



# COUNTY of ROCKINGHAM

Department of Community Development

Rhonda H. Cooper  
Director

## Planning Commission Meeting Agenda

February 4, 2020

6:30 p.m.

1. **Call to Order**
2. **Pledge of Allegiance and Invocation**- Kevin Flint
3. **Approval of Minutes**- December 3, 2019 Regular Meeting
4. **Public Hearings**- None.
5. **Unfinished Business**- None.
6. **New Business**
  - A. Election of Commission Chair and Vice Chair
  - B. 2020 County Liaison to City Schedule – Approval
  - C. 2019 Planning Commission Annual Report – Approval
  - D. Capital Improvements Program (CIP) Advisory Subcommittee Preliminary Recommendation – Presentation
7. **Ongoing Business**
  - A. Pending Ordinance Amendments – Update
8. **City Planning Commission Liaison Report**
  - A. December 11 – Rodney Burkholder
  - B. January 8 – Kevin Flint
9. **Upcoming City Planning Commission Liaison Report**  
February 12 – Bill Loomis
10. **Site Visits** – To be scheduled.
11. **Staff Report Overview**
12. **Adjournment**

## PLANNING COMMISSION

### MINUTES December 3, 2019

The Rockingham County Planning Commission met on Tuesday, December 3, 2019, in the Board of Supervisors Room in the Rockingham County Administration Center. Members present were, Chairman Keith Sheets, Vice Chairman Rodney Burkholder, Mr. Kevin Flint, Mr. Bill Loomis, and Mr. Mike Harvey. Staff members present were Director of Community Development, Rhonda Cooper; Director of Planning, Bradford Dyjak; Deputy Zoning Administrator, Kelly Getz; and Secretary, Kayla Yankey.

At 6:30 p.m., Chairman Sheets called the meeting to order.

Vice Chairman Burkholder offered the Pledge of Allegiance and Invocation.

#### MINUTES

On motion by Vice Chairman Burkholder, and seconded by Commissioner Loomis the November 6, 2019, regular minutes and the November 19, 2019, special public hearing minutes were approved with a 5-0 vote.

#### PUBLIC HEARING

##### **REZONING REQUESTS**

A. **REZ19-265 Whitesel Brothers, Inc.**, 1332 Garbers Church Rd., Harrisonburg VA 22801 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 A2-General Agricultural to B-1- General Business. 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.

Mr. Getz presented the request and clarified that the area to be rezoned was only the 12.038 acres surrounding the existing James River Equipment building, and the remainder to retain the A-2 designation. Mr. Getz explained that rezoning and vacating property line would allow for expansion. Commissioner Flint asked about the Harrisonburg water usage, and Mr. Getz clarified that the new expansion will not use any more water than previously provided services. Vice Chairman Burkholder asked as to the status of the concurrent rezoning application before the City of Harrisonburg relative to the portion of the parcel with frontage along Erickson Avenue. Mr. Getz responded that the case is to be heard by the City Planning Commission.

At 6:38 p.m., Chairman Sheets opened the public hearing.

Dick Blackwell, of Blackwell Engineering, spoke in favor of the rezoning stating James River Equipment is in need of higher ceilings for machine repairs. Mr. Blackwell addressed questions regarding potential water demand, clarifying that water usage would not increase, and only four employees would be added with the expansion. Mr. Blackwell said the building would be around a 100 feet by 100 feet. The new entrance would be from the Erickson Avenue side, and would be further west from the intersection than existing side entrance.

At 6:43 p.m., Chairman Sheets closed the public hearing.

The property in the request is currently zoned A-2, General Agricultural but is shown as Commercial in the Comprehensive Plan. In order for the existing business to expand, a rezoning of this parcel is required. This rezoning request would conform to the Comprehensive Plan and would allow for the expansion of a

business providing machinery and service to local agricultural and construction businesses. Therefore, Mr. Getz presented the staff recommendation of approval.

Vice Chairman Burkholder commented that this will not have a big impact on Belmont Estates residents, and his only concern was the availability of City water.

Vice Chairman Burkholder motioned for the Planning Commission to recommend approval of the proposed rezoning; Commissioner Loomis seconded the motion. On a vote of 5-0, the Commission recommended the approval of this rezoning.

## **ORDINANCE AMENDMENTS**

A. **OA19-255** Amendment to the Rockingham County Code, Chapter 17 (Zoning), Section 17-607. Supplemental standards for certain land uses to increase the size of accessory dwellings from 1,200 square feet enclosed area to 1,500 square feet enclosed area.

Mr. Getz presented the request.

Chairman Sheets asked if the maximum 1,200 square footage requirement was difficult to meet for customers, and Mr. Getz explained that manufactured home companies are selling models larger than 1,200 square feet. Commissioner Loomis asked if people were choosing not to build because of the 1,200 square foot stipulation, and Mr. Getz answered that there have been circumstances where this has occurred. Commissioner Harvey asked if there was a minimum acreage requirement, and Mr. Getz confirmed there is not.

At 6:51 p.m., Chairman Sheets opened the public hearing.

At 6: 51p.m., seeing as there was no one to speak in favor of or opposition to the ordinance amendment, Chairman Sheets closed the public hearing.

Mr. Getz presented the staff recommendation of approval.

Commissioner Flint motioned for the Planning Commission to recommend approval of the proposed ordinance amendment; Commissioner Harvey seconded the motion.

On a vote of 5-0, the Commission recommended the approval of this ordinance amendment.

B. **OA19-256** Amendment to the Rockingham County Code, Chapter 17 (Zoning), Section 17-607. Supplemental standards for certain land uses to add supplemental standards for convenience stores in the A-2 and RV zoning districts and amending Table 17-606. Land use and zoning table to show that convenience store in A-2 and RV have supplemental standards.

