



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

November 16, 2016

3:00 P.M. CALL TO ORDER – CHAIRMAN WILLIAM B. KYGER, JR.
INVOCATION – COUNTY ADMINISTRATOR STEPHEN G. KING
PLEDGE OF ALLEGIANCE – DIRECTOR OF COMMUNITY DEVELOPMENT
CASEY B. ARMSTRONG

1. Approval of Minutes – Regular Meeting of October 26, 2016
2. Report – Virginia Department of Transportation – Residency Administrator
Donald F. Komara
 - a. Revenue Sharing Resolution
 - b. Ore Bank Road Comments
3. Consideration – Refund of Overpayment of Taxes – Tiben Limited Company –
Commissioner of the Revenue Lowell R. Barb
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. Building Appeals Board
 - b. Airport
 - c. Alcohol Safety Action Program (ASAP)
 - d. Bergton Book Station Board of Directors
 - e. Community Policy and Management Team (CPMT)
 - f. Economic Development Authority
 - g. Rockingham Recreation Foundation, Inc. Board of Directors
 - h. Social Services Advisory Board for the HRSSD

7. 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 (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.

Recess for Dinner

6:00 P.M. 8. Public Hearing:

- a. Special Use Permits:

SUP16-246, Shenandoah Valley Electric Cooperative, 147 Dinkel Avenue, Mt. Crawford, 22841 for a 199' self-support telecommunications facility (196' tower with 3' lightning rod) within a 65' x 70' fenced compound on property located on the northeast side of South Valley Pike (Route 11) and Oakwood Drive (Route 704), Election District #2, zoned B-1. Tax Map #123-(A)-85. Property address: 70 Oakwood Drive.

SUP16-285, Robert B. Walker, 1720 Maplewood Drive, Edgewater, FL 32132 for a motor vehicle repair shop with waiver to supplemental standards to be permitted to work on tractor trailers in the B-1 zoning district on property located on the south side of McGaheysville Road (Route 996) approximately 425' west of Cemetery Road (Route 843), Election District #5, zoned B-1. Tax Map #142A1-(4)-2B

SUP16-289, Daniel H. Wylie, PO Box 1021, Broadway 22815 for a contractor's operation including a waiver to increase number of employees from 5 to 15 and to increase number of vehicles and pieces of equipment from 5 to 15 on property located on the east side of Daphna Road (Route 803) approximately 120' south of E. Springbrook Road (Route 1421), Election District #1, zoned A-2C. Tax Map #52-(A)-114 and Tax Map #52-(A)-115. Property address: 12430 Daphna Road.

SUP16-293, Jonathan B. Meadows, PO Box 386, Elkton for a motor vehicle repair shop on property located on the northeast side of Spotswood Trail (Route 33) approximately 1800' north of Sapling Ridge Road (Route 634), Election District #5, zoned A-2. Tax Map #131-(A)-125. Property Address: 17749 Spotswood Trail.

SUP16-294, Karen Rinald Mast, 1968 Mountain Valley Road, Keezletown for pet dog and cat training: private lessons and small group classes; dog daycare, and occasional dog or cat-care related special events on property located on the west side of Spotswood Trail (Route 33) approximately 1800' north of Lawyer Road (Route 655), Election District #5, zoned A-2, tax map #126-(A)-71. Property address: 5702 Spotswood Trail.

9 Unfinished Business

*** ADJOURN ***

October 26, 2016

The Regular Meeting of the Rockingham County Board of Supervisors was held on Wednesday, October 26, 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:

BRYAN F. HUTCHESON, Sheriff

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
BARRY E. HERTZLER, Director of Public Works
RHONDA H. COOPER, Director of Planning
DIANA C. STULTZ, Zoning Administrator
LISA K. PERRY, Environmental Manager
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 6:00 p.m.

Supervisor Breeden gave the Invocation and Cody Jackson, a member of the Manassas Young Marine Unit, led the Pledge of Allegiance.

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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 October 12, 2016.

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INTRODUCTION OF STUDENTS.

Students from Turner Ashby High School introduced themselves to the Board.

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RESOLUTION – RED RIBBON WEEK.

Administrator King read a resolution designating October 23-31, 2016, as Red Ribbon Week.

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 adopted the following resolution:

RESOLUTION

WHEREAS, communities across America have been plagued by numerous problems associated with illicit drug use and individuals that traffic in them; and

WHEREAS, there is hope in winning the war on drugs, and that hope lies in education and drug demand reduction, coupled with the hard work and determination of organizations such as the Young Marines of the Marine Corps League to foster a healthy, drug-free lifestyle; and

WHEREAS, governments and community leaders know that citizen support is one of the most effective tools in the effort to reduce the use of illicit drugs in our communities; and

WHEREAS, the red ribbon has been chosen as a symbol commemorating the work of Enrique "Kiki" Camarena, a Drug Enforcement Administration agent who was murdered in the line of duty, and represents the belief that one person can make a difference; and

WHEREAS, the Red Ribbon Campaign was established by Congress in 1988 to encourage a drug-free lifestyle and involvement in drug prevention and reduction efforts; and

WHEREAS, October 23-31, 2016 has been designated National Red Ribbon Week, which encourages Americans to wear a red ribbon to show their support for a drug-free environment.

NOW, THEREFORE, BE IT RESOLVED, by the Rockingham County Board of Supervisors, on behalf of the citizens of the County, that October 23-31, 2016, is **RED RIBBON WEEK** in Rockingham County, and that the Board encourages all citizens to join in this special observance.

Chairman Kyger presented the resolution to Cody Jackson, a member of the Manassas Young Marine Unit.

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TRANSPORTATION DEPARTMENT.

Mr. Komara provided a report on the recent activities of the Transportation Department, including updates to bridge work in Mount Crawford on Lee Highway/South Valley Pike (Route 11) and surface treatment on Horeb Church Road (Route 732). He also provided updates regarding two upcoming projects, including the Airport Road (Route 727) project and the Montezuma Bridge replacement on Ottobine Road (Route 257).

Mr. Komara discussed the Revenue Sharing Program and the four projects requested. The Board agreed to submit an application for an allocation of funds of up to \$4,079,105 through the Virginia Department of Transportation Fiscal Year 2017-2018, Revenue Sharing Program for the following projects:

- 1) Replace the two-lane Reservoir Street (Route 710) with a four-lane divided facility with a median, bike lanes, and curb and gutter;
- 2) The addition of a third travel lane on Spotswood Trail (US Route 33), beginning at Stone Spring Road (Route 280) and ending at Massanetta Springs Road (Route 687);

- 3) The addition of a right turn lane off of South Valley Pike (US Route 11) onto Route 704 (Oakwood Drive), and to extend the existing left turn lane onto Oakwood Drive off of South Valley Pike;
- 4) Drainage improvements on Mill Street (Route 918) in Dayton.

Recent maintenance includes tree cutting, mowing, patching, and lining up snow removal contractors for winter.

Supervisor Breeden brought attention to a traffic concern on Spotswood Trail (Route 33) at the entrance to McGaheysville Elementary School. He explained that traffic in the westbound turn lane backs up into Route 33 during school drop-off and pick-up times. He suggested VDOT look into making the westbound turn lane longer to prevent an accident at the crossover. He noted that this area is especially dangerous during foggy conditions.

Supervisor Chandler pointed out a drainage issue in Magnolia Ridge and indicated VDOT may be able to work with the contractor during upcoming home construction.

Chairman Kyger informed Mr. Komara of requests for a posted speed limit of 25 miles per hour on Tilghman Road (Route 902).

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REPORT – HARRISONBURG-ROCKINGHAM ASSOCIATION OF REALTORS HOUSING MARKET ANALYSIS.

Robert Hill, CEO of the Harrisonburg-Rockingham Association of Realtors (HRAR), introduced Phil Fleischer, a James Madison University MPA Graduate Assistant, who assisted HRAR with a Housing Market Analysis through the Madison Center for Community Development. Mr. Hill explained that the HRAR is constantly looking at past data in order to understand housing market trends. Looking ahead to assist the community in future planning, the Harrisonburg-Rockingham Association of Realtors obtained a \$5,000 grant through the National Association of Realtors, to engage the Madison Center of Community Development to conduct a Housing Market Analysis.

Mr. Fleischer provided a review of the study and highlighted key projections. He noted that archival data obtained during the study revealed different trends for the City and County. Trends for the City included an increase in demand for rental market and an increase in the number and value of home sales. County trends included an increase in the number of seniors and related housing needs, student housing growth and rezoning concerns, and overall positive growth with various transportation projects fueling projected growth.

According to the study, between now and 2040, a 217 percent increase in the population of Hispanics and Latinos is projected in the Harrisonburg-Rockingham

Metropolitan Statistical Area (MSA). In the County, there will be an 82 percent increase in the number of senior citizens. He pointed out that seniors are living longer, prefer ground floor accommodations, and prefer living closer to amenities. A large increase in citizens ages 20-24 is projected in the City. Data projects higher household incomes in the County as compared to the City. There are signs of a strong economy in the Harrisonburg-Rockingham MSA as measured by low unemployment rates compared to state and national averages. In regards to affordable housing units in the City and County, 79 percent of survey respondents identified affordable housing as an issue and 71 percent indicated they would advocate for additional incentives to encourage the development of affordable housing units.

Mr. Fleischer reviewed several graphs and pointed out that in the County, the largest population by age is those 65 years and older. In 2010, there were 11,964 people 65 years of age or older. According to data, this trend is expected to continue into 2040, as the number of seniors' increases to 21,719.

He reviewed income categories, reporting from 2009-2014 cumulative, the largest number of households per income level was 25,793 households with an income of \$19,999 or less in the City. In the County, 2009-2014 cumulative, the largest number of households per income level were 47,667 households with an income of \$45,000 – 74,999.

Unemployment rates were reviewed, revealing that both the County and City have had consistency lower unemployment rates than the rate for the United States. The City's unemployment rate is higher than the state rate, while the County's rate is lower than the state.

In regards to various clients' experience when looking for housing, 49 percent of respondents indicated a lack of affordable dwelling units for sale and 30 percent indicated trouble financing due to credit ratings. Mr. Fleischer reported that when asked what type of accommodation would best meet the majority of clients' needs, 96 percent of respondents revealed that a single-family house would be the best option.

In response to Administrator King, Mr. Fleischer said the survey pool was obtained through a database of individuals provided by Mr. Hill. The various stakeholder groups included realtors and representatives from nonprofit organizations, and finance and construction industries.

After a discussion of the results, Chairman Kyger indicated communities and local governments can be proactive when it comes to planning for the future based on projections and studies such as this one.

*The Harrisonburg-Rockingham Association of Realtors
Housing Market Analysis Report can be found in the
"Attachments – Board of Supervisor's Minutes Notebook"
located in Administration.*

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BERGTON STREAM RESTORATION PROJECT.

Lisa K. Perry, Environmental Manager, provided an update regarding the Bergton Stream Restoration project. Ms. Perry said the project began as part of a grant-funded initiative with the Bergton Community, Eastern Mennonite University (EMU), the Smithsonian Conservation Biology Institute, National Fish and Wildlife Federation, and Ecosystem Services, LLC to restore water quality and habitat to the headwaters of the North Fork of the Shenandoah River – specifically Bennett Run in Bergton. Ms. Perry explained that the project aimed to protect existing eroded channels and infrastructure, while preserving native vegetation where possible and replanting native riparian buffers in areas of restoration. Project goals included nutrient removal, flood attenuation, ecological improvement, and the opportunity to provide an educational example of ecological restoration as an agricultural best management practice.

The initial project consisted of approximately 700 feet of work to the watershed. In an effort to expand the project an additional 1,000 feet or so, representatives from EMU and Ecosystem Services, LLC, along with Ms. Perry provided information regarding a grant opportunity through the Stormwater Local Assistance Fund, offered by the Department of Environmental Quality (DEQ). She explained that the grant is only made available to local governments, and must be administered through the County if it is awarded.

Ms. Perry discussed advantages of the project. She pointed out that pollution abatement is one major advantage, as it will provide the County credit under the Municipal Separate Storm Sewer System (MS4) Permit Program. Ms. Perry indicated the County is currently not a MS4, but credits received will be banked for use in the future if it becomes an MS4. She explained that the removal of one pound of phosphorus from a system during a stream restoration project costs \$2,000 - \$3,500 per pound of phosphorus. If the same amount of credit is bought on the open trading system, it would cost \$20,000-\$25,000- a significant difference.

Ms. Perry noted that EMU has a history of promoting conservation and conducting research in the County, including work in Smith Creek, South River and Blacks Run. She pointed out that Dr. Jim Yoder and Eastern Mennonite University are invested in the project, and have spent two years in the area obtaining baseline data. Ecosystem Services, LLC, brings experience to the table through their extensive work with other localities.

The grant has a match requirement; however, the match can be obtained through a number of different sources. The County is not responsible for a cash match, but could provide an in-kind match if it desires. The grant application will be available on November 1, 2016, with a thirty-day window to apply.

After much discussion regarding the grant administration and liability details, Chairman Kyger referred the related documents to County Attorney Miller for review. He said Mr. Miller will review the documents and advise the Board before the November 16, 2016, Board meeting in order for the grant request to be addressed before the submittal deadline.

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PUBLIC HEARINGS.

Chairman Kyger opened the public hearing at 7:05 p.m.

BOUNDARY LINE ADJUSTMENT - TOWN OF ELKTON.

The proposed agreement involves a change to the boundary line between the Town of Elkton and Rockingham County, Virginia, located on the southern side of Spotswood Trail (U.S. Route 33) just west of the Town of Elkton, consisting of 5.795 acres, more or less. The agreement would change the boundary line so that parcels known as County Tax Map Nos. 130-(A)-L9E, 130-(A)-L79, 130-(A)-L79A and 130-(A)-L80 would lie within the Town of Elkton. The purpose of the proposed change is to provide Town services to the landowners of those parcels.

Mr. Bill Neff spoke in favor of the boundary line adjustment. He stated that this is a minor adjustment so that a piece of property for an incoming business can utilize town services.

Supervisor Breeden explained that the initial request involved one parcel of property. As staff reviewed the request and the property, Supervisor Breeden said it made sense to use Solsburg Road (Route 979) as the boundary line- creating a logical boundary.

No one spoke in opposition to the request.

BICYCLE AND PEDESTRIAN PLAN.

Ms. Cooper introduced Ann Cundy, Senior Transportation Planner, Central Shenandoah Planning District Commission (CSPDC).

Ms. Cundy provided an overview of the Bicycle and Pedestrian Plan. She pointed out that public involvement was a critical piece of the process, stating that City and County residents were heavily involved. The plan represents four years of concerted effort to improve safety and convenience for non-motorized travel throughout the County, she said.

After the overview, Ms. Cundy emphasized that this is only a plan and does not allocate funds to any project. The plan represents the best information collected by the CSPCD, County staff, and the Rockingham Bicycle Advisory Committee (RBAC). Ms. Cundy also pointed out that details of the plan can and will change as transportation projects are completed and as traffic patterns change.

*A copy of the Bicycle and Pedestrian Plan can be found in the
"Attachments - Board of Supervisor's Minutes Notebook"
located in Administration.*

In response to Supervisor Cuevas, Ms. Cooper said the portion of the County that falls within the Metropolitan Planning Organization (MPO) boundary has already been endorsed. She explained that it is the obligation of the Board to make a decision on whether to support the proposed countywide plan, as the countywide plan is beyond the scope of the MPO.

Supervisor Cuevas inquired about the funding source for the proposed projects. Ms. Cooper mentioned several funding options, and noted that two percent of VDOT's budget must be spent on bicycle and pedestrian facilities each year. Additionally, there are many grant opportunities offered primarily through VDOT, she said. The Board and VDOT will be responsible for prioritizing projects and securing funding.

In summary, Ms. Cooper discussed what the proposed plan means for future road projects. She explained that when applying for funding for road projects that include bicycle or pedestrian facilities in the road design, the state and/or federal funding source expect those facilities be included in the plan. Furthermore, road projects that include bicycle and pedestrian plans score very well, she said.

Ms. Cooper emphasized that approval of the plan places no financial burden on the County or VDOT. If adequate funding is available, the County and VDOT have the plan as a guide. Ms. Cooper also noted that the County and VDOT have no obligation to fulfill proposed first priority facilities over proposed lower priority facilities.

Chairman Kyger opened the floor for public comment.

Rich Harrison, a resident of Bridgewater, stated that he loves living in the Valley and is very pleased with the proposed plan. He feels that bike and pedestrian paths add to the quality of life for residents and help to attract others to the County. Mr. Harrison stated, "This is the type of community of the future, I think this is positive, and I look forward to its approval."

Kim Sandum spoke in favor of the proposed plan. She also pointed out that Smart Scale projects score very well when bicycle and pedestrian plans are included. She noted the importance of community input throughout the planning process, along with the importance of the potential future economic impact.

Guy deBrun expressed appreciation to those involved with the Safe Route to Schools project, noting that he enjoys walking his ten-year-old son to Mountain View Elementary School several days per week. Mr. deBrun stated that he looks forward to the approval of the Bicycle and Pedestrian Plan and feels it is great for the community.

Many individuals were present, who did not speak, but offered their support by raising their hand when Chairman Kyger asked who was in favor of the proposed plan.

At 7:44 p.m., Chairman Kyger closed the public hearing for the Board to address the proposed boundary line adjustment with the town of Elkton and the proposed Bicycle and Pedestrian Plan as presented.

On motion by Supervisor Breeden, 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 following Agreement to adjust the boundary line between the County and the Town of Elkton:

AGREEMENT TO CHANGE BOUNDARY LINE

This Agreement, made on October 26th, 2016, by and between the County of Rockingham of the Commonwealth of Virginia, a Virginia political subdivision (“County”), and the Town of Elkton, Virginia, a Virginia municipal corporation (“Town”),

RECITALS:

- A. The boundary line between the County and the Town is presently adjacent to parcels of land located adjacent to the existing western corporate limits of the Town of Elkton, Virginia, on the southern side of Spotswood Trail (U.S. Route 33) just west of the Town of Elkton, Stonewall District, Rockingham County, Virginia, consisting of 5.795 acres, more or less, and being known as Rockingham County Tax Map Nos. 130-(A)-L9E, 130-(A)-L79, 130-(A)-L79A and 130-(A)-L80, (“Parcels”).
- B. As shown on a plat of the subject parcel made by Hal T. Benner, L.S., of Benner & Associates, Inc., dated October 17, 2016, a copy of which is attached hereto as Exhibit A, the boundary line is situated so that the above Parcels are in the County.
- C. The Town desires to provide water and sewer service to the Parcels shown in Exhibit A.
- D. The County and the Town, pursuant to authority granted to each of them under Title 15.2, Chapter 31, Article 2 of the Code of Virginia (1950), as amended, have

agreed to change the boundary line between them at the subject Parcels in order that the Town may provide water and sewer service to these Parcels. The County and the Town wish to set forth their agreement herein.

NOW THEREFORE, in consideration of the premises and the benefits inuring to the parties herefrom, it is therefore mutually agreed as follows:

1. The boundary line of the Town of Elkton shall be expanded so that Tax Map Nos. 130(A) L9E, 130-(A)-L79, 130-(A)-L79A and 130-(A)-L80, shall be located wholly within the Town boundary limits. A metes and bounds description of the Parcels that will be included within the Town boundary limits is attached hereto as Exhibit B.
2. The boundary line change shall be effective upon the approval by the Circuit Court of Rockingham County, pursuant to §§ 15.2-3106 et seq. of the Code of Virginia (1950), as amended, encompassed in a final order establishing the new boundary, recorded in the land records and indexed in the names of the parties.
3. The parties shall jointly petition the Rockingham County Circuit Court to approve this agreement and establish the new boundary within a reasonable time following execution of the agreement.
4. The Town agrees to provide the area within the extended boundary with sewer, water, and all other Town services upon the effective date of the boundary change.
5. The Town shall bear the expense of the advertisement of the intention of both parties to approve this agreement, any survey costs or plat preparation charges, the filing fee for the petition to the Circuit Court to approve this agreement, all legal expenses related to the boundary line change, and any miscellaneous fees or charges necessary to accomplish the boundary line change. The Town shall prepare all joint notices and pleadings required, subject to the review and approval of the County.
6. A public hearing was held and this agreement was authorized by resolution of the Board of Supervisors of Rockingham County at its meeting held on October 26th, 2016, , following advertisement thereof, as required by law.
7. A public hearing was held and this agreement was authorized by resolution of the Town Council of the Town of Elkton at its meeting held on October 17th, 2016, following advertisement thereof as required by law.

**RESOLUTION TO APPROVE AGREEMENT BETWEEN
THE COUNTY OF ROCKINGHAM AND THE TOWN OF ELKTON**

REGARDING BOUNDARY LINE ADJUSTMENT

WHEREAS, certain parcels of land are located outside the boundary of the Town of Elkton, (“Town”), on the southern side of Spotswood Trail (U.S. Route 33) just west of the Town of Elkton, consisting of 5.795 acres, more or less, and being known as Rockingham County Tax Map Nos. 130(A) L9E 130-(A)-L79, 130-(A)-L79A and 130-(A)-L80; and

WHEREAS, the Town desires to provide services to the Parcels; and

WHEREAS, a majority of the property owners affected have requested that the County of Rockingham, pursuant to authority granted to it under Title 15.2, Chapter 31, Article 2 of the Code of Virginia (1950), as amended, enter into an agreement to change the boundary line at the location of the subject Parcels to place the Parcels wholly within the Town; and

WHEREAS, the Elkton Town Mayor has indicated his intent to bring this proposal and his recommendation of approval before the Elkton Town Council for its consideration.

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors of Rockingham County, Virginia, approves that Agreement to Change Boundary Line with the Town of Elkton, Virginia, dated October 26th, 2016 attached hereto as Exhibit A and made a part hereof, which Agreement to change the boundary line between the County and the Town to include the subject Parcels described above wholly within this boundary of the Town, having first received public comment upon the Agreement at a public hearing convened for such purpose, and subject to its right and duty to act after having received such public comment as it deems in the best interests of the County of Rockingham; and

BE IT FURTHER RESOLVED, that a copy of the Agreement shall be lodged with the County Clerk and made available for review by citizens of the Town and the County during normal business hours.

Supervisor Chandler commended everyone involved for their outstanding work preparing the Bicycle and Pedestrian Plan. This Board is very appreciative of the hard work and many volunteer hours put forth, he said.

On motion by Supervisor Chandler, seconded by Supervisor Cuevas, 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 adopted the Rockingham County Bicycle and Pedestrian Plan as presented.

