



BOARD OF SUPERVISORS
BRENT V. TRUMBO
 Election District No. 1
SALLIE WOLFE-GARRISON
 Election District No. 2
RICK L. CHANDLER
 Election District No. 3
WILLIAM B. KYGER, JR.
 Election District No. 4
MICHAEL A. BREEDEN
 Election District No. 5

ROCKINGHAM COUNTY

BOARD OF SUPERVISORS MEETING
 February 12, 2020

3:00 P.M. **CALL TO ORDER – CHAIRMAN WILLIAM B. KYGER, JR.**
INVOCATION – SUPERVISOR RICK L. CHANDLER
PLEDGE OF ALLEGIANCE – COUNTY ADMINISTRATOR STEPHEN G. KING

1. Approval of Minutes – Regular Meeting of January 22, 2020
2. Report – Virginia Department of Transportation – Residency Administrator
Donald F. Komara
3. Staff Reports:
 - a. County Administrator – Stephen G. King
 - b. County Attorney – Thomas H. Miller, Jr.
 - c. Assistant County Administrator – Casey B. Armstrong
 - 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 – Rhonda H. Cooper
 - h. Director of Technology – Terri M. Perry
 - i. Fire & Rescue Chief – Jeremy C. Holloway
 - j. Director of Parks & Recreation – Kirby W. Dean
 - k. Director of Court Services – Ann Marie Freeman
4. Committee Reports: Airport, Buildings and Grounds, Central Shenandoah Planning District Commission, Chamber of Commerce, Community Criminal Justice Board, Finance, Harrisonburg-Rockingham Metropolitan Planning Organization, Harrisonburg-Rockingham Regional Sewer Authority, Massanutten Regional Library, Public Works, Shenandoah Valley Partnership, Social Services, Technology, VACo Liaison, Chairman, Other

Recess

5. Meeting of Lake Shenandoah Stormwater Control Authority
 - a. Call to Order – Chairman
 - b. Approval of Minutes – Meeting of January 8, 2020
 - c. Report – Lisa K. Perry, Director of Environmental Services
 - 1) Consideration of Engineering Proposals
 - 2) Consideration of Fee Structure
 - d. Adjourn

Recess for Dinner

6:00 P.M. 6. Public Hearing - Special Use Permits:

SUP19-303 Joseph R. Bauman, 5260 E. Timber Ridge Road, Mt. Crawford, 22841 for 36' x48' addition to small contractor's business on property located on the west side of E. Timber Ridge Road (Route 668) approximately 1400' east of Cross Keys Road (Route 276), Election District #3, zoned A-2. Tax Map #151-(A)-9D.

SUP19-305 Ashleigh Sheaves/Johnny Sheaves, PO Box 352, Bridgewater 22812 for a second residence on property located at deadend of Sheaves Lane (private) and joining Warm Springs Pike (Route 42) on the south side of Warm Springs Pike, Election District #4, zoned A-2, Tax Map #136-(A)-6B. Property Address: 8517 Sheaves Lane.

SUP19-316 Cross Keys Farm, Inc. PO Box 281, Crimora, 24431 for a farm market on property located on the west side of Cross Keys Road (Route 276) across from Battlefield Road (Route 679), Election District #3, zoned A-2. Tax Map #139-(A)-118. Property address: 3022 Cross Keys Road.

7. Unfinished Business

*** ADJOURN ***

BOARD OF SUPERVISORS PUBLIC HEARINGS
RULES OF PROCEDURE

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

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

January 22, 2020

The Regular Meeting of the Rockingham County Board of Supervisors was held on Wednesday, January 22, 2020, at 6:00 p.m. at the Rockingham County Administration Center, Harrisonburg, Virginia. The following members were present:

- BRENT V. TRUMBO, Election District #1
- SALLIE WOLFE-GARRISON, Election District #2
- RICK L. CHANDLER, Election District #3
- WILLIAM B. KYGER, JR., Election District #4
- MICHAEL A. BREEDEN, Election District #5

Also present:

- STEPHEN G. KING, County Administrator
- THOMAS H. MILLER, JR., County Attorney
- CASEY B. ARMSTRONG, Assistant County Administrator
- RHONDA H. COOPER, Director of Community Development
- PATRICIA D. DAVIDSON, Director of Finance
- PHILIP S. RHODES, Director of Public Works
- BRADFORD R. R. DYJAK, Director of Planning
- KELLY S. GETZ, Deputy Zoning Administrator and Code Compliance Officer
- DIANA C. STULTZ, Zoning Administrator
- PATRICK C. WILCOX, Senior Planner
- TAMELA S. GRAY, Deputy Clerk
- DONALD F. KOMARA, Residency Administrator
Virginia Department of Transportation
- C. BURGESS LINDSEY, Assistant Residency Administrator
Virginia Department of Transportation

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CALL TO ORDER
INVOCATION
PLEDGE OF ALLEGIANCE.

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

Chairman Kyger provided the Invocation and Assistant County Administrator Armstrong led the Pledge of Allegiance.

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INTRODUCTION OF STUDENTS.

Students from James Madison University, Eastern Mennonite High School and Turner Ashby High School introduced themselves to the Board.

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APPROVAL OF MINUTES.

Supervisor Trumbo noted a correction to the January 8, 2020 minutes. During the discussion regarding Ordinance Amendment 19-267, to amend the Rockingham County Code, Chapter 17 (Zoning), Section 17-201 to allow semi-trailers for storage containers on A-1, A-2 and RV parcels of two acres or more, the minutes refer to a “land dog” moving a container or trailer. He noted that “land dog” needs to be corrected to “Landoll”.

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;

KYGER – AYE; TRUMBO – AYE; WOLFE-GARRISON – AYE; the Board approved the minutes of the organizational meeting of January 8, 2020, as amended.

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TRANSPORTATION DEPARTMENT.

The Board heard Mr. Komara's report on the activities of the Transportation Department, including the following updates to bridge, road and rural rustic projects:

- The Lairs Run (Route 921) bridge should be completed in June.
- A preconstruction meeting for buggy lanes will be held January 23, 2020. A & J Construction will perform the work.
- Surveying work has begun and trees are being cut for the realignment of Interstate 81 exit ramp 246 with Forest Hill Drive. They plan to complete the work in August before James Madison University students return to school.
- VDOT is working with the George Washington National Forest on a right-of-way for Rawley Pike (Route 33 West), with an advertisement for the \$10 million project in December or the spring of 2021.
- VDOT is obtaining rights-of-ways for utilities along South Valley Pike (Route 11) and Cecil Wampler Road (Route 704) so they can widen South Valley Pike to four lanes. In response to a question from Supervisor Wolfe-Garrison, Mr. Komara noted Sysco still wants to have a "right turn only" from their property. He also noted a new bridge will be built across from Shenandoah Valley Electric. Mr. Komara said this is an \$18 million project, with another \$3 to \$4 million for the bridge, which will be advertised in the spring of 2021.
- The \$5.5 million project for the Friedens Church Road (Route 682) bridge replacement will be advertised in the fall or spring of 2021.
- The Smithland Road (Route 720) bridge is due for repairs in the next year at a cost of \$8 to \$10 million.
- VDOT will advertise the \$60 million project to replace four bridges over Interstate 81 and Country Club Road with two bridges and a multi-use trail in the fall of 2021 or in 2022.
- Brush is being cut and pipes installed on rural rustic roads.
- Work will begin on Cromer Road (Route 765) in the next month or so, weather permitting.
- Work will start on Slab Road (Route 734) in February, weather permitting.
- A Smart Scale Project with the Metropolitan Planning Organization is planned for the Park and Ride at Mt. Crawford, with 96 additional parking spaces.
- Work will be performed on several other Smart Scale projects, which Mr. Komara will provide more information on later.
- Recent maintenance included preparing for weather last weekend, cutting brush, placing shoulder stone, spot grading, patching potholes and putting more chevrons on Duck Run Road (Route 674).

Supervisor Breeden asked if Hensley Hollow Road (Route 622) was included in the six-year plan. Mr. Komara noted there have been challenges on Hensley Hollow Road with the houses, stream and road on the other side. Mr. Komara said he will look into that, but noted the work performed previously was very costly.

Supervisor Wolfe-Garrison indicated a stop sign was pushed down at the end of Fort Lynne Road (Route 910) and Mt. Clinton Pike (Route 763), and a sign is on the ground on Weavers Road (Route 726) west of Eversole Road (Route 766).

Supervisor Wolfe-Garrison asked if the widening of North Valley Pike (Route 11), is being coordinated with the new Harrisonburg High School, and whether the City is considering changing their road configuration. Mr. Komara noted that has not been a big emphasis for the City, but may be more important since the new high school will be in that area. Mr. Komara indicated he would like to merge a five-lane section of Route 11 into four lanes. It was noted that the high school entrance will be off South Main Street (Route 11).

Mr. Komara said he will talk with City staff about Route 11 when he meets with them. He also noted City Councilman George Hirschmann is looking at different types of traffic signals for the entrance to the new high school.

Supervisor Wolfe-Garrison suggested tying North Valley Pike (Route 11) into South Main Street (Route 11) and looking at reconfiguring the Sysco truck entrance. There was discussion about trucks using Corporate Drive, but the concern was that it is in the City. If the City can coordinate with the County on the four-lane project at the City line, the traffic can be reconfigured, Supervisor Wolfe-Garrison said.

Supervisor Wolfe-Garrison reminded Mr. Komara that she asked whether Linhoss Road (Route 735) could be added onto the Swope Road (Route 736) paving outside of Dayton.

Supervisor Trumbo said he is glad to see the progress on the Mauzy bridge.

Supervisor Chandler would like Mr. Komara to look at a Lake Pointe Subdivision entrance that was supposed to connect with Port Republic Road (Route 253), but has not been constructed.

Chairman Kyger asked about the progress of Ladybug Road (Route 749) becoming a rural rustic road to make it easier for school buses to navigate. Mr. Komara indicated the VDOT Superintendent is making progress on Ladybug Road, but this may depend on how much money is needed for weather events over the winter. Mr. Komara noted that VDOT plans to start work on the Briery Branch bridge after they receive all the required environmental approvals.

Chairman Kyger reported the end of state maintenance on Rawley Springs Road (Route 847) is clearly designated, but a road to the right that connects to the development is not maintained. He would like to know if VDOT, the U.S. Forest Service or a private developer own that tract of land. Rawley Springs residents indicate the road is neglected and would like it to be included in the state system. Chairman Kyger noted the road may not be wide enough and will need improvements before it can be included in the state road system.

Chairman Kyger indicated he is grateful for the I-81 improvements, but stated the plans are not far enough along. Even though a recent accident may not have been eliminated by having three lanes in each direction, the seven-hour backup could have been mitigated with three lanes in each direction. Chairman Kyger said people could not get in or out of their driveways onto Main Street (Route 11) in Mt. Crawford and people could not get home because traffic was extremely jammed up on all of the roads. He said during such a long sustaining blockage, vehicles should be rerouted to Route 42 and Cross Keys Road (Route 276). Chairman Kyger stated the emergency response workers did a tremendous job.

Chairman Kyger said there seem to be numerous accidents on Interstate 81 South between Mt. Crawford and Augusta County, particularly around the bridges. Mr. Komara indicated the North River bridge is on a skew so there is not much shoulder. Chairman Kyger understands that I-81 will be three lanes between Harrisonburg and Mt. Crawford, but stated the three-lane project needs to extend further south. Chairman Kyger believes VDOT does not want to deal with the two North River bridges, but stated "We have to get ahead of these issues before the next accident occurs."

Chairman Kyger mentioned his previous request that parking be restricted on the west side of Main Street (Route 11) in Mt. Crawford south of Old Bridgewater Road (Route 867) to the town limits going toward Augusta County, and noted the parking restriction should also help when traffic that normally travels on Friedens Church Road (Route 682) is rerouted to North River Road (Route 867) when Friedens Church Road is closed for the bridge repair. Mr. Komara noted VDOT will also need to look at the parking restrictions on the east side of Main Street (Route 11) close to North River Road due to the hill on Main Street and vehicles needing to pull far out to see oncoming traffic.

Mr. Komara informed Chairman Kyger that VDOT staff is looking at the drainage issue on Main Street in Mt. Crawford.

Chairman Kyger indicated the new Mt. Crawford town manager, Libby Orebaugh was in attendance.

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ASSISTANT COUNTY ADMINISTRATOR'S STAFF REPORT.

The Board received and reviewed Mr. Armstrong's Economic Development staff report dated January 22, 2020.

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PUBLIC WORKS DIRECTOR'S STAFF REPORT.

Mr. Rhodes did not provide a written staff report, but noted he had an action item under his Public Works Committee report.

PUBLIC WORKS COMMITTEE

Supervisor Wolfe-Garrison informed the Board that Mr. Rhodes requested changing a part-time roll off truck driver position at the landfill to a full-time position and hiring an additional landfill motor equipment operator. Supervisor Wolfe-Garrison indicated funding is available for the positions, but Mrs. Davidson needs to be informed when the positions are staffed.

Administrator King indicated the expenses for both positions will be funded from tipping fee revenues.

On motion by Supervisor Wolfe-Garrison, seconded by Supervisor Breeden, and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; KYGER – AYE; TRUMBO – AYE; WOLFE-GARRISON – AYE; the Board approved hiring an additional motor equipment operator and changing the part-time roll off driver position to a full-time position at the landfill.

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COMMUNITY DEVELOPMENT DIRECTOR'S STAFF REPORT.

The Board received and reviewed Ms. Cooper's staff report dated January 22, 2020.

Ms. Cooper reported that Cosner Investments, LLC requested an amendment to replace the word "condominium" with "apartment" in the existing proffered conditions and plan description for the Locust Grove Village Master Plan situated along the east side of Boyers Road (Route 704) and north of Cullison Court (Route 1308). The difference in terminology is in reference to ownership; the approved master plan, number of dwelling units and the zoning will remain the same, she said. Pursuant to Code of Virginia §15.2-2302.B, the Board may waive the requirement for a public hearing when a proffered amendment does not affect conditions of use or density. Ms. Cooper indicated the request for the rezoning approved on April 24, 2019, does not affect the use or density.

Supervisor Chandler confirmed that rather than building condominiums to be sold, apartments could be rented. Ms. Cooper responded that was correct and said the use and appearance will remain the same.

Supervisor Wolfe-Garrison asked if the change is because Mr. Cosner or the purchase developer wants to maintain ownership of all the units rather than each being individually-owned. Ms. Cooper said this is a matter of not having the units individually-

owned, but this does not mean Mr. Cosner will not retain ownership of all the units. Ms. Cooper explained that even if it remains a condominium development, an owner could purchase sections of land and sell the individual units. Supervisor Wolfe-Garrison questioned if not approving the waiver will preclude Cosner Investments, LLC. from moving forward with development. Ms. Cooper responded it would mean Mr. Cosner probably needs to find investors willing to venture into the condominium market.

Mr. Miller explained the question before the Board is whether it wants to waive the public hearing requirement. He noted that since condominiums and apartments are residential uses, the Board can determine the use did not change or the Board can determine the use did change because it is now a rental property. He said the ultimate question is whether the Board wants to waive a public hearing to receive input from citizens or not.

Supervisor Wolfe-Garrison noted her concern is that apartments could change the potential impacts.

Chairman Kyger asked how much delay there would be for Cosner Investments, LLC, if the Board requests a public hearing versus the Planning Commission waiving a public hearing. Ms. Cooper indicated the department and agency reviews need to occur and adjoining property owners need to be notified so the timeline is about two months with or without a public hearing.

Supervisor Chandler indicated while the design is not changing, adjoining property owners may want an opportunity to comment on the changes so he would like to hold a public hearing.

On motion by Supervisor Chandler, seconded by Supervisor Breeden, and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; KYGER – AYE; TRUMBO – AYE; WOLFE-GARRISON – AYE; the Board and Planning Commission will hold public hearings regarding the proposed amendment to the Locust Grove Village existing proffered conditions and plan description.

Ms. Cooper noted that the Virginia State Code provides periodic opportunities for a local governing body to determine whether a review of an existing Agricultural and Forestal District is necessary. If a review is determined to be unnecessary, the local governing body shall set a year in which to consider future reviews. The absence of a review results in the rollover of the district with the parcels, terms and conditions unmodified.

Ms. Cooper indicated there are four Rockingham County Agricultural and Forestal Districts that fall into this category:

- Dry River with a ten-year term
- Spring Creek with a ten-year term
- Keezletown North with a seven-year term
- Keezletown South with a seven-year term

Ms. Cooper noted that these Agricultural and Forestal Districts recently rolled over or are about to roll over. Staff recommended the Board set 2026 for a full review of the Keezletown North and Keezletown South Agricultural and Forestal Districts; and set 2030 for a full review of Dry River and Spring Creek Agricultural and Forestal Districts, as allowed by State Code.

Chairman Kyger noted two of the Agricultural and Forestal Districts are in his area, and he has no problem with staff's recommendation because landowners have options to initiate modifications to the Agricultural and Forestal Districts.

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;

KYGER – AYE; TRUMBO – AYE; WOLFE-GARRISON – AYE; the Board accepted staff’s recommendation to set 2026 for a full review of the Keezletown North and Keezletown South Agricultural and Forestal Districts in 2026; and set a full review of the Dry River and Spring Creek Agricultural and Forestal Districts in 2030.

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COMMITTEE REPORTS.

The Board heard the following committee reports from Board members and staff:

MASSANUTTEN REGIONAL LIBRARY

Supervisor Wolfe-Garrison indicated this is the last year of the five-year mandate from the State for funding purposes. She said the County needs to consider the fact that it will no longer be under that mandate and pointed out it currently sits at number 92 out of 93 in state funding for the local library.

SHENANDOAH VALLEY PARTNERSHIP (SVP)

Mr. Armstrong announced there is a meeting on January 23, 2020.

SOCIAL SERVICES

Supervisor Breeden indicated there is a meeting on January 23, 2020.

TECHNOLOGY

Supervisor Wolfe-Garrison said she believes all of staff’s new computers have been installed.

VIRGINIA ASSOCIATION OF COUNTIES (VACo) LIAISON

Chairman Kyger reminded staff of the VACo Rural Caucus on February 5 and VACo Local Government Legislative Day on February 6 in Richmond.

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COMMITTEE APPOINTMENT.

Mr. Armstrong noted an appointment is needed to the Shenandoah Valley Workforce Investment Board.

On motion by Supervisor Chandler, seconded by Supervisor Breeden, and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; KYGER – AYE; TRUMBO – AYE; WOLFE-GARRISON – AYE; the Board appointed Supervisor Trumbo as the County’s Chief Local Elected Official (CLEO) Consortium Board member on the Shenandoah Valley Workforce Investment Board.

On motion by Supervisor Chandler, seconded by Supervisor Breeden, and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; KYGER – AYE; TRUMBO – AYE; WOLFE-GARRISON – AYE; the Board appointed Angela A. Lawrence to the Bicycle Advisory Committee for a term to expire December 31, 2022.

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action implementation chapter. Mr. Dyjak provided the updated Plan to the Board members, and indicated an item discussed during the work session will be included in the Plan.

On December 3, 2019, the Planning Commission recommended adopting the Stone Spring Urban Development Area Plan. Mr. Dyjak noted staff recommended adopting the Stone Spring Urban Development Area Plan, with the modification that a development proposed in the Crossroads neighborhood area on the east side of Cross Keys Road (Route 276) and Indian Trail Road (Route 620) be removed from the Plan by striking it from pages 90 and 91.

At 7:12 p.m., Chairman Kyger opened the floor for public comment on the Stone Spring Urban Development Area Plan.

Joseph Kudless said he has lived on Cumberland Drive seven years, and he understands the Comprehensive Plan includes the County's plans for the next 20 years. Since the Lake Shenandoah Stormwater Control Authority was recently established, he questioned the status of the Authority and how it will be integrated with the Comprehensive Plan.

Assistant County Administrator Armstrong explained that the Authority is still evaluating the fee structure and plans to hold a public hearing to discuss the fees. The Authority interviewed four engineering firms and are negotiating with one. He informed Mr. Kudless that the Authority hopes to announce the engineering firm they will contract with at the February 12, 2020 Board meeting. The firm will help the Authority determine what work is needed, what the fee should go toward and how much of the work will be covered by the fee structure.

Mr. Armstrong noted the Urban Development Authority (UDA) and Comprehensive Plan try to incorporate more than the minimum state required stormwater management standards. Since a good amount of the UDA is in the Lake Shenandoah Stormwater Control Authority area, the considerations for development that may occur in the area need to be included in the Comprehensive Plan. Mr. Armstrong indicated the Comprehensive Plan addresses low-impact development practices, such as items that mitigate stormwater to a higher degree. He said some of the development that has occurred in that area during the last year has gone beyond the County's stormwater management standards in an attempt to mitigate stormwater. Mr. Armstrong informed Mr. Kudless the County is taking all development in that specific area into consideration when drafting engineering designs.

