORCEMENT

Building Official (Joe Shifflett)

Building Plan Reviewer (Jay Carter)

Electrical Inspector (J.N. Riddel)

Building Inspector (Kenneth Lam)

Inspector (Ricky Davis)

Building Inspector (James E. Campbell)

LAND DEVELOPMENT REVIEW

Development Plan Manager (Peter Kesecker)

PLANNING: SHORT- AND LONG-RANGE

Director of Planning (Rhonda Cooper)

Senior Planner (James May)

ZONING CODE ENFORCEMENT

Zoning Administrator (Diana Stultz)

Deputy Zoning Administrator (Diane Lepkowski)

Code Compliance Officer (Kelly Getz)

GEOGRAPHIC INFORMATION SYSTEMS

GIS Specialist (Mark Rathke)

GIS Technician (Kendrick Smith)

ENVIRONMENTAL SERVICES

Environment & Land Use Manager (Lisa Perry)

Erosion & Sediment Control Program Administrator
(Adam Hancock)

Stormwater Management Program Administrator
(Blake Barnes)

Vacant Positions- 9

Permit Specialist II

Permit Specialist I

Deputy Building Official

Building and Plumbing Inspector

Inspector

Plumbing Inspector

GIS Coordinator

Addressing Technician

Planner

BOARD ACTION REQUESTED

STRUCTURE RECOMMENDED FOR CONDEMNATION (Joe Shifflett)

Our office has received complaints concerning a dilapidated poultry house on Phillips Store Rd. in district 1. Kelly Getz, Jay Carter and I visited the property on September 7, 2016 and after inspecting the structure I will be submitting a report recommending that the structure be condemned by the Board of Supervisors.

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 notices of intent to apply have been submitted. The deadline for the submittal of formal applications is 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. The public meeting for the County and MPO plans was held September 7.

MPO & NON-MPO BICYCLE AND PEDESTRIAN PLANS (Rhonda Cooper)

On August 4, the MPO TAC recommended to the Policy Board the release of the draft MPO Plan for public comment. The Policy Board is expected to release it on August 18. The MPO and County Bicycle and Pedestrian Plans will be presented at a public meeting on September 7, from 5 p.m. to 7 p.m., in the Fire and Rescue Training Room. The public meeting, held September 7, provided citizens' and stakeholders' the opportunity to review the draft plans and maps within an open house and formal presentation format. Both plans are expected to be ready for final action this autumn.

The joint schedule is:

- Aug 18 Policy Board released HRMPO Plan to public
- Aug 23 Public Meeting announced
- Aug 24 Joint Planning Commission & Board of Supervisors Work Session was held for County Plan
- Sep 7 Public Meeting was held to present both plans
- Sep 13 Public comment period ends
- ? HRMPO TAC recommends final approval (not required unless significant changes resulting from public comment)
- Sep 15 HRMPO Policy Board final approval
- Oct 4 Rockingham County Planning Commission Public Hearing
- Oct 26 Rockingham County Board of Supervisors Public Hearing

PORT REPUBLIC RURAL VILLAGE GRANT PROJECT (Rhonda Cooper)

Paradigm Design is expected to have a draft Rural Village Plan in the near future. The Shenandoah Valley Network (SVN) and Community Alliance for Preservation (CAP) staff and the project consultant, Paradigm Design, held the last of three community workshops on April 7. The consultant presented the vision and values expressed by the group, and the community's preferences for implementation of its vision for the future.

Community workshops in Port Republic, held on January 21 and February 18, were used to describe the planning process, to receive input on what the community considers to be its assets and liabilities now and in the future, and to discuss techniques to maintain the character of the Port Republic village.

The SVN was awarded a Battlefield Protection Grant to study the potential for a Rural Village Overlay District for Port Republic. SVN has contracted with Paradigm Design to work with Port Republic's village and area landowners to develop the landowners' vision, then to develop guidelines to preserve special characteristics, and to develop a list of uses compatible with the traditional village and surrounding agriculture and battlefields. The resulting Rural Village Overlay District could become a general model for application in the County's other rural villages. This grant was awarded by the National Park Service's American Battlefield Protection Program.

MPO SOUTH REGIONAL CORRIDOR STUDY (Rhonda Cooper)

The ad hoc committee has recommended revisions to the MPO Route 11 South Regional Study. The MPO Policy Board tabled the original Study on June 21, 2012. The study encompasses part of the County; City; and the Towns of Bridgewater, Dayton, and Mt. Crawford; from Port Republic Road (City) to Dinkel Avenue and from Interstate 81 to Route 42. No action has been taken.