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RECESS.

Chairman Kyger recessed the meeting at 7:50 p.m.

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PUBLIC HEARING - REZONINGS.

At 7:57 p.m., Chairman Kyger reopened the public hearing and Ms. Cooper reviewed the following rezoning requests:

REZ16-245 Dove, Chad E., 129 Windy Knoll Drive, Rockingham, VA 22802, to rezone TM# 94B-(5)- L1, L2, and L3, totaling 0.69 acre, located east of Harpine Highway (Route 42) and south of Harman Rd (Route 1151), from Medium Density Residential District (R-2) to General Business District (B-1). The Comprehensive Plan identifies this area as Community Residential. Election District 2.

Chad Dove, the applicant and owner of Blue Ridge Automotive, stated that he is looking forward to relocating his business. He pointed out that a future road project on Mount Clinton Pike and Chicago Avenue forced the relocation request.

No one spoke in opposition to the request.

REZ16-194 Riverglen, LLC / Cave Hill Farm. LLC, & Diane Workman Derzis, c/o Lisa A. Hawkins, Esq. P.O. Box 1287, Harrisonburg, VA 22802, to rezone TM# 143-(A)- L15 and 15C, totaling 13.076 acres, located on the south side of Island Ford Road (Route 649) approximately 1300 feet east of Power Dam Road (Route 650), from Recreational and Residential District with Conditions (RR-1C) to Prime Agricultural District (A-1). This property is identified as Agricultural Reserve in the Comprehensive Plan. Election District 5.

No one spoke in favor or in opposition to the request; however, several written comments of opposition were sent to staff prior to the Board meeting.

Supervisor Breeden indicated his intent to table the rezoning request, pending further review of rights permitted in A-1 zoning districts, to avoid hardships for the six existing properties.

At 8:10 p.m., Chairman Kyger closed the public hearing.

On motion by Supervisor Breeden, seconded by Supervisor Cuevas, 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 tabled REZ16-194 Riverglen, LLC / Cave Hill Farm. LLC, & Diane Workman Derzis, c/o Lisa A. Hawkins, Esq. P.O. Box 1287, Harrisonburg, VA 22802, to rezone TM# 143-(A)- L15 and 15C, totaling 13.076 acres, located on the south side of Island Ford Road (Route 649) approximately 1300 feet east of Power Dam Road (Route 650), from Recreational and Residential District with Conditions (RR-1C) to Prime Agricultural District (A-1). This property is identified as Agricultural Reserve in the Comprehensive Plan. Election District 5.

Supervisor Eberly indicated several minor details remain unresolved regarding REZ16-245, including the City's decision on a utilities hookup.

On motion by Supervisor Eberly, 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 tabled REZ16-245 Dove, Chad E., 129 Windy Knoll Drive, Rockingham, VA 22802, to rezone TM# 94B-(5)- L1, L2, and L3, totaling 0.69 acre, located east of Harpine Highway (Route 42) and south of Harman Rd (Route 1151), from Medium Density Residential District (R-2) to General Business District (B-1), until November 16, 2016, given a response from the City has been provided regarding utilities.

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PUBLIC HEARING – ORDINANCE AMENDMENTS.

Chairman Kyger opened the public hearing at 8:12 p.m. and Ms. Stultz reviewed six proposed ordinance amendments as follows:

- OA16-220 Amendment to the Rockingham County Code, Chapter 17 (zoning), Section 17-201. Definitions generally to remove the definition of memorial garden.
- OA16-221 Amendment to the Rockingham County Code, Chapter 17 (zoning), Table 17-606 Land use and zoning table, under Other Uses, Cemetery in the A-2 and RV Districts, change special use permit (SU) to special use permit with supplemental standards (SU*) and in the RR-1, R-1, R-2, R-3, PSF, and PG Districts, change special use permit with supplemental standards (SU*) to special use permit (SU).
- OA16-222 Amendment to the Rockingham County Code, Chapter 17 (zoning), Section 17-607 Supplemental Standards for certain land uses, under cemetery amend to read “In the A-1, A-2, and RV zoning districts, more than one (1) gravesite located on a parcel of land constitutes a cemetery.

- OA16-226 Amendment to the Rockingham County Code, Chapter 17 (zoning), Section 17-606 Land use and zoning table, under other uses. Remove the term park and replace with Park, government-owned, in all zoning districts shall be permitted (P) and Park, non-government-owned, in all zoning districts except S-1 shall be by special use permit (SU).
- OA16-228 Amendment to the Rockingham County Code, Chapter 17 (zoning), Table 17-806.01 Area, setback and height - Conventional to change the setbacks as follows: in the A-1, A-2, and RV zoning districts, increase the side setback for accessory dwellings from 5' to 15'; in the R-1 zoning district, reduce minimum front setback from 35' to 25' if the right-of-way is 50' or greater and from 60' to 50' from center of road if right-of-way is less than 50'; reduce minimum rear setback for single-family dwellings from 35' to 25'; reduce minimum side setback for single-family detached dwellings from 15' to 10'; and to reduce minimum side and rear setbacks for accessory structures from 10' to 5'. In the R-2 zoning district, reduce minimum front setback from 35' to 25' if right-of-way is 50' or greater and from 60' to 50' from centerline of road if right-of-way is less than 50'; reduce minimum rear setback for single-family detached dwellings and duplex dwellings from 35' to 25'; and to reduce minimum side and rear setbacks for accessory structures from 10' to 5'. In the R-3 zoning district, reduce minimum front setback from 35' to 25' if right-of-way is 50' or greater and from 60' to 50' from center of right-of-way if right-of-way is less than 50'; reduce minimum side and rear setbacks for accessory structures from 10' to 5'; remove "8 lots per acre maximum" under minimum lot size for rowhouses; and remove "18 units per acre maximum" under minimum lot size for apartment structures.
- OA16-258 Amendment to the Rockingham County Code, Chapter 16 (Subdivision), Section 16-40 under Certificate of approval to add a signature panel for Stormwater Manager.

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

Chairman Kyger closed the public hearing at 8:19 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 amendments:

**ORDINANCE REPEALING
THE DEFINITION OF MEMORIAL GARDEN**

**IN SECTION 17-201
OF THE CODE OF ORDINANCES
OF
ROCKINGHAM COUNTY, VIRGINIA**

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

That definition of Memorial Garden in Section 17-201 Definitions generally be and hereby is repealed.

All other definitions in Section 17-201 remain as before.

This ordinance shall be effective from the 26th day of October 2016.

Adopted the 26th day of October 2016.

**ORDINANCE REPEALING
AND
RE-ENACTING
A PORTION OF TABLE 17-606
OF THE CODE OF ORDINANCES
OF
ROCKINGHAM COUNTY, VIRGINIA**

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

That a portion of Table 17-606. Land Use and Zoning Table be and hereby is repealed and re-enacted as follows:

TABLE 17-606. Land use and zoning table

Other Uses.

Cemetery

In the A-2 and RV Districts, change special use permit (SU) to special use permit with supplemental standards (SU*).

In the RR-1, R-1, R-2, R-3, PSF, and PG Districts, change special use permit with supplemental standards (SU*) to special use permit (SU).

Remove Memorial Garden from the table.

This ordinance shall be effective from the 26th day of October 2016.

Adopted the 26th day of October 2016.

**ORDINANCE REPEALING
AND RE-ENACTING
THE SUPPLEMENTAL STANDARDS
FOR CEMETERY IN SECTION 17-607
OF THE CODE OF ORDINANCES
OF
ROCKINGHAM COUNTY, VIRGINIA**

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

That the supplemental standards for “Cemetery” in Section 17-607 be and hereby are repealed and re-enacted as follows:

Section 17-607. Supplemental standards for certain land uses
Cemetery.

In the A-1, A-2, and RV zoning districts, more than one (1) gravesite located on a parcel of land constitutes a cemetery.

This ordinance shall be effective from the 26th day of October 2016.

Adopted the 26th day of October 2016.

**ORDINANCE DELETING “PARK”
AND ADDING “PARK, GOVERNMENT-OWNED”
AND “PARK, NON-GOVERNMENT OWNED”
TABLE 17-606
OF THE CODE OF ORDINANCES
OF
ROCKINGHAM COUNTY, VIRGINIA**

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

That a portion of Table 17-606 Land use and zoning table be and hereby is amended as follows:

Table 17-606. Land use and zoning table
Other Uses

Remove:

Park

Add (in alphabetical order)

Park, government-owned

In all zoning districts listed in the table, shall be Permitted (P).

Park, non-government owned

In all zoning districts except S-1, shall be Special Use (SU).

This ordinance shall be effective from the 26th day of October 2016.

Adopted the 26th day of October 2016.

**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 district:

Increase side setback for accessory dwellings from 5' to 15'.

In the R-1 zoning district:

Reduce minimum front setback from 35' to 25' if right-of-way is 50' or greater and 50' from centerline of road if right-of-way is less than 50'.

Reduce minimum rear setback for single-family detached dwellings from 35' to 25'

Reduce minimum side setback for single-family detached dwellings from 15' to 10'

Reduce minimum side and rear setbacks for accessory structures from 10' to 5'.

In the R-2 zoning district:

Reduce minimum front setback from 35' to 25' if right-of-way is 50' or greater and 50' from centerline of road if right-of-way is less than 50'.

Reduce minimum rear setback for single-family detached dwellings and duplex dwellings from 35' to 25'

Reduce minimum side and rear setbacks for accessory structures from 10' to 5'.

In the R-3 zoning district:

Reduce minimum front setback from 35' to 25' if right-of-way is 50' or greater and 50' from centerline of road if right-of-way is less than 50'.

Reduce minimum side and rear setbacks for accessory structures from 10' to 5'.

Remove "8 lots per acre maximum" under minimum lot size for rowhouses.

Remove "18 units per acre maximum" under minimum lot size for apartment structures.

This ordinance shall be effective from the 26th day of October 2016.

Adopted the 26th day of October 2016.

**ORDINANCE AMENDING
SECTION 16-40
CERTIFICATE OF APPROVAL
OF THE CODE OF ORDINANCES
OF
ROCKINGHAM COUNTY, VIRGINIA**

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

That Section 16-40 Required certificates, Certificate of approval is amended by adding a signature line for "Stormwater Management Program Administrator" as follows:

Certificate of approval

This subdivision known as _____ Subdivision is approved by the undersigned in accordance with existing subdivision regulations and may be admitted to record.

_____ (Signed) _____

(date)		VDOT
_____	(Signed)	_____
(date)		Health Department and/or Agent of a Water and Sewer System
_____	(Signed)	_____
(date)		Stormwater Management Program Administrator
_____	(Signed)	_____
(date)		Subdivision Agent

This ordinance shall be effective from the 26th day of October 2016.

Adopted the 26th day of October 2016.

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COMMITTEE REPORTS.

The Board heard the following committee reports 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 carryover funds and supplemental appropriations:

FY2015-2016 Carryover Funds to FY2016-2017

CAPITAL PROJECTS FUND

1. East Rockingham Emergency Response Station

The East Rockingham Emergency Response Station construction began in FY2015-2016 with a budget of \$700,000. Spent during FY2015-2016 was \$25,000. The project was not completed prior to the end of the fiscal year.

Carryover Appropriation: \$675,000

\$675,00 GL Code: 1101-09401-00000-000-508378-000 Fire & Rescue Facility

0
 \$675,00 GL Code: 1101-00000-15201-000-352000-000 Capital Project Fund Reserves
 0

2. Massanetta Springs Road

Funding in the amount of \$1,100,000 was provided for the Massanetta Springs Road Project. The project was not complete by the end of the fiscal year.

Carryover Appropriation: \$1,100,000

\$1,100,00 GL Code: 1101-09401-00000-000-508376-000 Massanetta Springs Road Project
 0
 \$1,100,00 GL Code: 1101-00000-15201-000-352000-000 Capital Project Fund Reserves
 0

3. Reservoir Street Project

Funding in the amount of \$2,400,000 was provided for the Reservoir Street Project. Remaining at the end of the fiscal year is \$2,080,000. The project was not complete by the end of the fiscal year.

Carryover Appropriation: \$2,080,000

\$2,080,00 GL Code: 1101-09401-00000-000-508370-000 Reservoir Street Project
 0
 \$2,080,00 GL Code: 1101-00000-15201-000-352000-000 Capital Project Fund Reserves
 0

4. Financial Software Project

Funding in the amount of \$836,100 has been provided for the Financial Software Project. Remaining at the end of the fiscal year is \$812,865. The project was not complete by the end of the fiscal year.

Carryover Appropriation: \$812,865

\$812,86 GL Code: 1101-09401-00000-000-508300-000 Financial Software Project
 5
 \$812,86 GL Code: 1101-00000-15201-000-352000-000 Capital Project Fund Reserves
 5

FY2016-2017 Supplemental Appropriation

1. Transfers

A supplemental appropriation in the amount of \$900,000 to repair the HVAC at six schools. School Board staff has issued an RFP and made a recommendation to the School Board at their meeting on Monday, October 24th for approval and acceptance of the bids,

pending the appropriation from the County. The funding will be provided by a transfer from the General Fund.

Supplemental Appropriation: \$900,000

\$900,00	GL Code: 2103-64400-00000-923-608101-000	School Capital Equipment
0		
\$900,00	GL Code: 2103-00000-25101-000-400090-000	Transfer from General Fund
0		
\$900,00	GL Code: 1001-09301-00000-000-509513-000	Transfer to School Capital Projects
0		
\$900,00	GL Code: 1001-00000-15201-000-352000-000	General Fund Reserve
0		

2. Transfers

A supplemental appropriation in the amount of \$800,000 for both the General Fund and the County Capital Projects Fund. These supplementals will replenish the County Capital Fund Reserve as part of the Rockingham 2020 plan. Funding will be provided by a transfer from the General Fund to the County Capital Projects Fund.

Supplemental Appropriation (General Fund):	\$800,000
Supplemental Appropriation (Capital Projects):	\$800,000

\$800,00	GL Code: 1001-09301-00000-000-509511-000	Transfer to County Capital Projects
0		
\$800,00	GL Code: 1001-00000-15201-000-352000-000	General Fund Reserve
0		
\$800,00	GL Code: 1101-09401-00000-000-508399-000	Miscellaneous Projects
0		
\$800,00	GL Code: 1101-00000-15102-000-351000-000	Transfer from General Fund
0		

3. Transfers

A supplemental appropriation in the amount of \$135,000 for the design of renovation projects at Fulks Run Elementary (\$37,500) and John C. Myers Elementary School (\$97,500). Funding will be provided by a transfer from the General Fund.

Supplemental Appropriation: \$135,000

\$37,500	GL Code: 2103-66600-00000-209-603106-000	Architectural Services-FRES
\$97,500	GL Code: 2103-66600-00000-212-603106-000	Architectural Services-JCMES
\$135,00	GL Code: 2103-00000-25101-000-400090-000	Transfer from General Fund
0		
\$135,00	GL Code: 1001-09301-00000-000-509513-000	Transfer to School Capital Projects

0		
\$135,00	GL Code: 1001-00000-15201-000-352000-000	General Fund Reserve
0		

Supervisor Cuevas reported that proposals for Phase I of the Albert Long Park were reviewed. Funding for the park project has been set aside in the Capital Project fund since fiscal year 2012, totaling \$8,602,657 (not including water and sewer funds). To date, \$1,863,773 has been spent for the site master plan design and the beginnings of the earthwork including erosion & sediment control, bulk grading and rock mass excavating, all of which are complete. The remaining funds of \$6,738,884 and \$963,355 have been committed to the initial grading work. Remaining to contract is an estimated \$1,040,077 for items such as the graveyard excavation/relocation, rock excavation and sanitary sewer installation, all of which can be completed within the amount budgeted.

Also noted, of the budgeted funds, \$5,637,836 remained at the end of FY15-16. Since the project was not complete, staff recommended the finance committee authorize a carryover of those funds to FY16-17.

Supervisor Cuevas indicated \$4,402,292 of the budgeted funds are requested to move forward with Phase I as outlined in the table below.

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 authorized the following:

- 1) A Carryover Appropriation of \$5,637,836 from FY 2015-2016 to FY 2016-2017:

\$5,637,83 GL Code: 1101-09401-00000-000-508359-000 Albert Long Park Project

6

\$5,637,836 GL Code: 1101-00000-15201-000-352000-000 Capital Project Fund Reserves

- 2) Staff accepting proposals and awarding contracts for Phase I of the Albert Long Park Project as outlined below, and directed the County Administrator, Public Works Director and Recreation Director to oversee construction as contractors move forward with Phase I.

Albert Long Park RFP for Acceptance 10/26/2016		
	Total Proposal	Phase 1
PPEA-master plan-storm, asphalt, concrete, accessories	\$ 3,824,630	\$ 2,256,792
Electrical-Phase 1 Trumbo RFP	\$ 570,500	\$ 570,500
Harman Building RFP-2 Concession stand/bathroom, 4 pavillions	\$ 948,000	\$ 688,000
Musco Lighting	\$ 2,520,000	\$ 410,000
Premier Fields-amendments 8 fields, infield mix, warning track, bases, accessories	\$ 458,823	\$ 338,000
Weaver Irrigation-8 fields	\$ 185,388	\$ 139,000
Total	\$ 8,507,341	\$ 4,402,292

Again, Supervisor Cuevas pointed out that the funds requested have been budgeted since 2012. He also mentioned that approximately ten-plus acres of the park’s frontage along Route 33 can be sold in the future, helping offset some of the cost.

COUNTY ADMINISTRATOR’S STAFF REPORT.

The Board received and reviewed Administrator King’s staff report dated October 21, 2016.

Administrator King advised the Board that a voting delegate and alternate for the Annual Virginia Association of Counties meeting in November needed to be designated.

On motion by Supervisor Chandler, 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 designated Supervisor Kyger as the voting member and Supervisor Eberly as alternate at the Virginia Association of Counties meeting on November 13-15, 2016.

There was discussion regarding an item in Administrator King’s staff report related to the radio system used by the Schools. The radio system provides essential communication for the Schools between the transportation department, buses and cars. It has essentially reached the end of its useful life and is creating many challenges.

After discussion, Chairman Kyger directed Administrator King to work with the Finance Committee to form a liaison committee to explore potential solutions and provide a report to the Board.

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COMMITTEE APPOINTMENT.

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 appointed Supervisor Cuevas to the Chief Elected Officials Consortium Board for the Shenandoah Valley Workforce Development Board with George K. Anas serving as the alternate.

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PUBLIC WORKS DIRECTOR'S STAFF REPORT.

Director Hertzler reported that the October cleanup days at the landfill were successful. He said the next cleanup days will be in April of 2017.

Supervisor Cuevas requested Director Hertzler keep the board up-to-date regarding Phase I construction at the park.

County Attorney Miller reported that the Circuit Court ruled, leaving the gravesite relocation solely in the County's discretion. He explained that the County will contract with an undertaker and archeologist for the relocation.

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COMMUNITY DEVELOPMENT DIRECTOR'S STAFF REPORT.

The Board received and reviewed Mr. Armstrong's staff report dated October 26, 2016.

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ADJOURNMENT.

Chairman Kyger declared the meeting adjourned at 8:46 p.m.

_____,
Chairman

At a regularly scheduled meeting of the Board of Supervisors of Rockingham County held on November 16, 2016, on a motion by Supervisor _____, seconded by Supervisor _____, the following resolution was adopted by a vote of ____ to ____:

RESOLUTION

WHEREAS, the Board of Supervisors of Rockingham County (County) desires to submit applications involving a total County contribution of \$4,079,105 through the Virginia Department of Transportation (VDOT) Fiscal Year 2017-2018, Revenue Sharing Program; and

WHEREAS, the Board at their regularly-scheduled meeting on October 26, 2016, directed County and VDOT staff to submit application for Revenue Sharing Funds for the projects described below; and

WHEREAS, \$2,497,481 of these funds are to replace the two-lane Reservoir Street (Route 710) with a four-lane divided facility with a median, bike lanes, and curb and gutter; and \$1,480,103 of these funds are to add a third travel lane on Spotswood Trail (US 33), beginning at Stone Spring Road (VA 280) and ending at Massanetta Springs Road (Route 687); both of which are locally administered projects; and

WHEREAS, \$101,521 of these funds, which shall be contributed by Shenandoah Valley Electric Cooperative (\$100,000 plus a right-of-way donation), for a VDOT-administered project to construct a right turn lane and extend the existing left turn lane on South Valley Pike (US 11) onto Oakwood Drive (Route 704); and

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Supervisors of Rockingham County hereby supports these applications for a total contribution of \$4,079,105 through the Virginia Department of Transportation Revenue Sharing Program.

BE IT FURTHER RESOLVED THAT the Board of Supervisors of Rockingham County hereby grants authority for the County Administrator, or his designee, to execute project administration agreements for any approved revenue sharing projects.

ADOPTED this 16th day of November, 2016.

Stephen G. King, Clerk



COMMISSIONER OF THE REVENUE OFFICE
ROCKINGHAM COUNTY

Lowell R. Barb
Commissioner of the Revenue

November 4, 2016

Board of Supervisors
Rockingham County
PO Box 1252
Harrisonburg VA 22803

Re: 122A2-(A)-L150
Bridgewater

Gentlemen:

I request that you direct the Treasurer of Rockingham County to refund \$147,072.61 to Tiben Limited Company for tax years 2012, 2013, 2014 and 2015 real estate tax overpayments.

In 2014 Tiben Limited Company requested that we adjust the taxable value of their property starting in 2012. They petitioned the court for correction of erroneous assessment of real estate in 2015. Based upon information provided by Tiben Limited Company we have corrected the real estate classification from distribution center to mega distribution center which has resulted in a lower value.

An itemized listing of each tax year is attached for the requested refund.

Send check to:
Tiben Limited Company
c/o Marshall's
PO Box 5369
Wayland MA 01778

Regards,

Lowell R. Barb
Rockingham County
Commissioner of the Revenue

CC: Thomas Miller
Rockingham County Attorney

Attachment: 1



Finance Department Staff Report

November 16, 2016

Personnel - Payroll Specialist Position – Interviews for the Payroll Specialist position were held on November 3rd. Second interviews are scheduled for Thursday, November 10th.

Accounts Payable Technician II Position – Interviews for the Accounts Payable Technician II were held on November 9th.

VGFOA Conference – The Director and Deputy Director attended the VGFOA Conference in Richmond in October. Topics included GASB updates, Records Retention rules, Better Budgeting practices and an update on the Line of Duty Act. Thank you for allowing the opportunity for the professional development and training.