Mr. Kudless indicated people have been digging behind Cumberland Drive. The neighbors thought the workers were subcontractors surveying for the County until they saw cable trucks. He noted the subcontractors hit a lot of water while shoveling.

Bob Deeble noted that he lived in Pennsylvania until three years ago, when he moved to the Reserve at Stone Port. Mr. Deeble asked about the possibility of having a traffic light at the corner of Stone Port Road and Stone Spring Road (Route 280). Mr. Deeble said there were 168 apartments at Stone Port when he moved in, but there are now 408 apartments and several new businesses in the area. He noted it is difficult to see approaching vehicles when exiting the Reserve at Stone Port because vehicles go down in a swell and cannot be seen. Chairman Kyger said he was in that area recently and noted that a traffic light is needed.

Mr. Deeble indicated there were two serious accidents at the intersection. He said to turn left from the Reserve at Stone Port, traffic has to cross eight traffic lanes. Chairman Kyger informed Mr. Deeble that the County will request that VDOT look at the traffic flow for the entire road.

Kim Sandum thanked the Board and staff for changes made to the Comprehensive Plan during the work session. She does not know if the entrance to the Rockingham Park at the Crossroads falls under the Stone Spring Urban Development Area Plan or

Comprehensive Plan, but suggested pedestrian access be considered for people who live across the road from the park, but do not want to cross so many lanes on a busy highway.

Chairman Kyger said a walkway bridge above the roadway is probably needed, but will be expensive. Supervisor Wolfe-Garrison said she noticed a culvert at the east side of the park on Indian Trail Road (Route 620) where a tunnel could possibly be bore underground. Chairman Kyger indicated the issue needs to be addressed in the future and suggested private partners may be able to provide solutions.

Attorney Todd Rhea said he thinks the Stone Spring Urban Development Area Plan and Comprehensive Plan are a major policy step for the County. He noted the Board Room is full when large rezoning requests come before the Board, but it is empty when the policies underlying the rezoning requests are discussed. He said the public needs the historical perspective regarding how the County arrived at the Plan and the primary policy benefits in adoption of the Plan. Mr. Rhea served on the advisory committee for the recodification and amendment of the County subdivision ordinance in 2002 and 2003. He noted that ordinance was the first step to get developments off sewer systems and onto public utilities, where possible. Mr. Rhea said this was a step to put development where services could be rendered more efficiently. The Comprehensive Plan focused on establishing urban growth areas where future development can be directed, and Mr. Rhea indicated the high density urban development area is within one of those urban growth areas.

Mr. Rhea explained that in the last twenty years, Sentara RMH relocated in the middle of the Stone Spring Urban Development Area. Shortly after the Preston Lake and Stone Port rezonings were approved at the edges of the UDA. He stated Sentara RMH was the catalyst for construction of sewer lines, water lines and Stone Spring Road, which connects the areas in the Stone Spring UDA. Mr. Rhea noted this plan has been in the works for the last two decades and the Board needs to determine how best to direct more dense development in the area. The County is directing growth where public utilities and services can be provided in a smaller area to protect agriculturally and historically-important areas from development, he said.

Mr. Rhea noted the Board has consistently adopted policies to allow higher density growth in urban development areas. He explained that higher density developments such as apartments, condominiums or town houses share rooftops and land, which makes constructing housing less costly, is more environmentally friendly and serves students, retirees and denser communities, which are often served by an integrated bus system. Although adding high-density development with population growth places a strain on the school system, apartments, retirement communities and student housing have a lower student per household ratio.

Mr. Rhea commended the County for continuing its well-considered and well-planned growth strategies over the last two decades. He believes the County has been successful in accomplishing the larger goals of maintaining and preserving the open agricultural areas in the County and laying groundwork for the successful development of more businesses, jobs and living opportunities in an urban-type setting that works well with open areas. He urged the Board to adopt the Stone Spring Urban Development Area Plan as presented.

At 7:39 p.m., Chairman Kyger closed the public hearing.

Chairman Kyger stated the Board can move to adopt the plan as amended, table the plan, or deny the plan. He said part of the Stone Spring Urban Development Area Plan is in his district and part of it is in Supervisor Chandler's district.

Supervisor Chandler thanked staff for their hard work on the Plan. He noted it has been a long process and staff has been diligent. Supervisor Chandler said he appreciated the dialogue during the afternoon workshop.

Supervisor Chandler made a motion, seconded by Supervisor Breeden, to adopt the Stone Spring Urban Development Area Plan as a component of the County Comprehensive Plan with the inclusion of the changes discussed at the Urban Development Area Work Session.

Chairman Kyger stated he agreed with Supervisor Chandler’s decision. He had concerns about some portions of the Plan, but said smaller areas can be reviewed later. He indicated the Cross Keys Battlefield area and area east toward Cross Keys and Port Republic are protected, and the County is putting into action a Plan of what is already occurring. Chairman Kyger noted the Stone Spring Urban Development Area Plan will provide a better tool to manage and direct growth.

Supervisor Wolfe-Garrison verified that the County is removing focus from the historic area east of Cross Keys Road (Route 276) and Indian Trail Road (Route 620), but is making no additions to the other side.

Carried by a roll call vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; KYGER – AYE; TRUMBO – AYE; WOLFE-GARRISON – AYE; the Board, with the inclusion of changes discussed at the Urban Development Area Work Session, adopted the Stone Spring Urban Development Area Plan as a component of the County’s Comprehensive Plan.

(A copy of the Stone Spring Urban Development Area Plan is included in the “Attachments – Board of Supervisors Minutes” notebook maintained in Administration.)

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OTHER BUSINESS.

Supervisor Trumbo indicated he would like to remove SUP19-245, Holtzman Properties, LLC, c/o Todd Rhea, Attorney, 92 N. Liberty Street, Harrisonburg, VA 22802 for a convenience store with gas pumps on property located on the west side of Brocks Gap Road (Route 259) approximately 900' north of Bergton Road (Route 820), Election District #1, zoned A-2. Tax parcel #11-(A)-25B from the table.

Supervisor Wolfe-Garrison read the following disclosure statement pertaining to special use permit SUP-245, Holtzman Properties, LLC:

Disclosure Statement

Pursuant to § 2.2-3112 and § 2.2-3115 of the Code of Virginia, as amended, I hereby declare that I am employed at the law firm of Clark & Bradshaw.

Clark & Bradshaw represents Holtzman Properties, LLC, the Applicant in this land-use matter currently before the Rockingham County Board of Supervisors.

The managing partners of Clark & Bradshaw have been informed of my full participation in discussions and decisions, as a member of this Board, relating to the firm’s client Holtzman Properties, LLC.

The nature of work that I provide as an employee of Clark & Bradshaw is in no way connected to or involved with the issue currently before this Board.

My employment at Clark & Bradshaw is not impacted or affected by any discussions or decisions in which I will fully participate as a member of this Board.

Accordingly, I hereby declare that I am able to fully participate in this matter, before the Board, in a fair, objective manner that best serves the public interest.

On motion by Supervisor Trumbo, seconded by Supervisor Chandler, and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; KYGER – AYE; TRUMBO – AYE; WOLFE-GARRISON – AYE; the Board removed SUP-245 for Holtzman Properties, LLC from the table.

Supervisor Trumbo stated he wanted to approve special use permit SUP-245 for Holtzman Properties, LLC with three additional conditions: 1) the building design will be in substantial compliance with the design submitted with the application; 2) plant and maintain a double-row vegetative buffer on the north and south sides of the property; and 3) a “No Parking After Hours” sign will be posted.

On motion by Supervisor Trumbo, seconded by Supervisor Chandler, and carried by a vote of 5 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; KYGER – AYE; TRUMBO – AYE; WOLFE-GARRISON – AYE; the Board, with the following conditions, approved SUP19-245, Holtzman Properties, LLC, c/o Todd Rhea, Attorney, 92 N. Liberty Street, Harrisonburg, VA 22802 for a convenience store with gas pumps on property located on the west side of Brocks Gap Road (Route 259) approximately 900' north of Bergton Road (Route 820), Election District #1, zoned A-2. Tax parcel #11-(A)-25B.

CONDITIONS:

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. As required by the Building Official, a design for a commercial kitchen shall be required.
4. This permit is contingent upon a site plan being submitted to and approved by the County. No work shall be done on the property and no building permits shall be issued until such time as a site plan is approved.
5. All requirements of the Rockingham County Fire Prevention Code shall be met.
6. Applicant is requesting a sit-down food service in the convenience store. Area to be used shall not exceed 20% of the square footage of the building.
7. As proffered by the applicant, hours of operation will be from 5:00 a.m. to 11:00 p.m. daily.
8. Entrance permit shall be obtained from VDOT and submitted to the Community Development Department prior to issuance of building permits and entrance shall be installed and approved by VDOT prior to issuance of a certificate of occupancy.
9. This permit is contingent upon the applicant obtaining a sewage disposal system from the Health Department. A copy of said permits shall be submitted to the Community Development Department prior to issuance of a building permit. Septic shall be installed and approved by the Health Department prior to issuance of a certificate of occupancy.
10. Requirements of the Office of Drinking Water – Lexington Field Office shall be met with regards to the well. A copy of the permit shall be submitted to the Community Development Department prior to issuance of a building permit. Well shall be installed and approved prior to issuance of a certificate of occupancy.
11. All requirements of the Health Department regarding an eating establishment shall be met, and certification of that approval shall be submitted to the Community Development Department prior to the issuance of a certificate of occupancy.

12. Any on premise advertising sign associated with this business shall comply with the Rockingham County Code.
13. There shall be no off-premise signs permitted unless all County and State regulations are met.
14. Parking shall comply with the Rockingham County Code.
15. The business shall not begin operation until a certificate of occupancy is issued by the County. No certificate of occupancy shall be issued until all other conditions of this permit are met.
16. The design and construction of the building shall be in substantial compliance with design submitted with the application.
17. A vegetative buffer shall be planted along the south and north boundaries of the 4.127 - acre parcel, running the full distance of the depth of the parcel. The vegetative buffers shall be double rows of a variety of evergreens, as approved by the Community Development Department during site plan review. This vegetative buffer shall be maintained; any dead or dying trees shall be replaced at the next available growing season.
18. "No Parking After Store Hours – Except in Emergency Situations" signs shall be posted on the property.

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ADJOURNMENT.

Chairman Kyger declared the meeting adjourned at 7:57 p.m.

Chairman



Finance Department Staff Report

February 12, 2020

FY20-21 Budget Calendar - A Finance Committee meeting was held February 3rd. The next Budget Work Session is planned for February 26th in the Community Room in the Administration Office.

Capital Improvement Process - The Capital Improvements Committee met and has prioritized all 48 projects requested during the process. The recommendation was presented to the Planning Commission on Tuesday, February 4th. A public hearing is planned for March 3rd.

Procurement:

No Action:

Lake Shenandoah Watershed Study and Food Mitigation Proposal - The County is seeking proposals from engineering firms authorized to do business in the state of Virginia, for a watershed study to model the complex conditions of an urbanized watershed, approximately 4 square miles in area, to the southeast of the City of Harrisonburg. The RFP closed December 13th with 6 responses. Interviews were conducted with the top 4 offerors. A recommendation will be made by Community Development to award the contract to the Timmons Group.

Rockingham Park at the Crossroads Safety Netting - The County is requesting formal competitive sealed bids to establish a contract for the purchase of materials and labor to install safety netting on the 4 baseball/softball fields at Rockingham Park at the Crossroads. Bids are due on Friday, February 14 at 2:00 PM.

Rockingham County
FY20-21 Budget Calendar

December 4 – Issue budget memo and forms

January 10 – Department Budget Requests due to Finance

January 13 – Revenue review with Stephen, Casey and Trish

January 13 – January 24 – Budget meetings with Department Heads

February 3 – Finance Committee Review

February 4 – Present Capital Improvement Plan to Planning Commission

February 26 – Board Work Session at 3:30pm

March 3 – Planning Commission Public Hearing on Capital Improvement Plan

March 6 – Advertise Public Hearing on tax rates (30-day notice required if increasing tax rate)

March 11 – Present Capital Improvement Plan to Board of Supervisors

April 8 - Public Hearing on FY 2020-21 Budget and Capital Improvement Plan at Rockingham County Administration Board Room

April 22 – Adoption of Budget, Capital Improvement Plan and Tax Rates

May 13 – Appropriate Budget



COUNTY of ROCKINGHAM Finance Department

Trish Davidson, CPFO
Director of Finance

TO: Board of Supervisors

FROM: Trish Davidson, Director of Finance

DATE: February 12, 2020

SUBJECT: Surplus Items

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

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

TD/bjf

Items to Declare Surplus -Feburary 2020

Dept. #	Department	Description	Quantity
4100	Public Works	10.0 Horsepower, 460 volts, 12.8 amps, RPM 1745	2
4100	Public Works	40 Horsepower, 460 volts, 46.5 amps, 1780 rpm	2
4100	Public Works	Motorized, Overhead door	1

Items to Discard

1220	Technology	Desktop Computers w/o hard drives	220
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COUNTY of ROCKINGHAM

Department of Technology

Terri M. Perry
Director

To: Trish Davidson, Director of Finance
From: Terri M. Perry, Director of Information Systems
Date: February 3, 2020
Subject: Equipment Surplus Request

The Technology Department would like for the following equipment with values of less than \$100 to be declared surplus, and to be disposed of under the Commonwealth of Virginia contract with Powerhouse Recycling, Inc.

- 220 Desktop computers without hard drives
 - 1 Dell Latitude C840 laptop, no hard drive
 - 1 Dell Latitude CPX laptop, no hard drive
 - 1 Dell Latitude C600 laptop, no hard drive
 - 5 Dell Latitude D830 laptops, no hard drives
 - 1 Dell Latitude D630 laptop, no hard drive
 - 2 HP Server Proliant ML350, no hard drives
 - 1 HP Server Proliant ML350G6, no hard drives
 - 1 HP Server Proliant ML370, no hard drives
 - 1 HP Server Proliant ML330G6, no hard rive
 - 2 iPhone 6
 - 1 iPad Air
 - 5 Fujitsu scanners Scan Snap S300

1. Over the course of calendar year 2019, the HR department met with 223 hires; 110 full-time and 113 part-time. The department also managed 165 terminations; 83 full-time and 82 part-time; this includes resignations and retirements.
2. New hires for the month of January
 - a. Board of Supervisors – 1 Elected Official
 - b. Clerk of the Court – 4 PT (Scan Room Technicians)
 - c. Commonwealth Attorney – 1 PT (Temporary Office Assistant)
 - d. Community Development – 1 FT (Environmental Inspector, vacant position)
 - e. Fire and Rescue – 1 FT (firefighter, vacant position)
 - f. Parks and Recreation – 5 PT (After School Leaders)
 - g. Social Services—1 FT (Benefits Program Specialist, vacant position)

Respectfully submitted,

Jennifer J. Mongold

1. Personnel vacancies

Public Works: 1 vacancy (Sign Technician)

Utilities: 1 vacancy (Utility Worker)

Landfill: 1 vacancy (Assistant Landfill Manager)

Refuse & Recycling: no vacancies

Public Works Admin: no vacancies

Facilities Maintenance: 1 vacancy (Maintenance Technician)

2. Utilities

City of Harrisonburg

The City of Harrisonburg has awarded a contract to Garney Construction Company for installation of a raw water line in the Pleasant Valley area of Rockingham County. This is the first phase of a larger project that will install a raw water line from the Harrisonburg City limits to the South Fork of the Shenandoah River in McGaheysville. Staff is working with the City at the intersection of Autumn Lane and Osceola Springs Road to reroute the County's existing sewer force main which is in conflict with the City waterline alignment.

Update: The sewer force main rerouting is complete.

Harrisonburg Rockingham Regional Sewer Authority

Authority capacity – 22 million gallons per day

December average flow – 10.67 million gallons per day

Rockingham County capacity – 4.6 million gallons per day

November average flow – 2.51 million gallons per day

3. 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: The project is complete and the Department of Environmental Quality issued the Certificate to Operate on November 22, 2019.

The new cell is in operation and the initial cushion layer of waste is being placed as suitable material is received.

4. Facilities

Southern Air, Inc. was awarded the contract for the Jail HVAC upgrade at the January 24, 2018 Board meeting. The contract has been signed and the project was started on 4/19/18. Both chillers have been replaced and are in service. Controls and other site work will proceed from this point. Replacement of the 4 air handlers located on the mezzanine is 100% complete. First floor work on all phases is 100% complete.

Update: Second floor work is 95% complete. Third floor work is 75% complete. Boiler replacement is complete. Replacement of the 6 rooftop air handlers is complete. Baker Roofing is 95% complete on the lower (mechanical) area of the Jail roof.

The plans for the renovations to the first floor of the District Courts Building are currently being finalized by Moseley Architects which includes phases B-F. Phase A was the renovation to the second floor.

Update: Phase 3B is 50% complete and phase 3C is 25% complete.

In the Administration Building, 3 of the 6 above ceiling air handler units have been replaced. The remaining 3 units as well as 3 roof-top units will be replaced in the next few months.

Respectfully Submitted,
Philip S. Rhodes
Director of Public Works

February 12, 2020

STAFF REPORT: COMMUNITY DEVELOPMENT DEPARTMENT

BOARD ACTION REQUESTED

None.

PROJECTS AND REPORTS

CSPDC COMMISSIONERS MEETING (Rhonda Cooper)

At the February 3 Central Shenandoah Valley Planning District Commission's Commissioners Meeting, Deputy Director Elizabeth McCarty presented "Investments in the Region: FY2016-FY-2019." A copy is attached. The Executive Director's Report is also attached.

MOUNT CRAWFORD PARK AND RIDE SMALL AREA STUDY (Rhonda Cooper & Bradford Dyjak)

The County's Small Area Study for 2020, funded entirely by the Harrisonburg-Rockingham Metropolitan Planning Organization (MPO), will generate a concept plan and cost estimate for the expansion of the Mount Crawford Park & Ride. A conference call was held January 30, 2020 between County staff, VDOT, the MPO and consultant from the Timmons Group to review conceptual designs and preliminary cost estimates of the proposed park and ride facility improvements. The refined plan and cost estimates would enhance competitiveness of a pending SMART Scale application for the 2020 submission window. According to the MPO's latest assessment, parking demand at the Mount Crawford Park and Ride, located on Route 257 at I-81 Exit 240, is currently operating at over 100% of lot capacity as of a September 2019 survey. The lot also has limited lighting, no ADA access, no bus shelter, or dedicated bus zone.

ROCKINGHAM BICYCLE ADVISORY COMMITTEE (RBAC) (Bradford Dyjak)

The next RBAC meeting is tentatively scheduled for Thursday, March 19. The Committee met January 23 where it discussed goals and adopted the 2020 Annual Work Plan; the plan is attached for the Board's review. The RBAC also reviewed recommended bicycle and pedestrian projects within the Stone Spring Urban Development Area Plan.

ROCKINGHAM COUNTY ROAD PROJECTS

VA 42 Bicycle and Buggy Lane Extension (Lisa Koerner Perry)

- The County received Authorization to Award this project from VDOT on 12/20/19
- This Board awarded the contract 1/8/20 to A&J Paving
- A Pre-Construction Meeting with the contractor was held 1/23/20
- The project is anticipated to start mid- to late March

PROJECTS AND REPORTS, continued

REVENUE SHARING AND TRANSPORTATION ALTERNATIVE PROJECT APPLICATIONS (Bradford Dyjak)

Staff awaits the Commonwealth Transportation Board's decision on funding awards due in May 2020.

Project # & Name	Location	Project Scope	Status	Cost
#5786 VA 253/VA 276 Turn Lanes	Intersection of VA 253 (Port Republic Rd.) & VA 276 (Cross Keys Rd.)	Install left turn lanes on northbound and southbound VA 276 (Cross Keys Road) at intersection with VA 253.	Revenue Sharing Application submitted 9/25/19	\$1.5m
#5790 Lake Shenandoah Watershed Culvert Improvements	2 upstream crossings at Baybrook Drive & Berryfield Drive; Shen Lake Drive (Route 689) crossing	The project would address storm sewer improvements by upgrading two upstream culverts within existing VDOT rights-of-way and reconstructing a road crossing at Shen Lake Drive.	Revenue Sharing Application submitted 9/30/19	\$1.61m
#5887 Garbers Church Road Bike & Buggy Lanes	Garbers Church Road (Route 910) from VA 42 to Erickson Avenue,	<ul style="list-style-type: none">Design and construct paved, 8-foot wide lanes on both sides of road approximately 0.6 miles in length.The project is proposed to be completed in two phases – Phase 1: preliminary engineering, right-of-way acquisition (\$350k) and Phase 2: construction (\$1.455m)	Transportation Alternatives Set-Aside Grant (TAP) Application submitted 9/30/19.	\$1.805m (Phase 1: \$350k)

LAKE SHENANDOAH STORMWATER CONTROL AUTHORITY (Lisa Koerner Perry)

Rockingham County has entered contract negotiations with The Timmons Group to perform engineering services related to stormwater mitigation measures, to include: watershed modeling, alternatives analysis, construction drawings, and grant application assistance.