Mr. Dyjak presented the request, which was originally submitted by Clark & Bradshaw with a mutually agreeable amendment made by staff. He informed the commissioners that the new building size in A-2 and RV zoning districts would be limited to 4,000 square foot, as there is currently no limit. Customer seating would be limited to no more than 20% of the square footage of the building.

Commissioner Loomis questioned the general size of convenience stores in the area, in which Mr. Dyjak said the footprints range from below 3,000 square feet to a few as large as 7,000 square feet in B-1 zoning districts. Commissioner Flint asked if there were any existing stores that would not be in compliance with the 4,000 square foot, in which Mr. Dyjak stated there were not any to their knowledge.

At 6: 57 p.m., Chairman Sheets opened the public hearing.

Todd Rhea, of Clark and Bradshaw representing Holtzman Oil Corporation, Inc., stated that the new convenience stores built by Holtzman were in the 4,500 square foot range. Mr. Rhea said that Holtzman is looking to add a country store concept in a more rural location, and currently having a table for seating is not allowed. Mr. Rhea hoped to maintain the small-town feeling, with space for patrons to dine and meet. Mr. Rhea said the 4,000 square feet would be better architecturally and geographically in the rural areas.

Ms. Cooper clarified that even though Holtzman Oil Corporation was being represented in this particular case, this ordinance amendment is for any convenience store in the A-2 and RV zoning districts.

Kim Sandum, from the Alliance for the Shenandoah Valley, questioned if the 4,000 square feet limit was dependent upon dining area seating being provided, to which Mr. Dyjak responded the maximum area would apply to all convenience store in the A-2 and RV zoning districts.

At 7:03p.m., Chairman Sheets closed the public hearing.

With convenience stores being constructed in more rural, outlying areas of the County, it was felt that we do not want large restaurants, but there may some merit to having a small area for people to sit and eat. In doing so, it was also discussed that there should be a size limit on the size of the building. With there being a reasonable balance between size and function staff recommends approval.

Mr. Harvey motioned for the Planning Commission to recommend approval of the proposed ordinance amendment; Mr. Burkholder seconded the motion.

On a vote of 5-0, the Commission recommended the approval of this ordinance amendment.

**C. OA19-267** Amendment to the Rockingham County Code, Chapter 17 (Zoning), Section 17-201 Definitions generally to allow semi-trailers for storage containers on A-1, A-2 and RV parcels of 2 acres or more and to amend Section 17-607. Supplemental standards for certain land uses to state in the A-1, A-2, and RV parcels of 2 acres or more, if semi-trailers are used for storage, the wheels and axles must be removed and if it is a use that requires a special use permit, such special use permit requirement shall be required for the storage container.

Mr. Getz presented the request by giving the definition of a storage container already established within the ordinance. Mr. Getz explained that no more than 4 storage containers could be on any given parcel, and a Special Use Permit would still be required if the contained use required a Special Use.

Commissioner Loomis asked the purpose of removing the wheels, in which Mr. Getz explained that it looks more like a pod storage container rather than seen as an inoperable vehicle. Commissioner Loomis was concerned that someone with storage on an agricultural parcel may want to move the container around and removing the wheels would make that difficult.

Mr. Getz clarified that on small parcels, less than two acres, the container could be placed temporarily as already permitted in the zoning code.

Commissioner Harvey questioned the B bullet point of the ordinance, asking how the provision to remain “structurally intact” would be determined.

Chairman Sheets asked the definition of temporary, which was clarified by Bullet C.

Commissioner Flint suggested adding a chart to the ordinance for a better understanding of the number of storage containers allowed on each size parcel. Ms. Cooper clarified that if the wheels remain intact on the trailer, the trailer will then be seen as an inoperable vehicle.

At 7:17 p.m., Chairman Sheets opened the public hearing.

At 7:17 p.m., seeing as there was no one to speak in favor of or opposition to the ordinance amendment, Chairman Sheets closed the public hearing.

Mr. Getz presented the staff recommendation of approval explaining that it was determined this may be an appropriate way to put some of the old semi-trailers to use on larger parcels of agricultural land and larger RV parcels of land. Staff further recommended stipulating that the wheels and axles had to be removed so they would no longer be considered motor vehicles.

Commissioner Flint motioned for the Planning Commission to recommend approval, with the condition of adding a chart to part C to provide more clarification on permissible units per acreage of the proposed ordinance amendment; Commissioner Loomis seconded the motion.

On a vote of 5-0, the Commission recommended the approval of this ordinance amendment with the revision recommended by Commissioner Flint.

## **UNFINISHED BUSINESS**

**A. Amendment to the Comprehensive Plan** – Possible recommendation to adopt the Stone Spring Urban Development Area Plan as a component of the Rockingham County Comprehensive Plan.

Commissioner Harvey, who was absent during the special public hearing on November 19, said he felt comfortable with the presented plan.

Commissioner Harvey motioned for the Planning Commission to recommend the adoption of the Stone Spring Urban Development Area Plan, Vice Chairman. Burkholder seconded the motion.

On a vote of 5-0, the Commission recommended the adoption of the Stone Spring Urban Development Area Plan as an amendment to the Comprehensive Plan.

## **B. Tabled August 6, 2019:**

**OA19-165** – Amendment to the Rockingham County Code, Chapter 17 (Zoning), Section 17-201 (Definitions generally) to add the definition of time-share and timeshare, lockout unit.

Mr. Dyjak shared that staff will be withdrawing the ordinance amendment formally and bring forth a revised version in early 2020.

## **NEW BUSINESS**

### **A. 2020 Planning Commission Meeting Schedule & Inclement Weather Policy**

Vice Chairman Burkholder motioned for the Planning Commission to approve the 2020 Planning Commission Meeting Schedule and Inclement Weather Policy; Commissioner Loomis seconded the motion.