Purchasing

Action Requested

Generator Flue Pipe Replacement at the Rockingham-Harrisonburg Jail – The County received one response from Blauch Brothers, Inc. The price quoted was \$16,100 which is within budget for the project.

No Action Requested - The County currently has several RFP's open. **Revenue Recovery** – The current agreement for billing of emergency transport services is up for renewal. A request for proposal closed September 26th at 2:00pm with six responses. Interviews have been scheduled with the top two responses.

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

Upcoming Dates:

- Presentation of the annual audit December 14, 2016



COUNTY of ROCKINGHAM

Finance Department

Trish Davidson, CPFO
Director of Finance

TO: Board of Supervisors

FROM: Trish Davidson, Director of Finance

DATE: November 16, 2016

SUBJECT: Surplus Items

The attached list represents items that are no longer used by Rockingham County. If the Board approves the list for surplus, the items may be sold on the public surplus website. Also, included is a list of items that need to be discarded.

If you have any questions, please don't hesitate to contact me.

TD/bjf

Cc: County Administrator
Assistant County Administrator

Item to Declare Surplus -November 2016

Dept. #	Department	Description	Quantity
5301	Social Services	Desk Chairs	10
5301	Social Services	Canon Electric Calculator	1
5301	Social Services	18 Sheet Crosscut Paper Shredder	1
1302	Registrar	2 -File Drawer-solid wood	1
1302	Registrar	Electric Typewriter and ribbons	1
1302	Registrar	Sharp Electric Calculator	1

Items to Discard

Old Cubicles-has been auctioned several times and can not be used in the county anymore

1. The deviation process between State and Local Social Services and the County is on-going. State is currently reviewing County policies and documentation. The goal is to have the State Board approve the deviation during their February 15, 2017 meeting.

2. New hires for the month of October:
 - a. Children's Services Act (CSA) – 1 FT (Data Specialist)
 - b. Finance – 1 FT (Deputy Finance Director)
 - c. Sheriff's Office – 2 FT (1 Deputy, 1 Correctional Officer)
 - d. Public Works: Recycling/Refuse – 1 part time(truck driver)
 - e. Parks & Recreation – 1 part time (Afterschool)
 - f. Social Services – 2 part time

Respectfully submitted,

Jennifer J. Mongold

1. Personnel vacancies

Utilities: Utility Worker

Landfill: no vacancies

Refuse & Recycle: no vacancies

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

Facilities Maintenance: no vacancies

2. Utilities

Utility crews are flow testing hydrants to document fire flow and pressure. The hydrants are then painted to correspond to the County fire flow color chart. Therefore, when Fire Rescue crews hook to a hydrant, they know what flow to expect based on the color of the hydrant. These fire flow results are considered by the ISO-Insurance Service Office to generate the County ratings which influence the County fire insurance rates.

3. Landfill**Landfill Entrance Project**

Work continues to proceed on the site. Road way stone is being placed followed by base asphalt. Building footers are being dug, the office has been framed and roughed in, while additional retaining wall and footers are being completed. The water and sewer lines have been installed and inspected. Electrical service is substantially complete.

Landfill Part B permit

The process has begun to finalize the Part B permit from the Virginia Department of Environmental Quality-VDEQ. The County advertised in the Daily News Record on 11/2/16 to start the process. 30 days forward, 12/7/16, is the required public hearing at 6pm in the Board of Supervisors meeting room. The VDEQ will hear any public concern regarding the design of the proposed cell, 5A, expansion. The comment period ends 15 days after the public hearing. The VDEQ then issues the necessary Public Response Letter & Response to Comments documents while any revisions to the permit are added. Within 90 days of the end of the comment period, VDEQ will send the permit approval letter with the final permit to the Landfill. This puts a date of 3/21/17 for final permit issuance to the Landfill.

4. Recycling & Satellite Sites

Staff contracted with Virginia Well Drilling & Pump Co. to drill water wells at the Bergton, Mauzy, and Grottoes container sites. The crew has completed the Bergton well but needs to install the hydrant. Mauzy and Grottoes remain to be scheduled and completed. This was an FY17 budget item.

5. Albert Long Park

Staff is meeting with Partners Excavating to confirm the PPEA contract amount and a possible start date to remobilize to the site. Major earthmoving operations will be hampered by the winter weather, but the remainder of the erosion and sediment controls along with storm water piping, and the entrance box culvert will be the focus for the next two months. Procurement for the undertaker contract to start the grave relocation process is underway. The County attorney is handling this phase of the process with a start date of 11/28/16 to relocate the graves.

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 (Pete 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

REVENUE SHARING RESOLUTION OF SUPPORT (Rhonda Cooper)

The County's three VDOT Revenue Sharing project applications require the County to submit a resolution of support prior to December 1. The resolution will be provided to the Board at the November 16 meeting.

PROPOSED AMENDMENTS TO PROFFERS (Rhonda Cooper)

Pursuant to §15.2-2302.B, the Board may waive the requirement for a public hearing when an amendment to proffered conditions does not affect use or density. Brian Goldstein of Preston Lake plans to submit a request to amend its proffers and is requesting such a waiver of the public hearing. If the Board waives the public hearing, the proposed amendment will be presented to the Planning Commission for a recommendation, followed by consideration by the Board.

PROJECTS AND REPORTS

URBAN DEVELOPMENT AREA (UDA) PLAN (Rhonda Cooper)

The UDA Plan Kick-off Meeting of the advisory committee will be held Wednesday, November 9, at 6 p.m., in the Community Room. The consultants for the planning grant are Michael Baker International (Sachin Kalbag) and Renaissance Group (Jason Espie). County staff took Sachin Kalbag and Jason Espie on a tour of the UDA on November 3. VDOT's Office of Intermodal Planning and Investment awarded \$65,000 to Rockingham County to prepare an area plan for the UDA located southeast of the City.

ROCKINGHAM COUNTY PUBLIC SCHOOLS ENROLLMENT TREND PROJECTIONS (James May)

Rockingham County Public Schools has requested assistance with projections for school enrollment over the next eight years. These projections are based upon the current enrollment and housing development trends throughout the County and within each school district. This report will be presented to the Rockingham County Public School Board on November 14, 2016, at 7 p.m. at Montevideo Middle School.

REVENUE SHARING TRANSPORTATION PROJECT APPLICATIONS SUBMITTED (Rhonda Cooper)

Four VDOT Revenue Sharing projects were submitted; three are in the County and one is in the Town of Dayton:

- Reservoir Street (Rt. 710): Replacement of the two-lane roadway with a four-lane divided facility with a median, bike lanes, and curb and gutter
- Spotswood Trail (US 33): Construction of a third travel lane on Spotswood Trail, from Stone Spring Road (VA 280) to Massanetta Springs Road (Rt. 687)
- South Valley Pike (US 11): Construction of a right turn lane and extension of the existing left turn lane off of South Valley Pike onto Oakwood Drive (Rt. 704)
- Dayton Main Street and Mill Street: Improvements to include corrective drainage structures and other elements, including road and sidewalk reconstruction

SMART SCALE TRANSPORTATION PROJECT APPLICATIONS SUBMITTED (Rhonda Cooper)

The following applications were submitted in the 2016 round of VDOT's Smart Scale grant program. VDOT provided general design specifications and cost estimates for inclusion with each submittal.

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

- Realignment of 1,100 feet for Cecil Wampler Road to create a 4-way intersection at Oakwood Drive and US 11 (South Valley Pike) with the existing traffic light upgraded.
- A right turn lane on US 11 northbound, left turn lane on US 11 southbound, and left turn lane on Cecil Wampler Road.
- The 770' offset of the two existing T intersections creates conflict points that reduce the efficiency and safety of turning movements onto US 11. Reducing conflict points on US 11 is critical because US 11 serves as an alternative travel corridor when I-81 is congested due to incidents on the interstate, and is a major connector between activity centers in the City, the County, and the Towns of Bridgewater and Dayton.
- Estimated total project cost: \$3,475,106. Requested funding: \$1,475,106; SYIP Contribution: \$2,000,000.

Rt. 682 Friedens Church Road Realignment

- Realign 900 feet at the sharp curve on Friedens Church Road, where Rt. 988 (Scholars Road) and Friedens Church Road intersect, by expanding the horizontal curve to move Friedens Church Road away from the rock wall and church cemetery, removing the existing roadbed, and connecting Rt. 680 (Oakridge Road) to the new alignment.
- This 900' realignment will improve safety, efficiency, and reliability of the regional network by eliminating the hazard created by the sharp turn and the rock wall located close to the road, where tractor trailers frequently drag along the side of the wall or get hung on top of the wall, thereby impeding traffic and damaging the wall.
- Friedens Church Road serves as an east-west connection that links VA 42, US 11, Interstate 81, and VA 276.
- Estimated total project cost: \$1,616,436. Requested funding: \$1,116,436; SYIP Contribution: \$500,000.

VA 259 (Mayland Road) Widening

- The existing two-lane road will be improved to a 3,600' four-lane divided (raised median) curb and gutter section with bicycle lanes and sidewalks on each side from East Lee Street (in the Town of Broadway) to Winsinger Drive (Rt. 1419).
- A left turn lane will be added to VA 259 at East Lee Street, a full crossover with turn lane improvements will be constructed at its intersection with Broadway Avenue and East Springbrook Road, and signal improvements at East Springbrook Road.
- These improvements will significantly improve reliability and increase efficiency and safety for local and commuter traffic and freight haulers, as well as bicyclists and pedestrians.
- Estimated total project cost: \$21,675, 129.

The Smart Scale timeline is:

October to Early January	VDOT staff screens and evaluates projects.
Mid-January	Results of Smart Scale project screening and scoring are released to the public and Commonwealth Transportation Board (CTB).
February to April	CTB considers evaluates Smart Scale projects for inclusion in the Six Year Improvement Program (SYIP).
April to May	CTB releases draft SYIP and holds public input meetings.
June	CTB adopts final SYIP.

The next opportunity to apply for Smart Scale funding is 2018.

CELEBRATE SHENANDOAH LAND USE SUBCOMMITTEE (Rhonda Cooper)

Rhonda Cooper will begin serving on the Land Use Subcommittee of Celebrate Shenandoah. Celebrate Shenandoah was formed after the Shenandoah National Park celebrated its 75th anniversary with the purpose of continuing partnerships formed by the anniversary committee in the years leading up to its commemorative activities. The Land Use Subcommittee will draft land use recommendations that mutually benefit the Park and the surrounding localities.

ECONOMIC IMPACT OF BICYCLING IN THE CENTRAL SHENANDOAH (Rhonda Cooper)

In 2015, the total economic impact of bicycling in the Central Shenandoah region was \$13.6 million and 184 jobs. An Economic Impact Analysis (EIA), "Bicycling in the Central Shenandoah Valley," was conducted by the Central Shenandoah Planning District Commission (CSPDC) for the region that includes the Counties of Shenandoah, Rockingham, Augusta, and Rockbridge and the Cities of Harrisonburg, Staunton, Waynesboro, Lexington, and Buena Vista. The EIA included current direct, indirect, and induced economic impacts of cycling within the region, and estimated the impact of bicycle tourism on the local retail, lodging, and restaurant businesses.

In addition to spending patterns, the EIA provided a profile of bicyclists visiting the region as well as a profile of residents that bicycle for recreation and/or commuting, and identified approaches to better promote the region's bicycling events, routes, and activities to tourists and to improve the riding experience for all bicyclists in the Central Shenandoah Valley.

Those who partnered with the CSPDC to make the EIA possible were:

- Shenandoah County Tourism
- Bryce Resort
- Harrisonburg Tourism
- Rockingham County
- Massanutten Resort
- Shenandoah Valley Bicycle Coalition
- Greater Augusta Regional Tourism
- Lexington
- Rockbridge Area Tourism

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

The MPO Bicycle and Pedestrian Plan will be considered by the MPO Policy Board on November 17. The County Plan was adopted on October 26. Both Plans were presented at a well-attended public meeting on September 7. The public meeting provided citizens' and stakeholders' the opportunity to review the draft plans and maps within an open house and formal presentation format.

ROCKINGHAM BICYCLE ADVISORY COMMITTEE (RBAC) (Rhonda Cooper)

The RBAC's next meeting will be held January 19 to draft an Annual Work Plan based on the adopted County Bicycle and Pedestrian Plan.

PORT REPUBLIC RURAL VILLAGE GRANT PROJECT (Rhonda Cooper)

Paradigm Design completed the plan and technical report in August. This autumn, Port Republic area citizens will begin implementing priority actions from the planning process, one of which is bringing a set of findings to the county.

The Shenandoah Valley Network (SVN) and Community Alliance for Preservation (CAP) staff and the project consultant, Paradigm Design, hosted community workshops on January 21, February 18, and April 7. Community workshops 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, to discuss techniques to maintain the character of the Port Republic village, and the community's preferences for implementation of its vision for the future.

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.

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.

BERGTON STREAM RESTORATION PROJECT (Lisa Perry)

At the October 26th meeting, the Board tabled a request to act as the applicant for a grant from the state Stormwater Local Assistance Fund (SLAF) to fund the Bergton Stream Restoration Project. In order to meet the window for grant application, this request should be decided upon at the November meeting.

This watershed restoration project is part of a grant-funded initiative with the Bergton Community, Eastern Mennonite University, the Smithsonian Conservation Biology Institute, National Fish and Wildlife Federation, and Ecosystem Services, LLC to restore water quality and habitat to the headwaters of the North Fork of the Shenandoah River – specifically Bennett Run in the Bergton area.

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, and 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 complete. Valley Eng. to prepare Utility Relocation Forms for submittal. The 60% Review meeting held on 10/5/16 with VDOT/Valley Eng. to review/discuss the profile drawing/design and project update. Project still on track to go to bid December 2016 with start date target of May 2017.

Reservoir Street Project – Project limits: South City Limits to Stone Spring Road - Casey Armstrong acting as the LPA Administrator. Pete Kesecker acting as the Construction Onsite Project Coordinator. All required rights-of-way and easements for the project have been secured. McCormick Taylor has submitted Scope of Services and Fee Proposal for re-design of project to include curb and gutter. County is waiting on this redesign to move forward with full approval of The Retreat at Harrisonburg entrance tie-in to Reservoir St. With County notice to proceed by Nov. 1, 2016, the anticipated 100% roadway redesign and submittal to be Jan. 1, 2017. Project to go to bid January 2017 with target start date of June 2017.

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 Commission will hear the following item at its November 1 meeting:

Item	Description	Comments/ Recommendations
REZ16-287	The Broadway Group, 216 Westside Sq., Huntsville, AL, 35801, seeks to rezone TM# 142A1-(A)- L28, 29, 30, totaling 1.77 acres, from Medium Density Residential (R-2) to General Business (B-1). Property is located east of Judy Lane (Rt. 647) and south of Spotswood Trail (Rt. 33). The Comprehensive Plan identifies the area as Village Core. Election District 5.	Approval; to be heard by Board on Dec. 14

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 hopes to hold a joint work session with the Board and Planning Commission in December.

2. Request and Reason: In providing the aerial photography used in GIS, VGIN has a recommended price for public distribution. The current pricing schedule far exceeds this recommended price. Staff has been instructed to review the pricing schedule for all GIS products provided at public request.

Status: Staff is currently reviewing the pricing schedule for GIS data and printed maps provided to the public in comparison to other jurisdictions.

UPCOMING PUBLIC HEARINGS

November 16, 2016

Board of Supervisors

6:00 p.m.

Agricultural & Forestal Districts

None.

Special Use Permits

SUP16-246 Shenandoah Valley Electric Cooperative, 147 Dinkel Avenue, Mt. Crawford, 22841 for a 199' self-support telecommunications facility (196' tower with 3' lightning rod) within a 65' x 70' fenced compound on property located on the northeast side of South Valley Pike (Route 11) and Oakwood Drive (Route 704), Election District #2, zoned B-1. Tax Map #123-(A)-85. Property address: 70 Oakwood Drive.

SUP16-285 Robert B. Walker, 1720 Maplewood Drive, Edgewater, FL 32132 for a motor vehicle repair shop with waiver to supplemental standards to be permitted to work on tractor trailers in the B-1 zoning district on property located on the south side of McGaheysville Road (Route 996) approximately 425' west of Cemetery Road (Route 843), Election District #5, zoned B-1. Tax Map #142A1-(4)-2B

SUP16-289 Daniel H. Wylie, PO Box 1021, Broadway 22815 for a contractor's operation including a waiver to increase number of employees from 5 to 15 and to increase number of vehicles and pieces of equipment from 5 to 15 on property located on the east side of Daphna Road (Route 803) approximately 120' south of E. Springbrook Road (Route 1421), Election District #1, zoned A-2C. Tax Map #52-(A)-114 and Tax Map #52-(A)-115. Property address: 12430 Daphna Road.

SUP16-293 Jonathan B. Meadows, PO Box 386, Elkton for a motor vehicle repair shop on property located on the northeast side of Spotswood Trail (Rt. 33) approximately 1800' north of Sapling Ridge Road (Rt. 634), Election District #5, zoned A-2. Tax Map #131-(A)-125. Property Address: 17749 Spotswood Trail.

SUP16-294 Karen Rinald Mast, 1968 Mountain Valley Road, Keezletown for pet dog and cat training: private lessons and small group classes; dog daycare, and occasional dog or cat-care related special events on property located on the west side of Spotswood Trail (Rt. 33) approximately 1800' north of Lawyer Road (Rt. 655), Election District #5, zoned A-2, tax map #126-(A)-71. Property address: 5702 Spotswood Trail.

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	17 deeds in process on 11/8/16: 9 pending review, 8 awaiting revisions
Violations	Kelly	48 active complaints, 21 cases pending legal action as of 11/8/16
Site Plans & Subdivisions	Pete	9 site plans and 1 subdivisions under review as of 10/17/16
Subdivision Ordinance Variances	Diana	0 requests under review, as of 11/7/16
Zoning Ordinance Variances	Diana	0 requests under review, as of 11/7/16
Zoning Appeals	Diana	0 requests under review, as of 11/7/16
Home Occupation Permits	Diana	0 permit request under review, as of 11/7/16
Home Business Permits	Diana	0 permit requests under review, as of 11/7/16
Special Use Permits	Diana	6 permit requests under review, as of 11/7/16
Special Entertainment Permits	Diana	0 permit request under review, as of 11/7/16
Rezoning	Rhonda	2 rezoning requests under review, as of 11/8/16
Comprehensive Plan Amendments	Rhonda	0 request under review, as of 11/8/16
Permits and Fees Processed	Joe	458 total transactions for month of August 2016
Building Inspections	Joe	1068 inspections conducted during September 2016 (averaged 50.86 inspections per day)
Building Plans	Joe	25 plans under review, as of 9/30/16
Environmental (E&S/Stormwater) Plan Review	Lisa	16 plans under review as of 11/01/16; 18 awaiting permit issuance
Environmental Inspections	Lisa	560 inspections conducted in the month of October
Addressing Commercial/Residential Structures	Kendrick	57 new structures addressed in October 2016
Naming of New Roads	Kendrick	1 new private lane named in October 2016

REQUESTS TABLED BY BOARD OF SUPERVISORS

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

REZONING REQUEST(S) and PLAN(S)					
Year Tabled	Date Tabled	File	Applicant	Request	Election District
2010	12/15	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	10/26	REZ16-194	Riverglen, LLC/Cave Hill Farm. LLC & Diane Workman Derzis	To rezone 13.076 acres from Recreational and Residential District with Conditions (RR-1C) to Prime Agricultural District (A-1).	5
2016	10/26	REZ16-245	Chad E. Dove	To rezone .69 acre from Medium Density Residential District (R-2) to General Business District (B-1).	2

ORDINANCE AMENDMENTS					
Year Tabled	Date Tabled	File	Applicant	Request	Election District
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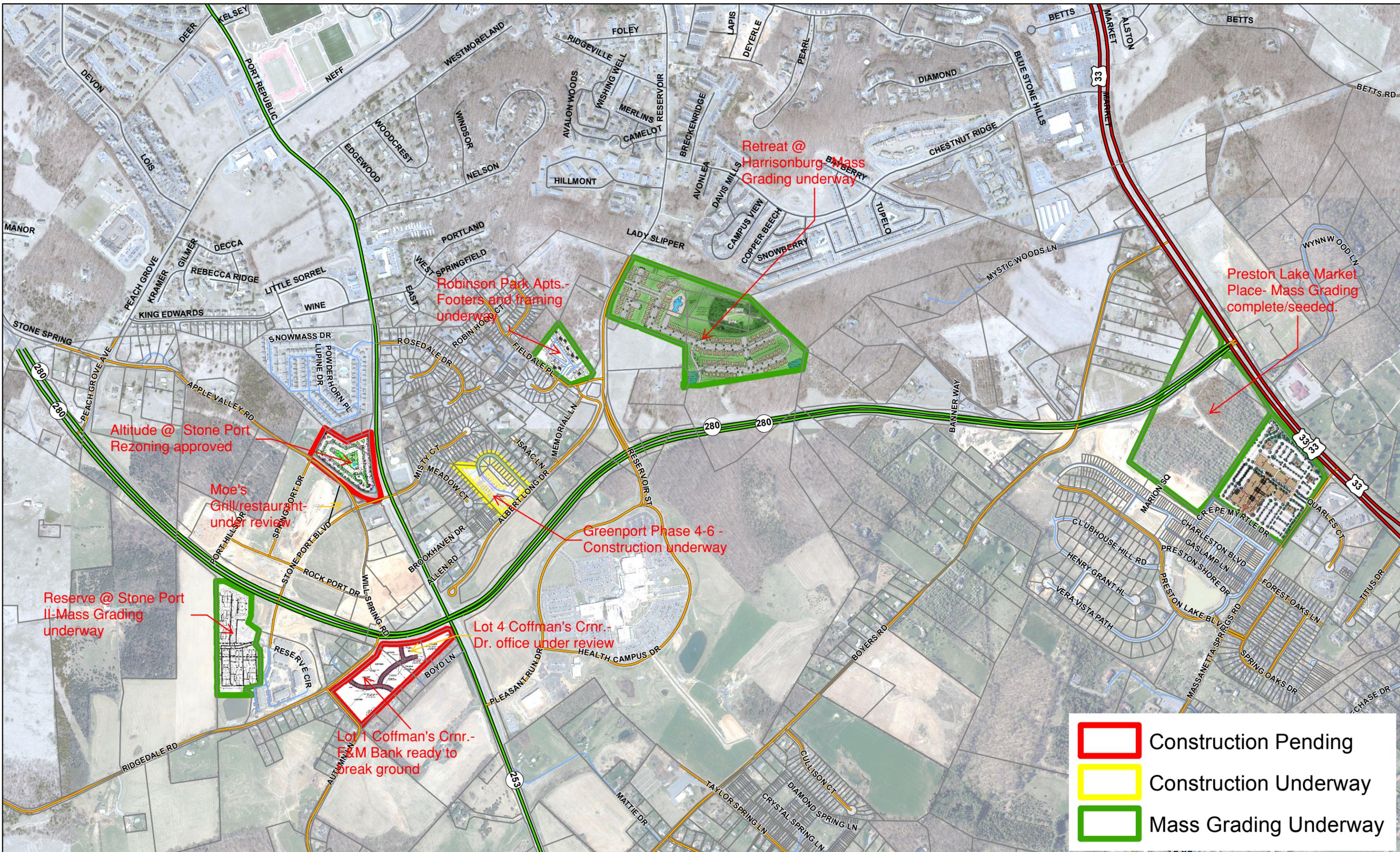
STAFF DIRECTORY