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. 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 completed on 7/17/16. 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. Meeting on 8/18/16 with VDOT/Valley Eng. to review/discuss the 30% profile drawing/design. Project to go to bid December 2016.

PROJECTS AND REPORTS TABLED BY THE BOARD OF SUPERVISORS

NORTH VALLEY PIKE CORRIDOR STRATEGIC PLAN (Rhonda Cooper)

The Board tabled the North Valley Pike Corridor Strategic Plan on December 15, 2010. Staff recommends reworking this Plan as part of the Comprehensive Plan revisions.

PLANNING COMMISSION ACTIONS

The Planning Commission did not hold a September 6 meeting, because it had no agenda items to address.

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: 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 twice a week to work on those.

2. 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: This amendment will go to the Planning Commission on October 4.

UPCOMING PUBLIC HEARINGS

September 14, 2016

Board of Supervisors

6:00 p.m.

Agricultural & Forestal Districts

None.

Special Use Permit

SUP16-214 David Showalter, 5861 Gray Squirrel Lane, Dayton 22821 for Agriculture related business, not otherwise listed (fencing business) and a seed and feed business on property located on the northeast side of Coakleytown Road (Rt. 732) along Gray Squirrel Lane (private), Election District #2, zoned A-1 and A-2. Tax map # 106-(A)-L136, L137, L 136B.

Rezoning- Not involving a public hearing

None.

Rezoning- Requiring a public hearing

None.

Ordinance Amendments

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	30 deeds in process as 8/16/16: 13 pending review, 17 awaiting revisions
Violations	Kelly	50 active complaints, 21 cases pending legal action as of 9/6/16
Site Plans & Subdivisions	Pete	8 site plans and 1 subdivision under review as of 8/31/16
Subdivision Ordinance Variances	Diana	0 requests under review, as of 8/31/16
Zoning Ordinance Variances	Diana	0 requests under review, as of 8/31/16
Zoning Appeals	Diana	0 requests under review, as of 8/31/16

Home Occupation Permits	Diana	0 permit request under review, as of 8/31/16
Home Business Permits	Diana	0 permit requests under review, as of 8/31/16
Special Use Permits	Diana	2 permit requests under review, as of 8/31/16
Special Entertainment Permits	Diana	1 permit request under review, as of 8/31/16
Rezoning	Rhonda	2 rezoning requests under review, as of 9/7/16
Comprehensive Plan Amendments	Rhonda	0 request under review, as of 9/7/16
Permits and Fees Processed	Joe	720 total transactions for month of August 2016
Building Inspections	Joe	1168 inspections conducted during August 2016 (averaged 50.78 inspections per day)
Building Plans	Joe	31 plans under review, as of 8/31/16
Environmental (E&S/Stormwater) Plan Review	Lisa	15 plans under review as of 09/02/16; 16 awaiting permit issuance
Environmental Inspections	Lisa	659 inspections conducted in the month of August
Addressing Commercial/Residential Structures	Kendrick	28 new structures addressed in August 2016
Naming of New Roads	Kendrick	0 new private lanes named in August 2016

REQUESTS TABLED BY BOARD OF SUPERVISORS

SPECIAL USE PERMIT APPLICATION(S)					
Year Tabled	Date Tabled	File	Applicant	Request	Election District
2016	8/10/16	SUP16-112	Verizon Wireless	199' telecommunications facility	5

REZONING REQUEST(S) and PLAN(S)					
Year Tabled	Date Tabled	File	Applicant	Request	Election District
2010	Dec 15	NA	North Valley Pike Corridor Strategic Plan	Endorsement of Corridor Strategic Plan for North Valley Pike area from Gravels Road to Vine Street and I-81 to Kratzer Road	2
2016	Mar 23	REZ16-018	Sentara RMH Medical Center	To rezone TM# 125-(17)- L1, L1A; 125-(A)-L121, L135, L136, totaling 238.61 acres, currently zoned General Business District (B-1) and General Agriculture District (A-2), to Planned Medical and Research District (PMR). The Comprehensive Plan identifies this area as Mixed Use.	3

