

CONTENTS/SUMMARY

	Page
1. PERSONNEL	
a. Authorized Positions, Staffing Levels and Highlights	2
2. BOARD ACTION REQUESTED	
a. None.....	3
3. PROJECTS/REPORTS	
a. Proposed Voluntary Conservation Easement Ordinance	3
b. House Bill 2 Transportation Project Applications	3
c. Rockingham Bicycle Advisory Committee.....	3
d. MPO & Non-MPO Bicycle And Pedestrian Plans.....	4
e. Port Republic Rural Village Grant Project	4
f. MPO South Regional Corridor Study.....	4
g. Solar Energy Committee	4
h. Solar Energy Facility Fee Schedule.....	4
i. Land Use- Related Fee Schedule.....	5
4. PROJECTS AND REPORTS TABLED BY THE BOARD OF SUPERVISORS	
a. North Valley Pike Corridor Strategic Plan	5
5. PLANNING COMMISSION ACTIONS	5
6. COUNTY INITIATED AMENDMENTS	6
7. UPCOMING PUBLIC HEARINGS	
a. Agricultural & Forestal District Additions- None	7
b. Special Use Permits- None.....	7
c. Rezoning- One	7
d. Ordinance Amendments- Seven	7
e. Intent to Adopt	8
f. Capital Improvements Program.....	8
8. PRIORITY PROJECTS UNDERWAY BY STAFF	8
9. REQUESTS TABLED BY THE BOARD OF SUPERVISORS	
a. Special Use Permits- None	9
b. Rezoning- None	9
c. Plans- One	9
d. Ordinance Amendments- None	9
10. STAFF DIRECTORY.....	10
11. BUILDING PERMIT ACTIVITY- DETAILED REPORT	Attached

AUTHORIZED POSITIONS- 31.5

Filled Positions- 21.0

Department Director (Casey Armstrong)

ADMINISTRATIVE

Administrative Assistant (Amanda Thomas)

PERMIT INTAKE & PROCESSING

Permit Specialist II (Leslie Dodrill)

Permit Specialist I (Kelley Ann Weatherholtz)

BUILDING CODE ENFORCEMENT

Building Official (Joe Shifflett)

Building Plan Reviewer (Jay Carter)

Electrical Inspector (J.N. Riddel)

Electrical Inspector (Terry Derrer)

Inspector (Ricky Davis)

Building Inspector (James E. Campbell)

LAND DEVELOPMENT REVIEW

Development Plan Manager (Peter Kesecker)

PLANNING: SHORT- AND LONG-RANGE

Director of Planning (Rhonda Cooper)

Senior Planner (James May)

ZONING CODE ENFORCEMENT

Zoning Administrator (Diana Stultz)

Deputy Zoning Administrator (Diane Lepkowski)

Code Compliance Officer (Kelly Getz)

GEOGRAPHIC INFORMATION SYSTEMS

GIS Specialist (Mark Rathke)

GIS Technician (Kendrick Smith)

ENVIRONMENTAL SERVICES

Environmental Manager (Lisa Perry)

Environmental Inspector (Adam Hancock)

Environmental Inspector (Blake Barnes)

Vacant Positions- 10.5

Permit Specialist II

Permit Specialist I

Permit Specialist I- Part-time

Deputy Building Official

Building and Plumbing Inspector

Inspector

Plumbing Inspector

GIS Coordinator

Addressing Technician

Planner

Erosion & Sediment Control Administrator

BOARD ACTION REQUESTED

None.

PROJECTS AND REPORTS

PROPOSED VOLUNTARY CONSERVATION EASEMENT ORDINANCE (Rhonda Cooper)

The Board requested staff to prepare a draft ordinance to enable the County to consider co-holding voluntary conservation easement in the Cross Keys and Port Republic Battlefield Study Areas. The ordinance will be heard by the Planning Commission on March 1.

Following a presentation to the Board on January 13, the Board requested staff to provide additional research to them at its February 10 meeting. Staff met with John Hutchinson of the Shenandoah Valley Battlefields Foundation (SVBF) and Kim Sandum of the Community Alliance for Preservation (CAP), to determine an alternative to a countywide approach to the Voluntary Conservation Easement Ordinance. A presentation and maps were presented at the February 10 meeting.

