BOARD OF SUPERVISORS MEETING
February 14, 2018

3:30 P.M. CALL TO ORDER – VICE CHAIRMAN PABLO CUEVAS
INVOCATION – VICE CHAIRMAN PABLO CUEVAS
PLEDGE OF ALLEGIANCE – COUNTY ATTORNEY THOMAS H. MILLER, JR.

1. Approval of Minutes – Regular Meeting of January 24, 2018

2. Proclamation – American Red Cross Month

3. Report – Virginia Department of Transportation – Residency Administrator
   Donald F. Komara

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 – Philip S. Rhodes
   g. Director of Community Development – Casey B. Armstrong
   h. Director of Technology – Terri M. Perry
   i. Fire & Rescue Chief – Jeremy C. Holloway
   j. Interim Director of Parks & Recreation – Justin S. Moyers
   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, VA Co Liaison, Chairman, Other

6. Committee Appointment – Board of Equalization, District 5

7. Closed Meeting – Pursuant to Section 2.2-3711.A(1), Discussion, consideration,
   or interviews of prospective candidates for employment; assignment,
   appointment, promotion, performance, demotion, salaries, disciplining, or
   resignation of specific public officers, appointees, or employees of any public
   body; and (7), Consultation with legal counsel and briefings by staff members or
   consultants pertaining to actual or probable litigation, where such consultation or
   briefing in open meeting would adversely affect the negotiating or litigating
   posture of the public body

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Recess for Dinner
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6:00 P.M. 8. Public Hearing - Special Use Permits:

SUP17-273, Randy Fauls, 269 Pear Street Harrisonburg 22801 for a motor
vehicle repair shop and impound lot on property located on the north side of Pear
Street (City) approximately 930’ north of W. Mosby Road (Route 712), Election
District #2, zoned A-2, Tax Map #108-(A)-164.
SUP17-333, Michael & Beverly Beery, 4866 Honey Run Road, Dayton, 22821 for a machinery and equipment center (limited to general agricultural repairs only) on property located on the west side of Honey Run Road (Route 743) approximately 4/10 mile south of Lumber Mill Road (Route 734), Election District #4, zoned A-1. Tax Map #105-(A)-178.

9. Unfinished Business

*** ADJOURN ***
The Regular Meeting of the Rockingham County Board of Supervisors was held on Wednesday, January 24, 2018, 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
PATRICIA D. DAVIDSON, Director of Finance
PHILIP S. RHODES, Director of Public Works
RHONDA H. COOPER, Deputy Director of Community Development
KELLY S. GETZ, Code Compliance Officer
JAMES B. MAY, Senior Planner
DIANA C. STULTZ, Zoning Administrator
JESSICA G. KILBY, Deputy Clerk
DONALD F. KOMARA, Residency Administrator
Virginia Department of Transportation
C. BURGESS LINDSEY, Assistant Residency Administrator
Virginia Department of Transportation

CALL TO ORDER.

Chairman Eberly called the meeting to order at 6:00 p.m.

INVOCATION
PLEDGE OF ALLEGIANCE.

Supervisor Chandler gave the Invocation and Assistant County Administrator Anas led the Pledge of Allegiance.

APPROVAL OF MINUTES.

On motion by Supervisor Breeden, seconded by Supervisor Kyger, 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 January 10, 2018.
TRANSPORTATION DEPARTMENT.

The Board heard Mr. Komara’s report on the activities of the Transportation Department, including the following updates:

- The old section of the Ottobine Road (Route 257) bridge has been removed and traffic is flowing on the new section. The bridge is on track to be complete by the fall of 2018.
- The Pleasant Run bridge on North River Road (Route 867) is set for replacement by Fairfield-Echols, LLC with an anticipated completion date of November 2018.
- The Route 33 East and Reservoir Street road improvement projects are progressing.
- In preparation for hard surface treatment, trees are being cut on Vetters Road (Route 790) and Mossy Creek Road (Route 747).
- Recent maintenance work includes brush cutting, boom axing, preparing for rural rustic road improvements, and winter weather preparation.

INTRODUCTION OF STUDENTS.

Students from Eastern Mennonite and East Rockingham high schools introduced themselves to the Board.

PRESENTATION – CLIMATE CHANGE

Les Grady, Bishop Dansby and Joy Loving addressed the Board concerning a future sustainability and climate related adaptation plan for the County. Dr. Grady explained how the earth’s temperature is continually rising, with 2017 being the second hottest year on record. He explained how the increase in temperature is a result of rising concentrations of carbon dioxide and other greenhouse gases in the atmosphere, and explained that stabilizing earth’s temperature is dependent on stopping the emission of carbon dioxide. Dr. Grady reviewed projected damages to the County in 2080-2099.

Bishop Dansby emphasized that action at the local level is essential with an absence of policy at federal and state levels. He explained that setting the example and doing “our part” to reduce greenhouse emissions, increase energy efficiency, adapt to changes in climate, promote renewable energy, protect agriculture, and develop a sustainable culture are all objectives the County should consider.

Joy Loving stated that adaptation will be required to address earth’s changing atmosphere, pointing out that being proactive rather than reactive is key. She provided examples of sustainability plans in other Virginia localities and urged the Board to include a sustainability plan, including adaptation to climate change in the upcoming Comprehensive Plan. Additionally, she offered to help and suggested that she be appointed to the Citizens’ Advisory Committee.

PRESENTATION - COMMUNITY SERVICES BOARD CAPITAL PROJECT.

Ellen D. Harrison, Executive Director, Harrisonburg-Rockingham Community Services Board (HRCSB), reviewed a Space Considerations and Feasibility Study addressing the space needs of the HRCSB.

Ms. Harrison highlighted the many challenges that expanding service capacity to meet demands has created for the HRCSB. Three of the five HRCSB buildings were built circa 1920’s. Ms. Harrison said there is standing room only on most days in each of the
waiting areas, there are inefficiencies created by having critical departments housed in separate buildings, non-traditional space is being used for offices, including shared spaces and there is lack of treatment and meeting room space.

Since 2011, the CSB has experienced a 54 percent increase in clients served and since 2013, a 13 percent increase in personnel. Additionally, the 2017 General Assembly enacted legislation requiring all CSB’s provide additional services effective January 1, 2019. This mandate will require the CSB to create and fill many new clinical and administrative positions in order to maintain compliance.

Ms. Harrison reviewed the proposal, which was approved by the HRCSB’s Board of Directors. The proposed $10,000,000 capital project would be financed over a 20-year debt service period with annual debt payments expected at $750,000. The County, City, and CSB would share the cost equally.

Supervisor Cuevas stated that the Finance Committee reviewed the proposal and understands the need for the County to fund its share of the project, given the demand and type of services provided by the CSB. Supervisor Cuevas indicated that the Finance Committee will include the requested funding in the upcoming fiscal year 2019 budget. He pointed out that although the total project cost is nearly $10,000,000 the cost would be split between the County, City and CSB.

Board members expressed appreciation to Ms. Harrison and the CSB for the outstanding services provided to the community.

On motion by Supervisor Breeden, seconded by Supervisor Chandler, and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN - AYE; CHANDLER - AYE; CUEVAS - AYE; EBERLY – AYE; KYGER - AYE; the Board authorized the Harrisonburg-Rockingham Community Services Board (HRCSB) to proceed with a Request for Proposals for the expansion and construction capital project of the Harrisonburg-Rockingham Community Services Board.

The Harrisonburg-Rockingham Community Services Board
Space Considerations and Feasibility Study 2018
can be found in the
“Attachments – Board of Supervisor’s Minutes Notebook” located in Administration.

RECESS.

Chairman Eberly recessed the meeting at 7:01 p.m.

PUBLIC HEARING - ORDINANCE AMENDMENTS.

At 7:06 p.m., Chairman Eberly opened the public hearing and Ms. Stultz reviewed the following proposed ordinance amendments.

OA17-280 Amendment to the Rockingham County Code, Chapter 17, (Zoning), Section 17-607 Supplemental standards for some land uses to remove item E under mini-storage facility, which now requires that in the A-1 and A-2 zoning districts, storage shall only occur within an agricultural structure at least three (3) years old.

Ms. Stultz noted that the amendment was generated by County resident Ronnie Freed, and she shared staff’s recommendation for denial.

Ronnie Freed spoke on behalf of the ordinance amendment. He explained that the property he would like to rezone was used by VDOT as a dumping site for left over soil
from a road improvement after blasting the site. He indicated the soil is not suitable for farming; however, it is level and flat and seems appropriate for a storage building.

In response to questions from Supervisor Cuevas, Ms. Stultz explained that Mr. Freed initiated the amendment with staff in order to construct a storage building on his property for a public rental facility. The current ordinance requires that storage shall only occur within an agricultural structure at least three years old in A-1 and A-2 zoning districts. Mr. Freed does not have any existing structures on his property and wishes to construct a new building.

Kim Sandum emphasized that reusable buildings in the A-1 and A-2 zoning districts protect the integrity of the County. She said the three-year rule for existing structures was a compromise when the ordinance was initially drafted. She hopes the language will remain as is to protect agricultural property in the County.

At 7:18 p.m., Chairman Eberly closed the public hearing.

On motion by Supervisor Cuevas, seconded by Supervisor Kyger, 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 denied OA17-280 Amendment to the Rockingham County Code, Chapter 17, (Zoning), Section 17-607 Supplemental standards for some land uses to remove item E under mini-storage facility, which now requires that in the A-1 and A-2 zoning districts, storage shall only occur within an agricultural structure at least three (3) years old.

The public hearing was reopened and Ms. Stultz reviewed the following staff generated ordinance amendment.

OA17-285 Amendment to Rockingham County Code, Chapter 17 (Zoning Ordinance), Table 17-806.01 Area, Setback, and Height Standards - Conventional, to increase structure height in the B-1, B-2, and I-1 zoning districts from 45’ to 60’.

Concerning OA17-285, Kim Sandum indicated that she is generally in favor of taller buildings rather than using a larger land footprint. She questioned whether taller buildings will fit in B-1 and B-2 areas, such as the historical Port Republic Village. She suggested staff modify the ordinance so that buildings of excessive height are permitted in compatible areas.

After a brief discussion, Supervisor Breeden recommended tabling the ordinance amendment to allow staff time to review the suggestion.

Chairman Eberly closed the public hearing at 7:24 p.m.

On motion by Supervisor Kyger, seconded by Supervisor Chandler, and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN - AYE; CHANDLER - AYE; CUEVAS - AYE; EBERLY – AYE; KYGER - AYE; the Board tabled OA17-285 Amendment to Rockingham County Code, Chapter 17 (Zoning Ordinance), Table 17-806.01 Area, Setback, and Height Standards - Conventional, to increase structure height in the B-1, B-2, and I-1 zoning districts from 45’ to 60’.

At 7:25 p.m., Chairman Eberly re-opened the public hearing and Ms. Stultz reviewed the following:

OA17-286 Amendment to the Rockingham County Code, Chapter 17 (Zoning Ordinance), Section 17-607 Supplemental standards for certain land
uses to clarify that the 1200 square feet for an accessory dwelling is any enclosed area used for the dwelling.

With no comments or opposition heard, Chairman Eberly closed the public hearing at 7:28 p.m.

On motion by Supervisor Breeden, seconded by Supervisor Cuevas, 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 adopted the following ordinance amendment:

**ORDINANCE**

**REPEALING AND RE-ENACTING**

**THE SUPPLEMENTAL STANDARDS**

**FOR DWELLING, ACCESSORY**

**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 “Dwelling, accessory” in Section 17-607 be and hereby are repealed and re-enacted as follows:

Section 17-607. Supplemental standards for certain land uses

*Dwelling, accessory.*

A. Any enclosed area used for the accessory dwelling shall not exceed twelve hundred (1200) square feet.

B. Only one accessory dwelling shall be permitted per parcel.

C. In addition to A and B above, in the R-1, R-2, PSF, MXU, R-4, and R-5 zoning districts, all accessory dwellings shall have direct vehicular access to a public or private street.