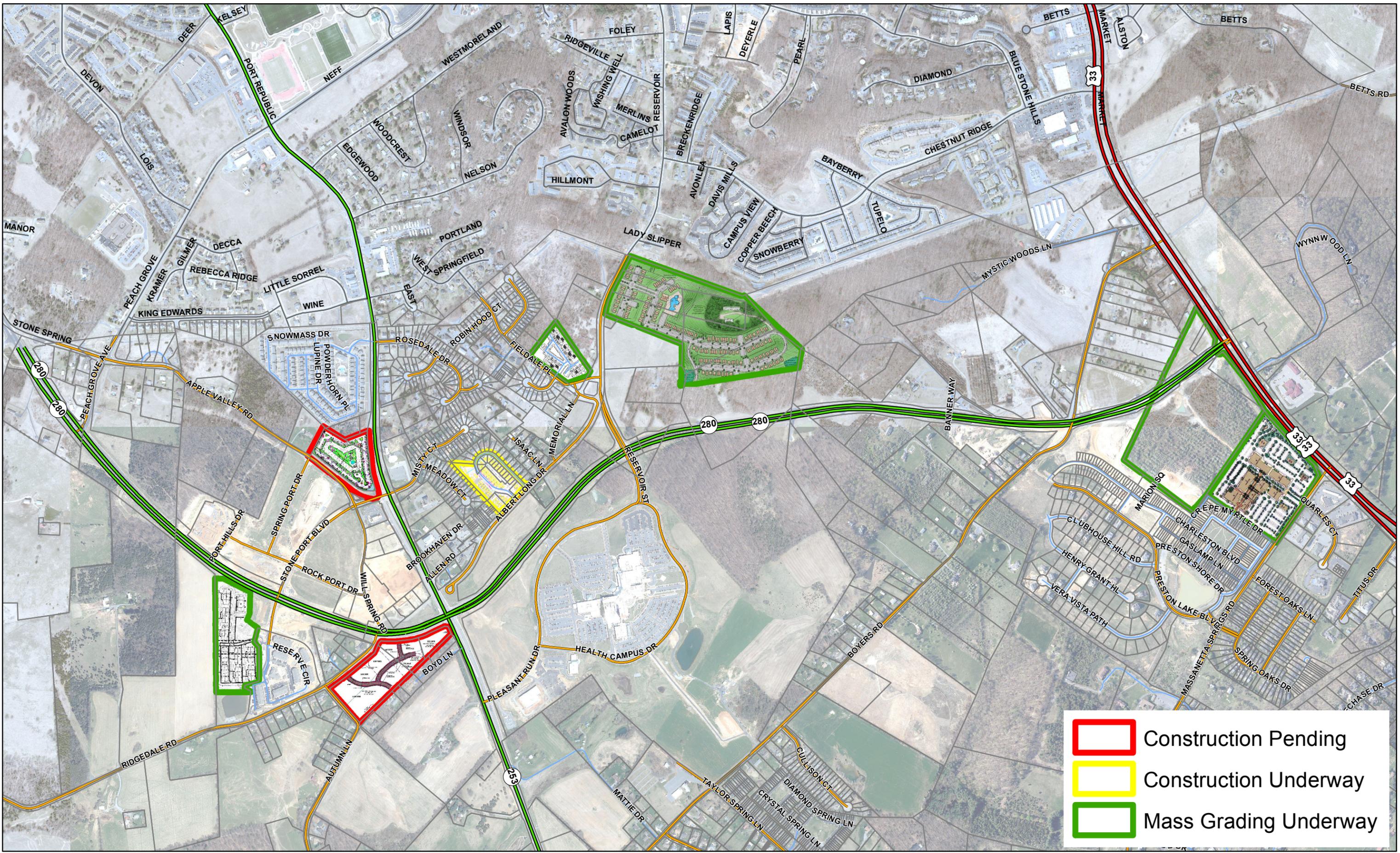
ORDINANCE AMENDMENTS

Year Tabled	Date Tabled	File	Applicant	Request
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STAFF DIRECTORY

Name	Job Title	Office Number	Mobile Number
Casey Armstrong	Director	564-3031	578-2353
Blake Barnes	Stormwater Management Program Administrator	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	Erosion and Sediment Control Program Administrator	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	Environment and Land Use 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