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		578-1123
Jay Carter	Building Plan Reviewer	564-3046	578-1120
Rhonda Cooper	Director of Planning	564-3033	271-5061
Rick Davis	Building Inspector		830-8018
Kenneth Lam	Building Inspector		607-3665
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	578-2659
Lisa Perry	Environment and Land Use Manager	564-6095	271-8760
Mark Rathke	GIS Specialist	564-5076	N/A
JN Riddel	Building Inspector		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

DEPARTMENT OF COMMUNITY DEVELOPMENT
Development Activity Report - October 2016

	Permits Issued					Fees Collected				
	Oct-16	Oct-15	One Year Change	Jan-Oct 2016	Jan-Oct 2015	Oct-16	Oct-15	One Year Change	Jan-Oct 2016	Jan-Oct 2015
Building										
Commercial/Industrial	18	12	50.0 %	144	137	\$ 17,443.52	\$ 23,996.74	-27.3 %	\$ 250,029.55	\$ 220,639.07
Manufactured	2	4	-50.0 %	36	37	\$ 151.67	\$ 392.29	-61.3 %	\$ 3,909.03	\$ 4,038.59
Single Family	72	44	63.6 %	313	297	\$ 75,059.69	\$ 31,421.75	138.9 %	\$ 300,030.75	\$ 291,673.67
Subtotal	92	60		493	471	\$ 92,654.88	\$ 55,810.78		\$ 553,969.33	\$ 516,351.33
Plumbing										
	1	1	0.0 %	31	5	\$ 51.00	\$ 157.45	-67.6 %	\$ 2,751.78	\$ 502.30
Subtotal	1	1		31	5	\$ 51.00	\$ 157.45		\$ 2,751.78	\$ 502.30
Electrical										
	21	19	10.5 %	248	320	\$ 1,420.70	\$ 1,232.22	15.3 %	\$ 14,013.23	\$ 20,807.91
Subtotal	21	19		248	320	\$ 1,420.70	\$ 1,232.22		\$ 14,013.23	\$ 20,807.91
Mechanical										
	10	6	66.7 %	58	46	\$ 484.50	\$ 535.50	-9.5 %	\$ 2,982.12	\$ 2,577.95
Subtotal	10	6		58	46	\$ 484.50	\$ 535.50		\$ 2,982.12	\$ 2,577.95
Other										
	70	48	45.8 %	522	527	\$ 25,640.88	\$ 13,381.60	91.6 %	\$ 188,146.25	\$ 252,242.68
Subtotal	70	48		522	527	\$ 25,640.88	\$ 13,381.60		\$ 188,146.25	\$ 252,242.68
Land Use Related										
Erosion and Sediment Permits	11	4	175.0 %	54	52	\$ 19,084.00	\$ 5,840.00	226.8 %	\$ 122,074.00	\$ 169,702.00
Subtotal	11	4		54	52	\$ 19,084.00	\$ 5,840.00		\$ 122,074.00	\$ 169,702.00
Total	205	138		1406	1421	\$ 139,335.96	\$ 76,957.55		\$ 883,936.71	\$ 962,184.17

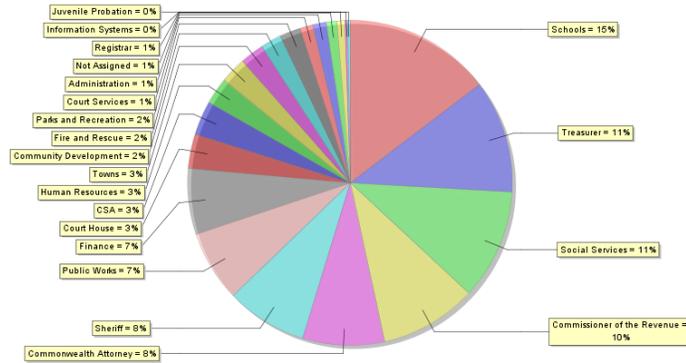
Urban Development Area - Under Development



-  Construction Pending
-  Construction Underway
-  Mass Grading Underway

Technology Department Staff Report: November 2016

MONTHLY HELP DESK TICKET SUMMARY BY DEPARTMENT Total Number of Help Desk Tickets for October 2016: 382



- The Technical Committee met on November 3, 2016. There are two items that need Board action.
 - Rockingham County Social Media Policy
 - Review of Internet Bandwidth Increase Contract with Shentel.
- Pam Southerly is attending the Virginia Association of Government Records Administrators Conference (VAGARA) in Virginia Beach, November 9 – 10, 2016.
- Michael Krone will attend the Harris (CityView) Customer Training Conference in Nashville, TN, November 16 – 18, 2016.

CURRENT PROJECT STATUS UPDATES

Priority	Project	Associated Departments	Start Date	Projected End Date	Staff Assigned	Update
1	Set up poll books for Voter Registrar	Technology, Registrar	10/16/2016	11/6/216	Michael Bowen/Steve Moomaw/Jeff Ferguson	Poll books being configured. File will be acquired on Sat., November 5th. Staff will install on Sun., November 6th.
2	Checkpoint Firewall Replacement	Technology	1/26/2016	11/30/2016	Dusty Moyer/Michael Bowen/Jeff Ferguson/Michael Krone/Terri Perry	Configuration of malware sandbox dependent on email. Testing scenarios before complete implementation.
3	CityView/GIS Integration Fix	Community Development, Technology, Timmons Group	5/1/2015	11/15/2016	Michael Bowen/Michael Krone/Terri Perry/Kerri Fitzgerald/Mark Rathke/Kendrick Smith	Mobile Program still not working. Staff working with CityView to find problem.

Technology Department Staff Report: November 2016

4	Video Conferencing Upgrade in Courts	Jail, Circuit Court, District Court	3/15/2016	12/31/2016	Michael Bowen/Dusty Moyer/Jeff Ferguson	Problems with TV's. Will pick up 2 more TV's on Wed, November 9th and MidValley Electric will complete installation
5	Laptop / iPad Replacment	Technology, All	3/1/2016	12/31/2016	Michael Bowen/Michael Krone/Terri Perry/Dusty Moyer/Jeff Ferguson	In process of replacing laptops and iPads with Lenovo Yoga 460's
6	CivicPlus Website Upgrade	Technology/All	3/18/2016	TBD	Dan Frederick/Terri Perry/Michael Bowen	Website Committee working on pre-design assignments
7	Employee Self Service Time Entry with Workflow	Technology/Finance	4/14/2016	TBD	Pam Southerly/Kerri Fitzgerald/Terri Perry/Trish Davidson/Jennifer Dellinger/Miranda Williamson	Working with Tyler to coordinate evaluation of ESS and what needs to be done to begin implementation.
8	Inventory of computers, printers, laptops and iPads	Technology	6/27/2016	8/31/2016	Doug Pitts/Steve Moomaw/Jeff ferguson/Michael Krone	In progress
9	OpenGov Implementation	All	2/5/2016	2/5/2017	Dan Frederick/Kerri Fitzgerald/Mark Zimmerman/Terri Perry	May Finance data to upload by 7/1. Real Estate data upload by 7/11.
	Implementation of TCM EE	Technology/All	6/4/2014	12/31/2017	Jeff Ferguson/Terri Perry/Kerri Fitzgerald/Michael Bowen/Pam Southerly	Working on RFP instead of implementing TCM EE
	Custom Reports for Munis	Technology/All	7/20/2014	Ongoing	Kerri Fitzgerald/Mark Zimmerman	Continuing to prioritize and create reports
	Data Center Upgrade - Phase 3	Technology, All	8/1/2014	11/30/2016	Dusty Moyer/Michel Bowen/Jeff Ferguson/Michael Krone	Perceptive server only one remaining. Decision on TCM EE needs to be made.
	Clerk of Court computers	Technology/Supreme Court/Clerk of Court	11/1/2014	TBD	Michael Bowen/Dusty Moyer/Steve Moomaw/Doug Pitts	Staff testing.

Technology Department Staff Report: November 2016

	Selection of solution(s) to replace DaPro software	Technology/Administration/RCSO/ECC/Court Services/Fire & Rescue	4/1/2015	7/1/2017	Terri Perry/Michael Bowen/Committee	Interviews by consultant in progress
	New Software for Records and Imaging for Clerk of Court	Clerk of Circuit Court, Technology	7/1/2015	3/31/2017	Michael Bowen/Dusty Moyer/April Wolverton/Chaz Haywood	Most of implementation complete. Some items delayed until after main implementation.
	CityView changes for Planning and E&S	Community Development, Technology, CityView Staff	8/5/2015	TBD	Michael Krone/Michael Bowen/PMP Committee	Most E&S reporting and changes finished. Some Planning changes complete. More identified in PMP. Work ongoing
	Munis Cashiering/Accounts Receivable/General Billing/Appraisal/COR Systems	Technology, Finance, Commissioner of Revenue, Treasurer, Administration, Public Works	2/1/2016	6/30/2018	Pam Southerly/Kerri Fitzgerald/Mark Zimmerman/Terri Perry/Michael Bowen	Waiting on some answers from Tyler
	Work with City to reroute ICHRIS traffic through VPN	Technology (City, County, ECC)	2/2/2016	TBD	Michael Bowen/Dusty Moyer	Defer until after dark fiber installation between City and County
	Work on RFP module of website to reflect all results	Technology/Finance	4/14/2016	12/31/2016	Dan Frederick/Trish Davidson	Dependent on new website and Munis contracting.
	Scanning Insurance Documents, Surplus Items, Reconciliation docs, Payroll Reports	Technology/Finance	4/14/2016	TBD	Jeff Ferguson/Pam Southerly/Terri Perry/Michael Bowen	Dependent on Tyler EE purchase
	Contract Management, expiration dates, RFP's	Technology/Finance	4/14/2016	12/31/2016	Terri Perry/Trish Davidson/Pam Southerly/Kerri Fitzgerald	Signed quote and emailed to Tyler 6/27
	Purchasing Program with SunTrust	Technology/Finance	4/14/2016	TBD	Terri Perry/Trish Davidson/Angie Hernandez/Pam Southerly/AP	Delayed to make critical changes to financial procedures and implement more features and workflow in Munis
	Replace dot matrix printers used with Thomas Bros.	Technology/Social Services	5/3/2016	8/31/2016	Michael Bowen/Dan Frederick/Dusty Moyer/Doug Pitts	Complete 10/3/16
	Check-in System for Social Services	Technology/Social Services	5/3/2016	12/31/2016	Michael Bowen/Steve Moomaw/Jeff Ferguson	Software selected, equipment ordered
	Utilities Field Solution for GIS	Public Works/GIS/Technology	6/1/2016	11/30/2016	Michael Krone/Michael Bowen	Will be done during laptop replacements.

Technology Department Staff Report: November 2016

	Computer Memory and OS upgrade to 64 bit Windows 7	Technology/All	7/1/2016	3/30/2016	Michael Bowen/Steve Moomaw/Doug Pitts/Dan Frederick/Pam Southerly	Planning phase
	Real Estate Reassessment	Commissioner of Revenue	8/1/2016	4/15/2018	Mark Zimmerman	Continuous
	Munis Human Resources Online Applicant Tracking	Technology/Human Resources/All	10/1/2016	1/31/2017	Pam Southerly/Terri Perry/Kerri Fitzgerald	HR wants to begin setting up Applicant Tracking and making sure that things work in October and November 2016

Respectfully submitted,

Terri M. Perry
 Director of Technology



COUNTY of ROCKINGHAM

Department of Technology

Terri M. Perry
Director

To: Technology Committee Members

From: Terri M. Perry, Director of Information Systems

Date: November 8, 2016

Subject: Committee meeting minutes – November 3, 2016

The Technology Committee met on November 3rd in conjunction with the Building and Grounds Committee meeting. Members present were Rick Chandler, Fred Eberly, Stephen King, Michael Bowen, and Terri Perry.

The meeting began with a discussion of the Draft Social Media Policy created by staff. An explanation of the necessity of a Social Media Policy was presented, and it was decided that it should be taken before the Board of Supervisors for approval.

An updated project list was presented to the members for review, and staff brought several future projects to the committee that may be considered in the budget in the next 2 – 3 years. The projects discussed were, CAD/RMS software replacement, Munis implementation for Treasurer's Office, Commissioner of Revenue's Office, and Utility Billing, a solution for Real Estate Assessment and Appraisal (CAMA), CityView major changes (Community Development PMP), Spam/malware solution, upgrade of Microsoft Office products (Office 365, Google, and other Cloud solutions being considered along with more traditional solutions), network infrastructure replacements (switches, backup SAN), and a backup software replacement to handle virtual environment more seamlessly (The current product has been sold to two vendors in the time we have used it. Reliability and longevity of product is a concern).

Also discussed was a plan for a Content Management System (CMS) for the County. In 2007, the County chose ImageNow, a Perceptive Software product, for its document imaging solution. The implementation stopped in 2010 due to a slow economy, lack of sufficient staffing, and lack of participation and buy-in from major departments. Perceptive was purchased by Lexmark, and sold to Apex (a company based in China) in 2016. Based on staff research and attendance at the 2016 conference, the future viability of the product is of great concern. The County currently uses Tyler Content Management SE as part of Munis, and staff considered upgrading to Tyler Content Management Enterprise Edition (EE). However, staff feels that it is in the best interest of the County to create another RFP so that we can consider all options to insure that the product chosen meets the current and future needs, as these have changed significantly in the last ten years. Staff is working with the Finance Director to create the RFP and hope to advertise and choose a solution to recommend to the Board of Supervisors before the next fiscal year.

The need for an increase in bandwidth for the County internet connection was brought to

the committee. More and more applications and resources used by County staff are web based. Munis Financials, Munis Human Resources and Payroll, Tyler Eagle Recorder, ImageTrend, State Applications (VACMS, OASIS, Spyder, Registrar applications, DMV, COBRA, CORIS, to name a few) are web-based. Future expansion of Munis to the Treasurer, Commissioner of Revenue, and Public Works, along with the changes and dependence on GIS and remote access will create more traffic than the current bandwidth can sustain. Shentel, the internet service provider for the County has offered to upgrade the current service from 100 Mbps to the following:

Bandwidth	Cost per Mbps	Monthly Cost	Annual Cost	Annual Increase
100 Mbps	15.00	1500.00	18000.00	
1 Gbps	4.90	4900.00	58800.00	40800.00
5 Gbps	1.20	6000.00	72000.00	54000.00
10 Gbps	1.09	10900.00	130800.00	112800.00

The committee reviewed the pricing structure, and although 1 Gbps would increase the bandwidth to meet current needs, but could be strained as more robust versions of internet based applications are released. Replacing in-house software with cloud-based Software as a Service (SaaS) solutions has a major impact on the demand for internet bandwidth. Five Gbps would provide a more cost-efficient, realistic solution for the County for the life of the five year contract required for this pricing. Shentel will provide the County with 5Gbps service upon receipt of the signed contract, but the terms would not be in effect until July 1, 2017. The County would continue to pay the current amount, with the upgraded bandwidth, through fiscal year 2017. The Technology Committee recommended that the Board review this request for approval before the contract is signed.

ROCKINGHAM COUNTY SOCIAL MEDIA POLICY

TO: BOARD OF SUPERVISORS
MICHAEL BREEDEN, CHAIR
RICK CHANDLER
FRED EBERLY
PABLO CUEVAS
WILLIAM KYGER

FROM: TECHNOLOGY COMMITTEE

SUBJECT: SOCIAL MEDIA POLICY

DATE: NOVEMBER 3, 2016

The County of Rockingham recognizes that social media and other forms of civic engagement are essential tools in communicating with residents, businesses and employees. They are means through which the County can deliver timely information.

This policy regulates the establishment, use and retention of social media, in compliance with Freedom of Information Act and Library of Virginia guidelines, and in accordance with other previously established County policies on internet and email use.

Establishment and Maintenance of Social Media:

Departments may review social media tools to determine how to best serve the County and departmental needs for civic engagement. If they determine that there is a need to establish and maintain a social media presence, they will notify the Director of Technology for assistance in planning and review of consistency of theme, and continuity of County civic communication goals. Any social media presence will reference the County website, departmental contact information, and the County seal or other symbol identifying the site as being an official communication outlet of the County. The following statement shall be visible: "This social media site is an official site produced by Rockingham County government, and as such is subject to provisions of the Virginia Public Records Act."

The plan for the site will then go to the County Administrator for approval.

If approved, the department will designate staff responsible for content management of site, and give them the authority to provide timely social media content, and provide general maintenance of the site within regular work hours. Designated staff will also review information from any other content providers before posting of such information.

The archiving and storage of social media is subject to limitations of the site provider, however, all communication on social media sites must adhere to the Virginia Public Records Act and the Virginia Freedom of Information Act. Therefore, content managers must ensure that documentation of all posts is maintained. They should consider any posts to be a public record, and that there is no consideration of privacy in anything posted to a County social media site.

If the public is allowed to post comments on the Department's social media site, then content managers must monitor the sites at least once every business day to review all posted comments. The site must clearly show the following disclaimer:

"Posts that are not allowed and are subject to immediate removal:

- a. Comments not topically related to the particular site or to Rockingham County business;
- b. Profane language or content;
- c. Content that constitutes personal attacks or threats against others, including libelous, harassing or abusive statements.
- d. Sexual content or links to sexual content;
- e. Solicitations of commerce, spam, or other unrelated solicitations;
- f. Conduct or encouragement of illegal activity;
- g. Information that may tend to compromise the safety or security of the public or public systems;
- h. Content that violates a legal ownership interest of any other party
- i. Promotions of political campaigns or candidates; or
- j. Submissions of personal information or likenesses of other persons without their consent.

If a post is removed, a copy of said post and any responses to the post will be made and retained, and documentation must be submitted to the Department Director, Technology Director and County Administrator stating why the post was removed. The documentation will be retained in accordance to provisions of the Virginia Public Records Act.

**AMENDMENT NUMBER 1
TO SHENTEL COMMUNICATIONS, LLC
LEASED LINE INTERNET SERVICE AGREEMENT DATED MAY 21, 2013**

Existing service:

- 100 Mbps Dedicated Internet Access (DIA)
- Monthly Recurring Charge (MRC) \$ 1,500.00 (Provisioned on fiber optic facility provided to Rockingham County by Harrisonburg Electric Commission)
- Circuit ID: STC01U0RCADIA0030
- Billed on Shentel Service Account 48287
- Effective Date: 10/1/2013 through 10/1/2018

When fully ratified by both parties, this Amendment Number 1 shall:

- Upgrade DIA from 100 Mbps to 5 Gbps
- Provision on a new Shentel fiber optic facility
- MRC increases from \$ 1,500.00 to \$ 6,000.00

Term: New sixty (60) month term effective 7/1/2017 through 6/30 2022

No other terms and conditions of the original agreement are changed.

Customer has read and agrees to be bound by this service agreement (the "agreement"), the terms of service and Shentel's policies and procedures, all of which are incorporated in and made a part of this agreement. This agreement shall be effective when accepted by an authorized representative of Shentel.

CUSTOMER INFORMATION

Rockingham County
20 East Gay Street, Harrisonburg, VA 22802

BILLING AND CUSTOMER CONTACT

Terri M. Perry, Director of Technology
Rockingham County
20 East Gay Street, Harrisonburg, VA 22802
Office: (540) 864-3107
Mobile: (540) 271-4026
Email: tperry@rockinghamcountyva.gov

AGREED TO BY:
ROCKINGHAM COUNTY

Joseph S. Paxton
County Administrator

Date _____

AGREED TO BY
SHENTEL COMMUNICATIONS, LLC



Earle A. MacKenzie, Executive Vice President
and Chief Operating Officer

Date 11/4/16

Shentel Communications, LLC
PO Box 459
Edinburg, VA 22824
Phone: (540) 864-5333 Fax: (540) 864-8587
Email: support@shentel.net

Revised 02/03/2010

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 – 1
3. Dry Hydrant - 0
4. Emergency Planning/Evacuation - 1
5. Fire Detection/Alarm - 0
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 - 3
13. Special Entertainment - 3
14. Special Use - 0
15. Sprinkler System - 3
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 - \$ 7,619.40

B. Consultation

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

- C. Inspections
 - 1. Acceptance Testing – 5
 - 2. Assisted Living – 0
 - 3. Certificate of Occupancy - 1
 - 4. Daycare/Preschool - 0
 - 5. Dry Hydrant - 0
 - 6. Explosives - 1
 - 7. Fire Code - 12
 - 8. Fire Detection/Alarm - 0
 - 9. Fire Protection - 10
 - 10. Fireworks - 0
 - 11. Hazardous Materials - 0
 - 12. Nursing - 0
 - 13. Open Burning/Bon Fire - 1
 - 14. Private School - 0
 - 15. Public School - 6
 - 16. Re-Inspection - 23
 - 17. Safe School Audit - 1
 - 18. Tent - 5
 - 19. Inspection Not Completed/Had to be rescheduled
 - a. None
 - 20. Inspection Fees Generated - \$ 0

- D. Operational Permits Issued
 - 1. Open Burning - 251
 - 2. Fireworks
 - a. Sales - 0
 - b. Display - 1
 - 3. Explosives
 - a. Storage - 0
 - b. Use - 1
 - 4. Bon Fire - 2
 - 5. Permit Fees Generated - \$210.00

- E. Incident Responses and Disposition
 - 1. Structure Fires
 - a. Accidental - 2
 - b. Incendiary - 1
 - c. Undetermined - 0
 - d. Under Investigation – 1

2. Vehicle Fires
 - a. Accidental - 0
 - 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 - 2
 - b. Unauthorized - 6
 - i. Notice of Violation - 6
 - ii. Summons - 0
 5. Bomb Threats - 0
 6. Fireworks Violations - 0
 7. Fire Lane
 - a. Tickets Issued - 1
 - b. Warnings Issued - 0
 8. Explosives/Explosions - 0
 9. Follow-up Investigation - 0
 - a. Total Number of Hours – 0
- F. Public Education
1. Prevention Programs
 - a. Smoke Detectors Installed - 24
 - b. Fire Extinguisher Presentations - 1
 - i. Number of Participants - 15
 - c. School Program Presentations - 56
 - i. Number of Participants - 44
 - d. Other Program Presentations - 8
 - i. Number of Participants - 120
 - e. Presentation of Education Materials Events - 7
 - i. Number of Participants – 1,255

G. Training

1. Fire Inspector Related Training
 - a. Number of Participants - 0
 - b. Number of Contact Hours - 0
2. Fire Investigator Related Training
 - a. Number of Participants - 7
 - b. Number of Contact Hours – 11
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. As part of Fire Prevention Week, staff from the Fire and Life Safety Division, with the assistance of the American Red Cross, James Madison University, and Hose Company 4, held a smoke alarm canvas event at Valley View and Norwood Mobile Home Parks. Within a 6 hour time period 100 smoke alarms were installed in residences.
2. Staff from the Fire and Life Safety Division participated in Farm Safety Day Camp at the Rockingham County Fairgrounds. Third graders from Rockingham County Schools and the City of Harrisonburg were presented with general fire safety messages and wildland firefighting demonstrations.