On a vote 5-0, the Commission approved the 2020 Meeting schedule and Inclement Weather Policy.

## **ONGOING BUSINESS**

### **A. Pending Ordinance Amendments – Update**

Mr. Dyjak informed the Commission may not be hearing the inoperable vehicle amendment because it may not be part of the zoning chapter of the ordinance. Instead, it may be codified in another code section, which would not require a public hearing before the Planning Commission.

### **B. Capital Improvements Program (CIP) Advisory Subcommittee – Update**

Commissioner Flint updated the Commission and said all the meetings were finished, and they were modeling and prioritizing projects. The plan is to present to the Planning Commission in January or February.

## **MISCELLANEOUS**

### **CITY PLANNING COMMISSION LIAISON REPORT**

Commissioner Harvey gave a report for the November 13, 2019 Harrisonburg City Planning Commission Meeting.

#### Upcoming Harrisonburg City Planning Commission Meeting

The Liaison for the December 11, 2019 Harrisonburg City Planning Commission Meeting is Vice Chairman Burkholder.

### **SITE VISIT**

There is a no site visit scheduled at this time.

### **STAFF REPORT OVERVIEW**

Ms. Cooper explained that there was nothing new to highlight within the staff report.

### **ADJOURNMENT**

At 7:32 p.m., having no further business, the Commission adjourned

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Keith Sheets, Chair

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Kayla Yankey, Secretary

**2020**  
**COUNTY LIAISON SCHEDULE**  
**for**  
**Harrisonburg Planning Commission Meetings**

<b>Harrisonburg Planning Commission Meeting Date</b> (2 <sup>nd</sup> Wednesday of Each Month at 7 p.m.)	<b>County Liaison</b>
January 8, 2020	Kevin Flint
February 12	Bill Loomis
March 11	Mike Harvey
April 8	Keith Sheets
May 13	Rodney Burkholder
June 10	Kevin Flint
July 8	Bill Loomis
August 12	Mike Harvey
September 9	Keith Sheets
October 14	Rodney Burkholder
November 11	Kevin Flint
December 9	Bill Loomis
January 13, 2021	Mike Harvey

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## 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**

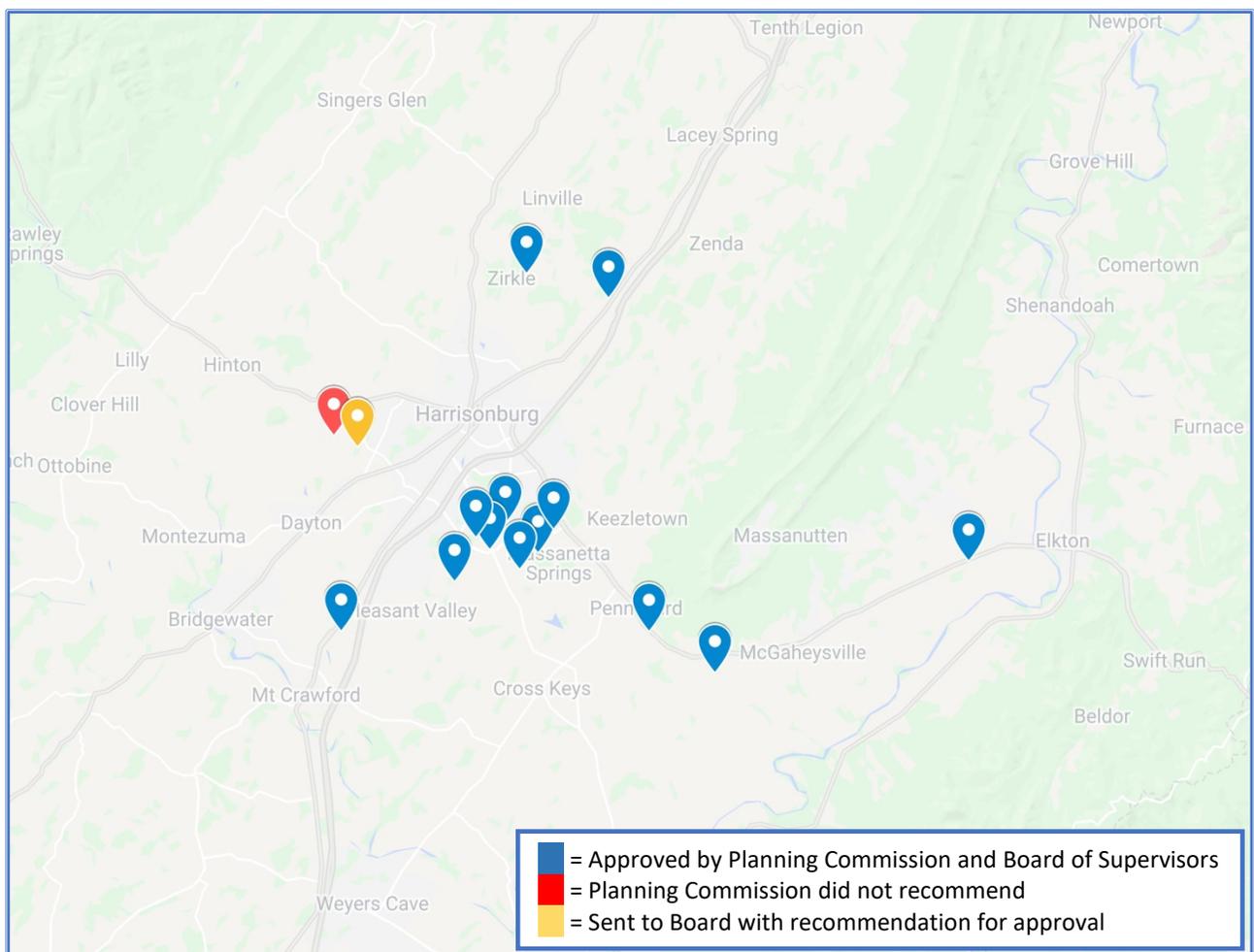
The Commission reviews and recommends requests for additions and removals of parcels from the seven Agricultural and Forestal Districts (AFD). There was 1 request for addition and 1 request for removal and no renewals of existing districts conducted in 2019. Both requests impacted the Ottobine AFD and 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;	<b>ADOPTED</b>	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	<b>ADOPTED</b>	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.	<b>ADOPTED</b>	PC Recommended 3/5 BOS Adopted 3/27/19
4. Amendment of I-1 District (OA19-025)	17-806	Increase Maximum Height to 60'	<b>ADOPTED</b>	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.	<b>ADOPTED</b>	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.	<b>ADOPTED</b>	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.	<b>ADOPTED</b>	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.	<b>ADOPTED</b>	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.	<b>ADOPTED</b>	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 <sup>2</sup> if connected to public sewer.	<b>ADOPTED</b>	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).	<b>ADOPTED</b>	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; <b>BOS hearing 1/8/2020</b>
15. Convenience Stores in A-2 & RV Districts (OA19-256)	17-606 & 607	Limit total area for convenience stores to 4,000 ft <sup>2</sup> and restaurant area to 20% of store in A-2 and RV.	Hearing Scheduled	PC recommended approval 12/3; <b>BOS hearing 1/8/2020</b>
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; <b>BOS hearing 1/8/2020</b>