A Voluntary Conservation Easement Ordinance, initially drafted by an advisory committee in 2009, was revised in 2015 by the Shenandoah Valley Battlefields Foundation (SVBF) for consideration by the Board. The SVBF has encountered a number of opportunities to conserve land in the battlefields, but the conservation of these properties would necessitate the establishment of a local government as a co-holder of the easement. At the request of County staff, in June 2015, John Hutchinson of the SVBF provided an explanation of this need and outlined the differences between the 2009 and 2015 drafts. That information was provided to the Board in the department's January 13 staff report.

HOUSE BILL 2 TRANSPORTATION PROJECT APPLICATIONS (Rhonda Cooper)

The HB2 project scoring and recommendation phase has been completed by the Office of Intermodal Planning and Investment (OIPI), VDOT, and the Department of Rail and Public Transportation (DRPT). The recommended projects will be reviewed by the Commonwealth Transportation Board (CTB) this month. By June, the CTB is expected to adopt the Six Year Improvement Plan (SYIP). The tentative schedule is:

- February- CTB reviews recommended projects
- March to April- CTB to develop potential revisions to recommended projects
- April to May- Public hearings held on recommended projects and any revisions
- May- CTB revises funding scenario
- June- CTB adopts Six-Year improvement Program

The Rawley Pike (U.S. 33) project is included in the list of recommended projects. Staff will resubmit applications in the upcoming round for Mayland Road (VA 259), South Valley Pike (U.S. 11).

ROCKINGHAM BICYCLE ADVISORY COMMITTEE (RBAC) (Rhonda Cooper)

The next regularly scheduled meeting of the RBAC is February 18. The Committee has received and will comment on the final draft of the Rockingham County Bicycle and Pedestrian Plan. The Planning Commission will receive the final draft after February 18.

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

On February 4, the MPO Subcommittee and Rockingham Bicycle Advisory Committee reviewed bicycle and pedestrian facility prioritizations and recommendations. The MPO TAC is expected to forward a final draft plan to the Policy Board, requesting that the Policy Board release it for public comment on March 21. The MPO and County Bicycle and Pedestrian Plans will be presented at a public meeting. The public meeting will be the citizens' and stakeholders' opportunity to review the draft plans and maps within an open house and formal presentation format.

PORT REPUBLIC RURAL VILLAGE GRANT PROJECT (Rhonda Cooper)

The Shenandoah Valley Network (SVN) and Community Alliance for Preservation (CAP) staff and the project consultant, Paradigm Design, held a community workshop in Port Republic on January 21 to describe the planning process and to seek input on what the community considers to be its assets and liabilities now and in the future. The next workshop will be February 18 at the Port Republic town hall.

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

MPO SOUTH REGIONAL CORRIDOR STUDY (Rhonda Cooper)

The ad hoc committee is reviewing revisions to the MPO Route 11 South Regional Study. The MPO Policy Board tabled the original Study on June 21, 2012. The study encompasses part of the County; City; and the Towns of Bridgewater, Dayton, and Mt. Crawford; from Port Republic Road (City) to Dinkel Avenue and from Interstate 81 to Route 42.

SOLAR ENERGY COMMITTEE (Diana Stultz)

The kick-off meeting of the Solar Energy Committee (approved by the Board at the October 14 meeting) was held on Thursday, October, 22. Representatives from Dominion Power, SVEC, JMU, EMU, Hecate Energy, McBride Energy, private individuals Kim Sandum and Chris Bolgiano, and County staff attended.

Staff has worked on a solar energy ordinance, and it was sent to committee members on November 23 for review and comments. After receiving comments, staff reworked the ordinance and sent it out to the committee members for review again on December 28. Comments were received back by January 11. The ordinance was recommended for approval by the Planning Commission at its public hearing on February 2, 2016. The Board will hear the ordinance on February 24.

SOLAR ENERGY FACILITY FEE SCHEDULE (Rhonda Cooper)

At the same Board hearing as the Solar Energy Facility ordinance is heard, February 24, an amendment to Section 2-44, Planning, Subdivision, and Zoning Fees, will be presented to add new application fees for Large Solar Energy Facilities requiring a special use permit (\$2,000 + any consultant fees), and Small Solar Energy Facilities (\$200).