Urban Development Area - Under Development



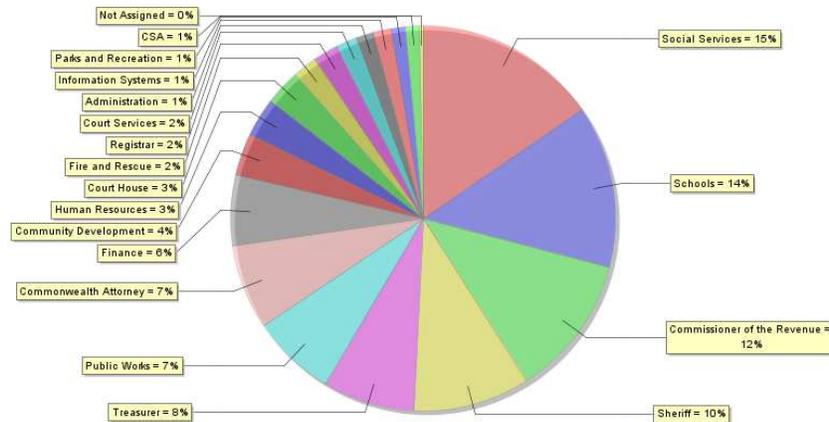
- Construction Pending
- Construction Underway
- Mass Grading Underway

DEPARTMENT OF COMMUNITY DEVELOPMENT
Development Activity Report - August 2016

	Permits Issued					Fees Collected				
	Aug-16	Aug-15	One Year Change	Jan-Aug 2016	Jan-Aug 2015	Aug-16	Aug-15	One Year Change	Jan-Aug 2016	Jan-Aug 2015
Building										
Commercial/Industrial	12	14	-14.3 %	101	106	\$ 36,943.39	\$ 9,729.05	279.7 %	\$ 138,845.15	\$ 126,707.13
Manufactured	4	3	33.3 %	33	26	\$ 416.93	\$ 273.36	52.5 %	\$ 3,629.86	\$ 2,978.81
Single Family	26	32	-18.8 %	213	223	\$ 24,973.53	\$ 31,236.27	-20.0 %	\$ 208,271.18	\$ 228,739.42
Subtotal	42	49		347	355	\$ 62,333.85	\$ 41,238.68		\$ 350,746.19	\$ 358,425.36
Plumbing										
	1	0	0.0 %	29	0	\$ 52.79	\$ 0.00	0.0 %	\$ 2,647.74	\$ 0.00
Subtotal	1	0		29	0	\$ 52.79	\$ 0.00		\$ 2,647.74	\$ 0.00
Electrical										
	24	64	-62.5 %	191	272	\$ 1,169.43	\$ 5,567.22	-79.0 %	\$ 10,664.21	\$ 18,114.60
Subtotal	24	64		191	272	\$ 1,169.43	\$ 5,567.22		\$ 10,664.21	\$ 18,114.60
Mechanical										
	7	4	75.0 %	34	35	\$ 306.00	\$ 153.00	100.0 %	\$ 2,191.62	\$ 1,708.50
Subtotal	7	4		34	35	\$ 306.00	\$ 153.00		\$ 2,191.62	\$ 1,708.50
Other										
	74	65	13.8 %	407	413	\$ 35,975.65	\$ 43,672.73	-17.6 %	\$ 146,059.91	\$ 206,752.36
Subtotal	74	65		407	413	\$ 35,975.65	\$ 43,672.73		\$ 146,059.91	\$ 206,752.36
Land Use Related										
Erosion and Sediment Permit:	7	6	16.7 %	36	40	\$ 27,206.00	\$ 33,738.00	-19.4 %	\$ 92,206.00	\$ 143,012.00
Subtotal	7	6		36	40	\$ 27,206.00	\$ 33,738.00		\$ 92,206.00	\$ 143,012.00
Total	155	188		1044	1115	\$ 127,043.72	\$ 124,369.63		\$ 604,515.67	\$ 728,012.82

Technology Department Staff Report: September 2016

MONTHLY HELP DESK TICKET SUMMARY BY DEPARTMENT Total Number of Help Desk Tickets for August 2016: 337



CURRENT PROJECT STATUS UPDATES

Project	Associated Departments	Start Date	Projected End Date	Update
Checkpoint Firewall Replacement	Technology	01/26/2016	09/30/2016	Continuing implementation of malware sandbox
Wireless Mobile Device Replacement	All	11/30/2015	09/30/2016	iPads and mi-fi devices not delivered yet
Mobile Device Management Implementation	All	11/30/2015	09/30/2016	Waiting for final devices
CityView/GIS Integration Fix	Community Development, Technology, Timmons Group	11/01/2015	09/30/2016	Property Integration fix in place. Final step is merge and update which is scheduled for the end of September.
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