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 - 5
2. Clover Hill Fire Department EMS CE's
 - a. Number of Participants – 15
3. Bridgewater Fire Department CE's
 - a. Number of Participants – 4
6. MERCK EMS CE's
 - a. Number of Participants – 9

B. Certification Training Provided

1. Continued EMT Class
 - a. Number of Participants – 24
 2. CPR Training for RCFR
 - a. Number of Participants – 8
 3. CPR Training for Girl Scouts
 - a. Number of Participants – 12
 4. MTC Fire and Recue
 - b. First Year Students – 30
 - c. Second Year Students - 14
- C. Meetings and Training
1. Stroke Team Meeting at SRMH
 2. Regional Recruit School
 - a. Number of Participants – 21
 3. TRT Drill
 - a. Number of Participants – 12
 4. Skills review with Carroll Baugher
 5. Worked on and posted Cold Emergencies training on Articulate
 6. Tour at Sysco
 7. Attended Trauma Day at SRMH
 8. Attended Honor Guard event
 9. Attended S130 practical training
 10. Attended Leadership training
 11. Attended MCRC meeting at CEMSC
 12. Participated in the AFG conference call
- D. Other Activities
1. Annual fit testing for career staff
 2. Hung new station signs at the East Rockingham Emergency Services Station
 3. Prepared the Fire Academy schedule for January 2017
 4. Participated in Plains Elementary School's Hero Day



STAFF REPORT
November, 2016

Agenda Item#

1. PERSONNEL

A. Parks & Recreation: Interviews for the Recreation Technician position were conducted on November 1, 2 and 4.

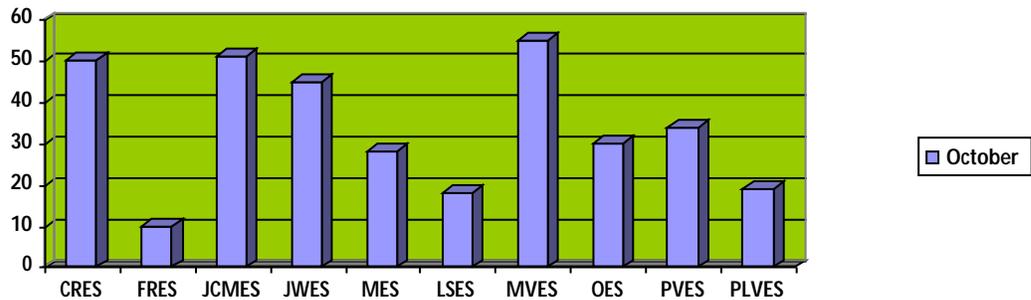
2. RECREATION

A. Recreation:

1. **For Board of Supervisors - The Recreation Foundation met on Tuesday, October 18, 2016. The Foundation would like to consider naming the clover baseball/softball fields after the late Mr. Albert Long but have a more inclusive community name for the overall park. The Foundation reviewed the following names in ranking order:**

Rockingham Park at the Crossroads	1
Crossroads Park	2
Indian Trail Park	3
Mountain Ridge Park	4
Peak Side Park	5
Albert Long Park	5
Creek Side Park	6
Monte Vista Park	6
Double Creek Park	7
Timber Ridge Park	7
Peale's Crossing Park	8
Mountain Side Park	8

2. The Parks and Recreation Commission met on Thursday, October 20, 2016.
3. There are 438 children in the After School Program.



4. October Special Event Include:
 - Bike Rodeo cosponsored with the Rockingham County Sheriff's Department and Fire/Rescue.

5. Upcoming Special Events include:
 - Santa Letters
 - 4th Annual Christmas Vendor & Craft Show, December 3
 - Breakfast with Santa & Mrs. Claus, December 17

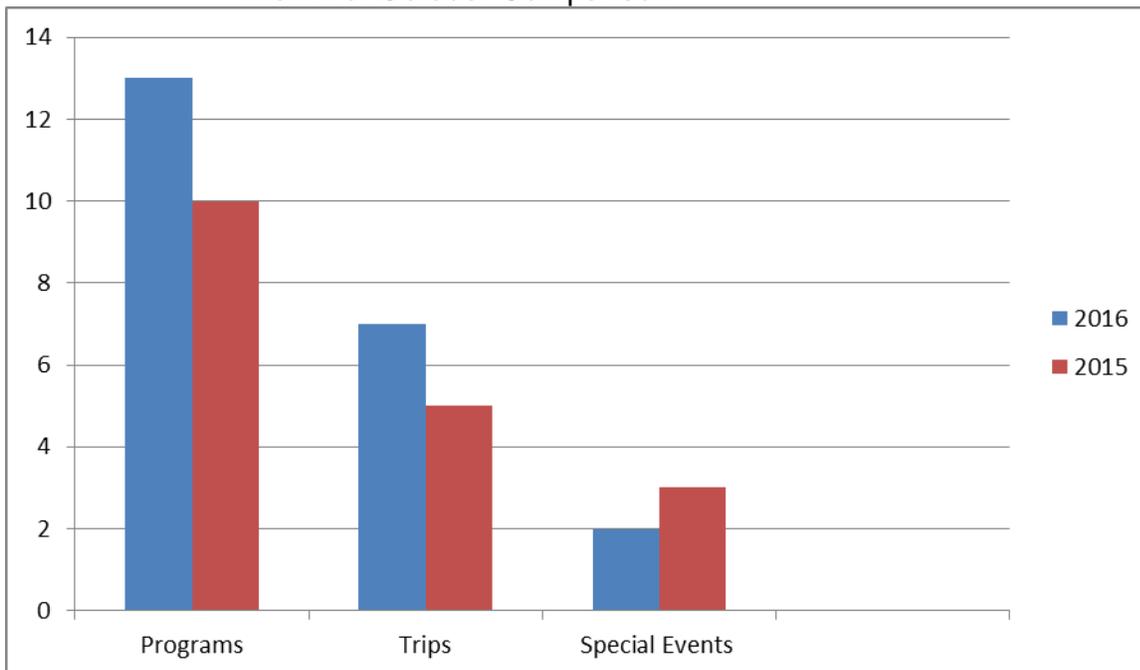
6. Recreation Programs for the month of October with registration numbers are:
 - Bergton Community Center, 12 rentals
 - Singers Glen Community Center, 9 rentals
 - PDCC paying rentals, had 30
 - PDCC non-paying rentals, had 37
 - Girls Basketball
 - TA 5 to 6 year olds - 11
 - TA 7 to 8 year olds - 29
 - TA 9 to 10 year olds - 26
 - TA 11 to 13 year olds - 18
 - Bway 5 to 6 year olds - 10
 - Bway 7 to 8 year olds - 20
 - Bway 9 to 10 year olds - 23
 - Bway 11 to 13 year olds - 7
 - S'wood 5 to 6 year olds - 8
 - S'wood 7 to 8 year olds - 20
 - S'wood 9 to 10 year olds - 18
 - S'wood 11 to 13 year olds - 7
 - Concealed Handgun, 26 participants
 - Violin Lessons, 3 participants
 - The Weedless Garden, 23 participants
 - Media and Women's Images, 2 participants
 - Birds 101, 16 participants
 - The Impact of Terrorism, 3 participants
 - Trash to Treasure Rugs, 2 participants
 - Beginner Soap Making, 7 participants
 - Women's Self Defense, 15 participants
 - Social Media Safety, 2 participants

- Drug Awareness, 5 participants
- Fraud and Scam Prevention, 2 participants
- Mental Health USA, 9 participants
-

October Trips:

- Hollywood Casino, Mini Bus – 6 participants
- Graves Mountain, Mini Bus – 12 participants
- Anything Goes, Mini Bus – 8 participants
- Murder Mystery Train, Mini Bus – 14 participants
- Michie Tavern trip 1, Mini Bus – 14 participants
- Mchie Tavern trip 2, Mini Bus – 14 participants
- Peaks of Otter, Mini Bus – 14 participants

Month of October Comparison



* Programs include all programs from football to cooking to dancing etc.

* Trips include Mini Bus and Charter Bus

* Special Events include Halloween pumpkin carving etc.

9. The month of October staff has been busy with cheerleading and football as well as taking registrations for Girls and Boys Youth Basketball. Several after school sites remain full: Mt. View, Peak View, Cub Run, John C. Myers and Pleasant Valley. Staff has been busy with working on winter programs.

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 October 2016 – 188

Roads/areas cleaned: County Administration Center, Rockingham County Landfill, Blue Hole, Range, Timberway, Evergreen Valley, 211, 721, 620, 718, Silver Lake, 33E, 750, 755

3. Community Corrections

A. Probation

1) Caseload for October 2016
Misdemeanor caseload – 428
Felony caseload – 7

B. Pretrial

1) Caseload for October 2016
Misdemeanor caseload – 78
Felony caseload – 186

4. CIT – Crisis Intervention Team

A. The CIT Taskforce continues to meet on a monthly basis. The next two classes for the 40 hour training will be held February 6-10, 2017 and April 3-7, 2017.

5. RE-Entry Council

A. The Re-Entry Council met on October 13, 2016, approved minutes attached. The sub-committees meet once per month to discuss ways to integrate offenders back into our community. The next quarterly meeting is scheduled for **January 12, 2017 @ 4:00pm** in the Community Room.

Minutes HRP Reentry Full Council Meeting
7/14/16 4:00 pm

Members present: Don Driver, Harvey Yoder, Liz Buchanan, Diane Orndoff, Jim Orndoff, Carolyn Shanks, Ruth Jost, Nancy Insko, Wonshé, Joshua Lutz, Anne Nielsen, Rowan Zelss, Pat Koontz, Michelle Stockberger, John Lilly, Robert Flory, Sharon Ringgold, Donna Muncy, Ann Marie Freeman, Steven Shortell, Stephen King, Darrell Simpson, Nicky Fadley, Tom Domonoske, David Barrows, Tim Brazill, Joan Kauffman

Minutes compiled by Tim Brazill

1. Introductions made
2. Minutes from 4/14/2016 meeting approved with the correction on the operating hours of the Welcome Home Reentry Center (The Dean House, 110 Old South High Street) – it was operating at the time on Mondays from 12-2pm.
3. Committee Reports
 - a. Action Committee
 - i. Don reported that the action committee has discussed the possibility of electing officers at the end of this year. See agenda item below.
 - b. Pre-Release
 - i. Tim reported on the ongoing efforts of our various classes at HR Jail. We currently operate reentry overview classes every other week, and a rotating series of five one-class workshops, including financial management, employment readiness, anger management, a women's group and parenting.
 - ii. Cara Moubray has decided to pursue other options, and thus will no longer be teaching the Women's group. Shani Armstrong will be taking over this workshop.
 - iii. Shani has also been working with Josh Lutz and John Lilly to run monthly reentry overview classes (one for males and one for females) for our locally sentenced population who are serving their incarceration sentence at Middle River regional jail.
 - iv. Also, at the end of the summer, Elroy Miller will no longer be able to teach the anger management workshop. Interested parties should speak with Tim.
 - c. Post-Release Committee
 - i. With Cara's departure, the post-release committee will need a new chair. Nicky Fadley is willing to serve and will contact other members about that possibility.
 - d. Family Support Committee
 - i. No Report.
 - e. Public Relations Committee
 - i. Darrell Simpson reports on several activities.
 1. The Website has been much improved:
<http://hrpreentrycouncil.weebly.com/>
Thanks go to Rachel at Strength in Peers for much of the update.
 2. Darrell has made presentations to both County Board and the City Council about the Reentry Council's work

- g. No cost to join
 - h. Nancy and Don strongly urge local governments to consider joining
 - i. Stephen King, while he can't make any immediate commitments, doesn't see why we wouldn't join.
7. Structural organization discussion
- a. Don is proposing that we hold elections to have new leadership in place by January
 - b. No expectation that current leadership would hold those positions in perpetuity
 - c. Will be on the agenda in October meeting
 - d. Also, we might need to consider meeting times again, to increase participation of local judges and others.

Meeting adjourned at 530pm.

Next Full Council meeting October 13, 2016 at 4 p.m.



Community Development Special Use Permit Report SUP16-246

Meeting Date: NOVEMBER 16, 2016

Applicant	SHENANDOAH VALLEY ELECTRIC COOPERATIVE
Mailing Address	147 DINKEL AVENUE, MT. CRAWFORD 22841
Property Address	70 OAKWOOD DRIVE, ROCKINGHAM 22801
Phone #/Contact	GREG ROGERS – 574-7252 (O); 539-9616 (C)
Tax Map Id	123-(A)-85
Zoning	B-1
Requested Use	199' TELECOMMUNICATIONS FACILITY (196' TOWER WITH 3' LIGHTNING ROD WITH 65' X 70' FENCED COMPOUND
Location	NE SIDE OF SOUTH VALLEY PIKE AND OAKWOOD DRIVE
Acreage in parcel	18.027 ACRES
Acreage in request	5,000 SQUARE FEET
Election District	2
Comprehensive Plan	Mixed Use Center

Board of Supervisors

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. All Building Code requirements shall be met.
3. Telecommunications facility shall be constructed in accordance with the Virginia Uniform Statewide Building Code, and the proper permits shall be obtained.
4. The telecommunications tower as approved under this permit shall not exceed 199' (including the lightning rod).
5. Approval shall not constitute or imply support for or approval of the location of additional telecommunication towers, antennas, etc., even if they may be a part of the same network or system as any antenna approved under this permit.
6. Should use of this facility be discontinued, applicant shall remove the tower from the property within ninety (90) days from the date it is last used. If ownership of the tower changes hands, the owner at the time use is discontinued shall be responsible for its removal.
7. Should the ownership of the tower change hands, the Community Development Department shall be given written notice that the ownership has changed and stating who the new owner is.
8. The owner or operator of the telecommunications facility shall meet all requirements of the supplemental standards for Telecommunications

Facilities in the Rockingham County Code.

9. This permit is contingent upon a fully signed agreement of reduced setback between GSW Investors and Shenandoah Valley Electric Cooperative.

GENERAL INFORMATION

SUBMISSION JUSTIFICATION:

Table 17-606 allows for special use permit application for telecommunications facilities in the A-2 zoning district.

BACKGROUND

SVEC recently purchased this property. They are in the process of constructing their headquarters there and need a telecommunications facility for their company communications. In constructing the tower, they are requesting to build it large enough to allow co-locations of other companies, thus cutting down on the number of new towers.

Adjoining Properties and Special Uses

Direction From Site	Zoning	Request	Decision
North	A-2	None	
East	A-1	None	
South	B-1	off-premise directional sign (Pump It Up)	Approved 9/27/06
West	A-1	shooting range	Flying Rabbit

ZONING AND EXISTING LAND USE

Adjoining Properties and Uses

Direction From Site	Zoning	Existing Land Use
North	A-2	Tillable, pasture
East	A-2	Tillable, industrial
South	B-1 A-2	Commercial Home site
West	A-1	Home site, tillable, pasture

STAFF AND AGENCY ANALYSIS

UTILITIES

Health Department

No objections to the tower.

ENVIRONMENTAL

Zoning Administrator - Floodplain

According to FEMA maps, the property is not located in 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's respective first due areas. 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.

Building Official

Engineered specifications required if structures are to be placed on site, electrical schematic will be required if generator is placed on site, typical engineered date will be required for tower structure.

TRANSPORTATION

VDOT – Road Conditions

The proposed tower will have access through the new SVEC site on Oakwood Drive. The entrance configuration to the new SVEC site will be adequate to serve any additional traffic that could be generated by this telecommunications tower.

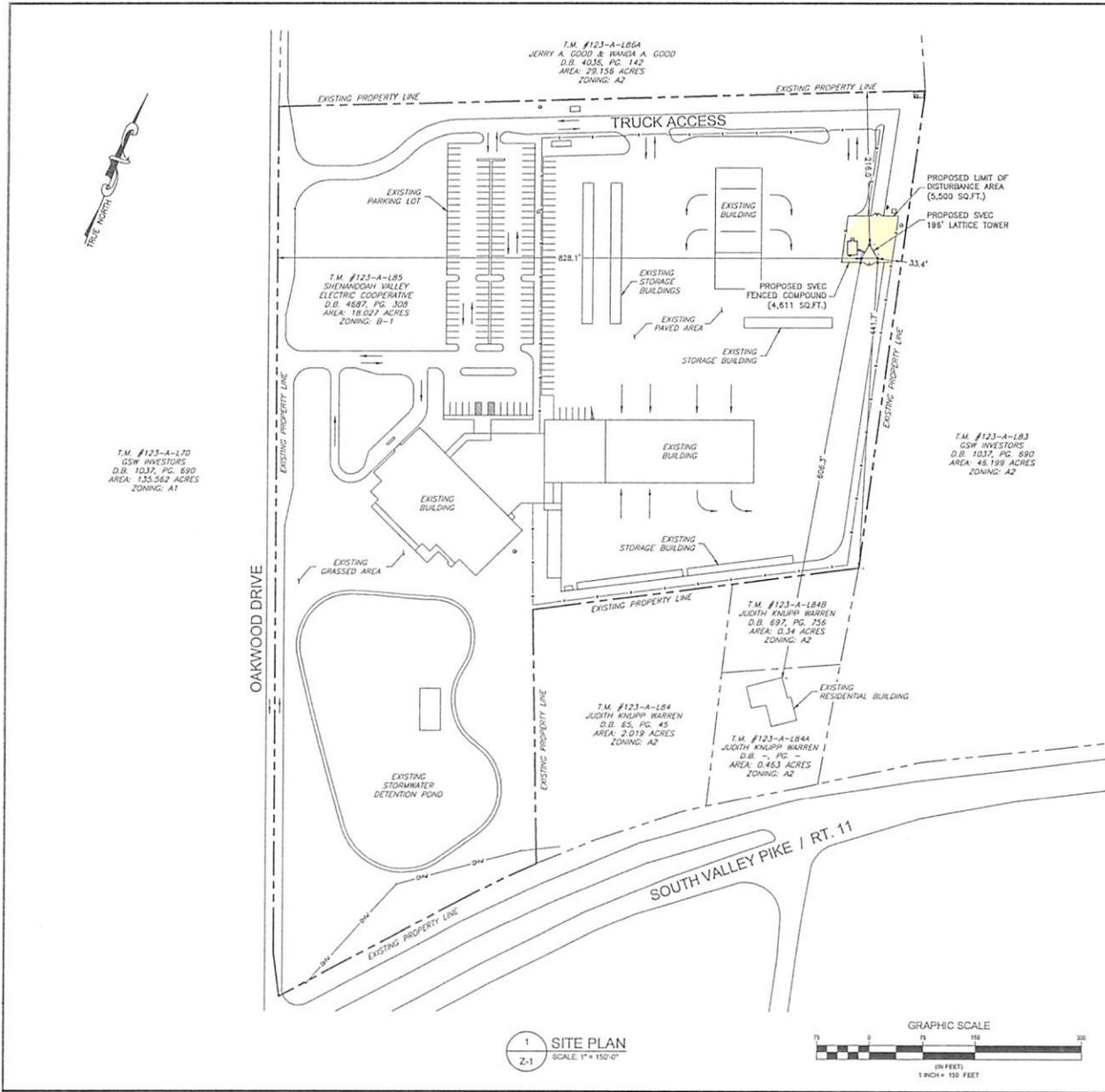
VDOT – Traffic Impact Analysis

N/A

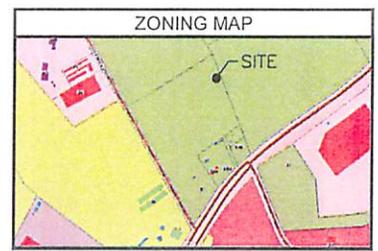
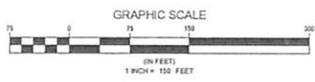
SUMMARY

Considerations:

1. This telecommunication facility is needed for SVEC's company communication. They are requesting a taller tower to allow other companies to co-locate on the tower, thus cutting down on the potential number of towers.
2. This request has no impact on utilities.
3. The existing entrance is satisfactory for this additional use to the site.
4. The County's consultant reviewed the request and found it in compliance with the Rockingham County Code. Approval was recommended.



1 SITE PLAN
SCALE: 1" = 150'-0"



ZONING INFORMATION

JURISDICTION: ROCKINGHAM COUNTY

ZONING: B-1

DIMENSION	EXISTING ±	PROPOSED ±
FRONT YARD SETBACK:	-	441.7'
SIDE YARD SETBACK:	-	628.1'
REAR YARD SETBACK:	-	216.0'
LOT AREA:	-	-

(ALL MEASUREMENTS ARE IN FEET ± UNLESS OTHERWISE NOTED)

NOTES:
PARCEL LOCATED ON EAST SIDE OF SUBJECT PROPERTY OWNED BY GSW INVESTORS (T.M. #123-A-683) HAS WAIVED TOWER SETBACK OF 110% OF TOWER HEIGHT (215.6').