This ordinance shall be effective from the 24th day of January 2018.

Adopted the 24th day of January 2018.

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**PUBLIC HEARING – REZONING REQUESTS.**

At 7:29 p.m., Chairman Eberly opened the public hearing and Mr. Getz reviewed the following rezoning request:

**REZ17-157** Steve Weaver (GSW Investors), 92 N. Liberty St., Harrisonburg VA 22802, to rezone 30.76 acres of a 46.12-acre parcel located on the
west side of South Valley Pike (US 11) immediately north of Cecil Wampler Road (Route 704) and approximately 880 feet north of Oakwood Drive (Route 704), from A2 (General Agricultural) to I1-C (Industrial with Conditions). A portion of tax map #123-(A)-L83. Comprehensive Plan designates this area as Mixed Use. Election District 2.

The Planning Commission recommended approval on December 5, 2017.

Steve Weaver of GSW Investors spoke on behalf of the request. He indicated several small business owners have expressed interest in purchasing a small piece of the property for warehouse space. Rather than splitting the property into pieces, rezoning the entire 30 acres at once makes sense, he said. Mr. Weaver pointed out that buffering will be provided to protect neighbors. He said as VDOT continues to develop plans for Route 11, GSW Investors will use the recommended 100-foot temporary setback. Additionally, he reported that the property has all the necessary utilities for this type of use.

No one spoke in opposition to the request.

Chairman Eberly closed the public hearing at 7:37 p.m.

On behalf of Chairman Eberly, on motion by Supervisor Kyger, seconded by Supervisor Chandler, and carried by a roll vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; CUEVAS – AYE; EBERLY – AYE; KYGER – AYE; the Board, subject to the following proffers, approved REZ17-157 Steve Weaver (GSW Investors), 92 N. Liberty St., Harrisonburg VA 22802, to rezone 30.76 acres of a 46.12-acre parcel located on the west side of South Valley Pike (US 11) immediately north of Cecil Wampler Rd. (Route 704) and approximately 880 feet north of Oakwood Dr. (Route 704), from A2 (General Agricultural) to I1-C (Industrial with Conditions). A portion of tax map #123-(A)-L83. Comprehensive Plan designates this area as Mixed Use. Election District 2.

Proffers:

1. As shown on the attached plat, GSW Investors LLC shall place a temporary one hundred foot (100’) building setback from the current Route 11 boundary to allow for the future expansion of U.S. Route 11. Upon VDOT acquiring the right-of-way for its current widening project, the one hundred (100’) building setback will automatically terminate and the setback will be determined by existing Rockingham County code requirements.

2. If the GSW Investors LLC land is re-zoned to I-1 Industrial pursuant to the pending application, its land will not be used for any of the following uses:

   a. Airport, helipad, or flight strip
   b. Carpet and rug cleaning service
   c. Community garden
   d. Community pool/sport court
   e. Feed mill
   f. Motor vehicle tow service
   g. Park, government owned
   h. Rail siding
   i. Railroad yard
   j. Sawmill or lumber mill
   k. Animal shelter
   l. Sawmill or lumber mill
   m. Hog operation
   n. Poultry operation
   o. Automobile graveyard
   p. Quarry operation
This is revised as of December 4, 2017 and replaces the Proffer dated November 2, 2017 in its entirety.

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The public hearing was reopened and Mr. Getz reviewed REZ17-206.

REZ17-206  Spotswood Trail LLC, P.O. Box 71, Harrisonburg VA 22803, to rezone a 0.913-acre parcel located on the southwest side of Mt. Olivet Church Rd (Rt. 644), approximately 250’ south of Spotswood Trail (US 33), from B1-C (General Business with conditions) to B1-C (General Business with Conditions). Tax map #129-(A)-L63A, Comprehensive Plan designates this area as Commercial. Election District 5.

The Planning Commission recommended approval on December 5, 2017.

The applicant was available for questions.

Kim Sandum inquired as to whether this area of McGaheysville is considered a gateway area and asked if there are requirements that should be considered. Ms. Cooper stated that the McGaheysville Area Plan currently does not provide much detail, and indicated this is an area staff hopes to clarify during the Comprehensive Plan update.

With no further comments, Chairman Eberly reconvened the regular meeting.

On motion by Supervisor Breeden, seconded by Supervisor Cuevas, and carried by a roll vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; CUEVAS – AYE; EBERLY – AYE; KYGER – AYE; the Board, subject to the following proffers, approved REZ17-206 Spotswood Trail LLC, P.O. Box 71, Harrisonburg VA 22803, to rezone a 0.913-acre parcel located on the southwest side of Mt. Olivet Church Rd (Rt. 644), approximately 250’ south of Spotswood Trail (US 33), from B1-C (General Business with conditions) to B1-C (General Business with Conditions). Tax map #129-(A)-L63A, Comprehensive Plan designates this area as Commercial. Election District 5.

Proffers:

Mark B Callahan, for Spotswood Trail, LLC, hereby proffers that the use and development of this property shall be in strict accordance with the following conditions:

Great Eastern Resort Corporation or its subsidiaries shall use and access the Property for the following:

a. Carpet and rug cleaning service
b. House management office
c. Laundry, commercial or industrial
d. Laundry, dry cleaning, laundromat
e. Office
f. Warehouse
g. Service business, not otherwise listed

Uses will not be open to retail or unrelated traffic.

The conditions set forth in this proffer statement supersede all conditions set forth in previous proffer statements submitted as part of this application.

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At 7:43 p.m., Chairman Eberly reopened the public hearing and Mr. Getz reviewed REZ17-302.
REZ17-302 Joseph Burkholder, 4012 Limestone Lane, Dayton VA 22821, to rezone a .923-acre portion of a 2.171-acre parcel, located on the north side of the intersection of Limestone Lane (Rt. 737) and Mason St (Rt. 257), from A-2, General Agricultural, to B-2-C, Neighborhood Business with Conditions. This area is identified as Mixed Use in the Comprehensive Plan. Tax map # 122-(A)-L139, Election District 2.

The Planning Commission recommended approval on January 2, 2018.

Richard Johnson with Blackwell Engineering prepared the zoning layout for the applicant and was available for questions. He indicated VDOT approved the entrance on Limestone Lane and mentioned that the house on the corner that blocks visibility will be demolished.

Brenda Fluharty, a resident of Limestone Lane, asked whether VDOT plans to improve Limestone Lane. She said the church and school create a large amount of traffic and she expressed concern regarding the safety of the road. Supervisor Kyger said the Board can request that specific roads be placed on VDOT’s Six-Year Improvement Plan; however, VDOT determines the need and timing of road improvements.

No one spoke in opposition to the request.

Chairman Eberly closed the public hearing and reconvened the regular meeting at 7:52 p.m.

On behalf of Supervisor Eberly, on motion by Supervisor Kyger, seconded by Supervisor Cuevas, and carried by a roll vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; CUEVAS – AYE; EBERLY – AYE; KYGER – AYE; the Board, subject to the following proffer, approved REZ17-302 Joseph Burkholder, 4012 Limestone Lane, Dayton VA 22821, to rezone a .923-acre portion of a 2.171-acre parcel, located on the north side of the intersection of Limestone Lane (Rt. 737) and Mason St (Rt. 257), from A-2, General Agricultural, to B-2-C, Neighborhood Business with Conditions. This area is identified as Mixed Use in the Comprehensive Plan. Tax map # 122-(A)-L139, Election District 2.

Proffer:

The use and development of this property shall be in accordance with the schematic land use plan submitted with this letter. Specifically, the dedication of a 40’ Right-of-Way along Ottobine Road, Route 257 and a 50’ Right-of-Way along Limestone Lane, Route 737 for use by Virginia Department of Highways as shown.

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At 7:53 p.m., Chairman Eberly reopened the public hearing and Mr. Getz reviewed the following request:

REZ17-305 Latitude Properties, Inc., 14 Hillside Drive, Wheat Ridge, CO 80215, to rezone 7.238 acres located on the east side of North East Side Highway (Rt. 340), approximately 0.8 mile south of Red Brush Rd. (Rt. 607) from A2-General Agricultural to MH1- Mixed Home. This area is identified as Agricultural Reserve in the Comprehensive Plan. Tax map #115-(A)-L165. Election District 5.

The Planning Commission recommended approval on January 2, 2018.

In response to a question from Administrator King, Mr. Getz indicated there are no maintenance or compliance issues in this mobile home park. Mr. Getz also pointed out that the mobile homes will be connected to the Town of Elkton’s utilities.
Supervisor Breeden mentioned that a citizen previously voiced concern about storm water runoff. Mr. Getz explained that storm water management is controlled at the site plan level. He confirmed that regulations require that no more storm water will leave the property after site plan approval than what currently leaves the property.

No one spoke in favor or in opposition to the rezoning request.

Chairman Eberly closed the public hearing and reconvened the regular meeting at 8:00 p.m.

On motion by Supervisor Breeden, seconded by Supervisor Kyger, and carried by a roll vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; CUEVAS – AYE; EBERLY – AYE; KYGER – AYE; the board approved REZ17-305 Latitude Properties, Inc., 14 Hillside Drive, Wheat Ridge, CO 80215, to rezone 7.238 acres located on the east side of North East Side Highway (Rt. 340), approximately 0.8 mile south of Red Brush Rd. (Rt. 607) from A2-General Agricultural to MH1- Mixed Home. This area is identified as Agricultural Reserve in the Comprehensive Plan. Tax map #129-(6)-L2 and 129-(6)-L3, Election District 5.

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The public hearing was reopened at 8:01 p.m., and Mr. Getz reviewed the following:

REZ17-308 Paul A. Dovel, III, PO Box 253, Shenandoah VA 22849, request to rezone 1.595 acres located on the south side of Spotswood Trail (Rt. 33) approximately 0.2 mile east of Mt. Olivet Church Rd. (Rt. 644), from B1-C, General Business with Conditions to B1-C, General Business with Conditions. (Requesting to add one additional use on properties.) This area is identified as Community Residential and is within the McGaheysville Urban Growth Area in the Comprehensive Plan. Tax map #115-(A)-L165. Election District 5.

The Planning Commission recommended approval on January 2, 2018.

Applicant Paul Dovel was available to answer questions. He explained that the intent is to turn the existing building on the property into a craft brewery. In Mr. Dovel’s opinion, this type of business will be a good fit for the area. He also noted that the shops currently on the property will remain open.

No one spoke in opposition to the request.

At 8:07 p.m., Chairman Eberly closed the public hearing and reconvened the regular meeting.

Supervisor Breeden noted his intention to abstain from action concerning the request, as he preferred to remain transparent given his working relationship with a beer manufacturer.

On motion by Supervisor Cuevas, seconded by Supervisor Chandler, and carried by a roll vote of 4 to 0 to 1, voting recorded as follows: BREEDEN – ABSTAIN; CHANDLER – AYE; CUEVAS – AYE; EBERLY – AYE; KYGER – AYE; the Board, subject to the following proffer, approved REZ17-308 Paul A. Dovel, III, PO Box 253, Shenandoah VA 22849, request to rezone 1.595 acres located on the south side of Spotswood Trail (Rt. 33) approximately 0.2 mile east of Mt. Olivet Church Rd. (Rt. 644), from B1-C, General Business with Conditions to B1-C, General Business with Conditions. (Requesting to add one additional use on properties.) This area is identified as Community Residential and is within the McGaheysville Urban Growth Area in the Comprehensive Plan. Tax Map #129-(6)-L2 and 129-(6)-L3, Election District 5.