Technology Department Staff Report: September 2016

Evaluation and continuation of ImageNow Document Imaging project	Technology	06/04/2014	TBD	Providing more information and data to Tyler
Custom Reports for Munis	Technology	07/20/2014	Ongoing	Continuing to prioritize and create reports
Selection of solution(s) to replace DaPro software	Technology/Administration/RC SO/ECC/Court Services/Fire & Rescue	4/01/2015	7/01/2017	Committee to meet with consultants 9/21
CivicPlus Website Redesign	Technology/Committee from several departments	08/31/2016	01/01/2017	Committee selected. Form completion in progress
Clerk of Court computers	Technology/Supreme Court/Clerk of Court	11/01/2014	10/30/2016	Working with Supreme Court on routing and testing applications
New Software for Records and Imaging for Clerk of Court	Clerk of Circuit Court, Technology	07/01/2015	03/31/2017	Ongoing. Development slowing implementation
Work with City to reroute ICHRIS traffic through VPN	Technology (City, County, ECC)	02/02/2016	03/01/2016	Defer until after dark fiber installation between City and County
Video Conferencing Upgrade in Courts	Jail, Circuit Court, District Court	03/15/2016	10/31/2016	Purchase order issued. Cabling work scheduled.
Munis Cashiering/Accounts Receivable/General Billing/Appraisal/COR Systems	Technology, Finance, Commissioner of Revenue, Treasurer, Administration, Public Works	02/01/2016	TBD	Meeting scheduled with Treasurer, COR, Finance and Admin to discuss implementation strategy
SunTrust OTM upgrade	Treasurer, Finance, Technology	05/25/2016	10/31/2016	Kickoff meeting on September 16th
Check-in System for Social Services	Technology/Social Services	05/13/2016	TBD	Don Driver to set up demos
Employee Self Service for Time Keeping in Munis	Technology/Payroll/Human Resources	07/15/2016	01/01/2017	Meeting to be scheduled with HR, Finance and Technology

Respectfully submitted,

Terri M. Perry
Director of Technology

1. Personnel

The department currently has 2 employees on FMLA.

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

1. Clean Agent System - 0
2. Commercial Cooking Suppression - 2
3. Dry Hydrant - 0
4. Emergency Planning/Evacuation - 0
5. Fire Detection/Alarm - 0
6. Fire Pump - 0
7. Flammable/Combustible Liquid Spray Booth - 0
8. Hazardous Materials - 0
9. Mechanical - 1
10. Private Fire Service Mains & Private Water Tank System - 0
11. Rezoning - 0
12. Site Plain - 5
13. Special Entertainment - 0
14. Special Use - 0
15. Sprinkler System - 4
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 - \$ 4,578.51

B. Consultation

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

- C. Inspections
 - 1. Acceptance Testing – 7
 - 2. Assisted Living – 0
 - 3. Certificate of Occupancy - 0
 - 4. Daycare/Preschool - 3
 - 5. Dry Hydrant - 0
 - 6. Explosives - 1
 - 7. Fire Code - 4
 - 8. Fire Detection/Alarm - 0
 - 9. Fire Protection - 2
 - 10. Fireworks - 0
 - 11. Hazardous Materials - 0
 - 12. Nursing - 1
 - 13. Open Burning/Bon Fire - 2
 - 14. Private School - 0
 - 15. Public School - 0
 - 16. Re-Inspection - 11
 - 17. Safe School Audit - 0
 - 18. Tent - 3
 - 19. Inspection Not Completed/Had to be rescheduled
 - a. None
 - 20. Inspection Fees Generated - \$ 715.00
- D. Operational Permits Issued
 - 1. Open Burning - 203
 - 2. Fireworks
 - a. Sales - 0
 - b. Display - 1
 - 3. Explosives
 - a. Storage - 3
 - b. Use - 0
 - 4. Bon Fire - 0
 - 5. Permit Fees Generated - \$490.00
- E. Incident Responses and Disposition
 - 1. Structure Fires
 - a. Accidental - 2
 - b. Incendiary - 0
 - c. Undetermined - 0
 - d. Under Investigation – 0