LAND USE-RELATED FEE SCHEDULE (Rhonda Cooper)

In addition to the Solar Energy Facility fees mentioned above, the remainder of Section 2-44 is under review to bring it into compliance with the 2014 Zoning Ordinance terminology and to evaluate the fees, which were last revised about five years ago.

PROJECTS AND REPORTS TABLED BY THE BOARD OF SUPERVISORS

NORTH VALLEY PIKE CORRIDOR STRATEGIC PLAN (Rhonda Cooper)

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

PLANNING COMMISSION ACTIONS

The Planning Commission will consider the following items at its March 1 public hearing:

Item	Description	Comments/ Recommendations
REZ16-018	Sentara RMH Medical Center, 2010 Health Campus Dr., Harrisonburg, VA 22801, to rezone TM# 125-(17)- L1, L1A; 125-(A)- L121, L135, L136, totaling 238.61 acres, currently zoned General Business District (B-1) and General Agriculture District (A-2), to Planned Medical and Research District (PMR). The Comprehensive Plan identifies this area as Mixed Use. The property is located in Election District 3.	
OA16-026	Amendment to the Rockingham County Code, Chapter 17 (Zoning), Article 2, Definition of Terms, Section 17-201 Definitions generally to amend the definitions of camp and event center and to add a definition for retreat center.	
OA16-029	Amendment to the Rockingham County Code, Chapter 17 (Zoning), Table 17-606 Land Use and Zoning Table to add retreat center as a permitted use (P) in the R-4 zoning district and as a special use (SU) in the A-1, A-2, and RV zoning districts; and to add camp as a permitted use (P) in the R-4 zoning district and as a special use with supplemental standards (SU*) in the A-1, A-2, and RV zoning districts.	
OA16-039	Amendment to the Rockingham County Code, Chapter 17 (Zoning), Section 17-607 Supplemental Standards for Certain Land Uses to add supplemental standards for camp in the A-1, A-2, and RV zoning districts. Supplemental standards would allow for infilling of an existing camp by right but would require special use permit for expansion onto land not currently used for camp and for any new camp.	
OA16-040	Amendment to the Rockingham County Code, Zoning Ordinance (Chapter 17), Section 17-201 Definition of Terms. Modify definition of "Contractor's operation" to include landscapers and remove the definition "Landscaping service."	

OA16-042	Amendment to the Rockingham County Code, Zoning Ordinance (Chapter 17), 17-607 Supplemental Standards for Certain Land Uses. Remove Landscaping service from the supplemental standards. (Landscaping service to be included under the use and standards for Contractor's operation.) Add supplemental standards for the uses 'Greenhouse' and "Nursery."	
OA16-044	Amendment to the Rockingham County Code, Zoning Ordinance (Chapter 17), Table 17-606 Land Use and Zoning Table. Remove 'Landscaping service' from the use table, add "Greenhouse" under agricultural uses and "Nursery" under retail uses.	
OA16-046	Amendment of the Rockingham County Code, Chapter 17 (Zoning), Article 5, Overlay Districts, to adopt Sections 17-520, Rockingham County Voluntary Conservation Easement Ordinance, and all attending sub-parts of Section 17-520.	
CIP	The County proposes the adoption of the Capital Improvements Program (CIP), a five-year plan to guide the construction or acquisition of capital projects, for fiscal year 2017 through fiscal year 2021. A CIP is an important fiscal planning tool that helps a locality replace or repair existing major facilities or meet new capital improvement needs. A CIP is a form of short-term planning.	

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

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

COUNTY-INITIATED AMENDMENTS

1. **Request and Reason:** At the November 18th Board meeting, the Board instructed staff to study and bring back an ordinance for agriculturally related retail businesses on a small scale in the A-1, A-2, and perhaps RV zoning districts.

Status: The Planning Commission tabled the request at its January 5 hearing, requesting staff to revise the proposed limitations on outdoor storage. On February 2, staff presented revisions to the outdoor storage requirements; the Commission recommended approval of the ordinance amendments as presented. The ordinance will be heard by the Board on February 24.

UPCOMING PUBLIC HEARINGS

February 24, 2016

Board of Supervisors

7:00 p.m.