County staff continues to work on fee structure and collection mechanisms for the Authority's associated fee. Staff will present options related to fee these topics during the meeting Lake Shenandoah Stormwater Authority Board.

PLANNING COMMISSION ACTIONS

At the Planning Commission's February 4, the 2019 Annual Report was presented and is enclosed for the Board's reference. No public hearings were held. An ordinance amendment status report is presented later in this report.

Item	Description	Comments/ Recommendations
REZ18-273	Partners Development, Inc. , 859 Cottontail Trail, Mt. Crawford, VA 22841, is requesting an amendment to the existing approved proffers on a 25.704-acre parcel located on the north and west sides of White Oak Drive approximately 700' west of Walnut Creek Drive. The parcel is zoned R2C (Medium Density Residential with Conditions) and is identified in the Comprehensive Plan as Community Residential in the Urban Growth Area. Tax Map #107-(A)-L166, Election District #2.	Motion to recommend approval failed 2-3 on 1/2/19; Pending before Board; applicant has been granted postponement of 2/13/19 hearing.

CAPITAL IMPROVEMENTS PROGRAM (CIP) Update Process (Rhonda Cooper & Bradford Dyjak)

A recommended CIP was presented to the Planning Commission at its February 4 meeting, with a public hearing scheduled for March 3. The Advisory Subcommittee, appointed by the Commission, reviewed project requests through a series of meetings with department heads and relevant staff members.

COUNTY-INITIATED ORDINANCES

Amendment (OA#)	Chapter/ Section	Reason & Scope	Status
1. (OA18-343) Private Streets- R-3 Rowhouses & Apartments	17-700, 701	Private streets for rowhouses and apartments in R-3 district; POA ownership changes; Review of private streets design standards ongoing.	Board Adopted OA18-343 on 1/23/19; Further study of private street standards ongoing.
2. Review of A-1 & A-2 District Uses	17-302 & 17-303; Ch. 16	Evaluate distinction of uses between the two districts and ensure consistency; consider consolidation into a single agricultural zoning district.	Board authorized study 8/23/17; Staff study is ongoing.
3. Review of PMR District Requirements	17-409	The study will evaluate appropriate uses and regulations for maximum development flexibility.	Board authorized study 12/12/18; Staff has performed a comparative analysis.
4. Review of Signage Code	17-707	Staff will review Planned District sign submission requirements, line-of-sight standards, review code organization.	Board authorized study 12/12/18
5. Wireless Telecommunications Facilities	Ch. 17, Article VI	Ensure consistency with recent updates to state code limiting the scope of review for local governments of such facilities.	Board authorized study 7/17/19
6. (OA19-260 & 261) Inoperable Vehicles	11-31 –40 & 17-201	Revise “automobile graveyard” definition; review screening and vehicle removal provisions.	Board authorized study 8/14/19; Scheduling
7. PMF District: Setbacks for Apartment Buildings	17-403 & 17-806.02	Eliminates setbacks for apartment structures and required 10’ between buildings in Planned Multifamily District.	Scheduled before Planning Commission 3/3/20

PRIORITY PROJECTS UNDERWAY BY STAFF

Projects	Lead Person	Status	Target Date
Stone Spring Urban Development Area (UDA) Plan	Rhonda & Bradford	Plan adopted by the Board. Implementation of plan recommendations to commence.	Board Adopted Plan as part of Comprehensive Plan 1/22/20
Census 2020 Complete Count Committee	Bradford & Zach	Met with County high school government teachers, City and JMU representatives to coordinate outreach.	Ongoing through April 2020
Capital Improvement Program (CIP) Update FY 2021-25	Rhonda & Bradford	CIP Advisory Subcommittee met 11/12 to prioritize projects. Recommendations to PC 2/4/20.	PC Public hearing 3/3/20
Ongoing Review/Tasks	Lead Person	Status	
Deed Review	Diane	16 deeds under review as of 2/5/20: 6 pending review, 10 awaiting revision.	
Violations	Kelly	49 active complaints, 25 cases pending legal action as of 2/5/20	
Site Plans & Subdivisions	Bradford & Patrick	9 site plans and 4 subdivisions under review as of 1/30/20	
Subdivision Ordinance Variances	Diana	0 request under review, as of 1/30/20	
Zoning Variances	Diana	1 request under review, as of 1/30/20	
Zoning Appeals	Diana	1 request under review, as of 1/30/20	
Home Occupation Permits	Diana	0 permit requests under review, as of 1/30/20	
Home Business Permits	Diana	0 permit requests under review, as of 1/30/20	
Special Use Permits	Diana	5 permit requests under review, as of 1/30/20	
Special Entertainment Permits	Diana	0 permit requests under review, as of 1/30/20	
Rezoning	Bradford	6 rezoning requests under review, as of 1/30/20	
Comprehensive Plan Amendments	Bradford	0 requests under review, as of 1/30/20	
Permits and Fees Processed	Joe	775 total transactions for month of January 2020	
Building Inspections	Joe	1571 inspections conducted during January 2020 (averaged 53.83 inspections per day)	
Building Plans	Joe	39 Plans under review, as of January 31, 2020	
Environmental (E&S/Stormwater) Plan Review	Lisa	15 plans under review / 33 approved and awaiting permit issuance as of 1/31/2020	
Environmental Inspections	Lisa	602 inspections conducted in January 2020	
Addressing Structures	Kendrick	66 new structures addressed in January 2020	
Naming of New Roads	Kendrick	2 new roads named in January 2020	

UPCOMING PUBLIC HEARINGS

February 12, 2020, Board of Supervisors, at 6:00 p.m.

Ordinance Amendments

None.

Rezoning- Requiring a Public Hearing

None.

Special Use Permits

SUP19-303 Joseph R. Bauman, 5260 E. Timber Ridge Road, Mt. Crawford, 22841 for 36' x48' addition to small contractor's business on property located on the west side of E. Timber Ridge Road (Route 668) approximately 1400' east of Cross Keys Road (Route 276), Election District #3, zoned A-2. Tax Map #151-(A)-9D.

SUP19-305 Ashleigh Sheaves/Johnny Sheaves, PO Box 352, Bridgewater 22812 for a second residence on property located at the dead end of Sheaves Lane (private) and joining Warm Springs Pike (Route 42) on the south side of Warm Springs Pike, Election District #4, zoned A-2, Tax Map #136-(A)-6B. Property Address: 8517 Sheaves Lane.

SUP19-316 Cross Keys Farm, Inc. PO Box 281, Crimora, 24431 for a farm market on property located on the west side of Cross Keys Road (Route 276) across from Battlefield Road (Route 679), Election District #3, zoned A-2. Tax Map #139-(A)-118. Property address: 3022 Cross Keys Road.

REQUESTS TABLED BY BOARD OF SUPERVISORS

SPECIAL USE PERMIT APPLICATION(S)					
Year Tabled	Date Tabled	File	Applicant	Request	Election District
2020	1/8/20	19-286	Soil Health Technologies,	Composting site (like use to refuse and recycling center)	2
REZONING REQUEST(S)					
Year Tabled	Date Tabled	File	Applicant	Request	Election District
-	-	-	-	N/A	-
ORDINANCE AMENDMENTS					
Year Tabled	Date Tabled	File	Applicant	Request	
2020	1/8/20	19-267	None	Section 17-201 & 17-607 using semi-trailers for storage	

STAFF DIRECTORY

Name	Job Title	Office Number	Mobile Number
ADMINISTRATION			
Rhonda Cooper	Director	564-3033	271-5061
PERMIT INTAKE & PROCESSING			
Lisa McDonald	Permit Specialist I	564-3038	N/A
(Vacant)	Permit Specialist I	564-3040	N/A
Kayla Yankey	Permit Specialist II	564-6024	N/A
BUILDING CODE ENFORCEMENT			
Joe Shifflett	Building Official	564-3041	578-1558
(Vacant)	Plan Reviewer	564-3046	578-1120
JN Riddel	Building Inspector	N/A	578-1121
Rick Davis	Building Inspector	N/A	830-8018
Danny Mason	Building Inspector	N/A	578-3515
Ben Terry	Building Inspector	N/A	578-1123
Josh Haugh	Building Inspector	N/A	607-9535
PLANNING, ZONING, DEVELOPMENT, & GEOGRAPHIC INFORMATION SYSTEMS			
Bradford Dyjak	Director of Planning	564-1513	578-2659
Diana Stultz	Zoning Administrator & Subdivision Agent	564-3032	830-8017
Diane Lepkowski	Deputy Zoning Administrator & Deputy Subdivision Agent	564-3037	578-1126
Kelly Getz	Deputy Zoning Administrator & Code Compliance Officer	564-6063	810-5024
Mark Rathke	GIS Specialist	564-5076	N/A
Kendrick Smith	GIS Technician	564-3029	830-5811
Patrick Wilcox	Senior Planner	564-5074	271-2952
Zachary Popovich	Temporary Part-time Position	574-3790	N/A
ENVIRONMENTAL SERVICES			
Lisa Koerner Perry	Director of Environmental Services	564-6095	271-8760
Adam Hancock	Stormwater Management Program Administrator	564-1529	271-6523
Drew Thacker	Environmental Inspector	564-3047	607-3665
Justin Turner	Environmental Inspector	564-3038	560-5589

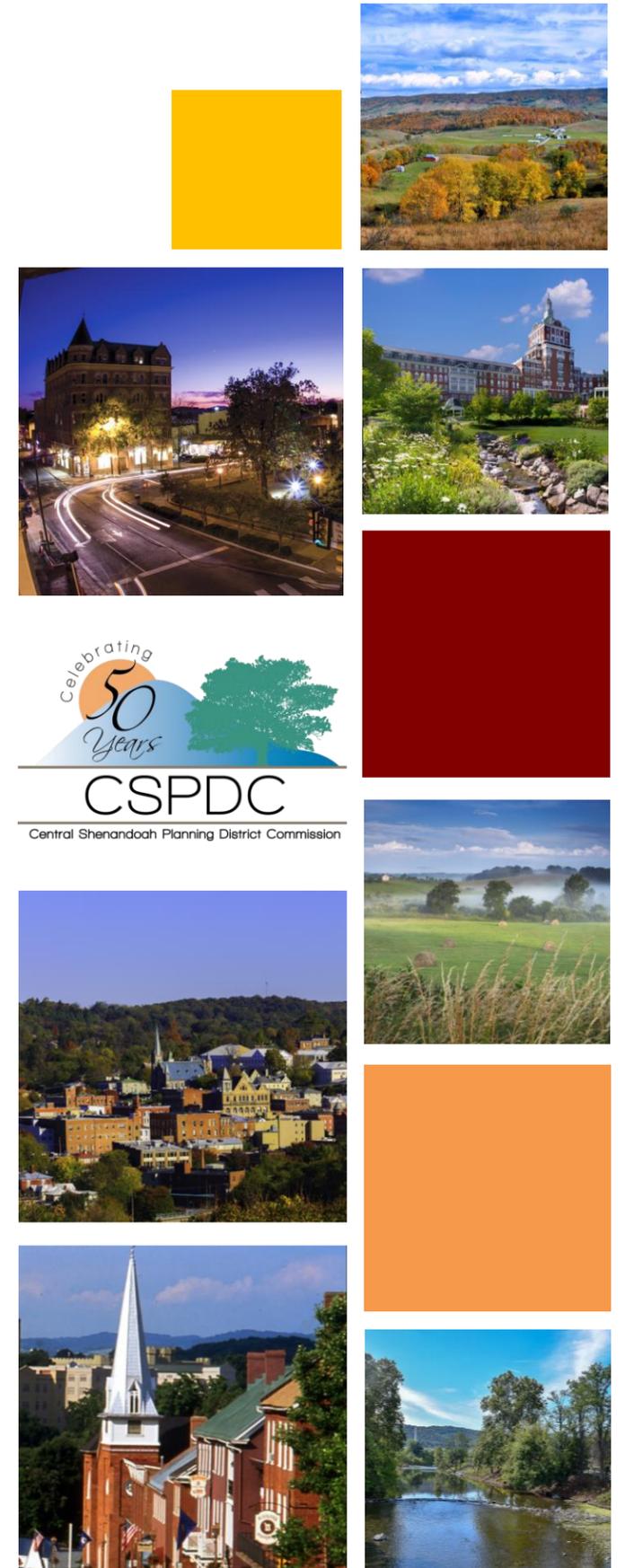
REGIONAL		FY'16	FY'17	FY'18	FY'19
ENVIRONMENTAL	Stream Restoration Crediting Workshop	\$14,969			
	Stormwater Network Coordination	\$500			
	Regional Community Wildfire Protection Plan		\$30,000		
	All Hazards Mitigation Plan Update				\$96,316
	Chesapeake Bay WIP III				\$71,500
HOUSING	HOME First Time Homebuyer Program	\$75,000	\$75,931	\$75,000	\$75,000
ECONOMIC DEVELOPMENT	EDA Partnership Planning	\$70,000	\$70,000	\$70,000	\$70,000
	ARC Planning	\$3,844	\$2,908	\$2,908	\$908
	Fields of Gold Agritourism	\$44,995	\$98,625		
	State Planning Grant	\$75,971	\$75,971	\$75,971	\$75,971
	GO Virginia Region 8		\$450,000	\$250,000	\$250,000
	BRCC Cyber Security Program				\$200,000
TRANS/TRANSIT	Rural Transportation Planning	\$58,000	\$58,000	\$58,000	\$58,000
	Bike the Valley Marketing Program		\$12,500		
	RideShare	\$70,000	\$70,000	\$70,000	\$70,000
	Mobility Management Program			\$28,800	
FACILITIES	VML Safety Grant	\$1,000	\$1,000	\$1,000	\$1,000
Total		\$414,279	\$944,935	\$631,679	\$968,695

PROGRAM AREA	FY'16	FY'17	FY'18	FY'19
ENVIRONMENTAL PROTECTION & DISASTER MITIGATION	\$63,061	\$55,000	\$18,000	\$266,816
HOUSING	\$75,000	\$75,931	\$551,693	\$95,000
ECONOMIC DEVELOPMENT	\$440,587	\$763,004	\$536,879	\$659,879
TRANSPORTATION/TRANSIT	\$3,520,681	\$15,827,774	\$9,158,880	\$9,542,192
COMMUNITY FACILITIES & DEVELOPMENT	\$501,000	\$1,000	\$1,000	\$1,000
Total	\$4,600,329	\$16,722,709	\$10,266,452	\$10,564,887

Over the past four fiscal years, CSPDC efforts helped to bring in over \$42 million new investments to the Region.

Central Shenandoah Planning District Commission Investments in the Region FY 2016-FY 2019

For every \$1 the CSPDC receives in local dues, it has leveraged approximately \$51 in state and federal funds over the last four years.



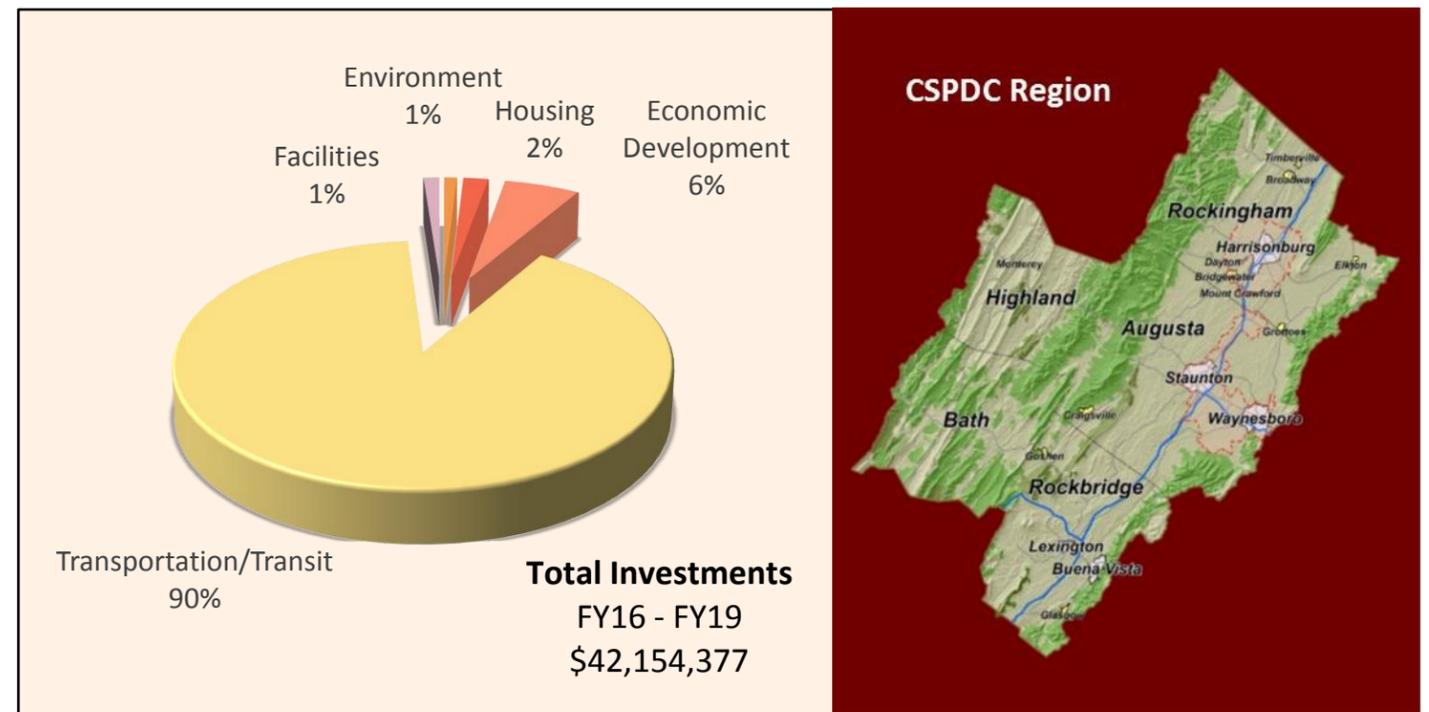
Investments by Sub-Region

STAUNTON - AUGUSTA - WAYNESBORO		FY'16	FY'17	FY'18	FY'19
ENVIRONMENTAL	Staunton Flood Study				\$75,000
	SAW Hazardous Materials Response Plan				\$24,000
ECONOMIC DEVELOPMENT	Augusta County Telecommunications Plan	\$75,000			
	Staunton Innovation Hub Tech-Lab				\$23,000
TRANS/TRANSIT	Staunton-Augusta-Waynesboro Transit	\$1,077,447	\$1,380,741	\$1,658,342	\$1,617,436
	Staunton-Augusta-Waynesboro MPO	\$200,564	\$203,457	\$215,878	\$212,920
	Waynesboro Town Center Park & Ride			\$2,197,261	
	Transit Facility		\$3,535,999		
	Crozet Tunnel Trail Construction	\$649,960			\$185,000
	Staunton Bessie Weller Elementary School SRTS	\$283,646			
	Staunton Central Avenue Improvement				\$384,236
	City of Staunton Bicycle and Pedestrian Plan	\$65,000			
	I-64 Corridor Study	\$100,000			
	I-81 Exits 220 and 221 Smart Scale		\$5,612,938		
	I-81 Exit 222 Smart Scale		\$2,045,900		
I-81 Exit 213 Smart Scale		\$2,688,439			
Total		\$2,451,617	\$15,467,474	\$4,071,481	\$2,521,592

ROCKBRIDGE - LEXINGTON - BUENA VISTA		FY'16	FY'17	FY'18	FY'19
ENVIRONMENTAL	Town of Glasgow Watershed Retrofit Project	\$47,592			
	Buena Vista-Lexington-Rockbridge EOP			\$18,000	
HOUSING	Rockbridge Greenhouse Village Housing Project			\$476,693	
ECONOMIC DEVELOPMENT	ARC Planning	\$20,000	\$20,000	\$20,000	\$22,000
	Glasgow Farmers Market	\$77,777			
	Rockbridge Area Master Recreation Plan/Braiding the Way	\$25,000	\$27,500		
	Rockbridge Area Advanced Manufacturing Program (RAAMP)			\$100,000	
TRANS/TRANSIT	Buena Vista Enderly Heights Elementary SRTS	\$164,154			
	Glasgow Blue Ridge Road Shared-Use Path	\$235,520			
	I-81 Exit 205 Smart Scale			\$500,100	
	South River Bridge Replacement			\$1,280,453	
	Buena Vista Magnolia Avenue Improvements			\$70,036	
	Lexington Lylburn Downing Middle School Walkability Improvements				\$75,488
	Lexington North Main Street			\$2,845,557	
FACILITIES	BARC Electric Solar Project	\$500,000			
Total		\$1,070,043	\$47,500	\$5,310,839	\$97,488

BATH - HIGHLAND		FY'16	FY'17	FY'18	FY'19
ENVIRONMENTAL	Bath County Community Generator Project		\$25,000		
HOUSING	Bath Housing Study				\$20,000
ECONOMIC DEVELOPMENT	Bath-Highland Broadband	\$30,000			
	ARC Planning	\$18,000	\$18,000	\$18,000	\$18,000
Total		\$48,000	\$43,000	\$18,000	\$38,000

HARRISONBURG - ROCKINGHAM		FY'16	FY'17	FY'18	FY'19
TRANS/TRANSIT	Harrisonburg-Rockingham MPO	\$216,390	\$219,800	\$234,453	\$230,966
	Rockingham County Route 42 Bicycle/Pedestrian/Buggy Lane	\$400,000			
	I-81 Exit 247 Interchange Improvements				\$6,708,146
Total		\$616,390	\$219,800	\$234,453	\$6,939,112





Executive Director's Report February 3, 2020

VATI Broadband Grant Award: Last week Governor Northam announced the 2019 Virginia Telecommunication Initiative (VATI) grant awards for broadband projects in the State. The CSPDC was among the 12 applicants awarded to receive funding. The \$2.2M grant award submitted by the CSPDC on behalf of Rockbridge and Bath counties with BARC Electric Cooperative as the co-applicant will deploy 314 miles of gigabit last mile fiber in unserved areas throughout the two counties. Over 1,000 residences and businesses in Rockbridge and Bath counties will be served. See press release attached.