Project Number	Project Name	Public Notice Summary	Site Acreage	Status
REZC2018-273	Partners Development, LLC.	Requesting an <b>amendment to the existing approved proffers</b> 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 <b>rezone a 6.302-acre parcel</b> located on the west side of Reservoir Street (Route 710) approximately 100' north of Fieldale Place from R-3C (General Residential with Conditions) <b>to PMF (Planned Multifamily)</b> . 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. <b>Reservoir Street Apartments Master Plan</b>	6.302	Approved
REZC2018-360	SCAKL, L.C.	Request to <b>amend an existing approved Master Plan</b> totaling approximately 56 acres <b>by adding 6 lots within the Meadowbrook Subdivision Master Plan</b> 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 <b>rezone a 5.9-acre portion</b> of a 10-acre parcel from A-2 <b>to PMF (Planned Multifamily)</b> along Boyers Road (Rt. 704) ~0.5 mile south of Stone Spring Road (VA 280). Tax Map #125-(A)-L220B. <b>Locust Grove Village Master Plan</b>	5.9/ 10	Approved
REZC2018-364	Keith J. Knupp	Request to <b>rezone a 1.736-acre parcel</b> 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>B-1 General Business</b> district. Tax Map Parcel #126-(A)-L83A.	1.736	Approved
REZC2019-004	Bill Neff c/o Candace Murphy, lessee	Request to <b>rezone a 17.453-acre parcel</b> 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 <b>I-1C (Industrial district with conditions)</b> . Tax Map Parcel #94-(A)-L110, Election District #2.	17.453	Approved
REZC2019-039	BSE Investments, LLC.	Request to <b>rezone a 1.484-acre parcel</b> located at 255 Cecil Wampler Road from B-1C General Business district with conditions to <b>I-1C (Industrial district with conditions)</b> . 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 <b>rezone a 0.11-acre parcel</b> 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) <b>to R-3 (General Residential district)</b> . Portion of Tax Map Parcel #125H-(A)-L8, Election District #3.	0.11	Approved
REZC2019-085	Stoneleigh Investments, LLC.	Request <b>to rezone a 2.08-acre parcel</b> at the northwest intersection of Stone Spring Road (VA 280) and Port Republic Road (VA 253) from A-2 General Agricultural district <b>to B-1C (General Business district with conditions)</b> . 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 <b>amendment to the existing approved Preston Lake Master Plan</b> (retaining the R-5C Planned Neighborhood District with conditions) by <b>designating a senior group home to be located within the 7-acre portion of a parcel</b> 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 <b>rezone a 33-acre portion of a 78.864-acre parcel</b> on the south side of Scholars Road (Route 988) approximately 800' east of Crowe Drive from A-1 (Prime Agricultural) zoning district <b>to I-1C (Industrial District with conditions)</b> . 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 <b>amendment to</b> a 15.587 acre-portion of the 30.05 acre subdivision of the <b>existing approved Brentwood Subdivision Master Plan</b> . 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 <b>rezone a 1-acre parcel</b> at 7894 McGaheysville Road at the southeast intersection of McGaheysville Road (996) and S. Montevideo Circle (Route 654), from A-1 (Prime Agricultural District) <b>to R-1 (Low-Density Residential District)</b> . Tax Map Parcel #141-(A)-L119; Election District #5.	1	Approved
REZP2019-190	Andy Piplico (contract purchaser)	Request to <b>rezone an 8.386-acre parcel</b> 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) <b>to R-5C (Planned Neighborhood Residential District with conditions)</b> . Tax Map Parcel #125-(A)-L8A; Election District #4. <b>Piplico (Crownpoint) Independent Living</b>	8.386	Approved
REZC2019-230	Wayne & Laurie McDorman	Request to <b>rezone two parcels</b> 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) <b>to RV (Rural Village)</b> . 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 <b>rezone a portion of a parcel</b> 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 <b>R3C-General Residential with Conditions</b> . Tax map #130E-(1)-L1. Election District 5.	1.812	Approved
REZC2019-265	Whitesel Brothers, Inc. - James River Equipment	Request to <b>rezone a 12.038-acre portion of a 168-acre parcel</b> located on the west side of Garbers Church Road (Rt. 910) approximately 900' south of Erickson Avenue (Rt. 726) from A-2 (General Agricultural) <b>to B-1C (General Business with Conditions)</b> . 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
<b>Total</b>			<b>462.833</b>	<b>13/17 Approved</b>