Agricultural & Forestal District

None.

Special Use Permits

None

Rezoning

REZ15-338 Robert. S. Fulk, 14131 Brocks Gap Road, Fulks Run, VA 22830, to amend the proffered conditions on TM# 36-(A)- L140, located north of Brocks Gap Road (Rt 259) and approximately 0.1 mile east of Little Dry River Road (Rt 818), totaling 2.034 acres, currently zoned General Industrial District Conditional (I-1C). The Comprehensive Plan identifies this area as Agricultural Reserve. It is located in Election District 1.

Ordinance Amendments

OA15-322 Amendment to the Rockingham County Code, Chapter 17 (Zoning), Article 2 (Definition of Terms) to add a definition for agriculturally-related business, not otherwise listed.

OA15-323 Amendment to the Rockingham County Code, Chapter 17 (Zoning), Table 17-606 (Land Use and Zoning Table) to allow agriculturally-related business, not otherwise listed as a special use permit with supplemental standards (SU*) in the A1, A2, & RV zoning districts.

OA15-324 Amendment to the Rockingham County Code, Chapter 17 (Zoning), Section 17-607 (Supplemental Standards for Certain Land Uses) to set standards for agriculturally-related business, not otherwise listed.

OA16-007 Amendment to the Rockingham County Code, Chapter 17 (Zoning), Article II. Definition of Terms, Section 17-201. Definitions generally to add the definition of Solar energy facility, large and the definition of Solar energy facility, small.

OA16-008 Amendment to the Rockingham County Code, Chapter 17 (zoning), Table 17-606 Land Use and Zoning Table to allow solar energy facility, large by permitted use with supplemental standards (P*) in the I-1, I-2, PID, PMR, MXU, PCD, R-4, R-5, and S-1 zoning districts and by special use permit with supplemental standards (SU*) in the A-1, A-2, RV, PG, RR-1, B-1, and B-2 zoning districts. This amendment would also allow solar energy, small by permitted right with supplemental standards (P*) in all zoning districts.

OA16-009 Amendment to the Rockingham County Code, Chapter 17 (Zoning), Section 17-607, Supplemental Standards for Certain Land Uses to add supplemental standards for Solar energy facility, large, and for Solar energy facility, small.

OA16-010 Amendment to the Rockingham County Code, Chapter 17 (Zoning), Table 17-606 Land Use and Zoning Table to add Dwelling, single-family detached with independent living quarters to the A-1, A-2, RV, PSF, PG, R-4, R-5, MH-1, MXU, and PMR zoning districts as a permitted use with supplemental standards (P*).

INTENT TO ADOPT

Section 2-44, Planning, Subdivision, and Zoning Fees, as authorized by Code of Virginia §15.2-2286.A.6, is to be amended by adding new application fees for Large Solar Energy Facilities requiring a special use permit (\$2,000 + any consultant fees), and Small Solar Energy Facilities (\$200).

CAPITAL IMPROVEMENTS PROGRAM

The County proposes to amend the capital improvements program (CIP), a five-year plan to guide the construction or acquisition of capital projects, to add two road improvement projects. A CIP is an important fiscal planning tool that helps a locality replace or repair existing major facilities or meet new capital improvement needs. A CIP is a form of short-term planning.

PRIORITY PROJECTS UNDERWAY BY STAFF

Projects	Lead Person	Status	Target Date
North Valley Pike Corridor Strategic Plan	Rhonda	Board tabled on 12/15/10. Plan elements to be addressed during Comprehensive Plan update.	2016
Rockingham Bicycle Advisory Committee (RBAC)	Rhonda	Next meeting is 2/18/16.	Ongoing
Solar Energy Committee	Diana	Heard by Planning Commission on 2/2/16	1 st quarter - 2016