Agricultural Enterprise Center Feasibility Study: The CSPDC has been selected to receive an \$85,000 grant award from the U.S. Department of Agriculture through their Local Food Promotion Program (LFPP). This grant was one of 42 out of 215 LFPP grants awarded and the only one funded in Virginia. Grant funds will be used to fund a feasibility study to determine the viability of a certified, commercial, shared-use Agricultural Enterprise Center located in the central Shenandoah Valley. The study also will identify what components will be the most successful and beneficial to local farmers such as a commercial kitchen, food lab/testing kitchen, flash freeze facility, training space for smart-ag classes and seminars, packaging and distribution operations, and business planning resources. The study will explore physical locations for a facility and structure a comprehensive business plan as well. GO Virginia funds are being sought to match the grant.

All Hazard Mitigation Plan: The CSPDC submitted the Region's All Hazard Mitigation Plan to the Virginia Department of Emergency Management (VDEM) and FEMA for review and approval in early January. The Plan identifies natural hazards that impact the region's communities and offers mitigation strategies that will lessen the effects of these hazards. The Plan is a requirement in order for communities to receive certain FEMA funds in the event of a disaster. All 21 localities participated in the planning process. Each local jurisdiction will be asked to adopt the Plan after VDEM and FEMA approval.

GO Virginia: The GO Virginia Region 8 Council will meet on January 28, 2020 to consider three proposals for funding: 1) JMU Industrial Hemp Initiative, 2) Shenandoah Valley Economic Gardening, 3) Agricultural Enterprise Center Feasibility Study. If approved by the Region 8 Council, the proposals will be submitted to the state GO Virginia Board for final approval and funding. Two of the five funded GO Virginia projects in our region have been successfully completed. They are the RAAMP welding project in Rockbridge and the Staunton Innovation Hub tech-hub feasibility study.

Afton Express Inter-Regional Transit Study: Afton Express: The CSPDC will apply for funds under the Va. Department of Rail and Public Transportation's (DRPT's) Demonstration grant program to fund a commuter bus system connecting the Shenandoah Valley with Charlottesville. A recently completed study and service plan proposes a Monday-Friday schedule with four trips in the am and four trips in the pm. Stops will originate at park and ride lots in Staunton, Fishersville, Waynesboro and multiple stops in Charlottesville including UVA, UVA Medical Center, Downtown Charlottesville and 5th Street Station (Wegman's). The proposed fare will be \$3 one way. If funded, the proposed system would be launched in early 2021. Partners include Staunton, Waynesboro, Augusta County, UVA, Albemarle County, Charlottesville, UVA and both planning districts.

Investments in the Region. One of the most important services the CSPDC provides to its member jurisdictions is the identification of funding opportunities. Over the past four fiscal years (FY16-FY19), CSPDC efforts helped to bring in over \$42M in new state and federal grants for the region and our jurisdictions. This calculates to \$51 in state and federal funds for every \$1 received in local dues. A copy of the most recent Investments in the Region report is available upon request.

Transit Programs. The CSPDC is applying for \$3.2M in funding for a number of transit related projects for the upcoming fiscal year including operations of the BRITE bus system, installation of solar panels on the BRITE facility, implementation of Intelligent Transportation System (ITS) such as mobile tablets and GPS for drivers to record rider data and track on-time performance, purchase of waste oil heating system at the facility, start-up of the Afton Express, and the region's Rideshare commuter program.



ANNUAL WORK PLAN: 2020

**ROCKINGHAM BICYCLE
ADVISORY COMMITTEE**

January 23, 2020

ROCKINGHAM BICYCLE ADVISORY COMMITTEE (BAC) MEMBERS

VOTING MEMBERS

Sandra Parks – Chair

Kim Sandum

Sally Newkirk

Peter Dula

Corrie Green

Valerie Kramer

Yogi Gillette

Jonathan Lantz-Trissel

Todd Schlabach

Angela Lawrence

NON-VOTING ADVISORY MEMBERS

Burgess Lindsey

VDOT Liaison

Patrick Wilcox

County Staff

Kyle Lawrence

Shenandoah Valley Bicycle Coalition

Bradford Dyjak

County Staff

Erin Yancey &

Jakob

zumFelde

City Liaisons

Previous Members

Seth Berkey

Brian Bauer

Denise Martin

Rhonda Cooper, County Staff

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ANNUAL WORK PLAN: 2020

OF THE

ROCKINGHAM BICYCLE ADVISORY COMMITTEE

Background

Created by order of the Board of Supervisors in 2011 to review and advise the Board on bicycling related issues, the RBAC secured adoption of its first work plan on July 11, 2012. The 2020 Work Plan further develops the strategies of the Bicycle and Pedestrian Plan into actionable items for which the RBAC can be responsible.

The RBAC considers this Work Plan to be a living document that must be responsive to its Board-approved mission and organizational goal. Annually, the RBAC will review the Work Plan and present it to the Board of Supervisors for its endorsement. As the RBAC accomplishes projects, it will add additional ones to future work plans. Throughout the year, the Board will be provided with periodic reports of the RBAC's activities.

Structure

The primary purpose of the Work Plan is to implement the **Rockingham County Bicycle and Pedestrian Plan**. The Bicycle and Pedestrian Plan identifies the bicycle and pedestrian vision for Rockingham County as:

Rockingham County will become a place where pedestrians and bicyclists can safely and conveniently reach key destinations for work, play, and everything in between.

The Rockingham County Bicycle Advisory Committee takes an integral role in realizing this vision as advisors to the Rockingham County Planning Commission and Board of Supervisors on issues relating to the provision of bicycle and pedestrian facilities throughout Rockingham County. The stated Mission of the RBAC is:

To advise the Board of Supervisors in the promotion, planning, and implementation of bicycle and other non-motorized transportation in Rockingham County.

To fulfill this mission, the RBAC has identified an Organizational Goal:

Foster a healthy community by promoting bicycling and walking and other non-motorized forms of travel as viable modes of transportation through advising the Board of Supervisors on infrastructure improvements, intermodal connectivity, and education and enforcement programs.

The Rockingham County Bicycle and Pedestrian Plan is organized into five categories, created by the League of American Bicyclists to evaluate the bicycle friendliness of communities across America under its Bicycle Friendly Community Program. These categories, known as the 5 Es, serve to focus the attention of advocates and policy makers and increase the impact of individual efforts. Each E represents a pillar of a successful bicycle and pedestrian program. The 5 Es are:

Engineering, Education, Encouragement, Enforcement, and Evaluation.

Although all 5 of the E's are equally important in developing and maintaining a sustainable bicycle and pedestrian program for Rockingham County, the RBAC has determined that the best way to achieve its goal and advise the Board of Supervisors is to narrow its focus to projects that fall under the Engineering category. This Work Plan provides the schedule of meetings and identifies the plans that the RBAC intends to review at each meeting.

Upon review of each plan, the RBAC intends to provide written comment on the projects detailed in each plan. These comments will provide advice to the Board of Supervisors on how the projects can better serve all travelers in Rockingham County, regardless of the mode of travel.

2019 Highlights

The RBAC undertook several initiatives last year based upon the 2019 Work Plan:

1. Submitted application and subsequently **awarded a Bicycle Friendly Community, Bronze designation** for the County by the League of American Bicyclists.
2. Reviewed several trails and greenways projects and met with stakeholders.
3. Reviewed and provided comments on the draft Stone Spring Urban Development Area Plan.
4. Participated in outreach and events related to Bike Everywhere Day and National Bike Month in May.
5. Evaluated and commented on VDOT 2020 Paving Schedule and Revenue Sharing applications.
6. Continued ongoing review of County Bicycle and Pedestrian Plan.
7. Members attended the annual Harrisonburg-Rockingham Bike Walk Summit.

Schedule

The RBAC agrees to meet on the third Thursday of every odd numbered month at 5:00 P.M.. The annual schedule is as follows:

January	<ul style="list-style-type: none"> • Adopt RBAC Annual 2020 Work Plan • Election of Officers • Stone Spring Urban Development Area Plan- Update
March	<ul style="list-style-type: none"> • VDOT Projects Discussion & Presentation • Discuss: SMART Scale, Revenue Sharing Program, and 2021 Paving Schedule • Evaluate Safety Measures & State Police Discussion • Trails & Greenway Project Updates • Review Existing County Bicycle Amenity Regulations
May	<ul style="list-style-type: none"> • Stone Spring Urban Development Area Plan- Implementation (continued) • Review Rockingham County Bicycle and Pedestrian Plan- Prepare Amendments • Bike Month Activities • Bicycle Friendly Community Promotion & Review of BFC Report Card
July	<ul style="list-style-type: none"> • Review of Comprehensive Plan – Prepare Updates to Bicycle & Pedestrian Sections • Trails & Greenway Project Updates
September	<ul style="list-style-type: none"> • Safe Routes To School Coordinator Presentation • Prepare for Bike-Walk Summit Priorities
November	<ul style="list-style-type: none"> • Bike-Walk Summit Recap and Summary • Coordination with City Bicycle & Pedestrian Goals • Discuss: 2021 Annual Work Plan Objectives and Schedule



Rockingham County Planning Commission 2019 Annual Report

January 1, 2019 to December 31, 2019

OBLIGATION TO REPORT

Under Section 15.2-2221.5 of the Code of Virginia, the local planning commission is charged with the duty of making an annual report to the governing body concerning the operation of the commission and the status of planning within the jurisdiction. In compliance with this requirement, the following report reviews the activities of the Rockingham County Planning Commission during 2019.

PLANNING COMMISSION MEMBERS

The members of the Commission are:

Kevin Flint (since February)	Election District 1
Brent Trumbo (through January)	Election District 1
Rodney Burkholder, Vice Chair	Election District 2
Bill Loomis	Election District 3
Mike Harvey (since October)	Election District 4
David Rees (through September)	Election District 4
Keith Sheets, Chair	Election District 5



Commissioner Brent Trumbo was presented in March with a resolution of appreciation by the Commission and Director of Community Development Rhonda Cooper upon the conclusion of his service.



Commissioner David Rees was similarly recognized in October after he concluded his service on the Commission.

PLANNING COMMISSION MEETINGS

The Commission held 13 public meetings, participated in one joint work session, and several site visits.

All regular meetings of the Planning Commission commenced at 6:30 p.m. on the first Tuesday of every month, except the January meeting (held after New Year's Day) and the November meeting, which was held the day after Election Day:

January 2 (Wednesday)	August 6
February 5	September 3
March 5	October 1
April 2	November 6 (Wednesday)
May 7	November 19 Special Hearing
June 4	December 3
July 2	

The Commission set the same inclement weather policy used by the Board of Supervisors.

PRIMARY RESPONSIBILITIES

Agricultural and Forestal Districts

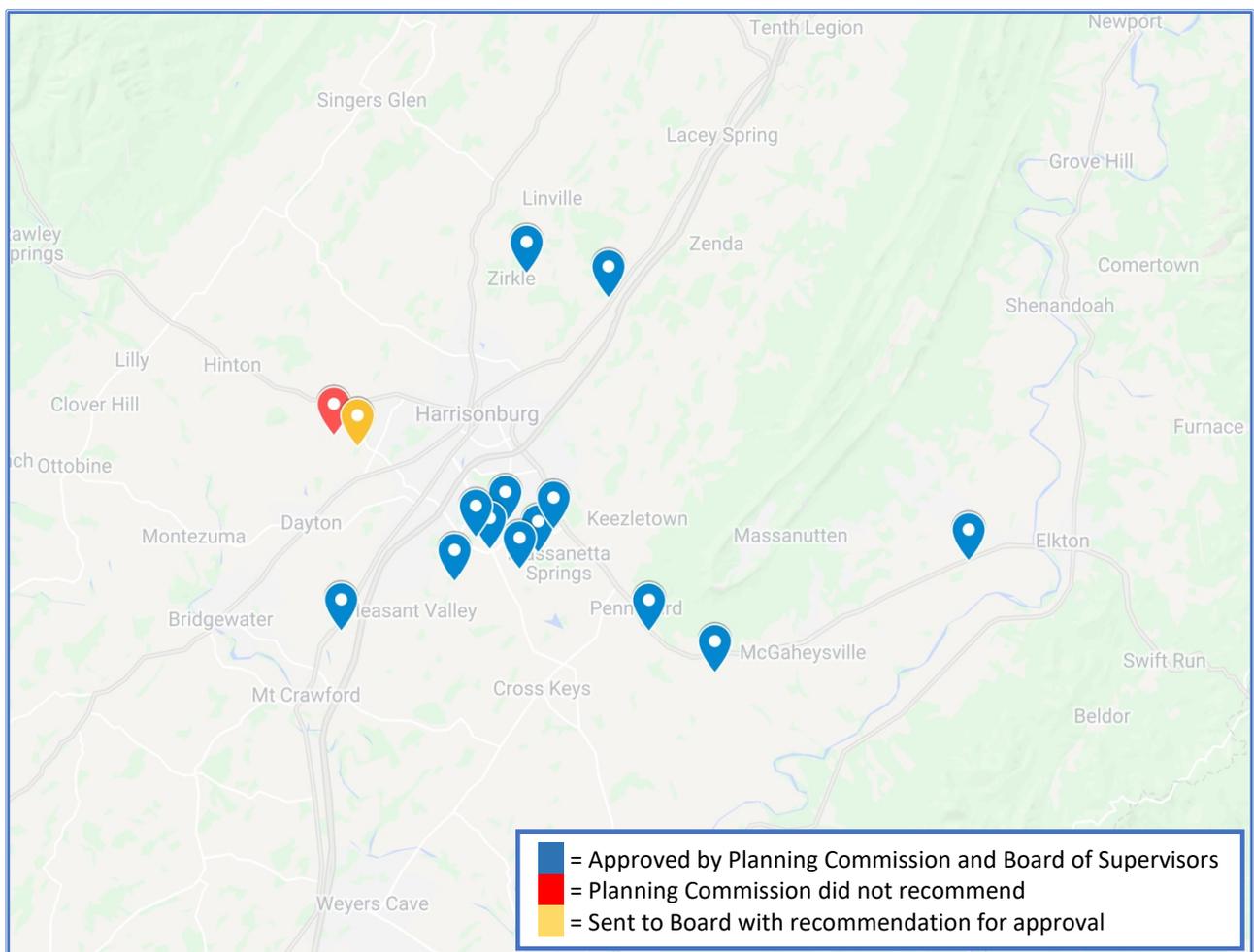
The Commission reviews and recommends requests for additions and removals of parcels from the seven Agricultural and Forestal Districts (AFD). There was 1 request for addition and 1 request for removal and no renewals of existing districts conducted in 2019. Both requests impacted the Ottobine AFD and were approved.

Ordinance Amendments

Twenty-one ordinance amendments were reviewed by the Planning Commission, with 19 recommended for approval and two withdrawn. Sixteen of the recommended amendments were ultimately approved by the Board of Supervisors. Three more ordinance amendments recommended by the Planning Commission in December 2019 will be considered by the Board of Supervisors in January 2020. A list of the 2019 ordinance amendments considered is attached.

Rezoning Requests

Seventeen rezoning requests were reviewed by the Planning Commission, of which, six were located within the Stone Spring Urban Development Area. Thirteen were recommended for approval by the Planning Commission. All thirteen of these requests were later approved by the Board of Supervisors. The Planning Commission failed to recommend approval for one request; the Board of Supervisors hearing for this rezoning was postponed at the applicant's request. There was one rezoning recommended for approval in December 2019 that will be heard by the Board of Supervisors in January 2020 and two requests are on hold for the time being, at the applicant's request, and have yet to be heard by the Planning Commission. A list of the rezoning requests for 2019 is attached.



Rezoning requests heard by Planning Commission in 2019

SPECIAL PROJECTS

Stone Spring Urban Development Area Plan

Bill Loomis, David Rees (until he vacated the Planning Commission), and Mike Harvey served on the 13-member advisory committee for the Stone Spring Urban Development Area Plan (UDA) project. The County was awarded a \$65,000 planning grant through VDOT's Office of Intermodal Planning and Investment to create an area plan and recommendations for zoning ordinance amendments to facilitate the implementation of the plan, for the existing Stone Spring UDA located southeast of the City of Harrisonburg. The consultants for the planning grant were Michael Baker International and Renaissance Group.

The consultants presented possible development options at four emerging activity areas: Cross Roads, Stone Port, Stone Ridge, and Boyers Crossing. The Planning Commission held a public hearing November 19 on the draft plan submitted by the consultant and formally recommended adoption and incorporation into the Comprehensive Plan on December 3. The Board of Supervisors has scheduled a work session and public hearing January 22, 2020.

Urban Development Area Plan Transition Zones Map Excerpt



Boyers Road & Taylor Spring Lane Road Safety Assessment

Supervisor Rick Chandler, Commissioner Bill Loomis, County staff, along with members of the Virginia Department of Transportation, the Central Shenandoah Planning District Commission, and the Rockingham County Bicycle Advisory Committee, met August 14 – 15 with consultants to conduct a road safety assessment of pedestrian and bicycle needs along the corridors. The consultants submitted the final draft report in September, which was reviewed by the Rockingham Bicycle Advisory Committee September 26. The Planning Commission and the Board of Supervisors were both briefed on the report's findings in October.



The Road Safety Assessment team at various locations along the Boyers Road and Taylor Spring Lane Corridors in August.

Capital Improvements Program (CIP) Update

The Planning Commission established the CIP Advisory Subcommittee at its September 3 meeting and appointed Commissioner Kevin Flint in addition to citizen representatives Dennis Driver and Kim Sandum to serve. Assistant County Administrator Casey Armstrong, representing the Board of Supervisors, and Cheryl Mast, representing the County School Board, also serve on the five-member subcommittee. The subcommittee reviewed project requests through a series of meetings throughout October and November to prepare a new five-year plan spanning fiscal years 2021 – 2025. The Subcommittee is reviewing the requests with staff's technical assistance; a recommended CIP will be presented to the Planning Commission in February.

Additionally, the Planning Commission held a public hearing in August and recommended amendments to the existing CIP to add three new transportation and stormwater-related projects in fiscal year 2020, including Lake Shenandoah Watershed Culvert Improvements, VA 276 at VA 253 Left Turn Lanes Installation, and Garbers Church Road Bicycle and Buggy Lanes.