**ROCKINGHAM COUNTY**  
**DEPARTMENT OF COMMUNITY DEVELOPMENT**  
**Agenda Item Cover Memorandum**

To: Rockingham County Planning Commission  
From: Bradford Dyjak, Director of Planning  
Meeting Date: February 4, 2020  
Subject: **Capital Improvements Program (CIP) Advisory Subcommittee –  
Preliminary Recommendation**

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**Overview:**

The County Capital Improvements Program (CIP) is a five-year plan to guide the construction or acquisition of capital projects divided into four major categories: Education, Public Safety, Public Works, and Other. A capital project is classified as a non-recurring, non-operational expense exceeding \$10,000, which may have project stages phased over successive fiscal years. The CIP must be based on the County Comprehensive Plan and Section 15.2-2239, Code of Virginia authorizes the County to adopt such a plan and amend as needed after the Planning Commission and Board of Supervisors hold public hearings.

The adopted CIP spans through fiscal year 2021 (July 1, 2020 – June 30, 2021) and its update is scheduled for consideration during the County-wide budget preparation process. As part of that process, the Planning Commission established the CIP Advisory Subcommittee at its September 3, 2019 meeting with five (5) members. The subcommittee reviewed project requests through a series of meetings with department heads and relevant staff members from October 15-November 12.

**Summary:**

The Subcommittee vetted project requests from County departments and agencies and now releases its prioritization for the Commission's consideration. A complete CIP will be presented in advance of the Commission's public hearing during its March 3<sup>rd</sup> regular meeting. During this meeting, the Commission would make recommendation of the CIP to the Board of Supervisors for its adoption during the annual budget public hearing. The final prioritizations, phasing and recommendations should be based upon the:

- Identified need;
- Urgency of the request;
- County's ability to finance the project; and
- Consistency with the Comprehensive Plan.

The Subcommittee reviewed **48 project requests totaling \$180 million** in total project costs over five years compared to the adopted total of \$49,900,000 in the current CIP.

**Recommendation & Action:**

Staff will present a summary of the total funding requested and prioritization for the Commission's input recommends the Commission provide input prior to the scheduled March 3<sup>rd</sup> CIP public hearing. Staff requests a final recommendation be forwarded to the Board of Supervisors during that public hearing.

###

**Capital Improvement Program Advisory Subcommittee –  
Preliminary FY 2021-25 CIP Recommendation**

Presented to the Planning Commission on February 4, 2020

**Committee Members:**

Casey Armstrong, Board Member Representative

Dennis Driver, Citizen Member

Kevin Flint, Planning Commissioner

Cheryl Mast, School Board Member Representative

Kim Sandum, Citizen Member

**Staff Members:**

Rhonda Cooper, Director of Community Development

Patricia Davidson, Director of Finance

Bradford Dyjak, Director of Planning

Stephen King, County Administrator

## CIP Expenditure Summary of Requests

County Departments submitted forty-eight project requests for the FY2021-2025 proposed CIP totaling \$180,193,000. The School is working to formalize a Capital Improvement Planning process for the next cycle of CIP, the submission may look much different than the initial submission in this first year.