Proffer:
The applicant has proffered to add Craft Brewery to the uses on the property and limit waste water effluent to no more than 140,000 gallons per year.

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At 8:09 p.m., the public hearing was reopened and Mr. Getz reviewed the following request:

REZ17-316  Bill V. Neff, 3570 North Valley Pike, Harrisonburg VA 22802, to rezone a 14.306-acre portion of a 32.759-acre parcel, located on the west side of Kratzer Rd. (Rt. 753) approximately 1200' north of Pulses Hill Lane (Rt. 908), from A2-General Agricultural to I-1C, General Industrial with Conditions. This area is identified as Industrial in the Comprehensive Plan. Tax map # 94-(A)-L110, Election District 2.

The Planning Commission recommended approval on January 2, 2018.

Applicant Bill Neff was available for questions. He pointed out that the adjoining landowner could not attend the meeting, and indicated the neighbor is in favor of rezoning the property for business use.

No one spoke in opposition to the request.

At 8:16 p.m., Chairman Eberly closed the public and reconvened the regular meeting.

On motion by Supervisor Cuevas, seconded by Supervisor Chandler, and carried by a roll vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; CUEVAS – AYE; EBERLY – AYE; KYGER – AYE; the Board, subject to the following proffers, approved REZ17-316  Bill V. Neff, 3570 North Valley Pike, Harrisonburg VA 22802, to rezone a 14.306-acre portion of a 32.759-acre parcel, located on the west side of Kratzer Rd. (Rt. 753) approximately 1200' north of Pulses Hill Lane (Rt. 908), from A2-General Agricultural to I-1C, General Industrial with Conditions. This area is identified as Industrial in the Comprehensive Plan. Tax map # 94-(A)-L110, Election District 2.

Proffers:

1. A 20’ wide strip of land running the length of the property along Kratzer Road will be dedicated to public use and will be shown on the subdivision plat.
2. There shall be only two (2) lots created.
3. There shall be ten (10) or fewer employees per shift on each of the two (2) lots rezoned to I-1C.
4. The uses on this property shall be limited to:
   a. Truck Driving School
   b. Sports Complex

COUNTY ADMINISTRATOR’S STAFF REPORT.

Administrator King reported that three proposals were received for the District Court Services Building Evaluation and Needs Assessment. Staff recommended the County award a contract to Moseley Architects for $49,113. Administrator King stated that $50,000 is included in the Fiscal Year 2017 budget for this work and indicated the City will be responsible for 50 percent of the cost.

On behalf of the Finance Committee, on motion by Supervisor Cuevas, seconded by Supervisor Kyger, 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 authorized staff to enter into a contract with Moseley Architects for
$49,113 to perform the District Court Services Building Evaluation and Needs Assessment.

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Included in Administrator King’s staff report, was a letter from the Natural Resources Conservation Service (NRCS) regarding the Lower North River Watershed Project. He pointed out that this project has been going on for many years and NRCS has decided to end the project. He recommended the County indicate no opposition to closing the project out as NRCS proposes in the letter.

On motion by Supervisor Kyger, seconded by Supervisor Chandler, 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 expressed no opposition to the Natural Resources Conservation Service (NRCS) closing the Lower North River Watershed Project.

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Administrator King addressed the item in his staff report concerning the Dayton Learning Center building and how the Board desires to proceed with the property once the new building is open.

Supervisor Cuevas said this was brought up at the Finance Committee meeting during budget discussions. With a projected shortfall facing the County, Supervisor Cuevas said the Finance Committee determined it would in the County’s best interest to accept the building and look at the possibility of selling the property to help offset expenditures.

On motion by Supervisor Cuevas, seconded by Supervisor Chandler, 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 directed the County Administrator to take the necessary steps to sell the Dayton Learning Center property located at 290 Mill Street, Dayton Virginia.

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Administrator King reported that the Phase I construction is almost complete at Rockingham Park at the Crossroads. He explained that Phase I included the base asphalt coating for the driving paths and a gravel finish for the main parking area located at the rectangular fields. Sufficient funds remain within the Phase I budget to also complete the base and finish asphalt for the entire driving surface and parking area. Finishing this work now is important from a storm water management and a utilization standpoint, Mr. King said. He recommended the Board authorize staff to modify the quantities of asphalt for Partners Excavating to complete the work at a cost $184,472.

Supervisor Cuevas pointed out that the funds are already budgeted within Phase I construction.

On motion by Supervisor Cuevas, seconded by Supervisor Chandler, 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 authorized staff to arrange for Partners Excavating to complete the asphalt gravel finish at the Rockingham Park at the Crossroads, using $184,472 of Phase I funds.

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Mr. Miller reminded the Board to provide the County Administrator or County Attorney with feedback concerning legislative matters, so that they can be forwarded to the County’s lobbyist.
January 24, 2018 (12)

Regarding the 2018 General Assembly Session, Mr. Miller reported that Senator Hanger will carry the transient occupancy tax bill on behalf of the County.

Additionally, he brought attention to Senate Bill 784 and House Bill 714; Building Code Provisions for Buildings and Structures in Rural Areas. The bills, carried by Senator Obenshain and Delegate Bell would require local governments to implement appropriate health and safety regulations for buildings and structures in rural areas in which commercial enterprises are located.

Delegate Hugo’s House Bill 1224, is similar; however, it provides that current exemption for farm buildings and structures from the Uniform Statewide Building Code do not apply if a building or a portion of a building is operated as a licensed winery or farm winery under the provisions of the Alcoholic Beverage Control Act. The bill has a two-year delayed effective date to allow existing structures to come into compliance.

Following discussion regarding the bills, Supervisor Kyger expressed his concerns of HB 1224. He questioned what would become of existing businesses that are unable to meet building code, specifically fire flow regulations. He suggested the County oppose Delegate Hugo’s bill and support Senator Obenshain and Delegate Bell’s companion bills.

Further discussion ensued regarding farm buildings and structures as they relate to health and public safety. County Attorney Miller said he will keep the Board informed of any updates related to the bills.

Supervisor Kyger made a motion to express opposition to Delegate Hugo’s House Bill 1224.

Seconded by Supervisor Chandler, and carried by a vote of 4 to 1, voting recorded as follows: BREEDEN - NAY; CHANDLER - AYE; CUEVAS - AYE; EBERLY – AYE; KYGER - AYE; the Board directed staff to express opposition in regard to House Bill 1224 Statewide Building Code; Applicability to Farm Buildings and Structures.

FINANCE DIRECTOR’S STAFF REPORT.

The Board received and reviewed Mrs. Davidson’s staff report dated January 18, 2018.

PUBLIC WORKS COMMITTEE REPORT.

On behalf of the Public Works Committee, on motion by Supervisor Cuevas, seconded by Supervisor Chandler, 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 authorized staff to contract with Southern Air, Inc. for $3,651,000 for HVAC at the Jail, to include $576,000 for boiler replacement and $85,000 for ductwork cleaning, for a total not to exceed amount of $4,312,000.

Administrator King pointed out that the HVAC work at the jail has been under review for at least ten years. He credited the County’s maintenance staff and several contractors for holding the system together for so long. The project will be extremely difficult given that the building is occupied around the clock, he said. Administrator King pointed out that the County has an obligation to make sure it provides an appropriate environment for all individuals in that building and he credited the Board for understanding the importance of the project. Further, Administrator King emphasized how the HVAC system will improve the environment and efficiency of the jail.

COMMUNITY DEVELOPMENT DIRECTOR’S STAFF REPORT.
The Board received and reviewed Mr. Armstrong’s staff report dated January 24, 2018.

Ms. Cooper reported that the Planning Commission by-laws call for the election of officers to occur annually in October. The Commission recommended that the Board amend Article 3-2 of the by-laws to have elections occur in January of each year. In addition, Article 9-1 gives the Commission the authority to amend its by-laws. The Commission acknowledges it is a Board-appointed body and recommended the text be amended accordingly.

On motion by Supervisor Kyger, seconded by Supervisor Chandler, 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 adopted the following Planning Commission By-laws:

ROCKINGHAM COUNTY PLANNING COMMISSION

BYLAWS

Revised April 2, 1996
Revised October 7, 2008
Revised January 24, 2018

ARTICLE I - ORGANIZATION

1-1 The official title of this commission shall be the “Rockingham County Planning Commission”.

1-2 The commission, established in conformance with the resolution adopted by the board of supervisors of Rockingham County on July 25, 1960, has adopted the following Articles in order to facilitate its powers and duties in accordance with the provisions of Chapter 25, Title 15, Article 3, Code of Virginia.

ARTICLE 2 - MEMBERS

2-1 The commission shall consist of five (5) members, who shall be referred to as appointed members and are customarily selected from each of the five (5) election districts. The appointed members serve four-year terms and shall not be appointed to serve more than two (2) consecutive, four-year terms.

2-2 Any vacancy in membership shall be filled by appointment by the board of supervisors and shall be for the unexpired term only. An appointed member shall continue to serve on the commission until a replacement has been found.

2-3 Any appointed member may be removed by the board of supervisors for malfeasance in office.

2-4 Members are paid a stipend plus expenses incurred in the performance of their official duties.

ARTICLE 3 - OFFICERS AND THEIR SELECTION

3-1 The officers of the planning commission shall consist of a chairman and a vice chairman. In addition, the administrative assistant of the Department of Community Development shall act as secretary to the commission.

3-2 Nomination of officers shall be made from the floor at the regular January meeting each year. Election of officers shall follow immediately. It is customary to rotate the chairmanship and vice chairmanship among the appointed members in consecutive order by election district (1 through 5). It is also customary that an
appointed member serve as vice chairman the year prior to serving as chairman.

3-3 A candidate receiving a majority vote of the entire membership of the planning commission shall be declared elected and shall take office immediately to serve for one (1) year or until a successor is elected.

3-4 Vacancies in office shall be filled immediately by regular election procedures.

ARTICLE 4 - DUTIES OF OFFICERS

4-1 The chairman shall be an appointed member of the commission and shall:

4-1-1 Preside at all meetings.
4-1-2 Appoint committee assignments.
4-1-3 Rule on all procedural questions (subject to a reversal by a two-thirds (2/3) majority vote of the members present)
4-1-4 Be informed immediately of any official communication and report same at the next regular meeting.
4-1-5 Carry out other duties as assigned by the commission.

4-2 The vice chairman shall be an appointed member of the commission and shall:

4-2-1 Act in the absence or inability of the chairman to act.
4-2-2 Have the powers to function in the same capacity as the chairman in cases of the chairman’s absence or inability to act.

4-3 The secretary shall:

4-3-1 Keep a set of minutes.
4-3-2 Keep a written record of all business transacted by the commission and a file of all official records and reports of the commission.
4-3-3 Notify all members of all meetings.

ARTICLE 5 - STANDING AND SPECIAL COMMITTEES

5-1 Standing committees shall be appointed for one (1) year by the chairman. Committees should be appointed within sixty (60) days after the chairman takes office or as needed. Vacancies shall be filled immediately by the chairman.

5-1-1 COMPREHENSIVE PLAN COMMITTEE

Composed of at least two (2) members, this committee coordinates projects of the commission and reviews work as it relates to the comprehensive plan and sees that the comprehensive plan is updated in an orderly and timely manner.

5-1-2 ZONING AMENDMENT COMMITTEE

Composed of at least two (2) members, this committee reviews and forwards recommendations on rezonings or zoning ordinance amendments that are referred to it by the commission and may aid staff in developing zoning ordinance amendments.