#

2019 Ordinance Amendments Heard By the Planning Commission

Amendment (OA #)	Chapter/ Section	Scope	Status	Dates of Action
1. Private Streets- R-3 Rowhouse & Apartments (OA18-343)	17-700, 701	R-3 Private Streets for Rowhouses and apartments; POA ownership changes;	ADOPTED	PC Recommended 1/2 BOS Adopted: 1/23/19
2. VDOT Right-of-Way Variances (OA19-005)	16-10	Amend to allow administrative variances for land within R-O-W	ADOPTED	PC Recommended 3/5 BOS Adopted 3/27/19
3. Edit R-5 Area Requirements (OA19-035)	17-405 & 17-806	To coincide with R-4 regulations.	ADOPTED	PC Recommended 3/5 BOS Adopted 3/27/19
4. Amendment of I-1 District (OA19-025)	17-806	Increase Maximum Height to 60'	ADOPTED	PC Recommended 4/2 BOS Adopted 4/24
5. Towers Height Exemptions (OA19-038)	17-804	Clarifies the types of tanks and towers that are exempted from limitations.	ADOPTED	PC Recommended 4/2 BOS Adopted 4/24
6. Final Plats and Plans in Digital Format (OA19-072, 75, 78 & 83)	16-41, 42 & 17-1004, 05; 17-201	Add requirement for agents to provide documents prior to signature.	ADOPTED	PC Recommended 5/7 BOS Adopted 5/22
7. Eliminate Buffering Requirements (OA19-111)	17-703.04-17-703.09	In all districts and amend screening provisions for certain uses.	ADOPTED	PC Recommended 6/4 BOS Adopted 6/26
8. Amend B-1 Setback Requirements (OA19-112)	17-803	Reduce minimum and impose maximums. Follow traditional neighborhood design guidelines	Under Revision	Update: Q1 2020
9. Contractor Operations in B-1, B-2 & A-2 Districts (OA19-118)	17-606	The use was inadvertently omitted from the B-1 district and is not compatible with the intent of the B-2 district.	ADOPTED	PC Recommended 7/2 BOS Adopted 7/17
10. Allow Cemeteries as an Accessory Use to a Church (OA19-133)	17-201 & 17-606	Allow cemeteries on the same parcel as or on parcel adjoining a church to be a by-right use as accessory.	ADOPTED	PC Recommended 7/2 BOS Adopted 7/17
11. Minimum Lot Sizes in A-1 & A-2 for Sewer (OA19-134)	17-806.01	Reduce the minimum lot size in the A-1 and A-2 from 1 acre to 20,000 ft ² if connected to public sewer.	ADOPTED	PC Recommended 7/2 BOS Adopted 7/17
12. Time-share definition clarification (OA19-165)	17-201	Add definition from Pre-2014 Zoning Ordinance to clarify the term used in R-4 and R-5 districts.	Withdrawn; Pending	Withdrawn 12/3 – New OA early Q1 2020
13. Spa & Fitness Centers in R-3 (OA19-166 , 167 & 168)	17-201, 17-606 & 607	Clarifies definitions; allowing as permitted uses in R-3 with supplemental standards (3 OAs).	ADOPTED	PC Recommended 8/6; BOS Adopted 8/28
14. Accessory Dwellings (OA19-255)	17-607	Revise to allow up to 1,500 sq. ft. units accessory to the primary dwelling.	Hearing Scheduled	PC recommended approval 12/3; BOS hearing 1/8/2020
15. Convenience Stores in A-2 & RV Districts (OA19-256)	17-606 & 607	Limit total area for convenience stores to 4,000 ft ² and restaurant area to 20% of store in A-2 and RV.	Hearing Scheduled	PC recommended approval 12/3; BOS hearing 1/8/2020
16. Semi-Trailer Storage (OA19-267)	17-201	To allow semi-trailers for storage containers on A-1, A-2 and RV parcels of 2 acres or more.	Hearing Scheduled	PC recommended approval 12/3; BOS hearing 1/8/2020

Project Number	Project Name	Public Notice Summary	Site Acreage	Status
REZC2018-273	Partners Development, LLC.	Requesting an amendment to the existing approved proffers on a 25.704-acre parcel located on the north and west sides of White Oak Drive approximately 700' west of Walnut Creek Drive. The parcel is zoned R-2C (Medium Density Residential with Conditions) and is identified in the Comprehensive Plan as Community Residential in the Urban Growth Area. Tax Map #107-(A)-L166, Election District 2.	25.704	Pending –Board public hearing indefinitely postponed (by applicant's request)
REZP2018-339	Skylar & Talli, LLC.	Request to rezone a 6.302-acre parcel located on the west side of Reservoir Street (Route 710) approximately 100' north of Fieldale Place from R-3C (General Residential with Conditions) to PMF (Planned Multifamily) . The parcel is identified in the Comprehensive Plan as Mixed Use Center in the Urban Development Area, Tax Map #125-(A)-L160, Election District 3. Reservoir Street Apartments Master Plan	6.302	Approved
REZC2018-360	SCAKL, L.C.	Request to amend an existing approved Master Plan totaling approximately 56 acres by adding 6 lots within the Meadowbrook Subdivision Master Plan located at N. Valley Pike (US 11) at its intersection with Suffolk Drive. The parcel is zoned R-5 (Planned Neighborhood) Tax Map #95E-(A)-L55B, Election District 2.	56	Approved
REZP2018-361	Cosner Investments, LLC.	Request to rezone a 5.9-acre portion of a 10-acre parcel from A-2 to PMF (Planned Multifamily) along Boyers Road (Rt. 704) ~0.5 mile south of Stone Spring Road (VA 280). Tax Map #125-(A)-L220B. Locust Grove Village Master Plan	5.9/ 10	Approved
REZC2018-364	Keith J. Knupp	Request to rezone a 1.736-acre parcel on the east side of Lawyer Road (Route 655), approximately 60 feet south of Spotswood Trail (US 33), from A-2 General Agricultural district to B-1 General Business district. Tax Map Parcel #126-(A)-L83A.	1.736	Approved
REZC2019-004	Bill Neff c/o Candace Murphy, lessee	Request to rezone a 17.453-acre parcel on the west side of Kratzer Road (Route 753) at its intersection with Pulses Hill Lane (Route 908) from A-2 (General Agricultural) zoning district to I-1C (Industrial district with conditions) . Tax Map Parcel #94-(A)-L110, Election District #2.	17.453	Approved
REZC2019-039	BSE Investments, LLC.	Request to rezone a 1.484-acre parcel located at 255 Cecil Wampler Road from B-1C General Business district with conditions to I-1C (Industrial district with conditions) . The parcel is identified within the Comprehensive Plan as Industrial, Tax Map Parcel #123-(7)-L2, Election District 4.	1.484	Approved
REZC2019-084	Taylor Grove II, LLC.	Request to rezone a 0.11-acre parcel on the south side of Taylor Grove Lane (Rt. 668) approximately 400 feet east of Boyers Road (Rt. 704) from A-2 (General Agricultural district) to R-3 (General Residential district) . Portion of Tax Map Parcel #125H-(A)-L8, Election District #3.	0.11	Approved
REZC2019-085	Stoneleigh Investments, LLC.	Request to rezone a 2.08-acre parcel at the northwest intersection of Stone Spring Road (VA 280) and Port Republic Road (VA 253) from A-2 General Agricultural district to B-1C (General Business district with conditions) . Tax Map Parcel #125-(A)-L15D, Election District #4.	2.08	Approved

Project Number	Project Name	Public Notice Summary	Site Acreage	Status
REZP2019-113	MLK Preston Lake, LLC.	Requesting an amendment to the existing approved Preston Lake Master Plan (retaining the R-5C Planned Neighborhood District with conditions) by designating a senior group home to be located within the 7-acre portion of a parcel situated in the northwest corner of Boyers Road (Route 704) and Stone Spring Road (VA 280). Portion of Tax Map Parcel #125-(18)-L2, Election District #3.	7	Approved
REZC2019-132	Lispen, LLC. c/o InterChange	Request to rezone a 33-acre portion of a 78.864-acre parcel on the south side of Scholars Road (Route 988) approximately 800' east of Crowe Drive from A-1 (Prime Agricultural) zoning district to I-1C (Industrial District with conditions) . Tax Map Parcel #138-(A)-L1B, Comprehensive Plan Designation: Industrial, Election District #4.	33	On Hold (by applicant's request)
REZP2019-182	Brentwood II, LLC. (c/o Ted Budd)	Requesting an amendment to a 15.587 acre-portion of the 30.05 acre subdivision of the existing approved Brentwood Subdivision Master Plan . Tax Map Parcel #124E-(A)-LA, MH-1 Mixed-Home Neighborhood Zoning District; Election District #4.	30.05	Approved
REZC2019-189	Timothy W. Lilly, Jr.	Request to rezone a 1-acre parcel at 7894 McGaheysville Road at the southeast intersection of McGaheysville Road (996) and S. Montevideo Circle (Route 654), from A-1 (Prime Agricultural District) to R-1 (Low-Density Residential District) . Tax Map Parcel #141-(A)-L119; Election District #5.	1	Approved
REZP2019-190	Andy Piplico (contract purchaser)	Request to rezone an 8.386-acre parcel located north of Stone Spring Road (VA 280) approximately 400' north of the intersection of Rock Port Drive and Port Hills Drive, from A-2 (General Agricultural District) to R-5C (Planned Neighborhood Residential District with conditions) . Tax Map Parcel #125-(A)-L8A; Election District #4. Piplico (Crownpoint) Independent Living	8.386	Approved
REZC2019-230	Wayne & Laurie McDorman	Request to rezone two parcels totaling 1.53 acres, located at 10443 Rawley Pike, Hinton, VA (US 33) approximately 0.1 mile east of Bridger Rd. (Rt. 840), from A-2 (General Agricultural) to RV (Rural Village) . Tax map numbers 90-(A)-L4 and L6. Comprehensive Plan Designation: Agricultural Reserve, Election District #4.	1.53	On Hold (by applicant's request)
REZC2019-243	B.P.M.L. Properties, LLC. (c/o Pete Bonavita)	Request to rezone a portion of a parcel totaling 1.812 acres, located on the south side of Spotswood Trail (US 33) approximately 0.2 mile west of Mt. Hermon Rd. (Rt. 829), from R-3C- General Residential with Conditions and A2-General Agricultural to R3C-General Residential with Conditions . Tax map #130E-(1)-L1. Election District 5.	1.812	Approved
REZC2019-265	Whitesel Brothers, Inc. - James River Equipment	Request to rezone a 12.038-acre portion of a 168-acre parcel located on the west side of Garbers Church Road (Rt. 910) approximately 900' south of Erickson Avenue (Rt. 726) from A-2 (General Agricultural) to B-1C (General Business with Conditions) . The property is within the urban growth boundary and is shown as mixed use in the comprehensive plan. Tax map # 107-(A)-L201. Election District 2.	12.038	Pending before Board 1/8/2020
Total			462.833	13/17 Approved

DEPARTMENT OF COMMUNITY DEVELOPMENT
Development Activity Report - January 2020

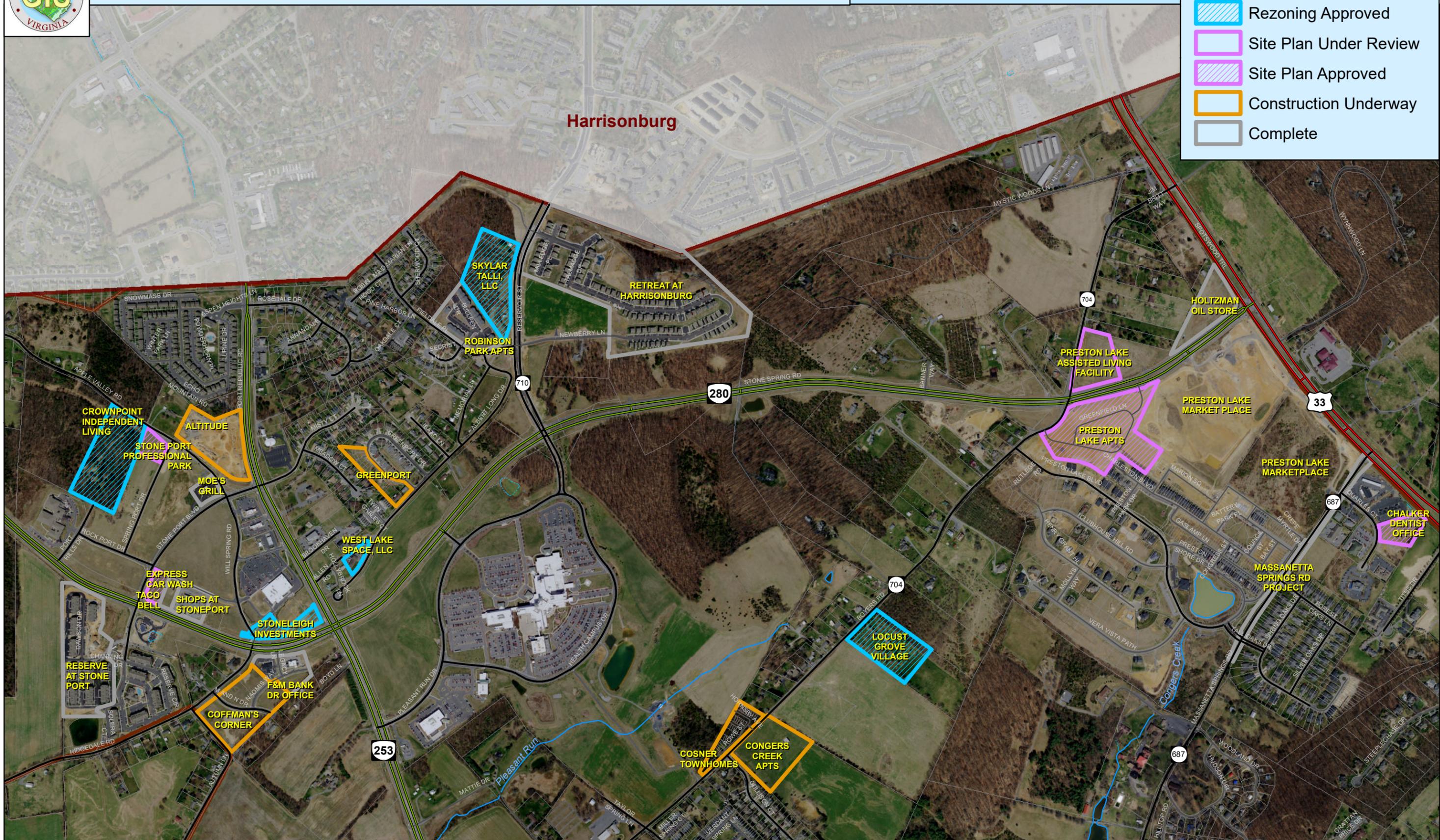
	Permits Issued					Fees Collected				
	Jan-20	Jan-19	One Year Change	Jan-Jan 2020	Jan-Jan 2019	Jan-20	Jan-19	One Year Change	Jan-Jan 2020	Jan-Jan 2019
Building										
Commercial/Industrial	13	8	62.5 %	13	8	\$ 12,038.54	\$ 14,566.10	-17.4 %	\$ 12,038.54	\$ 14,566.10
Manufactured	1	4	-75.0 %	1	4	\$ 102.00	\$ 514.19	-80.2 %	\$ 102.00	\$ 514.19
Single Family	48	13	269.2 %	48	13	\$ 39,297.22	\$ 16,446.56	138.9 %	\$ 39,297.22	\$ 16,446.56
Subtotal	62	25		62	25	\$ 51,437.76	\$ 31,526.85		\$ 51,437.76	\$ 31,526.85
Plumbing										
	1	0	0.0 %	1	0	\$ 51.00	\$ 0.00	0.0 %	\$ 51.00	\$ 0.00
Subtotal	1	0		1	0	\$ 51.00	\$ 0.00		\$ 51.00	\$ 0.00
Electrical										
	19	36	-47.2 %	19	36	\$ 937.53	\$ 1,970.29	-52.4 %	\$ 937.53	\$ 1,970.29
Subtotal	19	36		19	36	\$ 937.53	\$ 1,970.29		\$ 937.53	\$ 1,970.29
Mechanical										
	5	10	-50.0 %	5	10	\$ 309.83	\$ 484.50	-36.1 %	\$ 309.83	\$ 484.50
Subtotal	5	10		5	10	\$ 309.83	\$ 484.50		\$ 309.83	\$ 484.50
Other										
	42	40	5.0 %	42	40	\$ 20,905.05	\$ 14,097.63	48.3 %	\$ 20,905.05	\$ 14,097.63
Subtotal	42	40		42	40	\$ 20,905.05	\$ 14,097.63		\$ 20,905.05	\$ 14,097.63
Land Use Related										
Erosion and Sediment Permit:	5	4	25.0 %	5	4	\$ 15,806.00	\$ 8,938.00	76.8 %	\$ 15,806.00	\$ 8,938.00
Subtotal	5	4		5	4	\$ 15,806.00	\$ 8,938.00		\$ 15,806.00	\$ 8,938.00
Total	134	115		134	115	\$ 89,447.17	\$ 57,017.27		\$ 89,447.17	\$ 57,017.27



Urban Development Area - Development Status

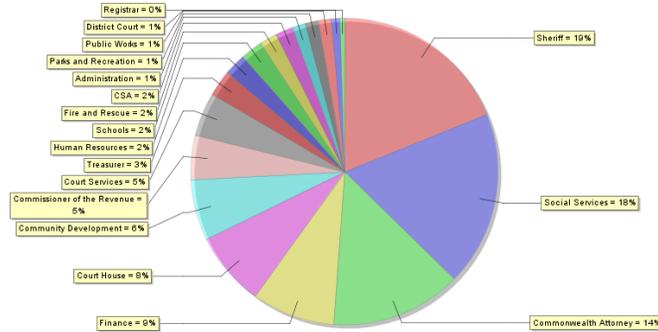


- Rezoning Under Review
- Rezoning Approved
- Site Plan Under Review
- Site Plan Approved
- Construction Underway
- Complete



Technology Department Staff Report: February 2020

MONTHLY HELP DESK TICKET SUMMARY BY DEPARTMENT Total Number of Help Desk Tickets for January 2020: 217*



*These tickets are in addition to the replacement and/or upgrade of over 300 computers.

PC NETWORK TECHNICIANS					
Project	Associated Departments	Start Date	Projected End Date	Staff Assigned	Update
Refresh next phase of Social Services computers	Technology/Social Services/VITA	TBD	03/31/2020	Steve Moomaw, Dennis Morris, Doug Pitts, Stephen Strecky	First shipment arrived. Waiting to complete RCAC upgrade to begin
Courtroom addition and changes in JDR and GDC	Technology/Maintenance/Courts/Supreme Court	04/01/2019	02/01/2020	Michael Bowen/Terri Perry/Steve Moomaw	
Replace Desktop and Laptop computers in County	Technology	10/24/2019	02/28/2020	Steve Moomaw, Dennis Morris, Doug Pitts, Stephen Strecky, Dusty Moyer, Jeff Ferguson, Michael Krone, Michael Bowen	CH complete, COR and Treasurer still in process
Set up Microsoft Windows Patch Management Server	Technology	09/09/2019	1/17/2020	Michael Bowen, Stephen Strecky, Steve Moomaw	Complete
SYSTEMS ANALYSTS					
Project	Associated Departments	Start Date	Projected End Date	Staff Assigned	Update
Security Training Campaigns	Technology	06/03/2019	Ongoing	Dusty Moyer	New quarterly campaign started. Reviewing other items to meet security requirements
Elect Security Survey and presentation to Electoral Board	Technology/Registrar	01/27/2020	03/01/2020	Dusty Moyer, Terri Perry, Michael Bowen	Survey complete. Presentation scheduled for 02/19/2020 with

Technology Department Staff Report: February 2020

					Electoral Board and Administration
Implement Shentel WAN Backbone	Technology	7/26/2018	TBD	Michael Bowen, Terri Perry, Dusty Moyer	Adding new fire station to network, complete Three Springs installation, Wireless Access Points Judy Lane Fire Station
IMPLEMENTATIONS					
Project	Associated Departments	Start Date	Projected End Date	Staff Assigned	Update
Munis Cashiering/Accounts Receivable/General Billing/Appraisal/COR Systems	Technology/Finance/Commissioner of Revenue/Treasurer/Public Works	2/1/2016	TBD	Pam Southerly, Kerri Fitzgerald, Terri Perry	Issues with required programming changes per County contract, delayed going live with taxation until 2020.
CAD-DMS (Tyler New World) Implementation	Technology/RCFR/RCSO/HRECC	04/01/2018	1/31/2020	Michael Bowen, Michael Krone, Dusty Moyer, Terri Perry	Data governance for security access control needs to be discussed. Contacted Chief Bennett. Installation of RCFR additional equipment in progress.
GIS upgrade	Technology/GIS/Community Development	TBD	TBD	Michael Bowen, Michael Krone, Terri Perry	Team meeting in February
CityView Upgrade	Technology/Community Development	TBD	TBD	Michael Krone, Michael Bowen, Terri Perry	Team meeting in February
Perceptive Software Implementation Continuation	Technology/RCAC	08/01/2019	TBD	Terri Perry, Jeff Ferguson, Pam Southerly, Michael Bowen	Strategic Workshop complete. Decision made to work on Administration/Legal fixes only, purchase licenses for scanning, and send staff to training. This project will be put on hold until FY 2024 due to funding constraints.
Security Initiatives Implementation	Technology	10/01/2019	09/30/2020	All Staff	Needs evaluation and policy revisions are in process.

Respectfully submitted,

Terri M. Perry
Director of Technology

1. Personnel

The department currently has 1 open position.