2. Vehicle Fires
 - a. Accidental - 2
 - b. Incendiary - 0
 - c. Undetermined - 0
 - d. Under Investigation – 0
 3. Brush/Grass Fires
 - a. Accidental - 0
 - b. Incendiary - 0
 - c. Undetermined - 0
 - d. Under Investigation – 0
 4. Open Burning
 - a. Authorized - 0
 - b. Unauthorized - 2
 - i. Notice of Violation - 1
 - ii. Summons - 1
 5. Bomb Threats - 0
 6. Fireworks Violations - 0
 7. Fire Lane
 - a. Tickets Issued - 0
 - b. Warnings Issued - 1
 8. Explosives/Explosions - 0
 9. Follow-up Investigation - 2
 - a. Total Number of Hours – 4
- F. Public Education
1. Prevention Programs
 - a. Smoke Detectors Installed - 14
 - b. Fire Extinguisher Presentations - 2
 - i. Number of Participants - 50
 - c. School Program Presentations - 0
 - i. Number of Participants - 0
 - d. Other Program Presentations - 2
 - i. Number of Participants - 125
 - e. Presentation of Education Materials Events - 1
 - i. Number of Participants – 75

- G. Training
 - 1. Fire Inspector Related Training
 - a. Number of Participants - 8
 - b. Number of Contact Hours - 3
 - 2. Fire Investigator Related Training
 - a. Number of Participants - 0
 - b. Number of Contact Hours – 0
 - 3. Public Education Related Training
 - a. Number of Participants - 0
 - b. Number of Contact Hours – 0

 - H. Fire and Life Safety Division Comments/Notes
 - 1. Personnel attended and assisted with public education activities in the RCFR booth at the Rockingham County Fair. Fair attendance was estimated at 85,000 in attendance. There were approximately \$1,000 worth of public education materials distributed to the public.
- 3. Training Division: Battalion Captain Joe Morris, Lt. Steve Powell, Lt. Bryan Smith, and Lt. Jolene Powell**
- A. Continued Education Training Provided
 - 1. Singers Glen Fire Department EMS CE's
 - a. Number of Participants - 6
 - 2. Clover Hill Fire Department EMS CE's
 - a. Number of Participants – 9
 - 3. Station Fire and Hazmat training this month was hazmat scenarios and pump testing
 - a. Number of Participants - 32

 - B. Meetings and Training
 - 1. Stroke Team Meeting at RMH
 - 2. Engine Committee Meetings

 - C. Other Activities
 - 1. County Fair
 - 2. New Engine Specifications
 - 3. Annual Fit Testing for Career Staff
 - 4. Began installation of siding on the East Rockingham Emergency Services Station
 - 5. 5 Personnel was requested and reported to Chesapeake do to tropical storm.
 - 6. Hose Company Number 4 set up a Volunteer recruitment tent at the County Fair.



Hose Company #4 at County Fair Recruiting Volunteers



Fire Rescue
Crews Installing
Siding

Public Works Utilities Crews
assisting with installing siding on
East Rockingham Emergency
Station





STAFF REPORT
September, 2016

Agenda Item#

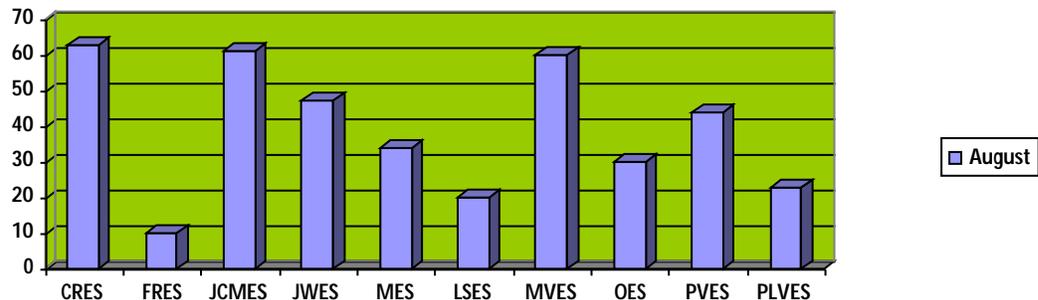
1. PERSONNEL

A. Parks & Recreation: All positions are filled at this time.

2. RECREATION

A. Recreation:

1. The Parks and Recreation Commission met on Thursday, August 18, 2016.
2. The After School Program numbers for August. Currently there are over 438 children registered in the program.



3. Training and meetings.

- Nicole Far and Regina Phillips attended Safe Kids training on 8/30/16.