5-1-3 SUBDIVISION COMMITTEE

Composed of at least two (2) members, this committee reviews and
forwards recommendations on subdivision ordinance amendments referred to it by the commission and may aid staff in developing subdivision ordinance amendments.

5-1-4 CAPITAL IMPROVEMENT COMMITTEE

Composed of at least two (2) members, this committee facilitates the preparation of an annual capital improvements plan for action by the commission.

5-1-5 LIAISON COMMITTEE

Composed of at least two (2) members, this committee meets with other jurisdictions on planning matters of mutual interest and meets as needed with the Rockingham Board of Zoning appeals to discuss concerns involving particular requests for variances.

5-1-6 TRANSPORTATION/HIGHWAY COMMITTEE

Comprised of at least two (2) members, this committee reviews matters pertaining to state plans for road improvements and evaluates road needs on an annual basis.

5-2 Special committees may be appointed by the chairman for the purposes and terms approved by the commission.

ARTICLE 6 - MEETINGS

6-1 Regular meetings of the commission shall be held on the first Tuesday of each month unless otherwise designated by the commission.

6-2 Special meetings shall be called at the request of the chairman or at the request of a quorum of the membership. Written notice stating the time of the meeting shall be given to each member at least five (5) days prior to such meetings, or a waiver of notice can be signed at the special meeting if all members are in attendance.

6-3 All meetings and hearings where three (3) or more members are present shall be open to the public as shall be the records and accounts of the commission.

6-4 A majority of the membership of the commission shall constitute a quorum. No action of the commission shall be valid unless authorized by a majority of the quorum voting. Voting may be by roll call, in which case a record shall be kept as a part of the minutes.

ARTICLE 7 - ORDER OF BUSINESS

7-1 The order of business for a regular meeting shall be:

7-1-1 Call to order by chairman
7-1-3 Pledge of allegiance and invocation
7-1-4 Approval of minutes
7-1-5 Public hearing
7-1-6 Action on requests presented at hearing
7-1-7 Unfinished business
7-1-8 New business
7-1-9 Miscellaneous

7-1-10 Adjournment

7-2 Motions shall be restated by the chairman before a vote is taken. The names of persons making and seconding motions shall be recorded.

7-3 Parliamentary procedure in commission meetings shall be governed by the adopted rules of order, namely, Robert’s Rules of Order.

7-4 The secretary shall keep a set of minutes of all meetings, and these minutes shall become public record.

ARTICLE 8 - HEARINGS

8-1 In addition to those required by law, the commission, at its discretion, may hold a public hearing when it decides that a hearing will be in the public interest.

8-2 Notice of a hearing shall be published in a newspaper of general circulation in the area at least ten (10) days before the time of public hearing unless otherwise specified by law.

8-3 The case before the commission shall be summarized by the chairman or other member delegated by the chairman.

8-4 Interested parties shall have the privilege of the floor. A record shall be kept of those speaking before the hearing.

8-5 Records or statements shall be recorded or sworn to, as evidence for any court of law, only after notice is given to the interested parties.

ARTICLE 9 - AMENDMENTS

9-1 These by-laws may be changed by the Board of Supervisors.

COMMITTEE REPORTS.

The Board heard 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 authorized the following FY2017-2018 Supplemental Appropriation:

Fire/EMS Overtime

A supplemental appropriation for $26,000 for funds received from Dynamic Aviation to pay for Airport Rescue Fire Fighting (ARFF) standbys.

Supplemental Appropriation: $26,000

$26,000 GL Code: 1001-03201-00000-000-501200-000 Fire/EMS Overtime
$26,000 GL Code: 1001-00000-11803-000-318200-000 Charges for Personnel
SHENANDOAH VALLEY PARTNERSHIP (SVP)

Mr. Anas recalled that the Board approved a $13,000 match for the Go VA Region 8 Nursing Program in 2017. He said the Commonwealth did not grant approval of the program.

VIRGINIA ASSOCIATION OF COUNTIES (VACo) LIAISON

Supervisor Kyger reminded staff of the Rural Caucus in Richmond on February 7 and Legislative Day for Local Governments on February 8.

COMMITTEE APPOINTMENTS.

On motion by Supervisor Chandler, seconded by Supervisor Kyger, 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 Glenn Wayland to fill an unexpired term on the Recreation Commission for District 3, to expire December 31, 2020; and to the Rockingham Recreation Foundation, Inc. Board of Directors for a term to expire December 31, 2018.

ADJOURNMENT.

Chairman Eberly declared the meeting adjourned at 9:00 p.m.

________________________,
      Chairman
Fiscal Year 2019 Budget - The Finance Committee met to discuss the budget recommendation for the budget work session.

Middle River Regional Jail Meeting - Staff attended a Finance Committee and Board meeting in the last two weeks to begin discussions on the FY19 budget request.

Purchasing Payables with SunTrust - The Finance Department is working with SunTrust to implement a payables program that will reduce the number of checks written each week to pay vendors. The department expects the program to be in place by mid-March.

Purchasing

No Action:
Three Springs Water Treatment Plant Vertical Turbine Finished Water Pumps - The County solicited bids from equipment suppliers to provide vertical turbine pumps for the County’s new finished water pump station. The bid closed December 7th at 2:00pm with two responses. The bids will be presented on February 14th for approval by the Public Works Director.

Three Springs Water Treatment Plant Finished Pumping Station - Sealed Bids will be received for the Three Springs Water Treatment Plant Finished Water Pump Station project at the existing treatment facility located near the intersection of Three Springs Road and Lethe Lane in McGaheysville, VA. The bids will be presented on February 14th for approval by the Public Works Director.
Open Bids:  
**Processing Services for Bills and Past Due Notices** - The County is seeking proposals from firms authorized to do business in the State of Virginia, to obtain processing services for bills and notices. The bid closes on February 9th at 2:00pm.

**Accident and Health Insurance Coverage Rockingham County Fire & Rescue Volunteers** - The purpose of this Invitation to Bid (ITB) is to request formal competitive sealed bids through the Invitation to Bid process to establish a contract for accidental and health insurance coverage for Rockingham County Fire & Rescue Volunteers. The bid closes February 16th at 2:00pm.

**Fire Alarm System Replacement** - The purpose of this Invitation to Bid (ITB) is to request formal competitive sealed bids to establish a contract for the service of replacing the fire alarm systems in the Harrisonburg/Rockingham County Jail and Sheriff’s Office facility. The bid closes March 9th at 2:00pm.
Fiscal Year 2019 Budget Schedule
December 1st - Department Head Budgets Due to Finance
January 2 - 12 - Department Head meetings with County Administrator
February 1st - Reassessment numbers due to Finance
February 21st - County Administrator present budget to Board; Board of Supervisors direct staff tax rate advertisement
February 28th - Notice of Public Hearing on Tax Rate
March 28th - Public Hearing and Adoption - Tax Rate
April 1st - State Code 15.2-2503
   Governing body must prepare a budget for informative purposes
April 4th - Notice of Budget Public Hearing (at least once)
April 11th - Public Hearing - Budget at Turner Ashby High School
April 25th - Budget Adoption
May 1st - Mail Real Estate Tax Bills
   Bills must be received by Citizens 30 days in advance
May 9th - Budget Appropriation
June 1st - State Code 58.1-3001
   Must set the levy no later than June
June 5th - Real Estate Tax Payments Due
   Real Estate Taxes are based on the Calendar Rate set as of January 1 of the current year
July 1st - State Code 15.2-2503
   Budget must be approved and a tax rate fixed no later than the start of the fiscal year
1. As part of improving the County’s overall safety culture, defensive driving classes will be held in February and March for all staff that regularly drive County vehicles.

2. The County’s Worker’s Compensation carrier has partnered with a company called SafePersonnel, who offer basic safety courses online. In the month of February, staff in specified positions will be required to complete “Slips, Trips and Falls” training.

3. New hires for the month of January:
   a. Fire and Rescue – 2 FT (Fire & Rescue Technicians, vacant positions)
   b. Parks and Recreation—4 PT (Afterschool Program Leaders); 1 PT (Director, to fill vacancy; position will be FT on or around February 26th)
   c. Sheriff’s Office – 3 FT (Correctional Officers to fill vacant positions); 1 FT (Jail Physician to fill vacancy)
   d. Commonwealth Attorney—1 FT (Attorney to fill vacant position)
   e. Clerk of the Court – 4 PT (Scan Room Technicians)

Respectfully submitted,

Jennifer J. Mongold
Public Works  Staff Report  February 14, 2018

1. **Personnel vacancies**

   Utilities: no vacancies  
   Landfill: no vacancies  
   Refuse & Recycle: no vacancies  
   Public Works Admin: 2 vacancies (Billing Technician & Engineering Technician)  
   Facilities Maintenance: no vacancies

2. **Utilities**

   McGaheysville 16” Water Line and Tank

   Aaron J. Connor General Contractor, Inc. was awarded the contract for this project on August 14, 2017. The contractor has begun installation of the line along McGaheysville Road. Estimated completion date is August of 2018.

   Update: Approximately 4,000’ of waterline has been installed.

   Staff has met with the Public Works Committee to discuss potential tank sites. Further discussions will be held once property owners have been contacted for input on proposed sites.

   Smith Creek Water and Sewer Authority

   The recommended ordinance changes to the Smith Creek Water and Sewer Authority were advertised on February 8, 2018 and February 14, 2018. The Authority will then hold a public hearing on February 28, 2018 to receive comments on the changes.

   **Harrisonburg Rockingham Regional Sewer Authority**

   Authority capacity – 22 million gallons per day  
   December average flow – 8.99 million gallons per day

   Rockingham County capacity – 4.6 million gallons per day  
   December average flow – 2.42 million gallons per day

3. **Landfill**

   The Household Hazardous Waste Collection will be held on Saturday, April 21st from 8 am to 12 noon at the Landfill.

   Landfill Phase 5-cell A

   Fine grading on the liner subgrade continues in preparation for the stone cushion layer installation. The liner is scheduled to begin installation on 9/18/17. Completion of the liner installation should then be finished before cold weather. The stone work, leachate piping, and final grading/seeding will progress from that point. The completion date per the contract is 8/1/18.
Update: 100% of the liner has been installed and approximately 60% of the leachate cushion layer stone has been installed.

4. Facilities

Southern Air, Inc. was awarded the contract for the Jail HVAC upgrade at the January 24, 2018 Board meeting. The contract for the project is currently being reviewed and anticipated to be signed within the next week.

A pre-bid meeting was held on February 9, 2018 for the Fire Alarm upgrade at the Jail. The work will be performed at the same time as the HVAC upgrade.