### Broken down by function:

Education \$61.0M

Public Safety \$6.0M

Public Works \$56.6M

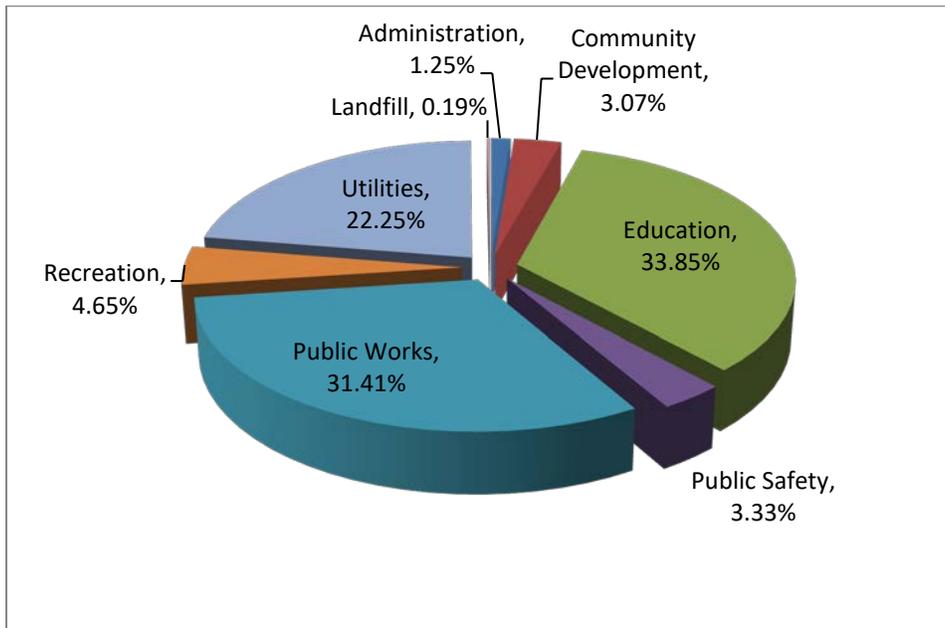
Recreation \$8.4M

Utilities \$40.1M

Community Development \$5.5M

Administration \$2.3M

Landfill \$0.4M



## Capital Improvement Projects Requested

- |                                       |                                      |  |
|---------------------------------------|--------------------------------------|--|
| 1) 24" Waterline - Three Springs      | 18) GIS System Upgrade               | 33) Old Courthouse Paving Sidewalk     |
| 2) Admin. Building HVAC               | 19) HS Elevator                      | 34) Peak Water Tank                    |
| 3) Admin. Building Access             | 20) Human Services Building HVAC     | 35) Playground Parking Lot             |
| 4) Admin. Building Lighting           | 21) Implement Microsoft O365         | 36) Pleasant Valley Utility Office     |
| 5) Administration Building Parking    | 22) Ladder Truck Replacement         | 37) Rec. Center Field House            |
| 6) Ambulance Replacement              | 23) Lake Shenandoah Watershed        | 38) Replace Work Order System          |
| 7) Amphitheater                       | 24) Lakewood Sewage Pump Station     | 39) US 11 North Water Extension        |
| 8) CAMA Software Technology           | 25) Landfill Cell Phase 5B           | 40) Security Initiatives               |
| 9) Cardiac Monitor Replacement        | 26) Lower Courts Building Projects   | 41) Social Media & Text Archive        |
| 10) Commonwealth's Attorney Software  | 27) Maintenance Building at Park     | 42) Spotswood HS                       |
| 11) Court Security Upgrades           | 28) McGaheysville ES                 | 43) Storage Building Maintenance Shed  |
| 12) Crosskeys Sewage Pump             | 29) McGaheysville Water Tank         | 44) Stormwater Control Facility        |
| 13) Data Center Upgrade & Replacement | 30) North Area Response Station      | 45) Technology Office Space            |
| 14) Document Imaging                  | 31) Old Courthouse Exterior Lighting | 46) Three Springs 3 <sup>rd</sup> Well |
| 15) Elkton Elem                       | 32) Old Courthouse HVAC              | 47) Three Springs Water Plant          |
| 16) Fire Engine Replacement           |                                      | 48) VA 276 at VA 253 Left Turn Lane    |

## Composition of the FY2021-FY2025 Capital Improvement Program Committee Recommendation

<b>SOURCES</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>	<b>Total FY2021-25</b>
Cash Proffers	\$ 75,000					\$ 75,000
Debt			\$ 1,500,000	\$ 8,400,000	\$ 87,050,000	\$ 96,950,000
Project Balances/Reserves						\$ -
Transfer from General Fund	\$ 1,494,500	\$ 1,538,750	\$ 1,270,000	\$ 1,407,500	\$ 2,825,000	\$ 8,535,750
VDOT Revenue Sharing	\$ 175,000	\$ 575,000			\$ 902,500	\$ 1,652,500
State Grant	\$ 157,500	\$ 145,000	\$ 150,000	\$ 160,000		\$ 612,500
Share with the City	\$ 374,500	\$ 26,250	\$ 95,000	\$ 12,500	\$ 26,922,500	\$ 27,430,750
HR/DSS Fund Reserve	\$ 1,013,500	\$ 10,000	\$ 150,000			\$ 1,173,500
Water/Sewer Fund Reserve		\$ 1,600,000	\$ 850,000	\$ 1,920,000	\$ 35,720,000	\$ 40,090,000
Tourism Fund					\$ 1,000,000	\$ 1,000,000
Landfill Fund Reserve				\$ 150,000	\$ 200,000	\$ 350,000
Stormwater Fee Collection	\$ 2,215,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,223,000
<b>TOTAL SOURCES</b>	<b>\$ 5,505,000</b>	<b>\$ 3,897,000</b>	<b>\$ 4,017,000</b>	<b>\$ 12,052,000</b>	<b>\$ 154,622,000</b>	<b>\$ 180,093,000</b>

<b>USES</b>	<b>FY2021</b>	<b>FY2022</b>	<b>FY2023</b>	<b>FY2024</b>	<b>FY2025</b>	<b>Total FY2021-25</b>
<b>TECHNOLOGY</b>						
Implement Microsoft O365	\$ 130,000					\$ 130,000
GIS System Upgrade	\$ 50,000	\$ 50,000		\$ 50,000		\$ 150,000
Commonwealth's Attorney Software	\$ 130,000					\$ 130,000
Security Initiatives	\$ 135,000	\$ 100,000	\$ 100,000			\$ 335,000
Replace Work Order System		\$ 25,000				\$ 25,000
Data Center Upgrade & Replace			\$ 300,000	\$ 50,000	\$ 690,000	\$ 1,040,000
Document Imaging Continuation				\$ 100,000	\$ 150,000	\$ 250,000
Social Media and Text Archive				\$ 50,000		\$ 50,000
CAMA Software					\$ 50,000	\$ 50,000
<b>Technology Subtotal</b>	<b>\$ 445,000</b>	<b>\$ 175,000</b>	<b>\$ 400,000</b>	<b>\$ 250,000</b>	<b>\$ 890,000</b>	<b>\$ 2,160,000</b>
<b>COMMUNITY DEVELOPMENT</b>						
Lake Shenandoah Watershed	\$ 1,610,000					\$ 1,610,000
Stormwater Control Facility	\$ 605,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 613,000
VA 276 at VA 253 Left Turn Lane	\$ 350,000	\$ 1,150,000				\$ 1,500,000
Garbers Church Road Bike & Buggy Lane					\$ 1,805,000	\$ 1,805,000
<b>Community Development Subtotal</b>	<b>\$ 2,565,000</b>	<b>\$ 1,152,000</b>	<b>\$ 2,000</b>	<b>\$ 2,000</b>	<b>\$ 1,807,000</b>	<b>\$ 5,528,000</b>
<b>EDUCATION</b>						
McGaheysville Elementary				\$ 7,700,000		\$ 7,700,000
Spotswood High School					\$ 40,000,000	\$ 40,000,000
Elkton Elementary					\$ 13,300,000	\$ 13,300,000
<b>Education Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,700,000</b>	<b>\$ 53,300,000</b>	<b>\$ 61,000,000</b>
<b>LANDFILL</b>						
Landfill Cell Phase 5B				\$ 150,000	\$ 200,000	\$ 350,000
<b>Landfill Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>	<b>\$ 200,000</b>	<b>\$ 350,000</b>