2. Fire & Life Safety: Battalion Chief Joe Mullens, Lt. Todd Spitzer, Lt. Karen Will, Tyler Jessup, and Wes Shifflett

- A. Plan Review
 - 1. Total Number of Plans Reviewed – 5
- B. Consultation
 - 1. Total Number of Consultations - 5
- C. Inspections
 - 1. Total Number of Inspections – 51
 - 2. Inspection Fees Generated - \$330.00
- D. Operational Permits Issued
 - 1. Operational Permits Issued - 308
 - 2. Permit Fees Generated – \$0.00
- E. Incident Responses and Disposition
 - 1. Structure Fires - 5
 - 2. Vehicle Fires - 0
 - 3. Brush/Grass Fires - 1
 - 4. Open Burning -7
 - a. Notice of Violation - 7
 - b. Summons - 0
 - 5. Bomb Threats - 0
 - 6. Fireworks Violations - 0
 - 7. Fire Lane
 - a. Tickets Issued – 1
 - b. Warnings Issued - 1
 - 8. Explosives/Explosions - 0
 - 9. Follow-up Investigation - 0
 - a. Total Number of Hours – 0

- F. Public Education
 - 1. Prevention Programs
 - a. Smoke Alarms Installed – 4
 - b. Hearing Impaired Smoke Alarms Installed – 0
 - c. Fire Extinguisher Presentations – 11
 - i. Number of Participants - 257
 - d. School Program Presentations - 12
 - i. Number of Participants - 67
 - e. Other Program Presentations - 2
 - i. Number of Participants - 170
 - f. Presentation of Education Materials Events - 0
 - i. Number of Participants – 0
- G. Training
 - 1. Fire Inspector Related Training
 - a. Number of Participants - 4
 - 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. Staff Report Comments/Notes:
 - 1. 2019 Farm Accident Report Summary: 7 Injuries and 1 Fatality

3. Training Division: Capt. Dustin Gladwell, Lt. Dennis Albertson, Lt. David Huddle, and Lt. Stephanie Brown

- A. Continued Education Training Provided
 - 1. EMS
 - a. Cardiac and 12 Leads Training
 - i. Number of Participants – 26
 - b. Advanced EMT Pre-Test
 - i. Number of Participants – 15
 - c. Annual Infectious Disease Control Training
 - i. Number of Participants – 19
 - d. ACLS Training
 - i. Number of Participants – 15

2. Fire
 - a. Hazmat Training for Technicians
- B. Meetings and Training
 1. EMS
 - a. Accreditation Meeting
 - b. Platinum Planner Review
 - c. VAOEMS Education Coordinator Institute
 - d. FAA Part 107 UAS Training
 - e. Staff Meetings
 2. Fire
 - a. Attended a 16 hour Insight TIC training
 - b. Regional Training Meeting
 - c. Staff Meeting
 - d. ICS 400 Class
 - e. Fire Marshal Training
 - f. Scheduling Software Training
 - g. ACLS Class
- C. Certification Training
 1. Fire
 - a. CPR and First Aid for Fire Academy
 - i. Number of Participants – 20
 2. EMS
 - a. CPR Recertification for RCFR Staff
 - i. Number of Participants – 21
 - b. ACLS Class
 - i. Number of Participants – 12
- D. Other Activities
 1. EMS
 - a. Ran EMS Calls
 2. Fire
 - a. Worked on scheduling Firefighter Survival Training for all stations in the month of February
 - b. Continued to work on Regional School Logistics for April
 - c. Finished logistics for Active Shooter Training
 - d. Finished logistics for Mayday Firefighter Down Class
 - e. Worked on Scheduling Live Fire Training for career staff for March
 - f. Assisted Waynesboro Fire with Promotional Process

4. EMS Division: Division Chief Steve Powell

- A. Meetings and Training
 - 1. Stroke Meetings
 - 2. Protocol Workgroup Meeting
 - 3. MCRC Meeting
 - 4. Protean Hub Meeting
 - 5. TCC Meeting
 - 6. Task Force Meeting
 - 7. Joint Chief Officer Meeting
 - 8. Board of Directors Meeting
 - 9. RCFR Advisory Board Meeting
 - 10. Protocol Workgroup Meeting
 - 11. AEMT Program first night paperwork and registration
 - 12. Platinum Planner webinars

- B. EMS Regulations
 - 1. Conducted spot inspections of Ambulance 912 with no problems noted
 - 2. Reviewed rosters of EMS agencies with RCFR
 - 3. Updated agency roster affiliation list
 - 4. Sent out email regarding the new fingerprint process through OEMS

- C. Accreditation
 - 1. Completed clinical contract agreements with 2 additional EMS agencies
 - 2. Completed clinical contract agreement with Valley Urgent Care
 - 3. Updated program manual based on discussion from the Advisory Board
 - 4. Met with Lt. Albertson regarding student uniforms

- D. EMS Activities
 - 1. Completed new preceptor process for RCFR to correlate with accreditation needs
 - 2. Released 2 new volunteer AEMT providers through precepting and skill assessments
 - 3. Released 1 new volunteer paramedic provider through precepting and skill assessments
 - 4. Developed ALS skills drill for the first portion of the bi-annual skills drill
 - 5. Completed Q A process on 22 incidents

Respectfully submitted by,

Chief Jeremy C. Holloway



STAFF REPORT
February 3, 2020

Agenda Item#

1. RECREATION

A. Personnel: Nothing to report

B. Rockingham Park at the Crossroads:

1. The bid for construction of the walking trail at Rockingham Park has been completed and approved by DCR. Presently, we are waiting for DCR to complete payment to the engineer for the planning process with grant funds. Once this happens, we can begin the bid process.
2. On January 10th we met with Valley Engineering to finalize plans for the safety netting at Rockingham Park. On Monday, January 13th we received final (completed) plans and we are presently in the bid process. We are still planning on a spring install.
3. Upon completion of the bidding of the safety netting project we will have a clear picture in terms of funds available to continue improvements at the park. A pavilion with bathrooms adjacent to the playground and a walkway through the traffic circle (in conjunction with the memorial being funded by Cross Keys & Keezletown Ruritan's) are items of priority moving forward.
4. On January 22nd & 23rd the recreation staff placed turf blankets on 90% of field 8 at Rockingham Park. The hope is to have the turf growth catch up with field 7 which was able to be seeded a month earlier this past fall (delay was due to irrigation issues). We hope to have both (softball) fields fully functional sometime this summer or by fall at the latest.

C. General Recreation

1. Boys' basketball is in full swing with practices midweek and games on Saturdays.
2. On January 16th I met with the four athletic directors in the county to propose an idea to improve our recreation basketball program next season. The concept is to have 8 Saturday clinics (4 for the girls program and 4 for the boys) in which the high school coaches and their staffs and players administer the clinics. These clinics will take place within the framework of some of what we already do within the program. This will improve the fundamentals being taught in our program and will increase familiarity between the coaches and the kids participating in basketball in their area (kids will attend the clinics at the high school in their district). This has not been fully approved as of yet but it was received very positively. Stay tuned....

2. After School

1. Our after school programs continue to prosper during the 2019-20 school year. We have 500 kids registered and many locations are at capacity.

3. Rentals

- Bergton Community Center, 3 Rentals
- Singers Glen Community Center, 16 Rentals
- PDCC paying rentals, 45 Rentals
- PDCC non-paying rentals, 26 Rentals

4. General Programs and # of participants:

**January 2020
Program Numbers**

General Programs				
Description	Beg Date	End Date	Total	
Intro to Blacksmithing	1/4/2020	1/4/2020	6	
Preschool Hour January: 1.5-2.5 Year Old	1/8/2020	1/29/2020	0	
Preschool Hour January: 2.5-4 Year Old	1/8/2020	1/29/2020	6	
Conversational Spanish	1/9/2020	3/19/2020	0	
Intro to Archery	1/9/2020	1/23/2020	6	
Concealed Handgun	1/11/2020	1/11/2020	6	
Toddler Ballet	1/23/2020	2/6/2020	10	
Dementia Related Behaviors	1/23/2020	1/23/2020	46	
Friday Night Fairy Tales - Three Little Pigs	1/24/2020	1/24/2020	0	
Intro to Violin	1/25/2020	1/25/2020	11	
Violin Lessons	1/28/2020	2/11/2020	9	
Mad Scientist	1/31/2020	1/31/2020	14	
Total Participants:			114	

Special Events				
Description	Beg Date	End Date	Total	
Kid's Closet Sale	1/25/2020	1/25/2020	5	
Total Participants:			5	

Childcare				
Description			Total	
2019-20 Afterschool	As of 1/29/20	Total Participants:	489	
2019-20 Afterschool Punch Passes			35	

**Cub Run, John Wayland, McGaheysville, Peak View, Mountain View, John C Myers are FULL.

**Montevideo and Wilbur Pence Middle School Programs will remain open

Trips				
Description	Beg Date	End Date		Total
Hollywood Casino	1/17/2020	1/17/2020		8
Total Participants:				8

Youth Athletics				
Description	Beg Date	End Date		Total
Boys Basketball 7-8 TA	1/6/2020	3/7/2020		50
Boys Basketball 7-8 Broadway	1/6/2020	3/7/2020		34
Boys Basketball 7-8 Spotswood	1/6/2020	3/7/2020		52
Boys Basketball 7-8 South River	1/6/2020	3/7/2020		18
Boys Basketball 9-10 TA	1/6/2020	3/7/2020		50
Boys Basketball 9-10 Broadway	1/6/2020	3/7/2020		34
Boys Basketball 9-10 Spotswood	1/6/2020	3/7/2020		39
Boys Basketball 9-10 South River	1/6/2020	3/7/2020		10
Boys Basketball 11-13 TA	1/6/2020	3/7/2020		47
Boys Basketball 11-13 Broadway	1/6/2020	3/7/2020		40
Boys Basketball 11-13 Spotswood	1/6/2020	3/7/2020		61
Total Participants:				435

Adult Athletics				
Description	Beg Date	End Date		Total
Coed Volleyball	1/8/2020	3/4/2020		8
Adult Basketball	1/6/2020	3/23/2020		9
Total Teams:				17

5. Questions/News/Concerns/Requests for the Board of Supervisor's:
 1. Seeking approval of Recreation Commission bylaw change to Article VII #1

1. Personnel

A. Positions filled

Director
Administrative Assistant
Senior Pretrial Officer
Pretrial Officer (two full-time/one full-time not filled)
Pretrial Evaluator
Probation Officer (two full-time/one part-time)
Litter Control Supervisor (part-time)
CIT Coordinator
Drug Court Coordinator (vacant)

2. Litter Control Program

A. Bags Collected for January 2020 – 239
Roads/areas cleaned – Rockingham County Landfill

3. Community Corrections

A. Probation

1) Caseload for January 2020
Misdemeanor caseload – 374
Felony caseload – 10

B. Pretrial

1) Caseload for January 2020
Misdemeanor caseload – 53
Felony caseload – 179

4. CIT – Crisis Intervention Team

A. The CIT Taskforce meets on a monthly basis. The next CIT Training is February 2020.

5. RE-Entry Council

A. The sub-committees meet once per month to discuss ways to integrate offenders back into our community. Attached please find the minutes from the quarterly meeting on January 9, 2020. The next meeting is April 9, 2020 @ 3:00pm in the Rockingham County Administration Center, 20 E. Gay St, Suite C.



The mission of the Harrisonburg Rockingham Page Reentry Council is to build a stronger and safer Harrisonburg, Rockingham, and Page area by developing community partnerships, raising public awareness and offering effective and integrated services to residents returning home from incarceration.

Want to get involved?

The HRPRC meetings are held once per quarter (January, May, & September) on the 2nd Thursday of the month from 3:00- 4:30 p.m. We meet at the Rockingham County Administration Office (20 E. Gay St., Suite C)

HRPRC Members

Rockingham-Harrisonburg Regional Jail, Rockingham County Sheriff's Office, Middle River Regional Jail, District 39 Probation & Parole, Department of Corrections (VADOC), Harrisonburg, CCAP, Division of Child Support (DCSE), Department for Aging & Rehabilitative Services (DARS), Strength in Peers, Valley Justice Coalition, Harrisonburg/Rockingham Community Services Board (HRCSB), Virginia Employment Commission (VEC), Shenandoah Initiative for Adult Education (SHINE), Gemeinschaft, Institute for Reform & Solutions, Blue Ridge Court Services, and Department of Social Services (HRDSS)



Contact us

hrpreentry@gmail.com
www.hrpreentrycouncil.com



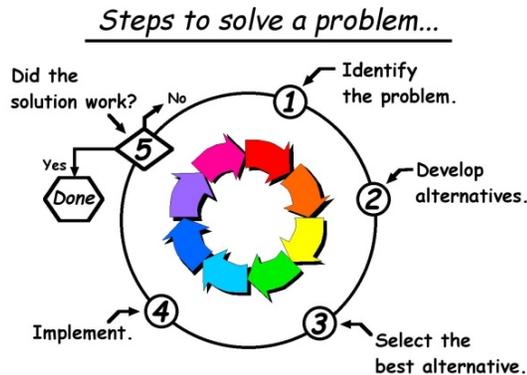
Harrisonburg Rockingham Page
Reentry Council
serving
Harrisonburg, Rockingham
County & Page County



Re-entry councils consist of a collection of representatives from agencies & organizations that deliver services to those who were previously incarcerated. Representatives meet to address the needs and barriers of returning citizens.

Potential Problems

- ❖ Employment
- ❖ Education
- ❖ Financial Obligations
- ❖ Housing
- ❖ Mental Health
- ❖ Substance Abuse
- ❖ Community Integration
- ❖ Transportation



The Harrisonburg Rockingham Page Reentry Council is here to help reentering citizens work through the potential transitioning problems.

Returning citizens who receive case management, treatment services, and support networks prior to release & immediately following incarceration have a better shot at success.



It takes a village...

... Or a **COMMUNITY** to help returning citizens create a successful life after incarceration. The payoff is healthier, happier, safer families & communities.



RESOURCES ARE AVAILABLE
Re-entry is a very positive time, but it can also be extremely challenging for returning citizens & their families. It is important to use the resources available.

- ❖ Probation Officers: A probation officer can be a great source of information.
- ❖ Family Engagement is a cornerstone of The Virginia Department of Social Services.

Check the Community & Reentry Resource guide for more information or visit the Community Resource Center through Strength in Peers (733-A E Market St Ste A Harrisonburg).

{95% of people who end up behind bars are returning to our communities }



Full Council Meeting - January 9th, 2020

Attendance: Josh Lutz (District 39), Vici Garber (SHINE), Wendy Shiflett (DCSE), Richard Jackson (Strength in Peers), Donna Muncy (VADOC), John Lilly (MRRJ), Chris Bean (Commonwealth Attorney), Chelsea Spade (D39/HCCAP), Nancy Insko (Institute of Reform & Solutions), Jimmy Wimer (HCSO), Stephanie Fultz (HRCSB), Les Roberts (UVA CHARLI), Ruth Jost (CCJB), Wonshe (Axillary Police Unit), Lawrence Heiston (HCCAP), Christopher Wheeler (HCCAP), Jennie Amison (HCCAP), John Jackson (DARS), and Aline Jackson-Diggs (DARS)

Presentation:

Department of Aging and Rehabilitative Services (DARS)

John Jackson & Aline Jackson- Diggs

If you were unable to attend this meeting, you missed an engaging presentation that inspired interest and great questions!

*Attached is the PowerPoint presentation and brochure of services

PowerPoint slide additional information-

#3 If potential client answers yes to the three questions they could qualify for DARS services

#4 Our local DARS office is concentrating on clients at the SMD level- Most Significantly Disabled (3 or more functional limitations)

5 These could be physical, developmental or cognitive challenges.

#6 Clients can enter the flow chart at any level

#8 Use this referral form to refer your clients to DARS. Other options include calling the office, having the client call the office, or drop-ins.

DARS counselors will assist clients with navigating choices, with assisted technology, and job placement. Clients who are ready for employment are enrolled in a Job Club. Job Club

is a once per week (2-hrs) for 6-weeks. This allows the counselors to get to know the clients and establish their needs. This is not a paid experience. Job club is offered once per quarter.

The placement counselors have community connections for better sources for the clients. They work with employers to explain the benefits of working with DARS clients. i.e. Tax credits and On the Job Training reimbursements (DARS reimburses 50% of wages). They also set up work experiences that can lead to employment. Clients who become employed will continue receiving services.

Clients are assessed by the counselors. A release of information document allows counselors to contact the appropriate agencies to obtain the needed documentation.

CCAP expressed an interest to start a referral process while the inmates who are still incarcerated. We brainstormed ideas on how to have DARS work with CCAP to meet with the soon to be released to advise of services available and to connect them with the office in their areas. John (DARS) will schedule a meeting with Jennie (CCAP) to start the program. (YAY!!)

The link <https://www.vadars.org/office.html> will connect you with information for offices across the state.

Other business:

The council voted on the officers for 2020. Josh will continue as Chair. Vici will continue as Vice-Chair, and Tim will be secretary.

HRPRC new brochure was distributed with a request to review and send edits/suggestions to Vici (vgarber@waynesboro.k12.va.us) *brochure is attached for your review.

Richard (Strength in Peers) expressed the desire to create a class on Adverse Childhood Experience. He would like to connect with inmates to help them with ACE. It was suggested that HCCAP would be a good fit for this endeavor, since RHRJ has space limitations.

Vici (SHINE) advised that she would send out information on the upcoming Adult Education & Literacy (AE&L) conference, which will be held at JMU from 2/19-2/21. That Friday there are two sessions that could be of interest to those serving the incarcerated & reentry populations. Vici will be a part of the Consortium for Higher Education in Prisons. Also, John Lilly (MRRJ), Vici and the BRCC co-teacher will be presenting on the current PluggedInVA at MRRJ. (*UPDATE: Registration extended through 1/31)

Ruth (CCJB) suggested a book of interest- Chasing the Scream by Johann Hari. The book examines the history and impact of drug criminalization, collectively known as "the War on Drugs." Hari also attempts to identify the causes of and most effective treatments for drug addiction.

Ruth reported on legislation/ CCJB discussions on needs:

- Mental Health policy (expanding services & housing)
- Funding for CSB
- Incentives for courts
- Funding for Mental Health
- Justice Reinvestment (\$ used for incarceration to shift to community alternatives)
- Geriatric policies
- Employment- hiring felons
- Medical pot/ non-criminalization

Nancy (IR&S) advised that her intern was sent to the General Assembly to document distribution.

Richard (Strength in Peers) mentioned inspiring TedTalks by the author of the book mentioned above- Johann Hari. He shared a quote by the author, "The opposite of addiction is not sobriety. It is connection."

Upcoming Full (Quarterly) Council meetings (3- 4:30):

- April 9, 2020
- July 9, 2020
- October 8, 2020
- January 14, 2021

Quarterly Meetings are at the Rockingham County Admin. Center, 20 E. Gay St, Suite C (the Community Meeting Room), in Harrisonburg.

Next Action Committee Meeting (8:30- 10:00): Meetings are the 1st THURSDAY of every month.

- February 6, 2020

Action meetings are held at t the Family Services Building, 227 E. Elizabeth Street in Harrisonburg.

January 8, 2020

A Reorganizational Meeting of the Board of Director of the Lake Shenandoah Stormwater Control Authority was held at 3:09 p.m. on Wednesday, January 8, 2020, at the Rockingham County Administration Center, Harrisonburg, Virginia.

Directors Present:

- BRENT V. TRUMBO, Election District #1
- SALLIE WOLFE-GARRISON, Election District #2
- RICK L. CHANDLER, Election District #3
- WILLIAM B. KYGER, JR., Election District #4
- MICHAEL A. BREEDEN, Election District #5

Also present:

- STEPHEN G. KING, Chief Administrative Officer and Secretary
- THOMAS H. MILLER, JR., County Attorney
- CASEY B. ARMSTRONG, Assistant County Administrator
- PATRICIA D. DAVIDSON, Treasurer
- PHILIP S. RHODES, Director of Public Works
- LISA K. PERRY, Director of Environmental Services
- TAMELA S. GRAY, Deputy Clerk to Board of Supervisors

ooooOoooo

CALL TO ORDER.

Chairman Kyger called the meeting to order at 3:09 p.m.

ooooOoooo

APPROVAL OF MINUTES.

On motion by Supervisor Chandler, seconded by Supervisor Breeden, and carried by a vote of 4 to 1 to 0, voting recorded as follows: BREEDEN – AYE; CHANDLER – AYE; KYGER – AYE; TRUMBO – ABSTAIN; WOLFE-GARRISON – AYE; the Board approved the minutes of the Special Meeting held on December 11, 2019.

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2020 REORGANIZATION OF THE BOARD.

ELECTION OF CHAIRMAN AND VICE CHAIRMAN.

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; KYGER – AYE; TRUMBO – AYE; WOLFE-GARRISON – AYE; the Board elected the Chairman and Vice-Chairman of the Rockingham County Board of Supervisors to serve as the respective Chairman and Vice-Chairman of the Lake Shenandoah Stormwater Control Authority during 2020.

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LAKE SHENANDOAH STORMWATER CONTROL AUTHORITY UPDATE.

Mrs. Perry reviewed the recommendation for the fee calculation basis. The proposal is to charge a simple fee based on “x” cents per square foot of rooftop area. The calculation is straightforward and the data is available in the GIS data system, which will eliminate implementation delays.