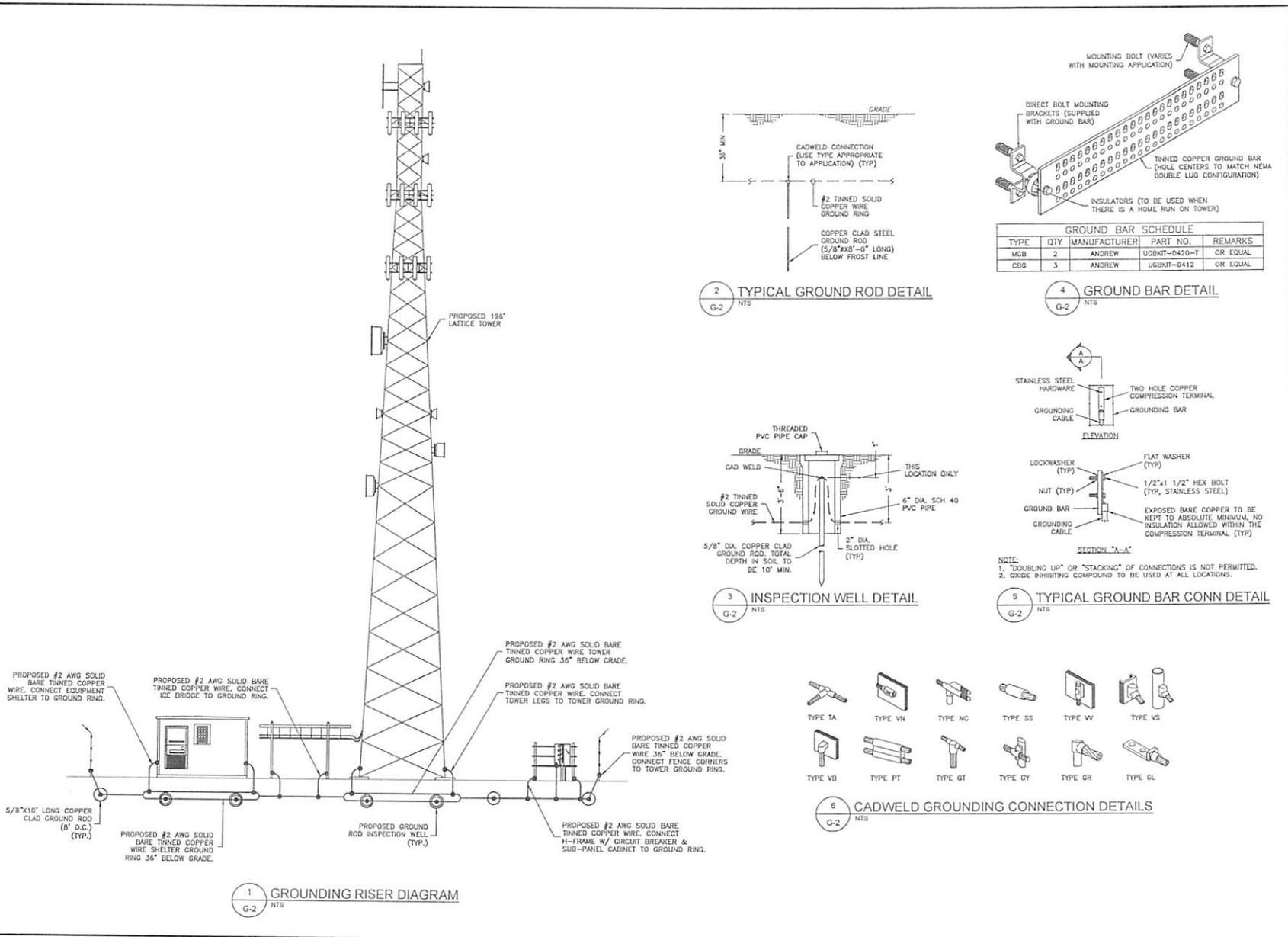
LEGEND

- PROPERTY LINE - SUBJECT PARCEL
- PROPERTY LINE - ADJUTERS
- EXISTING ROAD
- EXISTING FENCE
- PROPOSED EASEMENT
- PROPOSED LEASE AREA
- EXISTING EASEMENT
- PROPOSED FENCE

- GENERAL NOTES**
- THIS PLAN IS SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.
 - NO SIGNIFICANT NOISE, SMOKE, DUST, OR ODOR WILL RESULT FROM THIS FACILITY.
 - THE FACILITY IS UNMANNED AND NOT INTENDED FOR HUMAN HABITATION. THERE IS NO HANDICAP ACCESS REQUIRED.
 - THE FACILITY IS UNMANNED AND DOES NOT REQUIRE POTABLE WATER OR SANITARY SERVICE.
 - ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY MAPS, THE PROPOSED TELECOMMUNICATIONS SITE IS LOCATED IN ZONE "X", COMMUNITY PANEL NO. 51165C0383D, DATED 02-05-2006.
 - THE NEAREST OFFSITE STRUCTURE USED FOR HUMAN HABITATION IS LOCATED 606.3'-± FROM THE PROPOSED TOWER SITE.



ENGINEER	NB+C TOTALLY COMMITTED. NB+C ENGINEERING SERVICES, LLC. 147 DINKEL AVENUE MT. CRAWFORD, VA 22841 (540) 434-2200																
APPLICANT	 Shenandoah Valley Electric Cooperative 147 DINKEL AVENUE MT. CRAWFORD, VA 22841 (540) 434-2200																
SITE INFORMATION	SVEC SITE NAME: MOUNT CRAWFORD NB+C PROJ. # 01216 70 OAKWOOD DRIVE ROCKINGHAM, VA 22801 ROCKINGHAM COUNTY																
DESIGN RECORD	REVISIONS																
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DESIGN RECORD	 TRENT TRAVIS SNARR Lic. No. 049978 DATE 08/09/16 PROFESSIONAL ENGINEER																
ENGINEER	TRENT T. SNARR, P.E. VA PROFESSIONAL ENGINEER LIC. #49978																
SHEET TITLE	SITE PLAN																
SHEET NUMBER	Z-1																



1 GROUNDING RISER DIAGRAM
G-2 NTS

2 TYPICAL GROUND ROD DETAIL
G-2 NTS

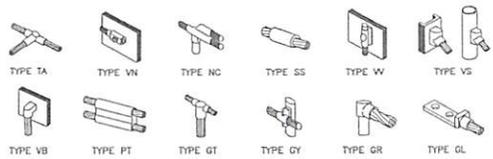
3 INSPECTION WELL DETAIL
G-2 NTS

4 GROUND BAR DETAIL
G-2 NTS

GROUND BAR SCHEDULE

TYPE	QTY	MANUFACTURER	PART NO.	REMARKS
MGB	2	ANDREW	UGKIT-0420-T	OR EQUAL
CBG	3	ANDREW	UGKIT-0412	OR EQUAL

5 TYPICAL GROUND BAR CONN DETAIL
G-2 NTS



6 CADWELD GROUNDING CONNECTION DETAILS
G-2 NTS

NB+C
TOTALLY COMMITTED.

NB+C ENGINEERING SERVICES, LLC.
465 WESTWOOD DRIVE, SUITE 100
MOUNT CRAWFORD, VA 22841

Shenandoah Valley Electric Cooperative

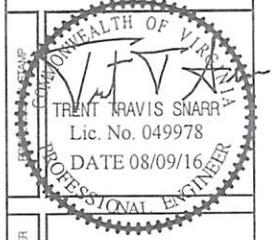
147 DINKEL AVENUE
MT. CRAWFORD, VA 22841
(540) 434-2200

SVEC SITE NAME:
MOUNT CRAWFORD

NB+C PROJ. # 01216
70 OAKWOOD DRIVE
ROCKINGHAM, VA 22801
ROCKINGHAM COUNTY

REVISIONS

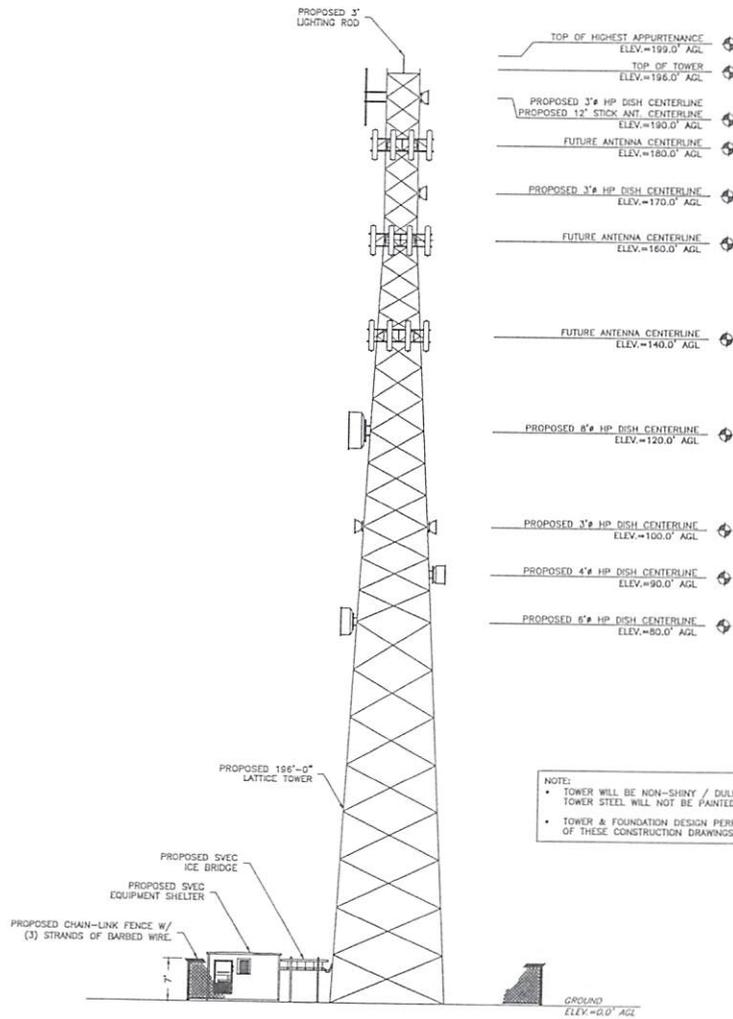
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1	07/13/16	REVISED	CP
0	07/12/16	FINAL	CP



TRENT T. SNARR, P.E.
VA PROFESSIONAL ENGINEER LIC #49978

GROUND RISER DIAGRAM & DETAILS

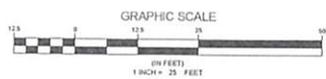
G-2



NOTE:

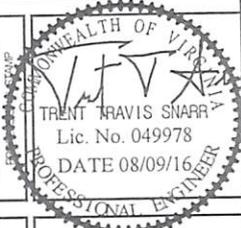
- TOWER WILL BE NON-SHINY / DULL GALVANIZED FINISH. TOWER STEEL WILL NOT BE PAINTED.
- TOWER & FOUNDATION DESIGN PERFORMED INDEPENDENTLY OF THESE CONSTRUCTION DRAWINGS.

1 TOWER ELEVATION
C-2 SCALE: 1" = 20'-0"



GENERAL NOTES

- THE CONTRACTOR SHALL COMPLY WITH ALL APPLICABLE CODES, ORDINANCES, LAWS AND REGULATIONS OF ALL MUNICIPALITIES, UTILITIES COMPANY OR OTHER PUBLIC AUTHORITIES.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL PERMITS AND INSPECTIONS THAT MAY BE REQUIRED BY ANY FEDERAL, STATE, COUNTY OR MUNICIPAL AUTHORITIES.
- THE CONTRACTOR SHALL NOTIFY THE CONSTRUCTION MANAGER, IN WRITING, OF ANY CONFLICTS, ERRORS OR OMISSIONS PRIOR TO THE SUBMISSION OF BIDS OR PERFORMANCE OF WORK. MINOR OMISSIONS OR ERRORS IN THE BID DOCUMENTS SHALL NOT RELIEVE THE CONTRACTOR FROM RESPONSIBILITY FOR THE OVERALL INTENT OF THESE DRAWINGS.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING SITE IMPROVEMENTS PRIOR TO COMMENCING CONSTRUCTION. THE CONTRACTOR SHALL REPAIR ANY DAMAGE CAUSED AS A RESULT OF CONSTRUCTION OF THIS FACILITY.
- THE SCOPE OF WORK FOR THIS PROJECT SHALL INCLUDE PROVIDING ALL MATERIALS, EQUIPMENT AND LABOR REQUIRED TO COMPLETE THIS PROJECT. ALL EQUIPMENT SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS.
- THE CONTRACTOR SHALL VISIT THE PROJECT SITE PRIOR TO SUBMITTING A BID TO VERIFY THAT THE PROJECT CAN BE CONSTRUCTED IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.
- CONTRACTOR SHALL VERIFY ANTENNA ELEVATION AND AZIMUTH WITH RF ENGINEERING PRIOR TO INSTALLATION.
- TRANSMITTER EQUIPMENT AND ANTENNAS ARE DESIGNED TO MEET ANSI/EIA/TIA 222-G REQUIREMENTS.
- ALL STRUCTURAL ELEMENTS SHALL BE HOT DIPPED GALVANIZED STEEL.
- CONTRACTOR SHALL MAKE A UTILITY "ONE CALL" TO LOCATE ALL UTILITIES PRIOR TO EXCAVATING.
- IF ANY UNDERGROUND UTILITIES OR STRUCTURES EXIST BENEATH THE PROJECT AREA, CONTRACTOR MUST LOCATE IT AND CONTACT THE APPLICANT & THE OWNER'S REPRESENTATIVE.
- OCCUPANCY IS LIMITED TO PERIODIC MAINTENANCE AND INSPECTION BY TECHNICIANS APPROXIMATELY 2 TIMES PER MONTH.
- PRIOR TO THE INSTALLATION OF THE PROPOSED EQUIPMENT OR MODIFICATION OF THE EXISTING STRUCTURE, A STRUCTURAL ANALYSIS SHALL BE PERFORMED BY THE OWNER'S AGENT TO CERTIFY THAT THE EXISTING/PROPOSED COMMUNICATION STRUCTURE AND COMPONENTS ARE STRUCTURALLY ADEQUATE TO SUPPORT ALL EXISTING AND PROPOSED ANTENNAS, COAXIAL CABLES AND OTHER APPURTENANCES.
- PROPERTY LINE INFORMATION WAS PREPARED USING DEEDS, TAX MAPS, AND PLANS OF RECORD AND SHOULD NOT BE CONSIDERED AS AN ACCURATE BOUNDARY SURVEY.
- THIS PLAN IS SUBJECT TO ALL EASEMENTS AND RESTRICTIONS OF RECORD.
- NO SIGNIFICANT NOISE, SMOKE, DUST, OR ODOR WILL RESULT FROM THIS FACILITY.
- THE FACILITY IS UNMANNED AND NOT INTENDED FOR HUMAN HABITATION (NO HANDICAP ACCESS REQUIRED).
- THE FACILITY IS UNMANNED AND DOES NOT REQUIRE POTABLE WATER OR SANITARY SERVICE.
- POWER TO THE FACILITY WILL BE MONITORED BY A SEPARATE METER.

ENGINEER	 TOTALLY COMMITTED. NB+C ENGINEERING SERVICES, LLC. <small>4400 BENTLEY ROAD, SUITE 100 ROCKINGHAM, VA 22841</small>																	
APPLICANT	 Shenandoah Valley Electric Cooperative 147 DINKEL AVENUE MT. CRAWFORD, VA 22841 (540) 434-2200																	
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SCALE & SETUP																		
ENGINEER	TRENT T. SNARR, P.E. VA PROFESSIONAL ENGINEER LIC #49978																	
SHEET TITLE	ELEVATION																	
SHEET NUMBER	C-2																	



Know what's below.
Call before you dig.



Community Development Special Use Permit Report SUP16-285

Meeting Date: November 16, 2016

Applicant	ROBERT B. WALKER
Mailing Address	1720 MAPLEWOOD DRIVE, EDGEWATER FL.
Property Address	9796 MCGAYEYSVILLE RD MCGAHEYSVILLE VA
Phone #/Contact	(540) 383-9372
Tax Map Id	142A1-(4)-L2B
Zoning	B1
Requested Use	VEHICLE REPAIR (WAIVER TO SUPPLEMENTAL STANDARDS TO ALLOW WORK ON COMMERCIAL TRUCKS AND TRAILERS.)
Location	SOUTH SIDE OF MCGAHEYSVILLE RD. (RT 996) WEST OF CEMETERY RD (RT 843).
Acreage in parcel	0.459
Acreage in request	0.459
Election District	5
Comprehensive Plan	MIXED USE CENTER

Board of Supervisors

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 in substantial accordance to plot plan submitted with the application.
2. Buildings shall comply with the Statewide Building Code and the proper building permits shall be obtained. Building Official has stated that one handicap accessible restroom is required.
3. VDOT requires a Land Use Permit to modify the entrance to meet standards. A copy of the entrance permit shall be submitted to the Department of Community Development prior to obtaining building permits.
4. Hours of operation shall be between the hours of 8 a.m. to 9 p.m. 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 no building permits shall be issued until such time as a site plan is approved.
5. 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.
6. Any on-premise advertising sign associated with this business shall comply with the Rockingham County Code.
7. Parking shall comply with the Rockingham County Code.
8. There shall be no parking of tractors and trailers at the property other than the trailers being serviced or repaired.

GENERAL INFORMATION

SUBMISSION JUSTIFICATION:

Sec.17-605(e) allows for special use permit application for waiver of supplemental standard that excludes tractor trailers from motor vehicle repair shop in B1 zoning.

BACKGROUND

Mr. Walker operates a trucking company and he is in the process of acquiring the subject property. Mr. Walker did not realize that in B1 zoning motor vehicle repair shop is a permitted use, but the repair of tractors and trailers is prohibited by supplemental standards.

Adjoining Properties and Special Uses

Direction From Site	Zoning	Request	Decision
North	R2	None	
East	R2	None	
South	R2	None	
West	R2	none	

ZONING AND EXISTING LAND USE

Adjoining Properties and Uses

Direction From Site	Zoning	Existing Land Use
North	R2	Homesite
East	R2	Homesite
South	R2	Homesite
West	R2	Homesite

STAFF AND AGENCY ANALYSIS

UTILITIES

Health Department

Served by public water and sewer. No comment.

ENVIRONMENTAL

Zoning Administrator - Floodplain

According to FEMA maps, the property is not in the floodplain.

PUBLIC FACILITIES

Emergency Services

The property is in the response area of the McGaheysville Volunteer Fire Department and Elkton Emergency Squad's McGaheysville Sub-stations respective first due areas. 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.

Building Official

One (1) Handicap restroom required if business has employees, at least one restroom will be required regardless.

TRANSPORTATION

VDOT – Road Conditions

See attached VDOT report.

VDOT – Traffic Impact Analysis

N/A

SUMMARY

Considerations:

1. This request is for a waiver to the supplemental standard prohibiting the repair of tractor and trailers by motor vehicle repair shops in B-1 zoning.
2. This request is the result of a zoning violation.
3. VDOT shall require a commercial entrance permit.