USES	FY2021	FY2022	FY2023	FY2024	FY2025	Total FY2021-25
<b>PUBLIC SAFETY</b>						
Cardiac Monitor Replacement	\$ 315,000					\$ 315,000
Fire Engine Replacement			\$ 660,000	\$ 660,000	\$ 660,000	\$ 1,980,000
Ambulance Replacement		\$ 290,000	\$ 300,000	\$ 320,000		\$ 910,000
Ladder Truck Replacement	\$ 650,000	\$ 650,000				\$ 1,300,000
North Area Response Station			\$ 1,500,000			\$ 1,500,000
<b>Public Safety Subtotal</b>	<b>\$ 965,000</b>	<b>\$ 940,000</b>	<b>\$ 2,460,000</b>	<b>\$ 980,000</b>	<b>\$ 660,000</b>	<b>\$ 6,005,000</b>
<b>FACILITIES</b>						
Lower Courts Building Project					\$ 50,000,000	\$ 50,000,000
County Security Upgrades	\$ 30,000	\$ 30,000	\$ 30,000			\$ 90,000
Human Services Building HVAC	\$ 1,500,000					\$ 1,500,000
Administration Building HVAC			\$ 75,000	\$ 30,000		\$ 105,000
Human Services Building Elevator			\$ 140,000			\$ 140,000
Admin Building Access			\$ 60,000			\$ 60,000
Admin Building Parking				\$ 30,000		\$ 30,000
Old Courthouse, HVAC, Lighting					\$ 3,500,000	\$ 3,500,000
Storage Building Maintenance Shed				\$ 700,000		\$ 700,000
Old Courthouse Exterior Lighting				\$ 100,000		\$ 100,000
Old Courthouse Paving Sidewalk				\$ 150,000		\$ 150,000
Technology Office Space				\$ 40,000		\$ 40,000
Administration Building Lighting					\$ 175,000	\$ 175,000
<b>Facilities Subtotal</b>	<b>\$ 1,530,000</b>	<b>\$ 30,000</b>	<b>\$ 305,000</b>	<b>\$ 1,050,000</b>	<b>\$ 53,675,000</b>	<b>\$ 56,590,000</b>
<b>RECREATION</b>						
Maintenance Building at Park					\$ 210,000	\$ 210,000
Playground Parking Lot					\$ 160,000	\$ 160,000
Amphitheater					\$ 1,000,000	\$ 1,000,000
Recreation Center/Field House					\$ 7,000,000	\$ 7,000,000
<b>Recreation Subtotal</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,370,000</b>	<b>\$ 8,370,000</b>
<b>UTILITIES</b>						
Three Springs Water Plant			\$ 50,000	\$ 950,000		\$ 1,000,000
Lakewood Sewage Pump Station		\$ 750,000				\$ 750,000
Three Springs 3rd Well				\$ 110,000	\$ 2,250,000	\$ 2,360,000
Cross Keys Sewage Pump Station		\$ 50,000	\$ 750,000			\$ 800,000
Peak Water Tank		\$ 800,000	\$ 50,000			\$ 850,000
McGaheysville Water Tank				\$ 110,000	\$ 2,100,000	\$ 2,210,000
Pleasant Valley Utility Office					\$ 370,000	\$ 370,000
24" Waterline - Three Springs				\$ 500,000	\$ 26,000,000	\$ 26,500,000
Rt. 11 North Water Extension				\$ 250,000	\$ 5,000,000	\$ 5,250,000
<b>Utilities Subtotal</b>	<b>\$ -</b>	<b>\$ 1,600,000</b>	<b>\$ 850,000</b>	<b>\$ 1,920,000</b>	<b>\$ 35,720,000</b>	<b>\$ 40,090,000</b>
<b>TOTAL USES</b>	<b>\$ 5,505,000</b>	<b>\$ 3,897,000</b>	<b>\$ 4,017,000</b>	<b>\$ 12,052,000</b>	<b>\$ 154,622,000</b>	<b>\$ 180,093,000</b>

January 22, 2020

## STAFF REPORT: COMMUNITY DEVELOPMENT DEPARTMENT

### BOARD ACTION REQUESTED

#### Rezoning Public Hearing Waiver Request

Cosner Investments, LLC. seeks an amendment to the existing proffered conditions and Plan Description governing the Locust Grove Village Master Plan to replace the term “condominium” with “apartment”. The difference in terms is one of ownership; the housing type, apartment, would remain the same. The project is located on a 5.9-acre portion of Tax Map Parcel #125-(A)-L220B, designated as a PMF Planned Multifamily District and situated along the east side of Boyers Road (Route 704) and north of Cullison Court (Route 1308). The existing Master Plan depicts a 86-unit multi-family apartment facility on the parcel, and while the proposed amendments would change the term used, the approved Master Plan, the number of total dwelling units, and the PMF zoning district would all remain unaltered.

Virginia Code Section 15.2-2302.B addresses the amending of proffered conditions stating that “where such amendment does not affect conditions of use or density, a local governing body may waive the requirement for a public hearing....” An apartment is permitted by right within the PMF zoning district and, as such, the applicant requests the public hearings before the Planning Commission and Board of Supervisors be waived by the Board.