Supervisor Wolfe-Garrison asked if the square footage used in the calculation is strictly living space. Mrs. Perry provided an example of a randomly-selected property in the Lake Shenandoah watershed and explained that the different-colored polygons indicate the home and other structures such as outbuildings. When a new structure is built, GIS staff visit the site and use a handheld GPS unit to determine the location of the footers for each structure. That information is entered into the mapping system to create the polygons. GIS will calculate the area of the rooftops, which is not the same as living space. If there are three floors in a structure, the living space is different than the roof area of the structure.

Mrs. Perry explained that each structure on a particular property will be assigned the same account number. She noted that GIS and Technology staff are creating a table to merge the account number and square footage of the structures to calculate a billable amount. The accuracy of the calculation is being refined by GIS digitizing all impervious areas, including driveways and concrete pads. If this is utilized in the future, the fees should not be significantly affected because the target goals will remain the same. Rather than changing the amount charged, it will most likely adjust the rate, Mrs. Perry said. The only people that should see a significant change are those with larger or smaller than typical driveways.

The Authority believes the fee should be 10 cents per square foot, which will result in an average annual fee of \$276.19 per account. Mrs. Perry also calculated the median fees as \$219.55. Townhomes will be about \$80 a year.

Mrs. Perry noted there are a few agricultural buildings in the Lake Shenandoah Watershed. Agricultural buildings are usually very large, which will impact the fee. However, the buildings tend to be in a field and not located within an urban drainage system. Mrs. Perry

recommended looking at agricultural buildings differently than other structures. She said some properties fall within two watersheds so part of the property drains toward Lake Shenandoah and the other part of the property drains elsewhere. She noted that the algorithm pulls all the structures on that property, so staff will need to determine a way to eliminate a charge for the structures that are not in the Lake Shenandoah Watershed. Although this is a small percentage of the properties, it will need to be addressed, she said.

Mrs. Perry also provided an update on the Request for Proposals for engineering firms. Proposals were received, reviewed and evaluated, with offers extended for interviews with four engineering firms.

Mr. Miller noted the annual fee will be split in half between two real estate tax bills. He also indicated homeowners who have a mortgage will probably have this fee included in the escrow so the total fee will be divided by twelve months and included in the monthly mortgage paid to the escrow agency.

Chairman Kyger assumed fees would be assessed each year based on the cost in the same manner as the County calculates taxes.

Mr. Miller said once the capital expenses are paid in full, the annual fees will be reduced because the operation and maintenance expense will not amount to a large sum.

Mr. Armstrong pointed out that the Authority has intentionally worked toward the ten cent number so the fee per square foot would be consistent each year until the capital investment is paid in full.

In response to questions from Chairman Kyger and Supervisor Chandler, Mrs. Perry indicated once the engineering proposal is further along and there is a more accurate number for engineering costs, the Authority can get a better picture of the total fee. The interviews with engineering firms will occur next week, she said.

Mr. Armstrong indicated the Authority hopes to have the engineering firm selected by January 16, 2020, to make a recommendation to the Board at an upcoming meeting. Once the Board authorizes the Authority to appoint a firm, it will take approximately five to six months to analyze the work performed and develop a plan going forward, Mr. Armstrong said.

Administrator King indicated the hope is that the Board can set the fee soon so that it can be applied on January 1. The Authority is intent on setting the fee at a rate to cover what the Authority plans to do, including the land purchase and infrastructure work, but does not want to set the fee where it seems unreasonable. The fee will not include the possibility of revenue sharing funds for road crossings or other grant funds.

Chairman Kyger noted the Authority can calculate a reasonable estimate and adjust the fee rate higher or lower in subsequent years. Administrator King said the Authority is intending to set a reasonable fee that will not need to be changed for some time.

Mrs. Perry said for planning and financing purposes, it will be good to have a set rate, if possible.

Mrs. Davidson indicated Daniel Lauro, who serves as the County's bond counsel, provided the Lake Shenandoah Stormwater Control Authority a Resolution to Declare an Intent to Reimburse that anticipates up to \$2.5 million to purchase necessary property. Administrator King noted that the Reimbursement Resolution is similar to those approved in the past for Virginia Resources Authority (VRA) borrowing. The County is covering the upfront costs and will be reimbursed with the borrowed funds.

Supervisor Wolfe-Garrison asked if the \$2.5 million is an anticipated approximation of the funds needed rather than a "not to exceed" amount. Mrs. Davidson confirmed that was correct and that the money is for the purchase of the land, construction of the basin, the design and other improvements. Supervisor Wolfe-Garrison questioned if that amount includes the engineering costs and Mrs. Davidson indicated the County currently has cash to cover the engineering costs, but the money can be used for engineering costs.

On motion by Supervisor Chandler, seconded by Supervisor Breeden, and carried by a vote of 5 to 0, voting recorded as follows BREEDEN – AYE; CHANDLER – AYE; KYGER – AYE; TRUMBO – AYE; WOLFE-GARRISON – AYE; the Board adopted the following resolution:

RESOLUTION TO DECLARE AN INTENT TO REIMBURSE

WHEREAS, the Board of Directors of the Lake Shenandoah Stormwater Control Authority (the "Authority"), upon mature consideration, has determined that it is essential for the Authority to acquire, construct, and equip a stormwater management system, including but not limited to the purchase of real property and construction of a stormwater basin and installation of culverts, and pay costs of issuance in connection with such undertakings by the Authority (collectively, the "Project"); and

WHEREAS, the Authority reasonably anticipates to obtain long-term financing of all or any portion of the costs of the Project through the Authority's participation in the pooled bond program offered from time to time by Virginia Resources Authority ("VRA"), or a tax-exempt financing, and accordingly, the Authority shall comply with the provisions of the Internal Revenue Code of 1986, as amended, so that interest on any bond(s) issued by VRA, the proceeds of which are used to fund such loan to the Authority, or by the Authority to another lender (the "Loan"), will remain excludible from gross income for federal income tax purposes in accordance with law; and

WHEREAS, the Authority now desires to declare its intent to use all or any portion of the proceeds of one or more tax-exempt obligations to be issued, in one or more series, to reimburse certain expenditures in connection with the Project, among other things, all as required

by federal tax laws, including Treasury Regulations § 1.150-2 in the Internal Revenue Code of 1986, as amended, all as further described below.

NOW THEREFORE, BE IT RESOLVED, as follows:

1. The Authority has paid/has caused to be paid, beginning no earlier than 60 days prior to adoption hereof and will pay/will cause to be paid, on and after the date hereof, certain expenditures (the "Expenditures") in connection with the Project. Further, it has been determined that those moneys previously advanced no more than 60 days prior to the date hereof and to be advanced on and after the date hereof to pay the Project-related Expenditures are available only for a temporary period and it is necessary to reimburse the Authority for the Expenditures from the proceeds of such Loan as described above (or otherwise from one or more issues of tax-exempt bonds). Accordingly, the Authority hereby declares its intent and reasonable expectations to reimburse the Authority with all or any portion of the proceeds thereof for the Expenditures with respect to the Project made no earlier than 60 days prior to the adoption hereof. The Authority reasonably expects on the date hereof that it will reimburse the Expenditures with all or any portion of the proceeds of such Loan from VRA.

2. The maximum aggregate principal amount of bond(s) to be issued by the Authority (to VRA, as described above, or other tax-exempt financing(s) as may be necessary or convenient) in connection with the Project, as described above, is reasonably anticipated to be approximately \$2,500,000.

3. The Authority will make a reimbursement allocation, which is a written allocation that evidences the use of proceeds thereof to reimburse the Expenditures, no later than 18 months after the later of the date on which the Expenditure(s) is/are paid or the Project is placed in service or abandoned, but in no event more than three (3) years after the date on which the Expenditure(s) is/are paid. This declaration of intent to reimburse, as required by Treasury Regulations Section 1.150-2 and federal tax laws, shall take effect immediately.

ooooOoooo

ADJOURN.

Chairman Kyger adjourned the meeting at 3:24 p.m.

Chairman

Memo

To: Lake Shenandoah Stormwater Control Authority

Date: February 6, 2020

RE: Engineering RFP, Fee Structure Items

Item 1:

County staff completed review of submitted proposals for Engineering Services for the Lake Shenandoah Stormwater Control Authority flood mitigation projects. Top candidates were selected for interview. Following interviews, The Timmons Group proposal was the highest ranked. The Timmons Group has submitted a cost proposal in the amount of \$51,970.00 (attached). The scope of the proposal includes three main elements, 1) modeling hydrologic and hydraulic characteristics of the watershed, 2) evaluating mitigation strategies for cost/benefit ratios, and 3) a meeting with County staff to discuss all findings. The scope of this proposal does not include construction drawings due to difficulty in estimating the cost of construction drawings prior to a specific mitigation strategy being selected. Preliminary estimates suggest that further costs associated with construction drawing and construction related engineering services may be between \$100,000 and \$150,000. Staff recommends acceptance of the Timmons Group proposal at a cost of \$51,970.00.

Item 2:

A decision must be made regarding the methodology to adopt for the purposes of calculating stormwater fees. One option is the "Rooftop Method". This method utilizes the total square footage of a building footprint, and a cost per square foot is applied to that total. The other method is based on total impervious areas. Staff will discuss methodology and make a recommendation at the February 12th meeting. Our recommendation is that the rooftop option be utilized and a rate of \$0.10 per square foot be set.

Item 3:

A decision must be made regarding whether to exempt agricultural structures from the stormwater fee. There are only 11 buildings (on 8 properties) within the Authority boundary that are classified as agricultural structures. The total number of structures is well over 2000. By their nature, agricultural buildings tend to be located in a field or farm area, and not directly connected into the flow path of an urban stormwater drainage system. They also tend to be large, which is generating a high fee per structure.

Item 4:

Following this meeting, letters will be generated to be sent to each property owner within the boundaries of the Authority. The letter will provide each property owner with the estimated fee for their property, as well as the basis of calculation.

A public hearing will follow in March.

Attachments:

Timmons engineering proposal

Lake Shenandoah Watershed Analysis

January 30, 2020

I. Project Description

The purpose of this project is to provide an updated analysis for Congers Creek within the Lake Shenandoah watershed. A previous study was submitted to the County in 2013 that modeled watershed hydrology and channel/culvert hydraulics to identify areas of existing drainage problems and determine anticipated future conditions associated with development within the upper watershed. This evaluation was performed utilizing HEC-RAS modeling to evaluate the channels and culverts. Based on the complexity of the watershed and the County's desire to consider the potential for inclusion of detention ponds within the watershed, a more detailed modeling approach is required.

II. Scope of Services

<u>Activity</u>	<u>Description</u>
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Activity 1:	Update watershed model
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Timmons Group will develop an integrated existing conditions SWMM watershed model to examine the complicated interaction of closed and open system hydraulics with surface features and topography along Congers Creek within the Lake Shenandoah watershed. The model will utilize the existing hydrology and survey data from the 2013 study and will be used to examine the aggregate effect of implementing previously identified conceptual strategies, which may include: a combination of detention basin/constructed wetland; channel improvements; retrofits of basins on adjacent developments (i.e., Taylor Springs); and/or potential upgrades to downstream road crossing culverts.

The purpose of development of the comprehensive watershed model is to identify the most cost-effective approach to achieving the County's goal of providing a 10-year level of service along Congers Creek. The outcome of the modeling effort will be to provide recommendations for infrastructure improvements that will convey the 10-year storm runoff and thereby reduce the frequency of flooding of existing residential homes along Congers Creek. Factors such as capital cost, life cycle, maintenance cost, and potential funding assistance will be used to provide the County a decision-making framework and recommendations for immediate implementation.

Activity 2:	Summary Report
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The results of the analysis will be organized into a formal report to include a summary narrative, mapping, and modeling output for presentation to County staff.

Activity 3:	Meeting with County Staff
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Timmons Group staff will coordinate a web/conference call meeting to present the watershed analysis findings to County staff and discuss design options.

III. Exclusions

This task order does not include field survey, subsurface utility location, wetland delineation, environmental permitting, or engineering design.

IV. Activity Fee Summary

The following is a breakdown of the total fee:

Phase/Task	Task Total
Activity 1: Update watershed model	\$46,000.00
Activity 2: Summary Report	\$4,870.00
Activity 3: Meeting with County Staff	\$1,100.00
Total	\$51,970.00



**Community Development
Special Use Permit Report
SUP19-303**

Meeting Date: FEBRUARY 12, 2020

Applicant: JOSEPH R. BAUMAN

Mailing Address: 5260 E. TIMBER RIDGE ROAD, MT. CRAWFORD 22841

Property Address: SAME

Phone #/Contact: 746-0548/JOE

Tax Map ID: 151-(A)-9D

Zoning: A-2

Requested Use: 36' X 48' ADDITION TO SMALL CONTRACTOR'S BUSINESS

**Location: WEST SIDE OF E. TIMBER RIDGE ROAD (ROUTE 668) APPROXIMATELY
1400' EAST OF CROSS KEYS ROAD (ROUTE 276)**

Acreage in parcel: 5 ACRES

Acreage in request: APPROXIMATELY 1 ACRE IS USED FOR THE BUSINESS

Election District: 3

Comprehensive Plan: AGRICULTURAL RESERVE

Board of Supervisors

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

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

1. Use shall be located in substantial accordance to plot plan submitted with the application.
2. Addition shall comply with the Statewide Building Code and the proper permits shall be obtained.
3. All Health Department regulations regarding septic shall be met. Should the Health Department require a septic permit, a copy of said permit shall be submitted to the Community Development prior to application for a building permit.
4. Site plans requirements shall be met.
5. All supplemental standards involving small contractor's business shall be met and shall be attached to the special use permit and become a part of the special use conditions. Those supplemental standards will change only if the County supplemental standards regarding small contractor's business change.

GENERAL INFORMATION

SUBMISSION JUSTIFICATION:

Table 17-606 allows for special use permit application for a small contractor's office with the following supplemental standards:

- A. No more than five (5) persons shall be engaged in the operation of the business on site.

- B. No more than five (5) vehicles and five (5) pieces of equipment (other than employees' personal vehicles) shall be operated from the site or located outside the building.
- C. The area covered by all structures used in connection with such use, excluding a parking area, shall not exceed a total of five thousand (5,000) square feet.

BACKGROUND

In 2017, the applicant obtained a permit for a 36' x72' building for a small contractor's business. At that time, this use was a use permitted by right. Since that time, an amendment was adopted to require a special use permit for a small contractor's business. Therefore, inasmuch as the applicant wishes to add onto this business, he must apply for a special use permit.

The 2017 permit was for a 36' x 72' building, and the request now is for a 36' x 48' addition. That will make the building 4,320 square feet, which is below that allowed under the supplemental standards.

Adjoining Properties and Special Uses

Direction From Site	Zoning	Request	Decision
North	A-2	None	
East	A-2	None	
South	A-2	None	
West	A-2	Poultry house	Approved – 2/26/86

ZONING AND EXISTING LAND USE

Adjoining Properties and Uses

Direction From Site	Zoning	Existing Land Use
North	A-2	Home site, pasture
East	A-2	Home site, tillable, pasture, wooded
South	A-2	Home site, pasture
West	A-2	Home site, tillable, pasture, poultry

STAFF AND AGENCY ANALYSIS**UTILITIES**Health Department

Health Department records reflect a 1986 septic system for a house only. A repair application was filed 6/27/19 but the applicant has not followed-up with the health department. The applicant should contact the Harrisonburg Health Department Environmental Health office to discuss the status of the repair application. If the proposed building for business usage is to be plumbed, or employees are to be present at the property for work, the applicant will need to obtain approval for a sewage disposal system to serve the business.

Public Works

Private well and septic system and there are no public utilities in the area available for connections.

ENVIRONMENTALEnvironmental Services:

Any grading for construction or additional parking or driving areas will require a Land Disturbance Permit if total area exceeds 10,000 square feet.

PUBLIC FACILITIESEmergency Services

Subject property is within the Weyers Cave Volunteer Fire Company and Augusta County Emergency Response Station respective first due area. This project will need to meet all of the requirements of the Rockingham County Fire Prevention Code.

Planning

Comprehensive Plan Designation: While the parcel is not within an Agricultural/Forestal District, itself, it adjoins parcels within the Cross Keys North Agricultural/Forestal District. The parcel is shown as Agricultural Reserve in the Comprehensive Plan, which is delineated in Section II-C-3:

- a. Existing Uses. The Agricultural Reserve also contains other existing uses: residences, rural centers, and rural commercial uses that are served by wells and septic systems....This plan recommends, in the absence of public water and sewer services, limiting the expansion of the rural centers in order to reduce potential impacts on agricultural activities.
- b. Other Uses. Because of the changing economics of agriculture, other uses might be appropriate for the agricultural area that could provide supplemental income to

the farm. These uses could include: bed and breakfast enterprises, country inns, rural retreats, riding academies and camps, farm camps, history camps, demonstration farms, crop mazes, battlefield reenactment parks, and similar uses.

c. Section II-B-Goals:

Goal 3. Preserve Agricultural Industry and Economy (income, land, and jobs – not necessarily type of crops/products).

Goal 6. Achieve a Balance of Compatible Land Uses and Communities in which people can live, work and play.

Policy #4.1.5. Retain and expand the existing industries and businesses now operating in the County.

Building Official

More detail is required for a more concise response. Sounds like this will be a mixed use building encompassing warehousing as well as limited manufacturing of roofing components; more detail required. Number of employees/occupants not listed. Please list maximum number of occupants and more detailed information on business plan. (In a meeting with the applicant and Building Official, the Building Official stated he did not see this as a mixed use building, and his requirement would be that Building Code must be met).

TRANSPORTATION

VDOT – Road Conditions

The existing entrance is adequate to serve as a low volume commercial entrance. A low volume commercial entrance can serve up to 50 trips (enter + exit) per day.

VDOT – Traffic Impact Analysis

N/A

SUMMARY

Considerations:

1. VDOT indicated that the existing entrance is adequate for this use.
2. Applicant will work with the Health Department to determine if a new septic or improvements to existing septic may be required.
3. The supplemental standards for small contractor's business will become a part of the permit if approved and will only change if the supplemental standards for that use changes.

4. Erosion and Sediment control requirements must be met for any grading (for construction, parking, or driving areas) exceeds 10,000 square feet.
5. Rockingham County Fire Prevention Code shall be met.

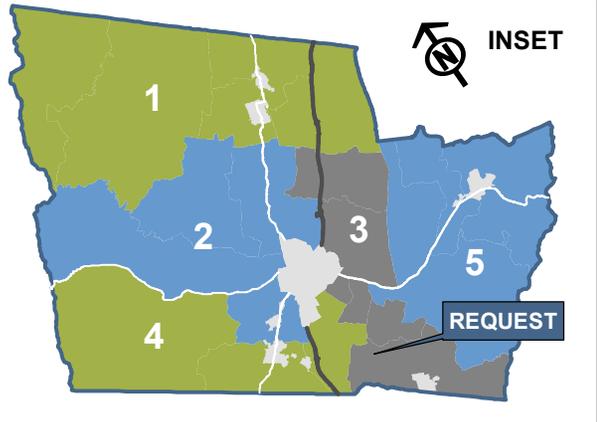


Joseph R Bauman Special Use Permit Request

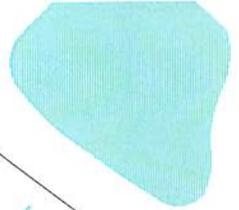


2/12/2020

SUP#19-303



80/21/2009



6

7

9C

Small construction shop/warehouse
498'



55' x 16' entrance



exist gravel area



exist drive

9D

15'-16'
from propert
line

676'



78

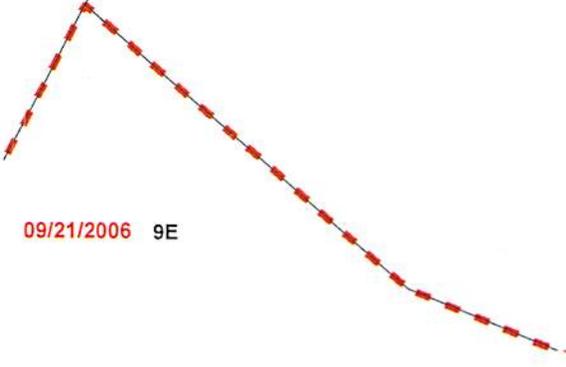
282'
E. TIMBER RIDGE RD



9



09/21/2006 9E





**Community Development
Special Use Permit Report
SUP19-305**

Meeting Date: FEBRUARY 12, 2020

Applicant: ASHLEIGH SHEAVES & JOHNNY SHEAVES

Mailing Address: PO BOX 352, BRIDGEWATER 22812

Property Address: 8517 SHEAVES LANE, BRIADWATER 22812

Phone #/Contact: 421-4895/JOHNNY SHEAVES

Tax Map ID: 136-(A)-6B

Zoning: A-2

Requested Use: SECOND RESIDENCE

**Location: DEADEND OF SHEAVES LANE (PRIVATE) AND JOINING Warm Springs
Pike (ROUTE 42) ON THE SOUTH SIDE OF WARM SPRINGS PIKE.**

Acreage in parcel: 15

Acreage in request:

Election District: 4

Comprehensive Plan: AGRICULTURAL RESERVE

Board of Supervisors

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

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

1. Use shall be located in substantial accordance to plot plan submitted with the application.
2. Residence shall comply with the Statewide Building Code and the proper permits shall be obtained.
3. Residence shall not be occupied until such time as 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 additional dwellings with the following supplemental standard:

No more than two (2) additional dwellings shall be allowed on parcels where there are at least fifteen (15) acres per additional dwelling. Dwellings shall be arranged in such a manner that, if the parcel of land on which any dwelling is located is at any time subdivided, no nonconforming lot or structure shall thereby be created.