Respectfully Submitted,
Philip S. Rhodes
Director of Public Works
### CONTENTS/SUMMARY

<table>
<thead>
<tr>
<th>Section</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. PERSONNEL</td>
<td>2</td>
</tr>
<tr>
<td>2. BOARD ACTION REQUESTED</td>
<td>3</td>
</tr>
<tr>
<td>None</td>
<td></td>
</tr>
<tr>
<td>3. PROJECTS/REPORTS</td>
<td>3</td>
</tr>
<tr>
<td>a. Rockingham Bicycle Advisory Committee</td>
<td>3</td>
</tr>
<tr>
<td>b. CityView Re-Adoption Project Management Plan</td>
<td>3</td>
</tr>
<tr>
<td>c. MPO Route 11 South Regional Corridor Study</td>
<td>3</td>
</tr>
<tr>
<td>d. Rockingham County Road Projects Update</td>
<td>3</td>
</tr>
<tr>
<td>e. Emergency Call Center CAD/DMS Vendor Selection</td>
<td>5</td>
</tr>
<tr>
<td>4. PROJECTS AND REPORTS TABLED BY THE BOARD OF SUPERVISORS</td>
<td>5</td>
</tr>
<tr>
<td>a. North Valley Pike Corridor Strategic Plan</td>
<td>5</td>
</tr>
<tr>
<td>5. PLANNING COMMISSION ACTIONS</td>
<td>5</td>
</tr>
<tr>
<td>6. COUNTY INITIATED AMENDMENTS</td>
<td>6</td>
</tr>
<tr>
<td>7. UPCOMING PUBLIC HEARINGS</td>
<td>7</td>
</tr>
<tr>
<td>a. Agricultural &amp; Forrestal District Additions- None</td>
<td>7</td>
</tr>
<tr>
<td>b. Special Use Permits- Two</td>
<td>7</td>
</tr>
<tr>
<td>c. Rezonings Not Involving a Public Hearing- None</td>
<td>7</td>
</tr>
<tr>
<td>d. Rezonings Requiring a Public Hearing- None</td>
<td>7</td>
</tr>
<tr>
<td>e. Ordinance Amendments- None</td>
<td>7</td>
</tr>
<tr>
<td>8. PRIORITY PROJECTS UNDERWAY BY STAFF</td>
<td>7</td>
</tr>
<tr>
<td>9. REQUESTS TABLED BY THE BOARD OF SUPERVISORS</td>
<td>8</td>
</tr>
<tr>
<td>a. Special Use Permits- One</td>
<td>8</td>
</tr>
<tr>
<td>b. Plans- One</td>
<td>8</td>
</tr>
<tr>
<td>c. Rezonings- None</td>
<td>8</td>
</tr>
<tr>
<td>d. Ordinance Amendments- None</td>
<td>8</td>
</tr>
<tr>
<td>10. STAFF DIRECTORY</td>
<td>9</td>
</tr>
<tr>
<td>11. URBAN DEVELOPMENT AREA MAP- UNDER DEVELOPMENT</td>
<td>Attached</td>
</tr>
<tr>
<td>12. BUILDING PERMIT ACTIVITY- DETAILED REPORT</td>
<td>Attached</td>
</tr>
</tbody>
</table>
**PERSONNEL**

**Filled Positions- 21.5**

Department Director (Casey Armstrong)
Deputy Department Director (Rhonda Cooper)

**ADMINISTRATIVE**
Administrative Assistant (Amanda Thomas)

**PERMIT INTAKE & PROCESSING**
Permit Specialist II (Amanda Thomas)
Permit Specialist II (Kelley Ann Weatherholtz)
Permit Specialist I (Kayla Woods)

**BUILDING CODE ENFORCEMENT**
Building Official (Joe Shifflett)
Deputy Building Official (Jay Carter)
Electrical Inspector (J.N. Riddel)
Building Inspector (Kenneth Lam)
Building Inspector (Ricky Davis)
Building Inspector (Ben Terry)
Building Inspector (Matt Mensinger)

**LAND DEVELOPMENT REVIEW**
Development Plan Manager (Pete Kesecker)

**PLANNING: SHORT- AND LONG-RANGE**
Senior Planner (James May)

**ZONING**
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)
PROJECTIONS AND REPORTS

ROCKINGHAM BICYCLE ADVISORY COMMITTEE (RBAC) (Rhonda Cooper, James May)

At its January meeting, the RBAC discussed the work plan and determined to readjust the scope. In reviewing the activities from the past year the RBAC found that the primary benefit the RBAC may provide to the Board of Supervisors would be with regard to the “Engineering” portion of the work plan. Staff is currently rewriting the 2018 RBAC Work Plan and will present it to the RBAC at the March 15 meeting. Once approved, the RBAC will submit the work plan to the Board for approval.

CITYVIEW RE-ADOPTION PROJECT MANAGEMENT PLAN (James May)

Staff has revised the processes for all items requiring public hearings. This process has included automation of fees and the standardization of correspondence. It has also resulted in a new format for administrative reports submitted prior to public hearings. While minor adjustments must continue to be made, the process has removed several redundancies. Staff is currently working through processes that require administrative review and processes for environmental inspections.

MPO ROUTE 11 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 VA 42. No action has been taken.

ROCKINGHAM COUNTY ROAD PROJECTS (Casey Armstrong/Pete Kesecker)

Route 33E turn lane/road widening – Progress report:

- 3/3/17 VDOT released the project for utility relocation; Verizon Provisioning queued the project for cable & material ordering and scheduling of the unit contractor for relocation.
- Valley Eng. confirmed that easements and right-of-way have been located and staked for accurate facility placement.
- Project was advertised for Invitation to Bid on 5/12/17 and Pre-Bid meeting was held on 5/23/17.
- Week of 6/5/17 – utility relocation underway projected to be completed by 7/14/17.
- Bid opening was at 2:15PM on 6/12/17, presented to BOS on 6/14/17, Notice of Award was 6/16/17 to Partners Excavating, with Notice to Proceed scheduled for 6/30/17.
- Utility relocation (Verizon) to be completed by 8/25/17
- Pre-Con./Kickoff meeting 8/25/17 with Notice to Proceed on 8/25/17
- 9/7/17- Continue to wait for Verizon to complete their work and switch service so poles can be removed and work can commence on the project.
- 9/26/17- Partners staged equipment and moved in construction trailer and began excavation starting on western end of project area.
- 10/10/17- 1st progress meeting was held. Was agreed that construction would commence and be completed on the south side of guardrail only, which will allow for 80% of the project to be completed without impact to daily traffic flow. Partners has completed transport and compaction for ¾ of the fill material necessary to bring the south side of the project up to finish grade for sub-base.
• 10/10/17- 1st progress meeting was held. Was agreed that construction would commence and be completed on the south side of guardrail only, which will allow for 80% of the project to be completed without impact to daily traffic flow. Partners has completed transport and compaction for ¾ of the fill material necessary to bring the south side of the project up to finish grade for sub-base.
• Guardrail will be removed in the Spring of 2018, as soon as weather and temperatures allow for paving with projected completion date as early this spring as possible.

Reservoir Street road widening project – Progress report:
• Project plans were approved by Rockingham County staff and VDOT on 4/12/17.
• Project was advertised 4/14/17, Pre-bid meeting held 4/25/17, Bid opening on 5/12/17, Award of bid presented to BOS on 5/24/17, Notice of award to A&J Excavating on 5/26/17, Notice to Proceed 6/5/17.
• Kickoff pre-con meeting was held 6/1/17 and onsite pre-con meeting was held 6/5/17. In attendance were: Casey Armstrong, Pete Kesecker, and Lisa Perry (Rockingham Co. staff); Sam Styers, PE (McCormick Taylor); Seth Roderick, PE (Valley Engineering); A&J Excavating Project Managers; Harrisonburg Public Works Road Project Managers; The Retreat and Kelchler Excavating Project Managers; and Mr. Bailey (adjoining land owner).
• Progress meeting was held on 7/11/17. In attendance were Sam Styers, PE; A&J Excavating Managers/Supervisors; WRA PE & Inspectors; and Lisa Perry, Adam Hancock, and Pete Kesecker (Rockingham County). Project is on schedule with full construction underway as soon as the storm water sediment basin is completed. A&J Excavating to keep schedule updated every two weeks for Daytime Work and Nighttime Work with Lane Closures updated daily as needed.
• Progress meeting held 8/8/17. Phase 1 of the project (east side) is within two weeks of schedule. Water line re-installation required by The Retreat as it was not at proper depth interfering with project side slope on east side. Waterline to be reinstalled by The Retreat by 8/18/17.
• Dominion Power poles, one on east side and one on west side at County/City line to be relocated by the week of 9/3/17.
• Phase 2 (west side) grading to commence week of 8/21/17
• Redesign of storm sewer required at the Dominion ROW complete and approved by VDOT
• Dominion pole on east side has been removed so grading could proceed on that side of project.
• 9/6/17- Trees have been removed on the west side of project and grading has begun on west side.
• Project completion is approximately 85% on the east side/north-bound lane with 45% of the total project complete overall.
• 10/2/17- base gravel graded and ready to start curb & gutter on phase 1 (eastern side) of project area
• Progress continues on the western side of project in the area of the Bailey property entrance.
• All water and sewer crossings are complete except for the water line and storm sewer at the County/City connection which required encroachment request agreement from Dominion Power.
• 10/10/17- Progress meeting held. Curb and gutter has been poured on the east side/north bound lane of project. Base asphalt and striping will begin the week of 10/23/17.
• 10/12/17- HEC pole on west side of project at the City/County line will need small retaining wall installed to avoid delay due to relocation of the pole.
• 10/12/17- Columbia Gas line also was encountered (not as deep as expected) at the City/County line. Will be moved with no anticipated delay to project.
• 12/1/17- Columbia Gas line relocation progressing with completion week of 12/4/17
• Bailey property and entrance completed
• 12/4/17- Curb/gutter completed to Stone Spring Rd., traffic switch to east side as soon as possible after striping is completed.
• 12/4/17- Weather permitting, still on track to have Phase 2 (west side) completed with curb/gutter, base asphalt and temporary striping by 12/31/17.
• 1/17/18 - Project shut down for the winter. Traffic will remain on the east side of project through the winter running on base-coat paving with temporary striping.
• Project to resume in early spring as weather permits with completion of grading on the west side, base- and top-coat asphalt, and permanent marking with full project completion in spring of 2018.

EMERGENCY CALL CENTER CAD/DMS VENDOR SELECTION (Kendrick Smith)

Due to the ECC’s current software package being phased out, a working group consisting of agencies in both the county and city has been working to choose a new vendor for the ECC’s call dispatch and record management systems. I was appointed the County’s GIS representative and have been a part of the primary working group throughout the process of choosing a new vendor. To aid us through the process of choosing a new vendor, the working group selected Federal Engineering to act as our consultant throughout the selection process. Over the past few months, the working group members along with various members from all of the involved agencies have read over numerous proposals, attended vendor presentations, and completed site visits. The working group met in November to determine the preferred vendor. Negotiations with the vendor will be the next step.

Update: Negotiations are well under way with the vendor. The final agreement date is currently set for February 16th, 2018.

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

At its January 2 meeting, the Commission considered the following items:

<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Comments/Recommendations</th>
</tr>
</thead>
<tbody>
<tr>
<td>REZA17-329</td>
<td>Durwood Michael, 2340 South Main St., Harrisonburg VA 22801, request to rezone the R-1, Low Density Residential portion of a 32.125-acre property located at the end of Town Reservoir Lane (private), approximately 1000' east of Forestville Rd. (Rt. 42), to A1-Prime Agricultural. The Comprehensive Plan identifies this area as Agricultural Reserve. Tax Map #40-(A)-L104. Election District 1.</td>
<td>Approval To be heard by the Board on 2/28</td>
</tr>
<tr>
<td>REZ17-330</td>
<td>REZ17-330 Sunnyside Retirement Community, 566 E. Market St., Harrisonburg VA 22801, to rezone a 27.11-acre portion of a 46.994-acre parcel, located on the east side of Massanetta Springs Dr. (Rt. 687) approximately 0.6 mile north of Shen Lake Drive (Rt. 689) from R-2, Medium Density Residential, to R-5, Planned Neighborhood and amend the master plan. The Comprehensive Plan identifies the area for Community Residential development. Tax map #126-(A)-L44B,126G-(4)-L3,126G-(2)-L10,and 126G-(2)-L11. Election District 3.</td>
<td>Approval To be heard by the Board on 2/28</td>
</tr>
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REZ17-334
Rockingham County, 20 E. Gay St., Harrisonburg VA 22802 request to rezone a 4-acre portion of tax map #142-(A)-L89, located on the south side of Three Springs Road (Rt. 650) approximately 3000’ west of Power Dam Road (Rt. 651), from A-1, Prime Agricultural, to S-1, Public Service for public water treatment facility/well. In the Comprehensive Plan the property is shown as Agricultural Reserve. Election District 5.