4. Upcoming Special Events Include:

- Animal Palooza, September 24

5. Recreation Programs for the month of August with registration numbers are:

- Bergton Community Center, 11 rentals
- Singers Glen Community Center, 10 rentals
- PDCC paying rentals, had 29
- PDCC non-paying rentals, had 23
- Cheerleading, 204 participants
 - TA A – 26
 - TA B – 36
 - Bway A – 28
 - Bway B – 47

- S'wood A – 5
- S'wood B – 17
- E. Rock A – 20
- E. Rock B – 25
- Tackle Football, 286 registered
 - Bway A – 58
 - Bway B – 59
 - S'wood A – 20
 - S'wood B – 31
 - E. Rock A – 16
 - E. Rock B – 40
 - TA A – 25
 - TA B – 37
- Flag Football
 - Ages 6-7 S'wood – 21
 - Ages 6-7 TA – 26
 - Ages 6-7 Bway – 37
 - Ages 8-10 S'wood – 28
 - Ages 8-10 TA – 22
 - Ages 8-10 Bway – 9
- Homemade Natural Cleaners, 6 participants
- Superheroes Camp, 13 participants
- Canning: All About Tomatoes, 3 participants
- Summer Day Camp Registration, 315 participants
- Punt, Pass and Kick, 40 participants

August Trips:

- Washington Nationals vs. Giants, mini bus – 14 participants
- Joseph and the Amazing Technicolor Dream Coat, mini bus – 9 participants
- West Virginia State Fair, mini bus trip 1 – 10 participants
- West Virginia State Fair, mini bus trip 2 – 7 participants
- Mountain Explorer Dinner Train, mini bus – 14 participants
- Oklahoma, mini bus - 9 participants
- Hollywood Casino, mini bus – 8 participants

9. The month of August staff has been busy with completing cheerleading and football registrations. Summer after school staff training was held on August 15 and 18. Several after school sites are full: Mt. View, Peak View, Cub Run, John C. Myers and Pleasant Valley. Staff has been busy with football and cheerleading volunteer coaches training, field maintenance and scheduling facilities. The Albert Long 2nd Annual Golf tournament was held on Saturday August 27th at Heritage Oaks, raised over \$4000 with 44 participants. The fall brochure will be mass mailed on 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 August 2016 – 84

Roads/areas cleaned: Lone Pine Road, Orchard Road, Timberway, 211, 42, 33W, Tillman Road, County Administration Center, Rockingham County Landfill, Human Services, Blue Hole, Rockingham County Fair Grounds

3. Community Corrections

A. Probation

1) Caseload for August 2016
Misdemeanor caseload – 448
Felony caseload – 7

B. Pretrial

1) Caseload for August 2016
Misdemeanor caseload – 61
Felony caseload – 202

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. The next quarterly meeting is scheduled for October 13, 2016 @ 4:00pm in the Community Room.



Community Development Special Use Permit Report SUP16-214

Meeting Date: September 14, 2016

Applicant	DAVID SHOWALTER
Mailing Address	5861 GRAY SQUIRREL LANE, DAYTON VA 22821
Property Address	SAME
Phone #/Contact	(540) 879-3944
Tax Map Id	106-(A)- L136, L137, L136B
Zoning	A1, A2
Requested Use	AGRICULTURE-RELATED BUSINESS NOT OTHERWISE LISTED. (FENCING MATERIALS.) SEED AND FEED BUSINESS
Location	EAST SIDE OF COAKLEY TOWN RD. (RT. 732) AT THE END OF GRAY SQUIRREL LANE.
Acreage in parcel	19.33
Acreage in request	19.33
Election District	2
Comprehensive Plan	AGRICULTURAL RESERVE

Board of Supervisor

PLACING CONDITIONS ON THE REQUEST IS NEITHER A RECOMMENDATION FOR APPROVAL OR FOR DENIAL. IT IS SIMPLY STATING THAT IF APPROVED, THESE ARE THE MINIMUM CONDITIONS THAT SHOULD BE PLACED ON THE PERMIT. IF APPROVED, THE BOARD OF SUPERVISORS MAY CHANGE THESE CONDITIONS OR ADD NEW CONDITIONS AS DEEMED NECESSARY.

If the request is approved by the Board, as a minimum the following conditions should apply:

1. Use shall be located in substantial accordance to plot plan submitted with the application.
2. Buildings shall comply with the Statewide Building Code and the proper permits shall be obtained for a change of use for the existing buildings used by the business.
3. North and east lot lines of tax parcel 106-(A)-L136B shall be vacated and parcel joined to parcel 106-(A)- L136.
4. Approval is contingent upon septic approval issued by the Health Department. Copy of said permit shall be submitted to the Department of Community Development prior to obtaining building permits.
5. VDOT requires a platted sight line easement over private property on the west side of Coakley Town Rd. (route 732) before a commercial entrance can be approved. Copy of entrance permit shall be submitted to the Department of Community Development prior to the issuance of building permits.
6. Hours of operation shall be from 8:30 a.m. to 5:00 p.m., Monday through Friday, with Saturday hours by appointment.
7. Total building area for business shall not exceed two thousand five hundred (2,500) square feet.
8. Outside storage shall be limited to no more than one-half (1/2) acre and shall meet the requirements of section 17-705, outdoor commercial storage.
9. There shall be no lighted signs.