BACKGROUND

Johnny Sheaves obtained property in 2019 by adjoining transfer. It was his desire to divide a parcel of land to his daughter, Ashleigh. However since this was through an adjoining transfer there is a 3-year waiting period before making a division. Inasmuch as Mr. Sheaves owns 15 acres, the application is being made for an additional residence on his property.

Adjoining Properties and Special Uses

Direction From Site	Zoning	Request	Decision
North	A-2	None	
East	A-2	None	
South	A-2	None	
West	A-2	None	

ZONING AND EXISTING LAND USE

Adjoining Properties and Uses

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

STAFF AND AGENCY ANALYSIS

UTILITIES

Health Department

The Health Department has issued two sewage disposal systems and private well permits (182-19-0277 & 182-19-0276). Each permit is for a proposed 3 bedroom home with a 100% Reserve Area required.

Public Works

Private wells and septic systems and there are no public utilities in the area available for connections.

ENVIRONMENTAL

Environmental Services:

No comment

PUBLIC FACILITIES

Emergency Services

Subject property is located within the Bridgewater Volunteer Fire Company and Bridgewater Volunteer Rescue Squad's respective first due area. Our office has no concerns with this

Planning

Comprehensive Plan Designation: The parcel is not situated within an Agricultural/Forestral District and is shown as Agricultural Reserve in the Comprehensive Plan, which is delineated in Section II-C-3:

a. Existing Uses. The Agricultural Reserve also contains other existing uses: residences, rural centers, and rural commercial uses that are served by wells and septic systems. ...This plan recommends, in the absence of public water and sewer services, limiting the expansions of the rural centers in order to reduce potential impacts on agricultural activities.

b. Other Uses. Because of the changing economics of agriculture, other uses might be appropriate for the agricultural area that could provide supplemental income to the farm. These uses could include: bed and breakfast enterprises, country inns, rural retreats, riding academies and camps, farm camps, history camps, demonstration farms, crop mazes, battlefield reenactment parks, and similar uses.

c. Section II-B-Goals:

Goal 6. Achieve a Balance of Compatible Land Uses and Communities in which people can live, work and play.

Building Official

Project must meet all aspects of the VA USBC. (Building Permits)

TRANSPORTATION

VDOT – Road Conditions

The existing PE-1 (private) entrance serving this site is adequate to serve both the existing and proposed dwelling.

VDOT – Traffic Impact Analysis

N/A

SUMMARY

Considerations:

1. This request is for a second residence on property.
2. Supplemental standards for additional residences are as follows: No more than two (2) additional dwellings shall be allowed on parcels where there are at least fifteen (15) acres per additional dwelling. Dwellings shall be arranged in such a manner that, if the parcel of land on which any dwelling is located is at any time subdivided, no nonconforming lot or structure shall thereby be created.
3. Building Code must be met.
4. VDOT stated existing entrance is adequate to serve both dwellings.
5. Health Department stated that septic systems with 100% reserve areas have been obtained for both dwellings.
6. Environmental Dept. had no concerns.
7. Fire & Rescue had no concerns.

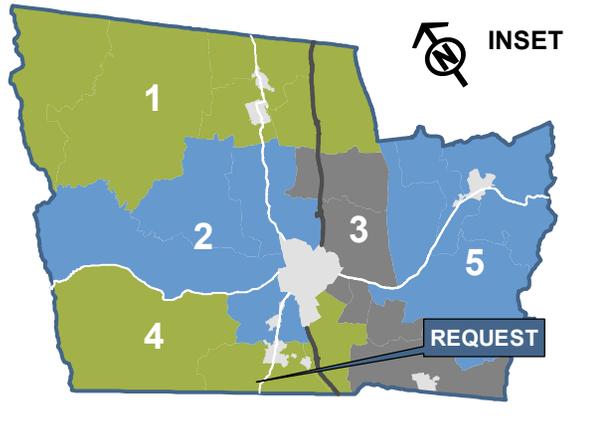


Ashleigh & Johnny Sheaves Special Use Permit Request



2/12/2020

SUP#19-305





8517

08/26/2019

08/26/2019

SHEAVES LN

ROW

42

Greater Than
100'
100'
Greater Than

113.60

269.03

222.90

60.98

6

7



**Community Development
Special Use Permit Report
SUP19-316**

Meeting Date: FEBRUARY 12, 2020

Applicant: CROSS KEYS FARM INC (MARY STICKLEY-GODINEZ)

Mailing Address: PO BOX 81, CRIMORA 24431

Property Address: 3022 CROSS KEYS ROAD, ROCKINGHAM 22801

Phone #/Contact: (434)953-6661 – MARY STICKLEY-GODINEZ

Tax Map ID: 139-(A)-118

Zoning: A-2

Requested Use: FARM MARKET

**Location: WEST SIDE OF CROSS KEYS ROAD (ROUTE 276) ACROSS FROM
BATTLEFIELD ROAD (ROUTE 679)**

Acreage in parcel: 58

**Acreage in request: PORTION OF THE PARCEL ON THE WEST SIDE OF CROSS KEYS
ROAD**

Election District: 3

Comprehensive Plan: AGRICULTURAL RESERVE

**Board of
Supervisors**

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

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

1. Use shall be located in substantial accordance to plot plan submitted with the application.
2. Building shall comply with the Statewide Building Code and the proper permits shall be obtained.
3. This business shall be permitted to operate with portable toilets for the first two seasons to allow time for the business to become established. Prior to the 2022 selling season, an approved septic shall be installed.
4. All supplemental standards involving farm markets shall be met and shall be attached to the special use permit and become a part of the special use conditions. Those supplemental standards will change only if the County supplemental standards regarding farm markets change.
5. In accordance with VDOT requirements, this business may open with existing entrance; and as the business grows, the entrance shall be re-evaluated by VDOT on an annual or bi-annual basis.
6. Should VDOT require upgrades to the existing entrance at any time, those requirements shall be met.
7. Site shall be evaluated to determine if a site plan shall be needed. If needed, applicant shall meet all requirements regarding the site plan.

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

GENERAL INFORMATION

SUBMISSION JUSTIFICATION:

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

1. A minimum of twenty-five percent (25%) of the products sold must be agricultural products produced within Rockingham County.
2. The sales area for companion items intended to be used with the agricultural products shall be limited to ten percent (10%) of the total area devoted to sales. The calculation of total sales area shall include areas devoted to the display of items for sale.
3. Permitted companion products include garden accessories, baked goods, floral supplies, arts and crafts, and items directly related to the culture, care, use of, or processing of agricultural products. Companion products do not include lawn mowers, farm machinery and equipment (except hand tools), building materials, furniture, or other like items.

BACKGROUND

Applicant has had a farm stand selling fruit and vegetables from their farm and another farm owned by them. They now want to expand the business to add locally produced farm items, garden items, kitchen items, and artwork produced by other people. It is bringing in things produced by other people that makes it necessary for the special use permit.

This property is located in the Cross Keys Battlefield Field of Fire area.

Adjoining Properties and Special Uses

Direction From Site	Zoning	Request	Decision
North	A-2	Gift shop & classes on lavender Shop & garage for existing business	Approved – 2/9/11 Approved – 11/14/01
East	A-2	None	
South	A-2	None	
West	A-2	None	

ZONING AND EXISTING LAND USE

Adjoining Properties and Uses

Direction From Site	Zoning	Existing Land Use
North	A-2 A-2	Commercial truck business (litter) Farm winery, gift shop
East	A-2	Pasture, wooded
South	A-2	Small lots with home sites
West	A-2	Home site, tillable, pasture, wooded

STAFF AND AGENCY ANALYSIS

UTILITIES

Health Department

If public restrooms or plumbing is required for the business proposal the applicant will need to work with a private sector evaluator/designer to address sewage disposal system needs. The health department would review work from the private sector and issue a construction permit. The applicant may need to discuss selling of locally produced farm items with the Virginia Department of Agriculture & Consumer Services, depending on the type of items sold.

Public Works

Private well and septic system and there are no public utilities in the area available for connections.

ENVIRONMENTAL

Environmental Services:

No comments for this one.

PUBLIC FACILITIES

Emergency Services

Subject property is located with the Hose Company #4 Port Republic Road Fire Station and the Grottoes Volunteer Rescue Squad's respective first due area. Our office has no concerns with this request.

Planning

Comprehensive Plan Designation: The parcel is located within the Cross Keys Agricultural/Forestal District and is shown on the Comprehensive Plan as Agricultural Reserve.

a. Cross Keys Agricultural/Forestal District. The intent of these conditions is to strengthen the existing agricultural community in order to ensure its continued economic viability.

b. Existing Uses. The Agricultural Reserve also contains other existing uses: residences, rural centers, and rural commercial uses that are served by wells and septic systems. ... This plan recommends, in the absence of public water and sewer services, limiting the expansions of the rural centers in order to reduce potential impacts on agricultural activities.

c. Other Uses. Because of the changing economics of agriculture, other uses might be appropriate for the agricultural area that could provide supplemental income to the farm. These uses could include: bed and breakfast enterprises, country inns, rural retreats, riding academies and camps, farm camps, history camps, demonstration farms, crop mazes, battlefield reenactment parks, and similar uses.

d. Section II-B-Goals:

Goal 3. Preserve Agricultural Industry and Economy (income, land, and jobs – not necessarily type of crops/products).

Goal 6. Achieve a Balance of Compatible Land Uses and Communities in which people can live, work and play.

Site Plan - A site plan may be required under § 17-1005 of the County Zoning Code to address any buildings and parking areas.

Building Official

After approval by all departments and agencies, all applicable building related permits will be required. Handicap accessible restrooms will also be required. Handicap access to the facility will be required as well as provisions for handicap parking.

Note: Portable toilets are not allowed. There are special provisions for handicap facilities when a proven hardship occurs; however, portable facilities are only allowed on a temporary basis. Two sets of building plans are required at time of building application.

(In a meeting with the applicant and Building Official, it was determined that portable toilets could be used for the first two years)

TRANSPORTATION

VDOT – Road Conditions

The proposed use along Cross Keys Road will require a full commercial entrance. The location of the existing gravel, low volume commercial entrance has adequate sight distance to meet full commercial entrance standards. Design details can be addressed during site plan review.

It appears that the goal of this development is to start small and grow as demand

increases. VDOT would be agreeable to allowing the existing low volume gravel commercial entrance to serve seasonal, less intense use for a time. As the site grows, the entrance can be re-evaluated each time a site plan or building permit application is submitted, or on an annual or bi-annual basis. Once it is determined that the site will generate in excess of 50 trips (enter + exit) per day, entrance improvements will be required. Improvements include, but are not limited to, increasing dimensions, paving, turning tapers, and turning lanes.

VDOT – Traffic Impact Analysis

N/A

SUMMARY

Considerations:

1. Condition #3 allows this business to operate with portable toilets for the first two years to allow it to become established. Prior to the 2022 selling season, permanent restroom facilities would be required. If the Board does not desire the business to operate in this manner, Condition #3 should be changed.
2. VDOT stated that the business could begin operation using the existing entrance. However, VDOT will review the entrance on an annual or bi-annual basis; and if determined that the business has grown to an extent that a full commercial entrance is required, those conditions will be met.
3. Supplemental standards shall become a part of the special use permit if approved. Those would only change if the supplemental standard for farm markets change.
4. The site will be evaluated to determine if a site plan is required.

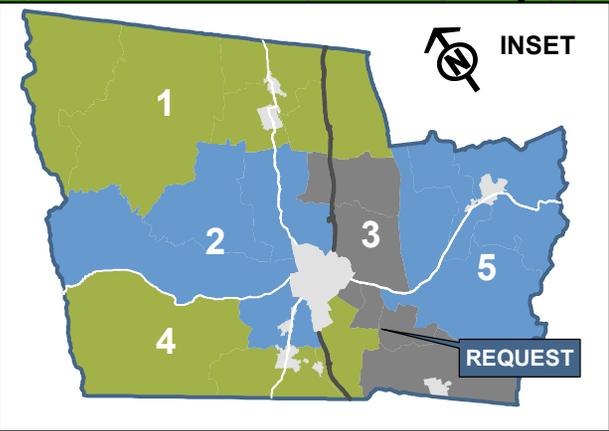
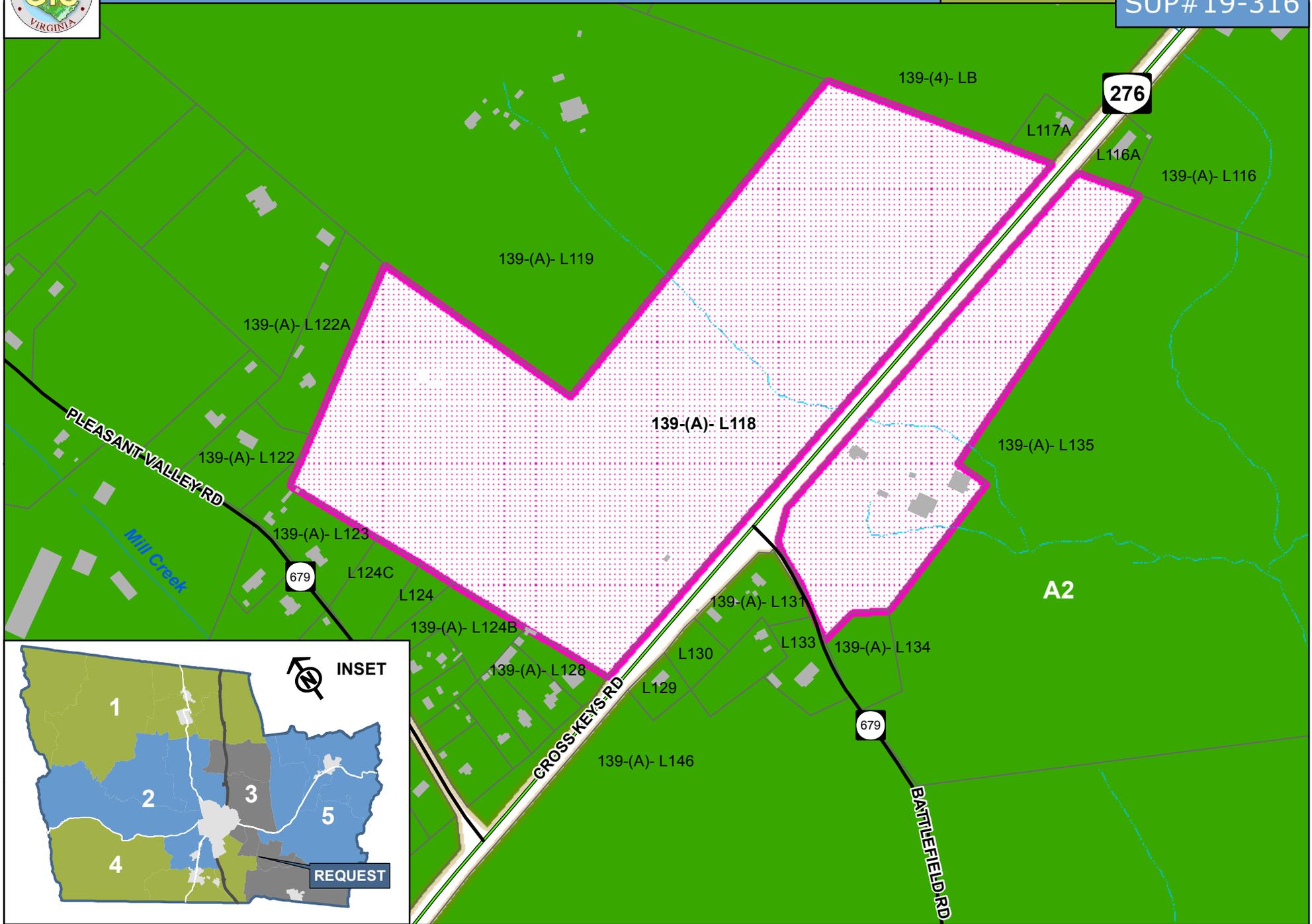


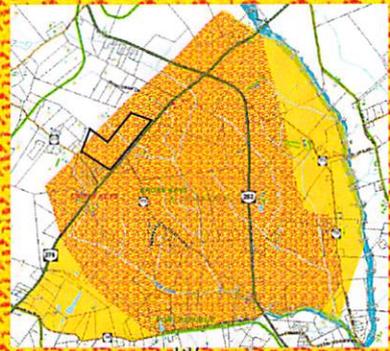
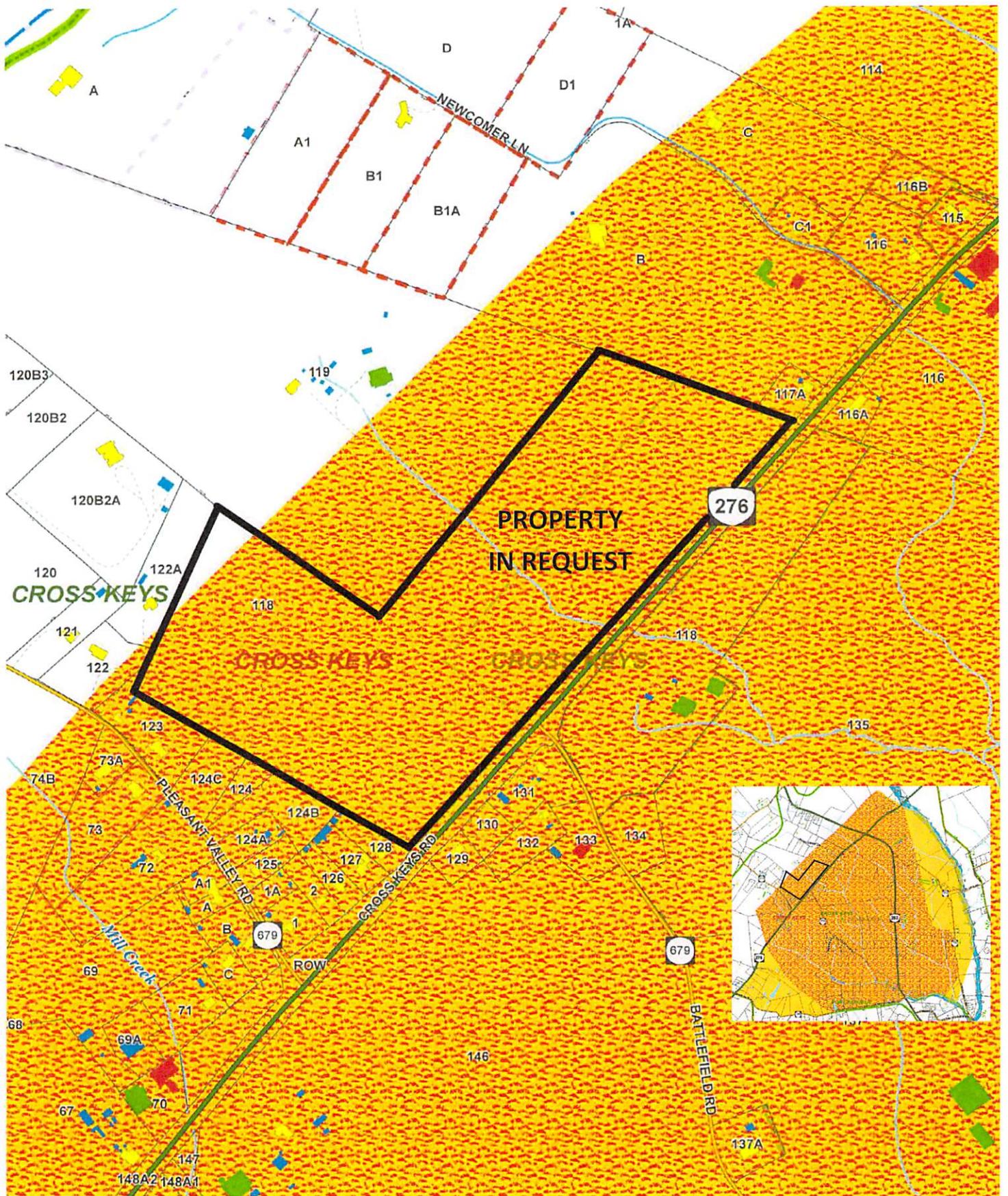
Cross Keys Farm Inc. Special Use Permit Request



2/12/2020

SUP#19-316





CROSS KEYS BATTLEFIELD-FIELD OF FIRE

2019 SEASON PLAN