Approval
To be heard by the Board on 2/28

OA17-317
Amendment to the Rockingham County Code, Chapter 17 (Zoning), Table 17-606 (Land Use and Zoning Table) to add sports complex as a permitted use with supplemental standards (P*) in the I-1, Industrial Zoning District.

Approval
To be heard by the Board on 2/28

OA17-318
Amendment to the Rockingham County Code, Chapter 17 (Zoning), Table 17-806.01 Area, Setback, and Height Standards – Conventional, to reduce the setbacks in the RR-1, Residential or Recreational Zoning District as follows: Single-family detached dwellings and manufactured homes reduce minimum side setback from 35' to 15' and minimum rear setback from 35' to 25'; accessory structures which are 580 sq. ft. or less of floor area, reduce minimum side setback from 35' to 5' and minimum rear setback from 35' to 5'; and accessory structures which are more than 580 sq. ft. of floor area, reduce side setback from 35' to 15' and minimum rear setback from 35' to 25'.

Approval
To be heard by the Board on 2/28

COUNTY-INITIATED AMENDMENTS

1. Request and Reason: While working on the supplemental standards and changes to some of the districts, it was found that the A-1 and A-2 Districts allow almost all of the same uses. It therefore seems it is not necessary to have two agricultural districts. Staff is requesting to be allowed to study this further to determine if we could change the zoning ordinance to have only one agricultural district. If that is done, we would also need to make some changes to the Subdivision Ordinance for agricultural divisions.

Status: On August 23, 2017, the Board authorized County staff to move forward with this study.

2. Request and Reason: While studying the Urban Development Area staff identified a conflict between the stated goals of the Urban Development Area Plan Advisory Committee and the zoning ordinance. Specifically, the setback in the B-1 General Business District of no less than 35 feet runs counter to the standards of Traditional Neighborhood Design. Staff is requesting to review and revise the minimum setback for the B-1 General Business District.

Status: On August 23, 2017, the Board authorized County staff to move forward with this study.

3. Request and Reason: While working on a proposed project for Spotswood Trail, the question arose as to why buffering is required to adjoining properties across a 4-lane road. This would also include roads such as I-81 if buffering is required as written in our ordinance at this time. Staff requested the Board authorize the study of the buffering requirements with special emphasis placed on major road networks.

Status: On January 10, 2018, the Board authorized County staff to move forward with this study.
UPCOMING PUBLIC HEARINGS

February 14, 2018 Board of Supervisors 6:00 p.m.

**Agricultural & Forestal Districts**
None.

**Special Use Permits**

SUP17-273  Randy Fauls, 269 Pear Street Harrisonburg 22801 for a motor vehicle repair shop and impound lot on property located on the north side of Pear Street (City) approximately 930’ north of W. Mosby Road (Route 712), Election District #2, zoned A-2, Tax Map #108-(A)-164.

SUP17-333  Michael & Beverly Beery, 4866 Honey Run Road, Dayton, 22821 for a machinery and equipment center (limited to general agricultural repairs only) on property located on the west side of Honey Run Road (Route 743) approximately 4/10 mile south of Lumber Mill Road (Route 734), Election District #4, zoned A-1. Tax Map #105-(A)-178.

**Rezoning- Not involving a public hearing**
None.

**Rezoning- Requiring a public hearing**
None.

**Ordinance Amendments**
None.

PRIORITY PROJECTS UNDERWAY BY STAFF

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<thead>
<tr>
<th>Projects</th>
<th>Lead Person</th>
<th>Status</th>
<th>Target Date</th>
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<tbody>
<tr>
<td>Urban Development Area (UDA) Plan</td>
<td>Rhonda</td>
<td>Consultant is drafting text</td>
<td>Autumn 2017</td>
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<tr>
<td>Rockingham Bicycle Advisory Committee (RBAC)</td>
<td>Rhonda &amp; James</td>
<td>Next meeting is November 16.</td>
<td>Ongoing</td>
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<th>Ongoing Review/Tasks</th>
<th>Lead Person</th>
<th>Status</th>
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<tr>
<td>Deed Review</td>
<td>Diane</td>
<td>17 deeds under review as of 2/6/18: 10 pending review, 7 waiting revisions.</td>
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<tr>
<td>Violations</td>
<td>Kelly</td>
<td>50 active complaints, 21 cases pending legal action as of 2/6/18</td>
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<tr>
<td>Site Plans &amp; Subdivisions</td>
<td>Pete</td>
<td>9 site plans and 2 subdivisions under review as of 1/17/18</td>
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<tr>
<td>Subdivision Ordinance Variances</td>
<td>Diana</td>
<td>0 requests under review, as of 1/18/18</td>
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<tr>
<td>Zoning Ordinance Variances</td>
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<td>Zoning Appeals</td>
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<td>Home Occupation Permits</td>
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<tr>
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<td>Special Entertainment Permits</td>
<td>Diana</td>
<td>2 permit requests under review, as of 1/18/18</td>
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<tr>
<td>Rezonings</td>
<td>Kelly</td>
<td>4 rezoning requests under review, as of 2/8/18</td>
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<tr>
<td>Comprehensive Plan Amendments</td>
<td>Kelly</td>
<td>0 request under review, as of 2/8/18</td>
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<tr>
<td>Permits and Fees Processed</td>
<td>Joe</td>
<td>697 total transactions for month of January 2018</td>
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<tr>
<td>Building Inspections</td>
<td>Joe</td>
<td>1,190 inspections conducted during January 2018 (averaged 59.50 inspections per day)</td>
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<tr>
<td>Building Plans</td>
<td>Joe</td>
<td>33 plans under review, as of January 31, 2018</td>
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<tr>
<td>Environmental (E&amp;S/Stormwater) Plan Review</td>
<td>Lisa</td>
<td>11 plans under review / 26 approved and awaiting permit issuance as of 2/5/2018</td>
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<td>Environmental Inspections</td>
<td>Lisa</td>
<td>603 inspections conducted in January 2018</td>
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<tr>
<td>Addressing Structures</td>
<td>Kendrick</td>
<td>28 new structures addressed in January 2018</td>
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<tr>
<td>Naming of New Roads</td>
<td>Kendrick</td>
<td>1 new road named in January 2018</td>
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**REQUESTS TABLED BY BOARD OF SUPERVISORS**

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<tr>
<th>Year Tabled</th>
<th>Date Tabled</th>
<th>File</th>
<th>Applicant</th>
<th>Request</th>
<th>Election District</th>
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<td>SUP17-294</td>
<td>William Johnson</td>
<td>Event Center</td>
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**SPECIAL USE PERMIT APPLICATION(S)**

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<td>2010</td>
<td>Dec 15</td>
<td>NA</td>
<td>North Valley Pike Corridor Strategic Plan</td>
<td>Endorsement of Corridor Strategic Plan for North Valley Pike area from Gravels Road to Vine Street and I-81 to Kratzer Road</td>
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**ORDINANCE AMENDMENTS**

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<tr>
<td>Name</td>
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<tr>
<td>Casey Armstrong</td>
<td>Director Community Development</td>
<td>564-3031</td>
<td>578-2353</td>
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<tr>
<td>Blake Barnes</td>
<td>Stormwater Management Program Administrator</td>
<td>564-3047</td>
<td>578-3515</td>
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<td>Jay Carter</td>
<td>Deputy Building Official</td>
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<td>Rhonda Cooper</td>
<td>Deputy Director Community Development</td>
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<td>Rick Davis</td>
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<td>Kenneth Lam</td>
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<td>Kelly Getz</td>
<td>Code Compliance Officer</td>
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<td>810-5024</td>
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<td>Adam Hancock</td>
<td>Erosion &amp; Sediment Control Program Administrator</td>
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<td>Pete Kesecker</td>
<td>Development Plan Manager</td>
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<td>Diane Lepkowski</td>
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<td>James May</td>
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<td>Amanda Thomas</td>
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<td>Kelley Ann Weatherholtz</td>
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<td>Kayla Woods</td>
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## Building

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<th>One Year Change</th>
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## Plumbing

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## Mechanical

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## Other

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## Land Use Related

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<th>Jan-17</th>
<th>One Year Change</th>
<th>Jan-Jan 2018</th>
<th>Jan-Jan 2017</th>
<th>Jan-18</th>
<th>Jan-17</th>
<th>One Year Change</th>
<th>Jan-Jan 2018</th>
<th>Jan-Jan 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Erosion and Sediment Permit</td>
<td>5</td>
<td>5</td>
<td>0.0 %</td>
<td>5</td>
<td>5</td>
<td>$ 16,544.00</td>
<td>$ 14,842.50</td>
<td>11.5 %</td>
<td>$ 16,544.00</td>
<td>$ 14,842.50</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>5</td>
<td>5</td>
<td>0.0 %</td>
<td>5</td>
<td>5</td>
<td>$ 16,544.00</td>
<td>$ 14,842.50</td>
<td>$ 16,544.00</td>
<td>$ 14,842.50</td>
<td></td>
</tr>
</tbody>
</table>

| **Total**            | 157    | 115    | 39.3 %          | 157          | 115          | $ 132,767.84 | $ 75,092.73 | $ 132,767.84 | $ 75,092.73 |

### Permits Issued

### Fees Collected
MONTHLY HELP DESK TICKET SUMMARY BY DEPARTMENT
Total Number of Help Desk Tickets for January 2018: 273