~~MCGAHEY~~ MCGAHEYSVILLE RD

ALL THIS IS PAVEMENT

GRAVEL
PARK LOT

BLDG

TRK

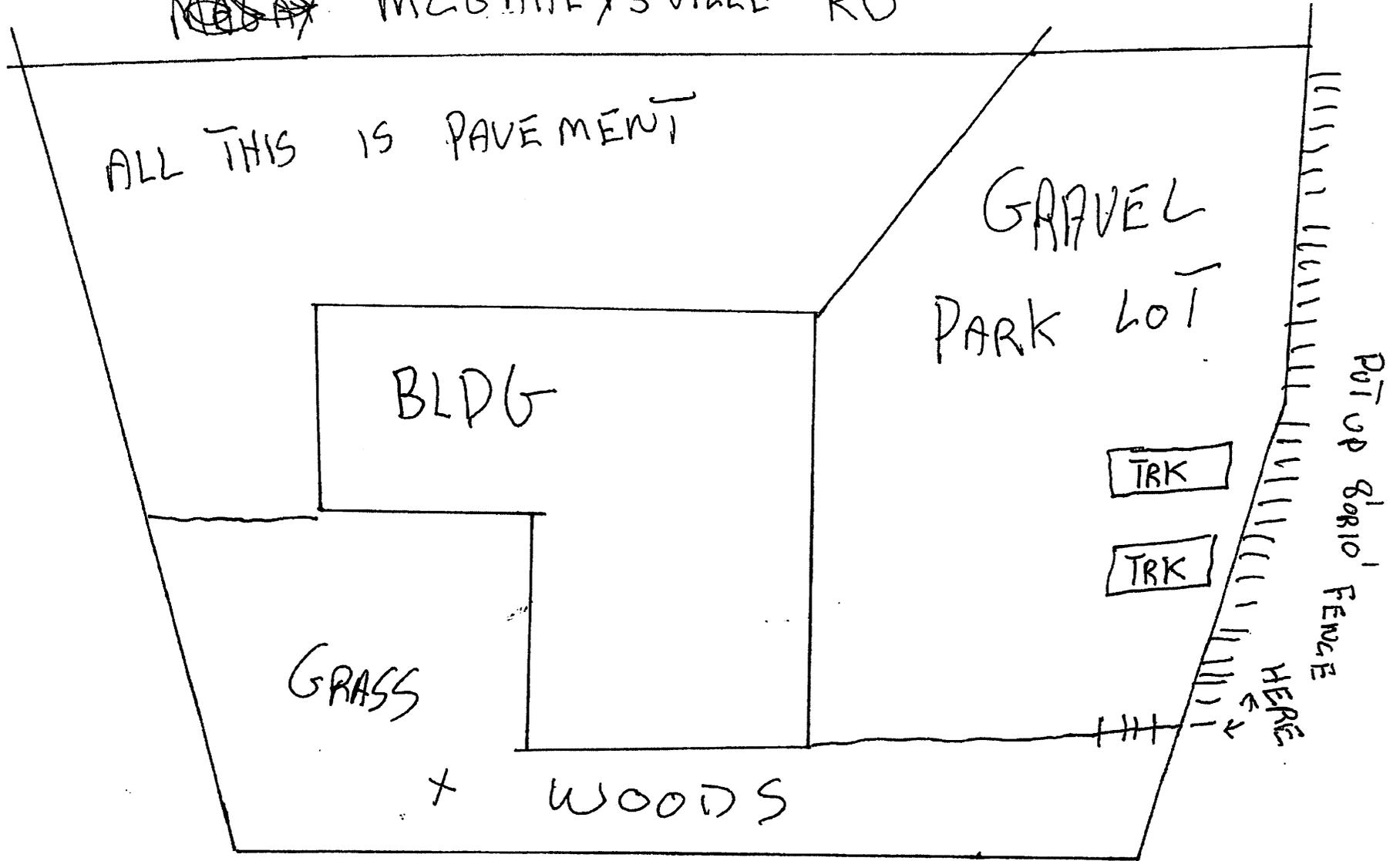
TRK

GRASS

+ WOODS

POT UP 8000' FENCE

HERE



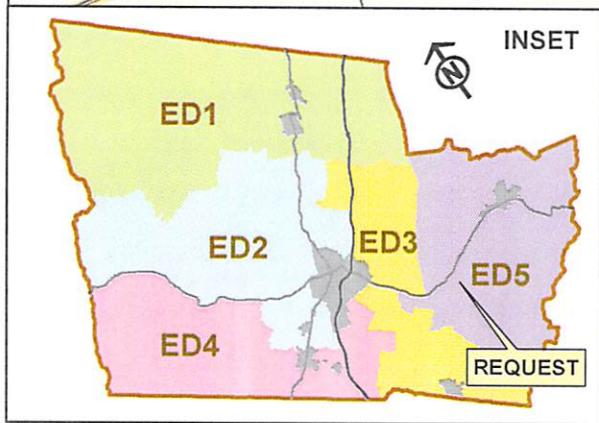
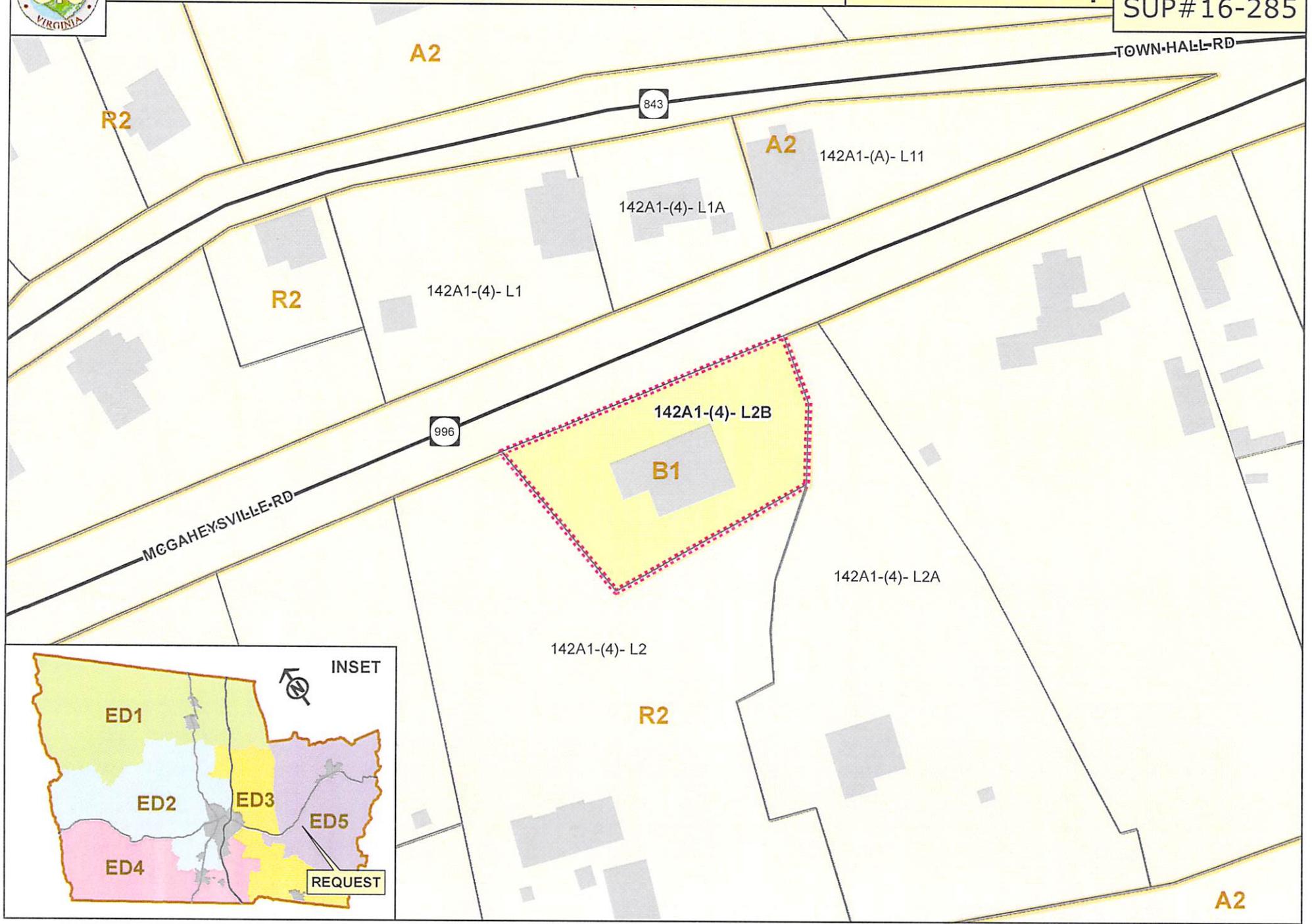


Robert Walker Special Use Permit Request



11/16/2016

SUP# 16-285





Community Development Special Use Permit Report SUP16-289

Meeting Date: NOVEMBER 16, 2016

Applicant	DANIEL H. WYLIE
Mailing Address	PO BOX 1021, BROADWAY 22815
Property Address	12430 DAPHNA RD., BROADWAY 22815
Phone #/Contact	578-3056/DANNY WYLIE
Tax Map Id	52-(A)-114 & 52-(A)-115
Zoning	A-2C
Requested Use	CONTRACTORS OPERATION INCLUDING A WAIVER TO INCREASE NUMBER OF EMPLOYEES FROM 5 TO 15 AND TO INCREASE NUMBER OF VEHICLES AND PIECES OF EQUIPMENT FROM 5 TO 15 (LANDSCAPING BUSINESS)
Location	EAST SIDE OF DAPHNA ROAD APPROXIMATELY 120' SOUTH OF E. SPRINGBROOK ROAD AND SITUATED ON THE WEST SIDE OF MAYLAND ROAD
Acreage in parcel	2.012
Acreage in request	2.012
Election District	1
Comprehensive Plan	COMMERCIAL

Board of Supervisors

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. Building shall comply with the Statewide Building Code and the proper permits shall be obtained.
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 business shall not begin operation until such time as the site plan is approved.
4. The entrance to the property shall be off of Daphna Road and shall meet VDOT's commercial entrance standards. Permits shall be obtained from VDOT and submitted to the Community Development Department prior to issuance of building permits.
5. This permit is contingent upon applicant obtaining a permit for a sewage disposal system. Said permit shall be submitted to the Community Development Department prior to issuance of building permits.
6. This use shall comply with all applicable Fire Prevention Codes.
7. Any on-premise advertising sign associated with this business shall comply with the Rockingham County Code.
8. There shall be no off-premise signs permitted unless all County and State regulations are met.
9. Parking shall comply with the Rockingham County Code.
10. 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 contractor's operation in the A-2 zoning district with the following stipulations:

1. No more than five (5) persons shall be engaged in the operation of the business, including part-time employees and proprietors.
2. No more than five (5) vehicles or pieces of equipment (other than employees' personal vehicles) shall be operated from the site or stored there overnight.
3. Property on which the business is located must front on a state-maintained road.
4. The area covered by all structures used in connection with such use, excluding a parking area, shall not exceed a total of thirty-five hundred (3,500) square feet.
5. There shall be no outside storage except for large contracting equipment, which shall be screened.

Section 17-605 does give the Board authority to waive supplemental standards. The applicant is asking for waivers to #1 and #2.

BACKGROUND

Applicant purchased this property in 2014. On August 24, 2016, this property was rezoned to A-2C with the proffered conditions being that the property would be used only for a single-family dwelling, agriculture, and a contractor's operation.

Adjoining Properties and Special Uses

Direction From Site	Zoning	Request	Decision
North	R-1	None	
East	I-2	None	
	A-2	None	
South	R-1	Expansion of cemetery	Approved 7/25/90
West	R-1	None	

ZONING AND EXISTING LAND USE

Adjoining Properties and Uses

Direction From Site	Zoning	Existing Land Use
North	R-1	Vacant
East	I-2 A-2	Small commercial businesses Vacant
South	R-1	Cemetery, undeveloped land
West	R-1	Undeveloped land

STAFF AND AGENCY ANALYSIS

UTILITIES

Health Department

The applicant will need to obtain approval for a sewage disposal system to serve the business. Commercial systems must be designed by the private sector with supporting materials submitted to the local health department for review and permit issuance. A private well cannot be used to serve 25 or more persons 60 days or more a year (the application indicates 15 employees so this should not be an issue).

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 within the Broadway Volunteer Fire Department and Broadway Emergency Squad's respective first due areas. 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 all requirements of the Rockingham County Fire Prevention Code; if applicable.

Building Official

To increase from 5 to 15 occupants, building code will change restroom requirements from 1 unisex bathroom to two separate facilities which will have to be handicap accessible; other changes may be required based on the proposed floodplain and layout. These changes will be noted on the drawings if applicable. Handicap parking may be required also.

TRANSPORTATIONVDOT – Road Conditions

VDOT does not anticipate that an increase in allowable employees and allowable number of vehicles will have a significant impact to the roadway network. The proposed entrance serving the site will have to meet the applicable commercial entrance standard found in the Appendix F of the Road Design Manual. Design details can be addressed during the site plan or permitting stage of the project.

VDOT – Traffic Impact Analysis

N/A

SUMMARYConsiderations:

1. This property was rezoned to A-2C with one of the proffers being a contractor's operation.
2. Applicant operates a landscaping business.
3. Entrance will be off of Daphna Road, which is a dead-end road ending in a cul-de-sac.
4. Applicant has requested an increase in the number of employees from 5 to 15 and number of vehicles and pieces of equipment from 5 to 15.
5. Permit is contingent upon septic approval.
6. 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.

COMMONWEALTH OF VIRGINIA
TM 52-A-113

ALGER
DB 3487 / 374
TM 51A4-A-3

S 76°35'27" E
10.11'

N 18°18'29" E
61.04'

N 10°23'28" E
75.39'

S 88°03'05" E
119.11'

EX. SHED

EX. HOUSE

DRAIN FIELD

N 86°44'01" W 220.22'

WELL LOCATION



N 18°18'29" E
170.91'

DAPHNA RD. (RT. 803)
30' PRESCRIPTIVE

60'x120' BLDG

MULCH / GRAVEL STORAGE

S 67°42'11" W
14.41'

S 2°16'46" E
144.70'

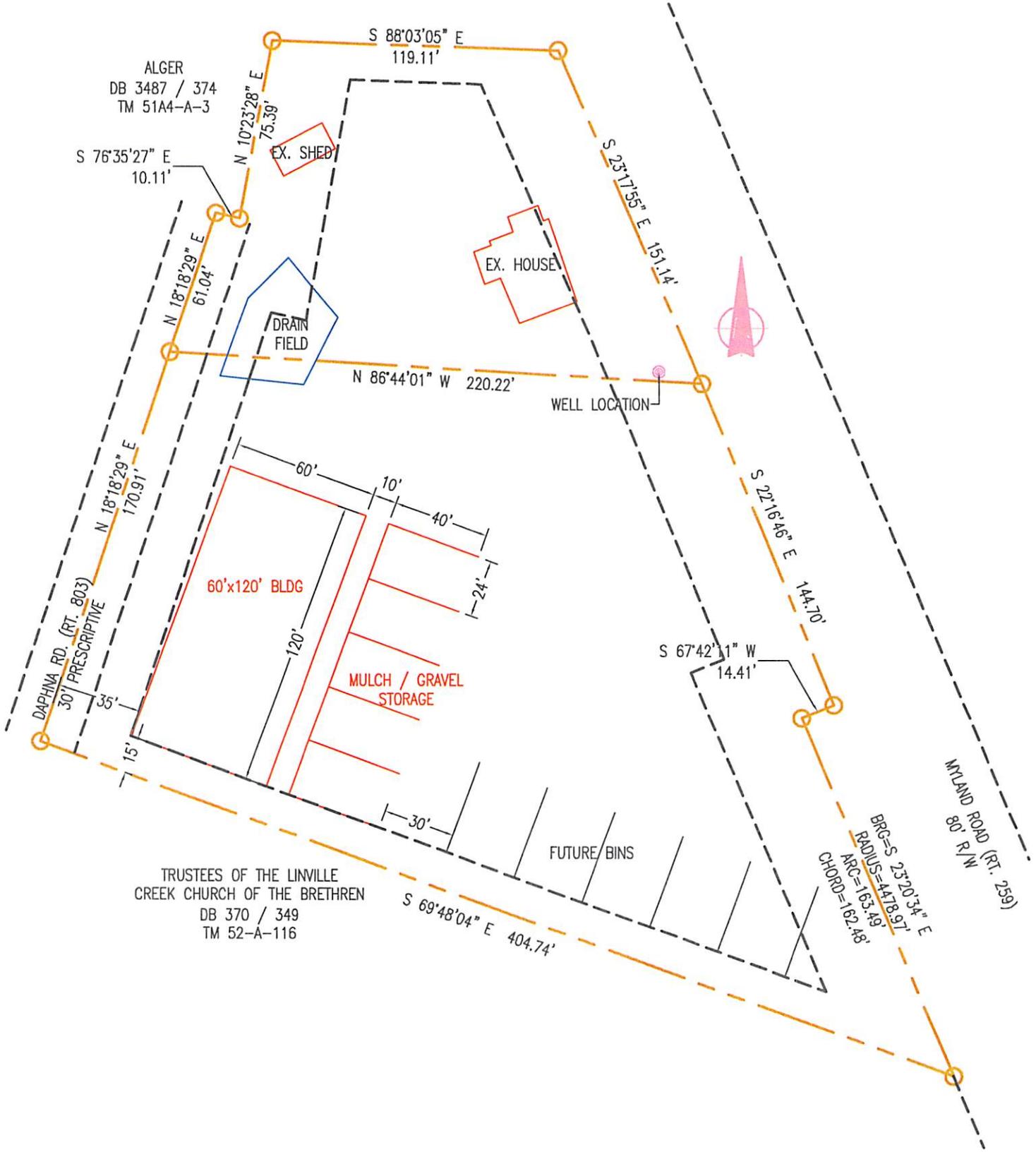
MYLAND ROAD (RT. 259)
80' P/W

TRUSTEES OF THE LINVILLE
CREEK CHURCH OF THE BRETHREN
DB 370 / 349
TM 52-A-116

S 69°48'04" E 404.74'

BRG-S 23°20'34" E
RADIUS=4418.97'
ARC=163.49'
CHORD=102.48'

FUTURE BINS



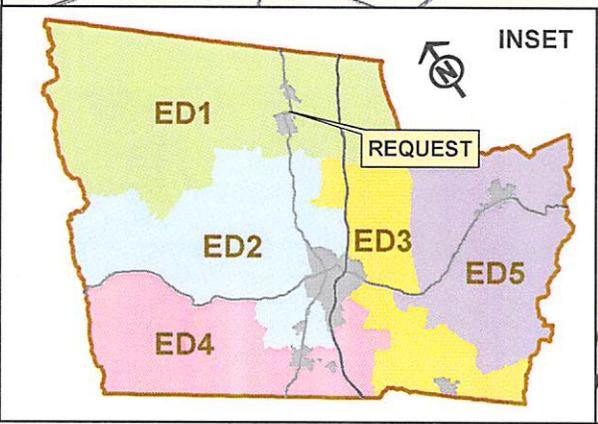
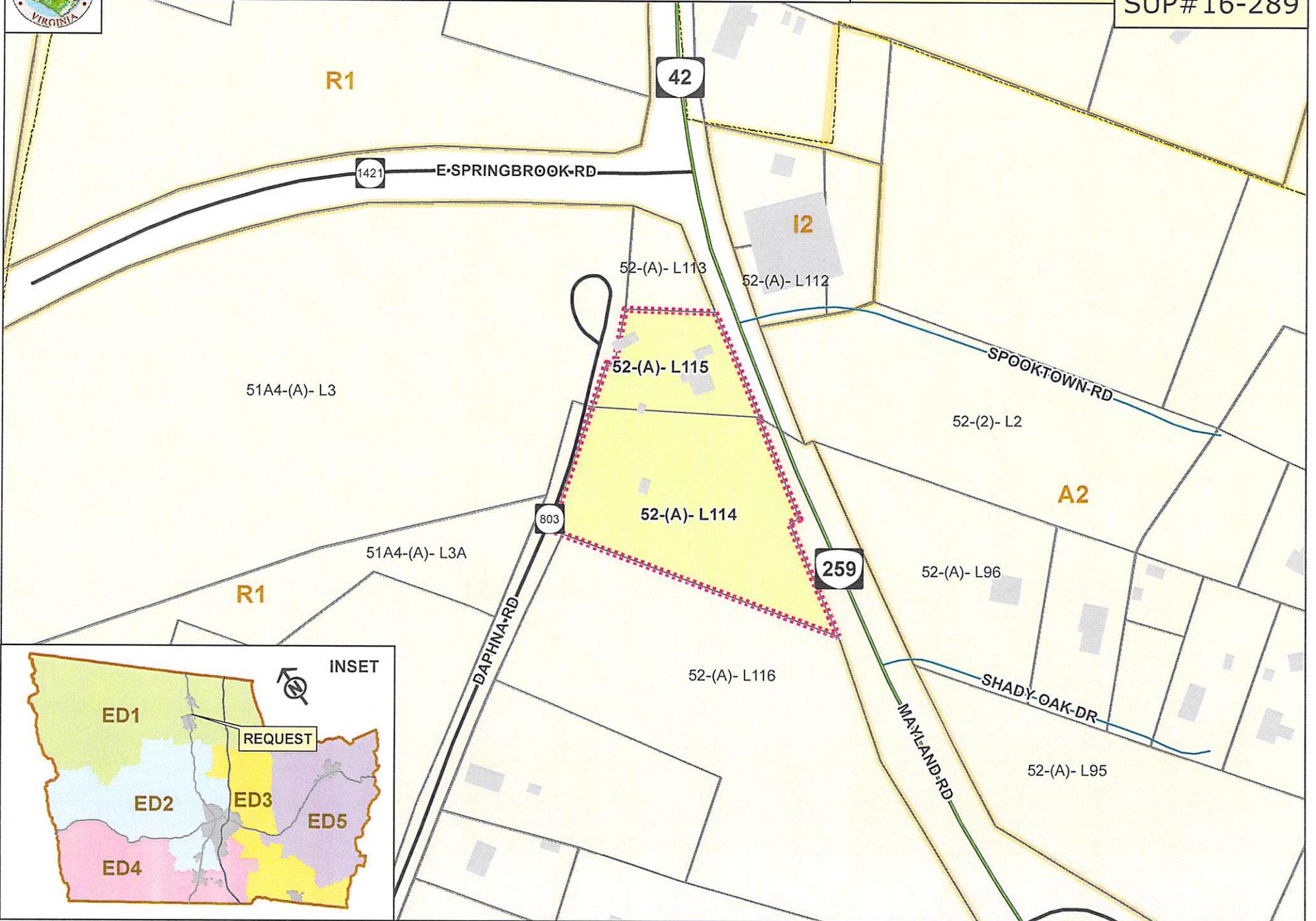


Daniel H Wylie Special Use Permit Request



11/16/2016

SUP#16-289





**Community Development
Special Use Permit Report
SUP16-293**

Meeting Date: NOVEMBER 16, 2016

Applicant	JONATHAN B. MEADOWS
Mailing Address	PO BOX 386, ELKTON 22827
Property Address	17749 SPOTSWOOD TRAIL, ELKTON 22827
Phone #/Contact	908-5292
Tax Map Id	131-(A)-125
Zoning	A-2
Requested Use	MOTOR VEHICLE REPAIR SHOP
Location	NORTHEAST SIDE OF SPOTSWOOD TRAIL APPROXIMATELY 1800' NORTH OF SAPLING RIDGE ROAD
Acreage in parcel	2 ACRES
Acreage in request	1/4 ACRE
Election District	5
Comprehensive Plan	AGRICULTURAL RESERVE

Board of Supervisors

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. Building shall comply with the Statewide Building Code and the proper permits shall be obtained to convert to a commercial garage.
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 no building permits shall be issued until such time as a site plan is approved.
4. As required by VDOT, there shall be no more than 50 vehicle trips per day (25 in and 25 out).
5. This permit is contingent upon the operator of the business being the only employee associated with the business.
6. Any on-premise advertising sign associated with this business shall comply with the Rockingham County Code.
7. There shall be no off-premise signs permitted unless all County and State regulations are met.
8. Parking shall comply with the Rockingham County Code.
9. All work shall be done inside of the building, and there shall be no outside storage of parts.
10. There shall be no more than six (6) vehicles

awaiting repair or waiting to be picked up.

11. Hours of operation shall be limited to 6 a.m. until 9:00 p.m.
12. There shall be junk or debris, including but not limited to junked or inoperable vehicles allowed to accumulate on the property.
13. 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 garages in the A-2 zoning district with the following supplemental standards:

1. No more than six (6) vehicles awaiting service or pick-up shall be parked outside the structure in which the use is located.
2. No junked vehicles shall be located on the property.
3. No vehicles shall be sold from the site.
4. No outdoor display or outdoor storage of new or used automobile parts shall be permitted.
5. Hours of operation shall be limited to 6:00 a.m. to 9:00 p.m.

BACKGROUND

The property is owned by the applicant's father, and he signed the application.

Adjoining Properties and Special Uses

Direction From Site	Zoning	Request	Decision
North	A-2	None	
East	A-2	None	
South	A-2	None	
West	A-2	Automobile dealers license	Approved 1/10/83

ZONING AND EXISTING LAND USE

Adjoining Properties and Uses

Direction From Site	Zoning	Existing Land Use
North	A-2	Home site
East	A-2	Home site
South	A-2	Home site
West	A-2	Home site

STAFF AND AGENCY ANALYSIS

UTILITIES

Health Department

No objections provided there are no employees at the site and the only person working in the garage (with no plumbing) is a resident of the existing house on the property.

ENVIRONMENTAL

Zoning Administrator - Floodplain

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

PUBLIC FACILITIES

Emergency Services

The property is located within the Elkton Volunteer Fire Company and Elkton Emergency Squad's respective first due areas. 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 all requirements of the Rockingham County Fire Prevention Code; if applicable.

Building Official

Changes to existing building may be required based on use, no additional employees; 1-man operation, any building requirements will be minimal.