Ongoing Review/Tasks	Lead Person	Status
Deed Review	Diane	15 deeds in process as of 2/12/15: 0 pending review, 15 awaiting revisions
Violations	Kelly	53 active complaints, 16 cases pending legal action as of 2/2/16
Site Plans & Subdivisions	Pete	8 site plans and 2 subdivisions under review as of 2/17/16
Subdivision Ordinance Variances	Diana	0 requests under review, as of 2/17/16
Zoning Ordinance Variances	Diana	1 request under review, as of 2/17/16
Zoning Appeals	Diana	0 requests under review, as of 2/17/16
Home Occupation Permits	Diana	0 permit requests under review, as of 2/17/16
Home Business Permits	Diana	0 permit requests under review, as of 2/17/16
Special Use Permits	Diana	1 permit requests under review, as of 2/17/16
Rezoning	Rhonda	2 rezoning requests under review, as of 2/17/16
Comprehensive Plan Amendments	Rhonda	0 request under review, as of 2/17/16
Permits and Fees Processed	Joe	493 total transactions for month of January 2016
Building Inspections	Joe	801 inspections conducted during January 2016 (averaged 47.81 inspections per day)
Building Plans	Joe	25 Plans under review, as of 1/31/16

Environmental (E&S/Stormwater) Plan Review	Lisa	16 plans under review as of 02/16/16, 14 awaiting permit issuance
Environmental Inspections	Lisa	248 inspections conducted as of 2/13/16
Addressing Commercial/Residential Structures	Kendrick	24 new structures addressed in January 2016
Naming of New Roads	Kendrick	0 new private lanes named in January 2016

REQUESTS TABLED BY BOARD OF SUPERVISORS

SPECIAL USE PERMIT APPLICATION(S)					
Year Tabled	Date Tabled	File	Applicant	Request	Election District
--	--	--	--	--	--

REZONING REQUEST(S) and PLAN(S)					
Year Tabled	Date Tabled	File	Applicant	Request	Election District
2010	Dec 15	NA	North Valley Pike Corridor Strategic Plan	Endorsement of Corridor Strategic Plan for North Valley Pike area from Gravels Road to Vine Street and I-81 to Kratzer Road	2

ORDINANCE AMENDMENTS					
Year Tabled	Date Tabled	File	Applicant	Request	
--	--	--	--	--	

STAFF DIRECTORY

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

DEPARTMENT OF COMMUNITY DEVELOPMENT
Development Activity Report - January 2016

	Permits Issued					Fees Collected				
	Jan-16	Jan-15	One Year Change	Jan-Jan 2016	Jan-Jan 2015	Jan-16	Jan-15	One Year Change	Jan-Jan 2016	Jan-Jan 2015
Building										
Commercial/Industrial	12	7	71.4 %	12	7	\$ 15,492.96	\$ 7,210.19	114.9 %	\$ 15,492.96	\$ 7,210.19
Manufactured	3	4	-25.0 %	3	4	\$ 259.90	\$ 413.51	-37.1 %	\$ 259.90	\$ 413.51
Single Family	22	13	69.2 %	22	13	\$ 22,357.64	\$ 13,998.13	59.7 %	\$ 22,357.64	\$ 13,998.13
Subtotal	37	24		37	24	\$ 38,110.50	\$ 21,621.83		\$ 38,110.50	\$ 21,621.83
Electrical										
	15	18	-16.7 %	15	18	\$ 801.11	\$ 852.71	-6.1 %	\$ 801.11	\$ 852.71
Subtotal	15	18		15	18	\$ 801.11	\$ 852.71		\$ 801.11	\$ 852.71
Mechanical										
	6	6	0.0 %	6	6	\$ 688.50	\$ 204.00	237.5 %	\$ 688.50	\$ 204.00
Subtotal	6	6		6	6	\$ 688.50	\$ 204.00		\$ 688.50	\$ 204.00
Other										
	19	43	-55.8 %	19	43	\$ 6,421.84	\$ 12,202.80	-47.4 %	\$ 6,421.84	\$ 12,202.80
Subtotal	19	43		19	43	\$ 6,421.84	\$ 12,202.80		\$ 6,421.84	\$ 12,202.80
Land Use Related										
Erosion and Sediment Permit:	4	6	-33.3 %	4	6	\$ 3,834.00	\$ 7,844.00	-51.1 %	\$ 3,834.00	\$ 7,844.00
Subtotal	4	6		4	6	\$ 3,834.00	\$ 7,844.00		\$ 3,834.00	\$ 7,844.00
Total	81	97		81	97	\$ 49,855.95	\$ 42,725.34		\$ 49,855.95	\$ 42,725.34