CURRENT PROJECT STATUS UPDATES

<table>
<thead>
<tr>
<th>Priority</th>
<th>Project</th>
<th>Associated Departments</th>
<th>Start Date</th>
<th>Projected End Date</th>
<th>Staff Assigned</th>
<th>Update</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Munis Cashiering/Accounts Receivable/General Billing/Appraisal/COR Systems</td>
<td>Technology/Finance/Commissioner of Revenue/Treasurer/Public Works</td>
<td>2/1/2016</td>
<td>7/31/2018</td>
<td>Pam Southerly, Kerri Fitzgerald, Terri Perry, Michael Bowen</td>
<td>Implementation dates scheduled for Taxation, Cashiering and Utility Billing through 2018</td>
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<tr>
<td>2</td>
<td>Computer Memory and OS upgrade to 64 bit Windows 7</td>
<td>Technology/All</td>
<td>7/1/2016</td>
<td>03/31/2018</td>
<td>Michael Bowen, Steve Moomaw, Doug Pitts, Dennis Morris, Andrew Custer</td>
<td>Finished computers in RCAC. Starting computers in Jail/Sheriff</td>
</tr>
<tr>
<td>3</td>
<td>Additional information entry in ESS, Pay Stub emailing</td>
<td>Technology/Finance</td>
<td>6/1/2017</td>
<td>12/31/2017</td>
<td>Pam Southerly</td>
<td>Found problem with setup that causes posting issue in GL when certain direct deposit type is checked</td>
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<tr>
<td>3</td>
<td>Employee Self Service Time Entry with Workflow</td>
<td>Technology/Finance</td>
<td>4/14/2016</td>
<td>TBD</td>
<td>Pam Southerly</td>
<td>Ongoing</td>
</tr>
<tr>
<td>4</td>
<td>Change VoIP to Shentel</td>
<td>Technology/Finance</td>
<td>11/1/2017</td>
<td>TBD</td>
<td>Jeff Ferguson, Michael Bowen, Terri Perry</td>
<td>Test phones ordered; Meeting with Zach Nutter from Shentel 2/8 for initial walk-through</td>
</tr>
<tr>
<td></td>
<td>Selection of solution(s) to replace DaPro software</td>
<td>Technology/Administration/ RCSO/ECC/Court Services/Fire &amp; Rescue</td>
<td>4/1/2015</td>
<td>12/31/17</td>
<td>Terri Perry, Michael Bowen, Dusty Moyer</td>
<td>Negotiations continuing</td>
</tr>
<tr>
<td>---</td>
<td>-------------------------------------------------</td>
<td>---------------------------------------------------------------</td>
<td>----------</td>
<td>----------</td>
<td>---------------------------------</td>
<td>----------------------</td>
</tr>
<tr>
<td>5</td>
<td>Upgrade Perceptive ImageNow to current supported version</td>
<td>Technology/All</td>
<td>10/01/2017</td>
<td>2/1/2018</td>
<td>Jeff Ferguson, Terri Perry, Michael Bowen,</td>
<td>Scheduling with Perceptive staff</td>
</tr>
<tr>
<td></td>
<td>Test ArcPro for GIS</td>
<td>Technology/GIS</td>
<td>3/29/2017</td>
<td>TBD</td>
<td>Terri Perry, Michael Krone</td>
<td>License compatibility issue being resolved</td>
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<tr>
<td></td>
<td>Camera System Replacement</td>
<td>Technology/Treasurer</td>
<td>12/01/2017</td>
<td>01/31/2018</td>
<td>Michael Bowen, Jeff Ferguson</td>
<td>Camera systems completed and tested.</td>
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<tr>
<td></td>
<td>KnowBe4 Security Training</td>
<td>Technology/All</td>
<td>12/01/2017</td>
<td>2/28/2018</td>
<td>Terri Perry, Dusty Moyer</td>
<td>Begin security training for County personnel</td>
</tr>
<tr>
<td></td>
<td>OpenGov Implementation</td>
<td>All</td>
<td>2/5/2016</td>
<td>03/31/2018</td>
<td>Pam Southerly, Terri Perry</td>
<td>Training completed. Work to begin with Finance Director when schedule permits</td>
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<tr>
<td></td>
<td>Real Estate Reassessment</td>
<td>Commissioner of Revenue</td>
<td>8/1/2016</td>
<td>4/15/2018</td>
<td>Kerri Fitzgerald</td>
<td>Working with CoR staff</td>
</tr>
<tr>
<td></td>
<td>Implement Shentel WAN Backbone</td>
<td>Technology</td>
<td>TBD</td>
<td>TBD</td>
<td>Michael Bowen, Terri Perry, Dusty Moyer</td>
<td>In planning phase</td>
</tr>
<tr>
<td></td>
<td>Migrate AppAssure to Rapid Recovery</td>
<td>Technology</td>
<td>TDB</td>
<td>03/31/2018</td>
<td>Jeff Ferguson</td>
<td>AppAssure 5.4.3 EOL 03/18, need to upgrade to new version of Rapid Recovery</td>
</tr>
<tr>
<td></td>
<td>City Dark Fiber Connection</td>
<td>Technology</td>
<td>4/15/2017</td>
<td>3/31/2018</td>
<td>Dusty Moyer, Michael Bowen</td>
<td>Shentel connection has been run between City and County. Both departments are working on configuring their networks to allow traffic.</td>
</tr>
<tr>
<td></td>
<td>Upgrade Symantec Endpoint to Version 14</td>
<td>Technology</td>
<td>02/01/2018</td>
<td>02/28/2018</td>
<td>Michael Krone, Jeff Ferguson</td>
<td>Server update installed; still need to push update to clients.</td>
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<tr>
<td></td>
<td>Social Services Bridgeport Extension</td>
<td>Technology/Maintenance/ Social Services</td>
<td>10/1/2017</td>
<td>03/01/2018</td>
<td>Steve Moomaw, Doug Pitts, Dennis Morris, Andrew Custer</td>
<td>50 users moved. Dealing with residuals left from DSS Gmail conversion.</td>
</tr>
</tbody>
</table>

Respectfully submitted,

Terri M. Perry  
Director of Technology
1. **Personnel**

   The department currently has 1 open position.

2. **Prevention Division Activities: Battalion Chief Joe Mullens, Lt. Todd Spitzer, Lt. Karen Will and Wes Shifflett**

   A. **Plan Review**
      1. Clean Agent System - 0
      2. Commercial Cooking Suppression - 0
      3. Dry Hydrant - 0
      4. Emergency Planning/Evacuation - 0
      5. Fire Detection/Alarm - 0
      6. Fire Pump - 0
      7. Flammable/Combustible Liquid Spray Booth - 1
      8. Hazardous Materials - 0
      9. Mechanical - 0
      10. Private Fire Service Mains & Private Water Tank System - 0
      11. Rezoning - 0
      12. Site Plain - 10
      13. Special Entertainment - 0
      14. Special Use - 0
      15. Sprinkler System – 3
      16. Standpipe - 0
      17. Plan Review That Has Exceeding Fourteen Day Reaction Time
         a. All Plans Reviewed Within Reaction Time Guideline
      18. Plan Review Fees Generated – Report Not Received

   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 - 2
      8. Emergency Planning/Evacuation – 0
C. Inspections
   1. Acceptance Testing – 6
   2. Assisted Living – 0
   3. Certificate of Occupancy – 3
   4. Daycare/Preschool – 1
   5. Dry Hydrant - 0
   6. Explosives - 0
   7. Fire Code - 15
   8. Fire Detection/Alarm - 0
   9. Fire Protection - 0
   10. Fireworks - 0
   11. Hazardous Materials - 0
   12. Nursing - 0
   13. Open Burning/Bon Fire - 0
   14. Private School - 0
   15. Public School - 7
   16. Re-Inspection - 0
   17. Safe School Audit - 0
   18. Tent - 0
   19. Inspection Not Completed/Had to be rescheduled
      a. None
   20. Inspection Fees Generated -$ 110.00

D. Operational Permits Issued
   1. Open Burning - 239
   2. Fireworks
      a. Sales - 0
      b. Display - 0
   3. Explosives
      a. Storage - 0
      b. Use - 0
   4. Bon Fire - 0
   5. Permit Fees Generated - $ 0

E. Incident Responses and Disposition
   1. Structure Fires
      a. Accidental – 8
      b. Incendiary - 0
      c. Undetermined - 0
      d. Under Investigation – 0
2. Vehicle Fires
   a. Accidental - 0
   b. Incendiary - 0
   c. Undetermined - 0
   d. Under Investigation – 0
3. Brush/Grass Fires
   a. Accidental - 4
   b. Incendiary - 0
   c. Undetermined - 0
   d. Under Investigation – 0
4. Open Burning
   a. Authorized – 0
   b. Unauthorized - 4
      i. Notice of Violation - 4
      ii. Summons – 0
5. Bomb Threats - 1
6. Fireworks Violations - 0
7. Fire Lane
   a. Tickets Issued - 3
   b. Warnings Issued - 3
8. Explosives/Explosions - 0
9. Follow-up Investigation - 2
   a. Total Number of Hours – 2.5

F. Public Education
1. Prevention Programs
   a. Smoke Detectors Installed – 16
   b. Fire Extinguisher Presentations - 0
      i. Number of Participants - 0
   c. School Program Presentations - 6
      i. Number of Participants - 67
   d. Other Program Presentations - 1
      i. Number of Participants - 1
   e. Presentation of Education Materials Events - 1
      i. Number of Participants – 5
G. Training

1. Fire Inspector Related Training
   a. Number of Participants - 5
   b. Number of Contact Hours - 3

2. Fire Investigator Related Training
   a. Number of Participants – 0
   b. Number of Contact Hours – 0

3. Public Education Related Training
   a. Number of Participants - 0
   b. Number of Contact Hours – 0

H. Fire and Life Safety Division Comments/Notes

1. Division staff assisted the training division with covering stations during the mandatory training held on January 23rd, 24th, & 25th.


A. Continued Education Training Provided

1. New Hire Training
   a. Provided 13 hours of training

2. Clover Hill Fire/Rescue EMS CE’s
   a. Number of Participants - 25

3. Regional Officer Training

4. Surgical Airway Training for RCFR Paramedics
   a. Number of Participants – 15

5. McGaheysville Fire EMS CE’s
   a. Number of Participants – 2

6. Mandatory Fire/EMS Training for all RCFR employees

7. MERCK EMS CE’s
   a. Number of Participants - 11
B. Meetings and Training
   1. AHA Meeting with Laurie Cook
   2. TCC Meeting at VAOEMS
   3. RCFR EMS Instructor Meeting
   4. Instructor Meeting
   5. Surgical Cric Training
   6. ACLS Refresher Online
   7. Stroke System PI Meeting
   8. Ladder Training
   9. Training Meeting
  10. VCU Faculty Meeting
  11. NREMT Student Meeting
  12. LMS Meeting

C. Certification Training
   1. Confined Space for RCFR and HFD
      a. Number of Participants – 20
   2. Taught at MTC on the Topic of Ladders
   3. Fire Academy
   4. CPR Class
      a. Number of Participants - 8
   5. EMT Review
      a. Number of Participants – 12
   6. EMT Program

a. Other Activities
   1. Precept for EMT-P
   2. Station Coverage
   3. Administered VCU Paramedic Pretests
   4. Hazmat Duty

Respectfully submitted by,

Chief Jeremy C. Holloway
1. RECREATION

A. Personnel: No open items.

B. Recreation:

1. The Parks and Recreation staff is currently working on winter programs.

2. There are over 450 children in the After School Program. Six of the 10 locations are full at this time. Locations that are currently full are: Cub Run, John C. Myers, John Wayland, McGaheysville, Mt. View and Peak View.

3. The Spring 2018 Activities Guide has been mailed to all County and City residents. Enrollment in 2018 activities has begun.

4. Recreation Programs for the month of January with registration numbers are:
   - Bergton Community Center, 5 rentals
   - Singers Glen Community Center, 25 rentals
   - PDCC paying rentals, 30 rentals
   - PDCC non-paying rentals, 17 rentals
   - Youth Boys Basketball, 552 Participants
   - Adult Men’s Basketball, 6 Teams
   - Adult Coed Volleyball, 6 Teams
   - Wrestling Club TA, 16 Participants
   - Ethics at Work, 5 Participants
   - Virginia Boating Safety Course, 13 Participants
   - New Year, New You with a Natural Lifestyle, 2 Participants
   - Concealed Weapons Class, 3 Participants
   - Taekwondo, 3 Participants
   - Financial Literacy 101, 3 Participants
   - Hobby Hydroponics: The Weedless Garden, 26 Participants
   - Intro to Robotics, 24 Participants
   - Winter Wellness, 2 Participants
   - Brazilian Jiu Jitsu, 10 Participants
   - GMOs in the USA, 9 Participants
   - Develop a Business plan, 18 Participants
C. **Mini Bus:**

1. Mini Bus Programs for the month of January with registration numbers are:
   - Hollywood Casino, 11 Participants
   - Mama Mia, 12 Participants

Respectfully submitted,
Justin Moyers
Interim 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
      Drug Court Coordinator

2. Litter Control Program
   A. Bags Collected for January 2018 – 355
      Roads/areas cleaned - Pleasant Valley Road, Wampler Road, 33E, Kratzer Road, Buffalo
      Road, Smithland Road, 42N, Greendale Road, Osceloa Springs Road, Nazarene Church
      Road, Windy Cove Road, Cooktown Road, Landfill, Administration Center,

3. Community Corrections
   A. Probation
      1) Caseload for January 2018
         Misdemeanor caseload - 359
         Felony caseload – 6

   B. Pretrial
      1) Caseload for January 2018
         Misdemeanor caseload – 42
         Felony caseload – 173

4. CIT – Crisis Intervention Team
   A. The CIT Taskforce meets on a monthly basis. There is also a CIT Review Team Meeting which
      meets on the fourth Thursday of every month. The next CIT class is scheduled for April 2018.