TRANSPORTATION

VDOT – Road Conditions

The existing entrance to the site is adequate to serve as a low volume commercial entrance. A low volume commercial entrance can serve up to 50 trips (entering or existing) per day. Should the site generate over 50 trips per day, the entrance would need to be upgraded to full commercial standards. This would pose some difficulties in terms of Access Management spacing standards.

A partial access (right in/right out) commercial entrance located so close to an existing crossover would not comply with the current spacing standards. To ensure that a full commercial entrance would not be warranted, VDOT recommends that a traffic volume limit of no greater than 50 trips per day be conditioned in the special use permit.

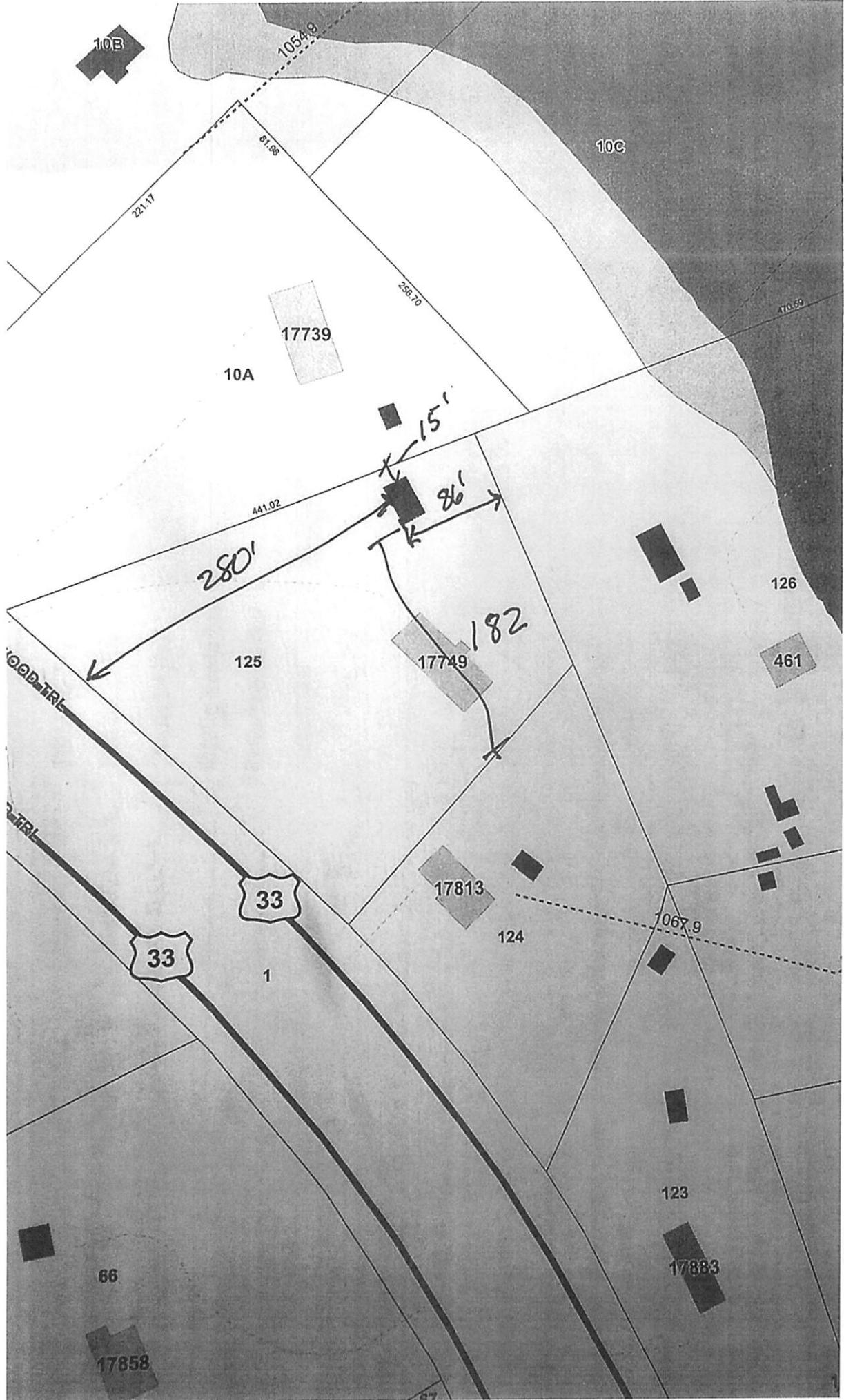
VDOT – Traffic Impact Analysis

N/A

SUMMARY

Considerations:

1. Applicant is the only employee of this business. Condition #5 limits it to the operator of the business as special use permits go with the land. If the property were ever sold, limiting it to the applicant would void the special use permit.
2. The reason for limiting it to only the operator is because the applicant does not have restroom facilities in the building and therefore can have no employees.
3. The applicant indicated he is on town of Elkton water. I have spoken with Mayor Printz from the Town, and he indicated he did not see a problem and would probably attend the meeting.
4. 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.



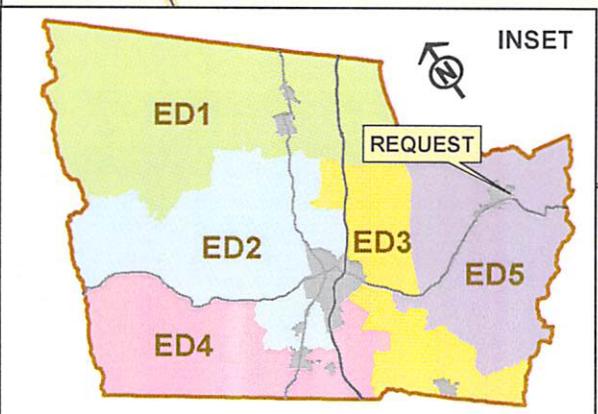
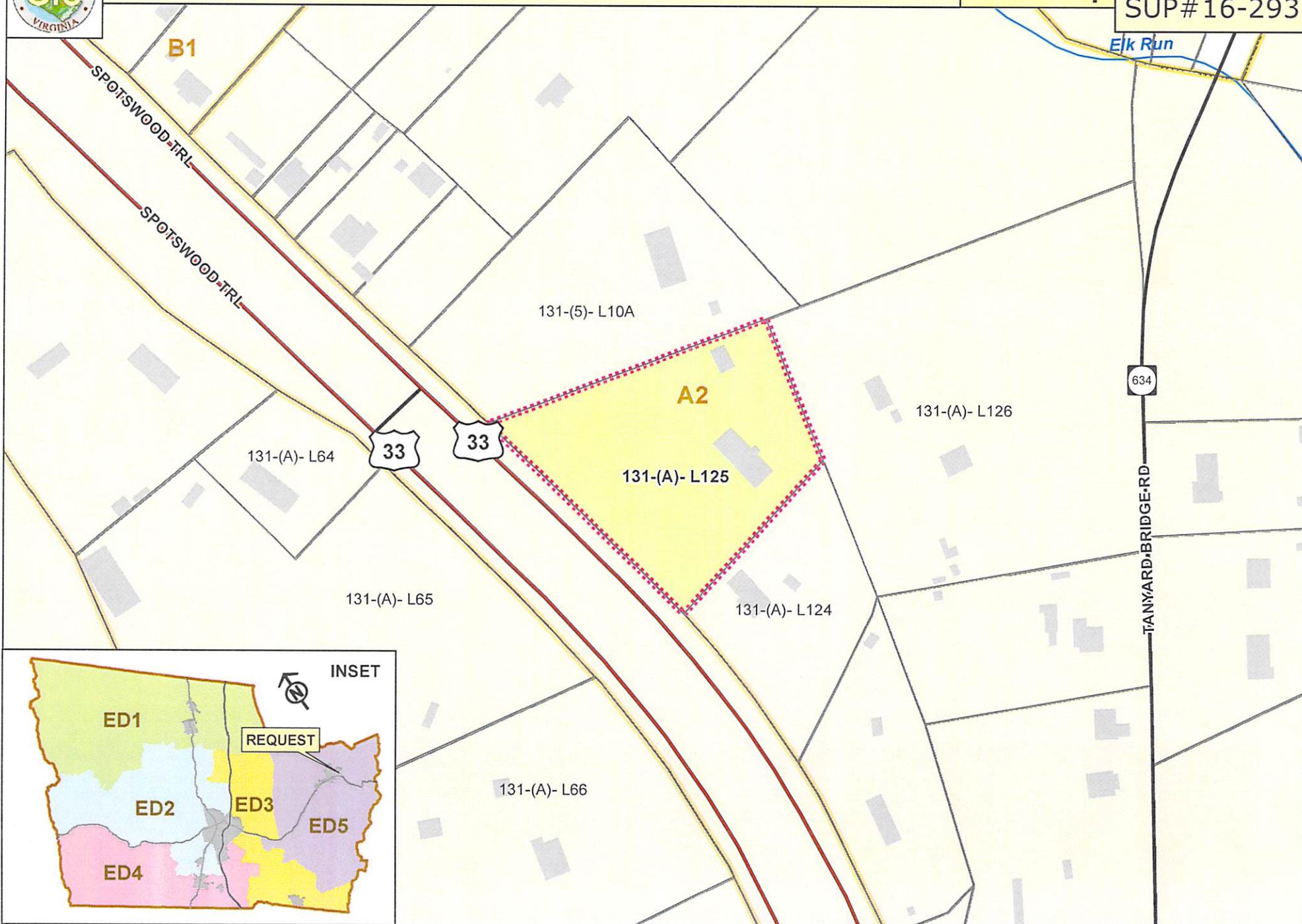


Jonathan B Meadows Special Use Permit Request



11/16/2016

SUP# 16-293





Community Development Special Use Permit Report SUP16-294

Meeting Date: NOVEMBER 16, 2016

Applicant	KAREN RINALD MAST
Mailing Address	1968 MOUNTAIN VALLEY RD. KEEZLETOWN 22832
Property Address	5702 SPOTSWOOD TRAIL, PENN LAIRD 22846
Phone #/Contact	421-6193
Tax Map Id	126-(A)-71
Zoning	A-2
Requested Use	PET DOG AND CAT TRAINING: PRIVATE LESSONS AND SMALL GROUP CLASSES (PRIMARY); DOG DAYCARE(SECONDARY); OCCASIONAL DOG OR CATE-CARE RELATED SPECIAL EVENTS SUCH AS SPECIAL TOPIC SEMINARS OR SMALL SHOWS FOR STUDENTS (SCHOOL)
Location	WEST SIDE OF SPOTSWOOD TRAIL APPROXIMATLEY 1800' NORTH OF LAWYER ROAD
Acreage in parcel	5.284
Acreage in request	--
Election District	5
Comprehensive Plan	AGRICULTRUAL RESERVE

Board of Supervisors

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. Building shall comply with the Statewide Building Code and the proper permits shall be obtained.
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 business shall not begin operation until such time as the site plan is approved.
4. As required by VDOT, the entrance shall be upgraded to full commercial standards. A copy of the commercial entrance permit shall be obtained and submitted to the Community Development Department prior to issuance of building permits.
5. Public Works requirements shall be met for water usage.
6. This permit is contingent upon applicant obtaining approval from DEQ for an alternative discharge system. A copy of the permit shall be submitted to the Community Development Department prior to issuance of building permits.
7. All requirements of the Rockingham County Fire Prevention Code shall be met.
8. Any on-premise advertising sign associated with this business shall comply with the Rockingham County Code.

9. There shall be no off-premise signs permitted unless all County and State regulations are met.
10. Parking shall comply with the Rockingham County Code.
11. Hours of classes shall be from 8 a.m. to 10 p.m. with the dog day-care, if developed, being from 7 a.m. to 6 p.m.
12. All floodplain requirements shall be met if the floodplain is impacted in any way.
13. 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 schools in the A-2 zoning district. This is a type of school to train both the owner and the pet.

BACKGROUND

Applicant purchased the property on March 30, 2016. Attached to this report is a portion of the applicant's application in which she explains what she wishes to do with this business. The hours of operation has been made a condition, but nothing else in the report has been made a condition. If there are other things the Board would want as conditions, they should be added.

Adjoining Properties and Special Uses

Direction From Site	Zoning	Request	Decision
North	A-2	Bed & Breakfast	Approved 11/18/92
East	A-2	None	
South	A-2	None	
West	A-2	None	

ZONING AND EXISTING LAND USE

Adjoining Properties and Uses

Direction From Site	Zoning	Existing Land Use
North	A-2	Bed & Breakfast, pasture
East	A-2	Home site, pasture
South	A-2	Pasture
West	A-2	Home site, pasture

STAFF AND AGENCY ANALYSIS

UTILITIES

Health Department

The proposed building would need an approved sewage disposal system. The application indicates that a discharge system will be installed. Discharge systems for commercial uses are regulated by the DEQ.

ENVIRONMENTAL

Zoning Administrator - Floodplain

According to FEMA maps, a portion of the property is in the floodplain. From the site plan it appears the building, parking, etc. is out of the floodplain. However, a condition has been added that all floodplain requirements shall be met if the floodplain is impacted in any way.

PUBLIC FACILITIES

Emergency Services

The property is located within the McGaheysville Volunteer Fire Company and Harrisonburg Volunteer Rescue Squad's respective first due areas. 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 all requirements of the Rockingham County Fire Prevention Code; if applicable.

Building Official

Building where classes are to be held will have to be handicap accessible, restroom facilities will have to also be accessible; if classes are to have 49 or more occupants the classroom area will have to have adequate egress, this can be discussed at time of building plan submittal. site plan will have to show a handicap path of egress.

Drawings and permits for other proposed structures will have to be submitted and approved.

TRANSPORTATION

VDOT – Road Conditions

Currently this site is served by a private entrance that is not adequate to serve the proposed business. The entrance will need upgraded to full commercial standards. The design of the entrance will be in accordance to current Access Management Regulations and all other applicable specifications and standards. A VDOT Land Use Permit will be required for entrance modifications. This Permit must be obtained prior to any work being performed on the right-of-way.

VDOT – Traffic Impact Analysis

N/A

SUMMARY

Considerations:

1. This is a school to train pet owners and their pets.
2. There will be group classes (with an average of 6 to 8 participants) as well as private lessons offered (for individual or one family).
3. Classes could be offered from 8 a.m. to 10 p.m., and that has been made a condition if permit is approved. If the dog daycare becomes a part of the business, it would be from 7 a.m. to 6 p.m.
3. There may be a dog daycare in the future. and occasional dog or cat-care related special events such as special topic seminars or small shows for students.
4. A commercial entrance shall be required.
5. An alternative septic system shall be required.
6. Applicant submitted an overall plan with the application, and it is attached to this report. That has not been made a part of the conditions.
7. 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.

8. Part of the property is in the 100-year floodplain. It does not appear the business impacts the floodplain, but if it should, all floodplain regulations will have to be met.

Hours of operation pet (dog and cat) training: intermittent day time group classes. Average number of group class participants=6-8 or private consults (individual or single family). Classes could be offered from 8am-10pm. Specific class times could vary from day to day. Estimating 2-4 group classes per day of operation plus some private sessions. Classes will typically be conducted 5 days per week, or 6 "partial

days". Rotating between a Mon-Fri schedule or a schedule that includes weekends. Daily dog/cat training customers expected up to 30 people plus pets/cars per day; the average group class for older puppies and adult dogs will be 6 dogs, for young puppy socials may average 8-10 puppies attending. I am not anticipating cat training classes to sustain the business, but I have a dream to offer classes for kitties and their guardians. Trips to and from the building for 1 primary trainer daily plus 1 assistant.

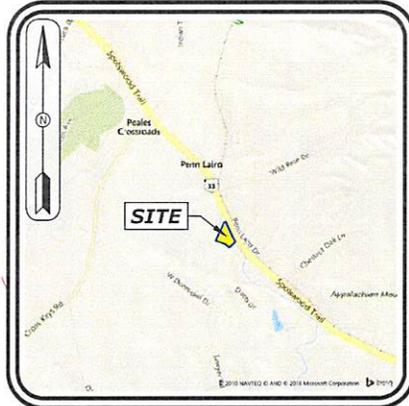
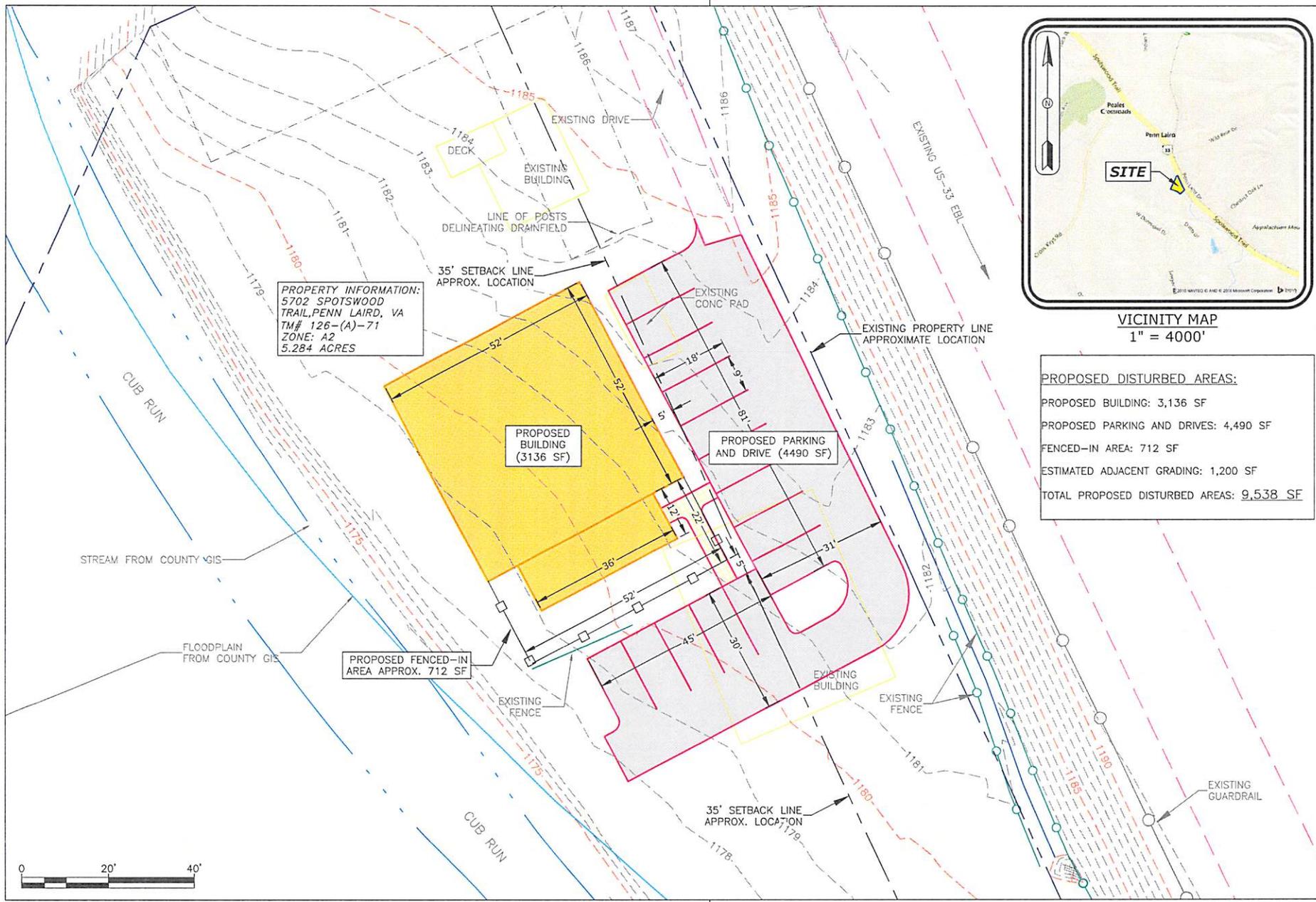
Dog (canine) daycare is a future possibility I would like to have approved under the special use permit. Dog Daycare is not anticipated upon opening of business. If providing a dog daycare at this property is a deterrant that prohibits my ability to acquire the special use permit for dog training, I am open to dropping this portion of the request.

Hours of operation dog daycare: Plans to limit daycare dogs to 10 dogs maximum. Drop offs 7-9am, dogs retained on premises with intermittent play periods. Play periods would be held primarily inside classroom building. Outdoor time for potty breaks and some moderate play periods with small groups of dogs in yard surrounded by privacy fenced yard adjacent to the building would take place mid-day. Pickup time 4-6pm. May also allow limited mid-day pick-ups by the daycare dog operators. Daycare could add up to 20 customer trips (10 dog owners times 2) per day that the daycare operates (intended up to 5 days per week Mon-Fri), may begin with only 2 or 3 days per week. Plus trips to/from facility for 2 dog daycare operators.

Currently the business plan is only myself as a single staff member conducting training classes. I hope to obtain an assistant and I would like to have the facility be open to someone else handling dog daycare or coming into conduct additional classes. Should the dog daycare be approved I would expect two additional staff members available to oversee the daycare operation.

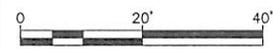
I am requesting the flexibility under the special use permit to offer occasional special events such as special topic seminars or small, private shows for students. I recognize the limitations of parking and size of facility at this location that will limit the size of these special events. These special events are likely to be scheduled on weekends or evenings.

Over time (maybe the next 2-3 yrs) I hope to build a bridge that spans Cub Run with primary use walking, but also able to support riding mower or small tractor, to use the area on the southside of the property for walking trails to help pet dog owners practice leash-walking skills in an outdoor environment, and to help dogs and their owners who have leash-reactivity to other dogs learn to pass calmly.



VICINITY MAP
1" = 4000'

PROPOSED DISTURBED AREAS:
 PROPOSED BUILDING: 3,136 SF
 PROPOSED PARKING AND DRIVES: 4,490 SF
 FENCED-IN AREA: 712 SF
 ESTIMATED ADJACENT GRADING: 1,200 SF
TOTAL PROPOSED DISTURBED AREAS: 9,538 SF



DWG No: **1**

PROJECT #: CE201642
 DATE: 9/8/2016
 SCALE: 1"=20'

Proposed Dog Training Facility
 Karen R. Mast
 1968 Mountain Valley Rd.
 Keezletown, VA 22832-2008

COLMAN ENGINEERING, PLLC
 P.O. Box 1764 | Harrisonburg, VA 22802 | Ph: (540) 246-3712
 E-mail: contact@colmaneng.com | www.colmaneng.com



Karen Rinald Mast Special Use Permit Request

11/16/2016



SUP# 16-294