GENERAL INFORMATION

SUBMISSION JUSTIFICATION:

Table 17-606 allows for special use permit application for a seed and feed business in the A1 and A2 zoning districts and an agriculture-related business, not otherwise listed in the A1 and A2 zoning districts with the following supplemental standards:

Total building area for any business shall not exceed 2,500 square feet.

Outside storage shall be limited to no more than one-half (1/2) acre and shall meet the requirements of Section 17-705. Outdoor Commercial Storage.

There shall be no lighted signs.

BACKGROUND

Adjoining Properties and Special Uses

Direction From Site	Zoning	Request	Decision
North	A1	Cabinet shop	Approved 7/24/78
East	A1, A2	Woodworking shop, Hog Operation (2),	Approved 2/11/80, 5/8/78, 7/24/78,
South	A2		
West	A2	Machine shop	Approved 6/22/88,

ZONING AND EXISTING LAND USE

Adjoining Properties and Uses

Direction From Site	Zoning	Existing Land Use
North	A1-AF	Homesite, pasture, wooded
East	A1, A2, AF	Homesite, tillable, wooded
South	A2	Tillable, pasture, homesite
West	A2-AF	Tillable, pasture, homesite

STAFF AND AGENCY ANALYSIS

UTILITIES

Health Department

The applicant will need to contact a private sector soil evaluator/designer to come up with a sewage disposal system plan for the business. An application and plans can be submitted to the local health department in order to obtain a permit. If an existing private well is to be used the business usage could not exceed "25 or more persons 60 days or more a year". If a new well is to be drilled a permit would be required from the local health department.

ENVIRONMENTAL

Zoning Administrator - Floodplain

According to FEMA maps, the property is not located within the 100-year floodplain.

PUBLIC FACILITIES

Emergency Services

The property is in the response area of the Bridgewater Volunteer Fire Department and Bridgewater Volunteer Rescue Squad. County Fire and Rescue states that there is a dry hydrant close to the property that will provide fire suppression support.

Building Official

Building, Zoning, Fire Marshal and Site Plan Mgr. have performed an on-site inspection of this project. One handicap accessible restroom required to accommodate up to 15 occupants.

TRANSPORTATION

VDOT – Road Conditions

This site is currently being served by Gray Squirrel Lane, a private roadway. The proposed use will require the entrance to, at a minimum, meet stopping sight distance requirements and potentially intersection sight distance, depending on the anticipated traffic generation from the proposed use. The sight distance where Gray Squirrel Lane meets Coakley Town Road (Rt. 732) is limited by the horizontal curvature of the roadway. It appears that sight distance could be obtained, but would require sight line easements over private property on the west side of Route 732. These easements would need to be platted before the entrance could be approved for commercial use. The applicant can contact the Harrisonburg Residency for specific sight distance requirements and information regarding the platting of these sight line easements.

VDOT General Comments:

Should the safety, use, or maintenance level of any existing or proposed entrance to a VDOT maintained highway change in the future, VDOT reserves the right to require additional modifications as warranted by the site specific conditions.

If any work is required on VDOT right-of-way, a VDOT Land Use Permit is required. The permit is issued through the Harrisonburg Residency office.

VDOT – Traffic Impact Analysis

N/A

SUMMARY

Considerations:

1. This request is for an agriculture-related business, not otherwise listed and a seed and feed business.
2. This request is the result of a zoning violation.
3. Supplemental standards for an agriculture-related business are:
 - Total building area for business shall not exceed two thousand five hundred (2,500) square feet.
 - Outside storage shall be limited to no more than one-half (1/2) acre and shall meet the requirements of section 17-705, outdoor commercial storage.
 - There shall be no lighted signs.
4. VDOT shall require a commercial entrance permit.
5. Health Department shall require an approved septic for the business.
6. County Fire and Rescue has stated that there is a dry-hydrant near the property for fire suppression.



David Showalter Special Use Permit Request

9/14/2016



SUP# 16-214