5. RE-Entry Council
   A. The sub-committees meet once per month to discuss ways to integrate offenders back into
      our community. The next Full Re-Entry Council Meeting is April 12, 2018 at 4:00pm in the
      Community Room.
Meeting Date: FEBRUARY 14, 2018

Applicant: RANDY FAULTS

Mailing Address: 269 PEAR STREET, HARRISONBURG 22801

Property Address: PEAR STREET, HARRISONBURG 22801

Phone #: Contact: 383-1823

Tax Map Id: 108-(A)-164

Zoning: A-2

Requested Use: VEHICLE REPAIR SHOP & IMPOUND LOT

Location: NORTH SIDE OF PEAR STREET (CITY STREET) APPROXIMATELY 930' NORTH OF WEST MOSBY ROAD (ROUTE 712)

Acreage in parcel: 4.85 ACRES

Acreage in request: 1.15 ACRES +/-

Election District: 2

Comprehensive Plan: AGRICULTURAL RESERVE
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. A copy of the entrance permit or official verification from the City that a permit has been obtained shall be submitted to Community Development prior to issuance of a building permit.

4. A copy of utility permits or official verification from the City that permits have been obtained shall be submitted to Community Development prior to issuance of a building permit.

5. All requirements of the Fire Prevention Code shall be met.

6. 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 building permits shall not be obtained until such time as the site plan is approved.

7. All work shall be done inside the building.

8. There shall be no accumulation of junk, trash or parts located outside the building.

9. Vehicles within the impound lot shall be limited only
to those that meet the requirements of the Rockingham County Zoning Ordinance. These shall be limited to wrecked vehicles awaiting insurance settlement or vehicles impounded by law enforcement. With both types of vehicles, they shall be kept no longer than 180 days.

10. This is not an automobile graveyard, and junked vehicles shall not be kept on this property unless they fall under the classification of #9 above.

11. Parking shall comply with the Rockingham County Code.

12. Any on-premise advertising sign associated with this business shall comply with the Rockingham County Code.

13. There shall be no off-premise signs permitted unless all County and State regulations are met.

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 a motor vehicle repair shop in the A-1 zoning district with the following supplemental standards:

1. No more than ten (10) vehicles awaiting service or pick-up shall be parked outside the structure.

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.

6. All repair work shall be done inside a building.
Table 17-606 allows for special use permit application for an impound lot in the A-1 zoning district with the following supplemental standard:

In the A-1 and A-2 zoning district, impound lots shall be accessory to an existing legally approved motor vehicle repair shop or as part of a special use permit application for a motor vehicle repair shop.

BACKGROUND

This property is currently owned by Blue Stone Land Company. A representative of Blue Stone signed the application. If the special use permit is approved, the applicant will purchase approximately 1.15 acres.

Adjoining Properties and Special Uses

<table>
<thead>
<tr>
<th>Direction From Site</th>
<th>Zoning</th>
<th>Request</th>
<th>Decision</th>
</tr>
</thead>
<tbody>
<tr>
<td>North</td>
<td>A-2</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>East</td>
<td>City</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>South</td>
<td>City</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>West</td>
<td>A-2</td>
<td>None</td>
<td></td>
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</tbody>
</table>

ZONING AND EXISTING LAND USE

Adjoining Properties and Uses

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<tr>
<th>Direction From Site</th>
<th>Zoning</th>
<th>Existing Land Use</th>
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<td>North</td>
<td>A-2</td>
<td>Pasture</td>
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<tr>
<td></td>
<td>A-2</td>
<td></td>
</tr>
<tr>
<td>East</td>
<td>City</td>
<td>Pasture</td>
</tr>
<tr>
<td>South</td>
<td>City</td>
<td></td>
</tr>
<tr>
<td>West</td>
<td>A-2</td>
<td>Manufactured home park</td>
</tr>
</tbody>
</table>
STAFF AND AGENCY ANALYSIS

UTILITIES

Health Department
No comment; public utilities to serve the proposed shop.

Public Works
Applicant states public water and sewer will be provided by the City of Harrisonburg. The City should be contacted to ensure adequate connections are available to the property.

City of Harrisonburg Public Utilities
Harrisonburg City Council has approved city utilities serving this property for this specified use only.

ENVIRONMENTAL

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

Environmental Services
Any new disturbance over 10,000 square feet requires permitting from the Rockingham County Environmental Department.

PUBLIC FACILITIES

Emergency Services
The property is located within the Hose Company #4 Fire Department 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 the requirements of the Rockingham County Fire Prevention Code.

Building Official
Structure to be designed and built to current Building Code addition 2012 (VUSBC) or current addition at the time of construction. Construction documents shall contain all necessary specifications and accompanying information required by Rockingham County Department of Community Development.
TRANSPORTATION

VDOT – Road Conditions
Entrance access for the proposed shop/impound lot will be via Pear Street, which is under the jurisdiction of the City of Harrisonburg. It is noted that the sketch included with the special use permit application shows a new entrance onto Pear Street. This is in contrast to the original sketch at the Pre-Application Meeting that showed access onto Ruby Drive. Input from the City of Harrisonburg should be sought regarding this site and access to the public roadway network.

In an effort to provide general guidance related to public transportation concerns, please find the following comment:

- Pear Street has a functional classification of Major Collector. This classification would be governed by Access Management Standards, if it were in VDOT maintenance jurisdiction. It appears that this proposed entrance is very close to Ruby Drive. VDOT would recommend shifting to the east to obtain the minimum 225’ spacing between an intersection and a commercial entrance.

City of Harrisonburg Transportation
The City has approved the entrance at the location shown on the site plan that is a part of this packet.

VDOT – Traffic Impact Analysis
N/A

SUMMARY

Considerations:

1. This is for a motor vehicle repair shop and impound lot.

2. The only vehicles that can be in the impound lot are wrecked vehicles awaiting insurance settlement or vehicles impounded by law enforcement.

3. Vehicles cannot be kept in the impound lot for more than 180 days.

4. This is not an automobile graveyard so junked vehicles used for parts cannot be kept in the impound lot.

5. The City has approved the entrance to this property.

6. The City has approved City utilities to this property for this specific use only. If, this special use is not approved; or, if approved, but the use does not go in on this property, the approval shall be considered null and void.
7. All fire prevention codes shall be met.

8. Building shall comply with all building codes.

9. 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.
Community Development
Special Use Permit Report
SUP17-333

Meeting Date: FEBRUARY 14, 2018

Applicant: MICHAEL & BEVERLY BEERY

Mailing Address: 4866 HONEY RUN ROAD, DAYTON  22821

Property Address: SAME

Contact/Phone#/Email: MICHAEL/879-2104 OR 717-627-8045(WORK)

Tax Map Id: 105-(A)-178

Zoning: A1

Requested Use: MACHINERY & EQUIPMENT CENTER (LIMITED TO GENERAL AGRICULTURAL REPAIRS ONLY)

Location: WEST SIDE OF HONEY RUN ROAD (ROUTE 743) APPROXIMATELY 4/10 MILE SOUTH OF LUMBER MILL ROAD (ROUTE 734)

Acreage in parcel: 13.6 ACRES

Acreage in request: 9,000 SQUARE FEET

Election District: 4

Comprehensive Plan: AGRICULTURAL RESERVE
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 the applicant obtaining a sewage disposal system and water supply from the Health Department. A copy of said permits shall be submitted to the Community Development Department prior to issuance of a building permit. Well and septic shall be installed and approved by the Health Department prior to issuance of a certificate of occupancy.

4. Property is in Zone A floodplain. National Flood Insurance Program Regulations shall be met.

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 the business shall not begin operation until such time as the site plan is approved.

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
9. As proffered by the applicant, the hours of operation shall be from 8 am to 5 pm, and all work shall be done inside the building.

10. As proffered by the applicant, this use shall be for general agricultural repairs and small parts associated with agricultural repairs. It shall not include the sale of agricultural equipment.

11. No junk, trash, or debris shall be allowed to accumulate on the property, including but not limited to junked agricultural equipment.

12. 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 machinery and equipment center in the A-1 zoning district with the following supplemental standards:

A. No more than ten (10) pieces of equipment awaiting service or pick-up shall be parked outside the structure.

B. Only agricultural machinery and equipment shall be rented, sold, maintained, or repaired.

C. Outside display or outdoor commercial storage shall comply with Article 7.

D. Hours open to the public shall be limited to 6 a.m. to 9:00 p.m.

Applicant has requested to do only repairs and has proffered to limit his hours from 8 a.m. to 5 p.m.
BACKGROUND

Applicant purchased the property in May 2011. All of the property around this parcel is in the Dry River Agricultural-Forestal District. However, this property is not included in the Ag-Forestal District so he would be able to operate a business on his property that would be beneficial to surrounding agricultural community.

Applicant wishes to construct a 60' x 150' building with a 20' ceiling to work on agriculturally related equipment. He will also work on his personal equipment in the building. Applicant indicated that he will stock some parts (such as hydraulic hoses, bearings, belts, oil, and filters) that farmers may purchase to use to do the work themselves.

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<th>Adjoining Properties and Special Uses</th>
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ZONING AND EXISTING LAND USE

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STAFF AND AGENCY ANALYSIS

UTILITIES

Health Department
The applicant will need to obtain health department approval(s) for the sewage disposal system and well to serve the proposed structure. Since the usage is non-residential the applicant will need to contact the private sector for system design.

Public Works
Public Works has no comments on Special Use Permit SUP17-333, Beery. The applicant states use of a private well and septic and there are no public utilities readily available to the site.

ENVIRONMENTAL

Environmental Services
Most of this property is in Zone A floodplain. National Flood Insurance Program Regulations will need to be followed.

PUBLIC FACILITIES

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

Building Official
This building will be classified as an S-1 moderate hazard per current building code (2012) Virginia Construction Code, maximum allowable square footage under VB construction is 9000 square feet and limited to 1 story. Other limitations exist with this classification under VB construction. After plans submittal, review comments will be conveyed to owner/builder for clarification if needed.
TRANSPORTATION

VDOT – Road Conditions
With the proposed special use permit being limited to repairs only (no retail sales), we find that the existing entrance is adequate for the proposed use.

VDOT – Traffic Impact Analysis
N/A

SUMMARY

Considerations:

1. This is for a machinery and equipment center, but the applicant is requesting only the repair of general agricultural equipment. He is not requesting to sell equipment.

2. Applicant has stated that he will sell small parts that other farmers may use in the repair of their own equipment.

3. While the County Code allows the hours of operation to be from 6 am to 9 pm, the applicant has proffered that the hours of operation will be from 8 am to 5 pm.

4. Adjoining property is in the Dry River Agricultural-Forestal District. However, this property is not included in the Ag-Forestal District so he would be able to operate a business on his property that would be beneficial to surrounding agricultural community.

5. The building location is in the floodplain. Floodplain regulations will have to be met.

6. Building will have to comply with all building codes and fire codes for a commercial building.

7. VDOT and Health Department regulations must be met.

8. All work shall be required to be within the building and no junk parts or equipment shall be allowed to accumulate on the property.

9. 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.
60 ft from front of building to line
400 ft from house
300 ft from Rd
160 ft lane to power line

100 ft pond to building

35 ft lane to building

60x150 building

53 ft building to power line

75 ft to property line

43 ft building to power line

45 ft lane to building

150 ft lane to power line

410 ft building to road