### PROJECTS AND REPORTS

#### 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 meeting was held December 18, 2019 between County staff, VDOT, the MPO and consultant from the Timmons Group to review conceptual designs of the proposed park and ride facility. 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 scheduled for Thursday, January 23, at which the committee will consider adoption of the 2020 Annual Work Plan; this plan will be presented at an upcoming Board meeting. The Harrisonburg-Rockingham Bike-Walk Summit lessons and goals were discussed during the RBAC regular committee meeting on November 21. The RBAC also reviewed recommended bicycle and pedestrian projects within the Stone Spring Urban Development Area Plan, and began preparing the Work Plan.

## PROJECTS AND REPORTS, continued

### REVENUE SHARING AND TRANSPORTATION ALTERNATIVE PROJECT APPLICATIONS (Bradford Dyjak)

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"> <li>Design and construct paved, 8-foot wide lanes on both sides of road approximately 0.6 miles in length.</li> <li>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)</li> </ul>	Transportation Alternatives Set-Aside Grant (TAP) Application submitted 9/30/19.	\$1.805m (Phase 1: \$350k)

### EMERGENCY COMMUNICATION CENTER CAD/DMS CONFIGURATION (Kendrick Smith)

November 19, 2019, was the go-live date for the Emergency Communication Center's new Tyler CAD/DMS system. Rockingham County, JMU and the City of Harrisonburg GIS staff are working with the ECC to create a long-term plan for GIS data updates. CAD configuration began in early May 2019 with Geographic Information Systems departments for the City of Harrisonburg and Rockingham County developing response plans.

### ROCKINGHAM COUNTY ROAD PROJECTS

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

- A Pre-Construction Meeting with the contractor is scheduled 1/23/20.
- This Board awarded the contract 1/8/20 to A&J Paving.
- The County received Authorization to Award this project from VDOT on 12/20/20.

## PROJECTS AND REPORTS, continued

### LAKE SHENANDOAH STORMWATER CONTROL AUTHORITY (Lisa Koerner Perry)

On December 4, 2019, a pre-proposal conference will be held for the RFP for Engineering Services for the Lake Shenandoah Stormwater Control Authority. Six proposals were received December 13, 2019 and are currently under review.

County staff has been working on proposals for fee structure and collection mechanisms for the Authority's associated fee. Findings and proposals will be presented to the Board at the first meeting in January.

## PLANNING COMMISSION ACTIONS

The Planning Commission will hold its regular monthly meeting on February 4, where two public hearings are scheduled to consider an ordinance amendment (please reference page 5 of this report for a list of all ordinance amendments). The January 7 regular meeting was canceled due to inclement weather.

Item	Description	Comments/ Recommendations
REZ18-273	<b>Partners Development, Inc.</b> , 859 Cottontail Trail, Mt. Crawford, VA 22841, is <b>requesting an amendment to the existing approved proffers</b> 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; <b>Pending before Board; applicant has been granted postponement of 2/13/19 hearing.</b>

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

A recommended CIP will be presented to the Planning Commission in February. The Advisory Subcommittee has completed its reviewed the requests with staff's technical assistance. The Planning Commission established the Subcommittee at its September 3 meeting and appointed Commissioner Kevin Flint in addition to citizen representatives Dennis Driver and Kim Sandum at the October 1 meeting. Assistant County Administrator Casey Armstrong 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 with department heads and relevant staff members from October 15-November 12.

**PRIORITY PROJECTS UNDERWAY BY STAFF**

<b>Projects</b>	<b>Lead Person</b>	<b>Status</b>	<b>Target Date</b>
<b>Stone Spring Urban Development Area (UDA) Plan</b>	Rhonda & Bradford	Final draft plan completed and recommended by Planning Commission 12/3.	Board Work Session & Public Hearing: 1/22/2020
<b>Census 2020 Complete Count Committee</b>	Bradford & Zach	Met with County high school government teachers, City and JMU representatives to coordinate outreach.	Ongoing through April 2020
<b>Capital Improvement Program (CIP) Update FY 2021-25</b>	Rhonda & Bradford	CIP Advisory Subcommittee met 10/15, 10/21 & 11/4. Met 11/12 to prioritize projects.	Recommendations to PC by 2/4/2020
<b>Ongoing Review/Tasks</b>	<b>Lead Person</b>	<b>Status</b>	
<b>Deed Review</b>	Diane	13 deeds under review as of 1/14/19: 1 pending review, 12 awaiting revision.	
<b>Violations</b>	Kelly	47 active complaints, 25 cases pending legal action as of 1/14/20	
<b>Site Plans &amp; Subdivisions</b>	Bradford & Patrick	9 site plans and 5 subdivisions under review as of 1/13/20	
<b>Subdivision Ordinance Variances</b>	Diana	1 requests under review, as of 1/14/20	
<b>Zoning Variances</b>	Diana	1 request under review, as of 1/14/20	
<b>Zoning Appeals</b>	Diana	1 request under review, as of 1/14/20	
<b>Home Occupation Permits</b>	Diana	0 permit requests under review, as of 1/14/20	
<b>Home Business Permits</b>	Diana	0 permit requests under review, as of 1/14/20	
<b>Special Use Permits</b>	Diana	4 permit requests under review, as of 1/14/20	
<b>Special Entertainment Permits</b>	Diana	0 permit requests under review, as of 1/14/20	
<b>Rezoning</b>	Bradford	4 rezoning requests under review, as of 1/13/20	
<b>Comprehensive Plan Amendments</b>	Bradford	0 requests under review, as of 1/13/20	
<b>Permits and Fees Processed</b>	Joe	539 total transactions for month of December 2019	
<b>Building Inspections</b>	Joe	1674 inspections conducted during December 2019 (averaged 57.72 inspections per day)	
<b>Building Plans</b>	Joe	31 plans under review, as of December 31, 2019	
<b>Environmental (E&amp;S/Stormwater) Plan Review</b>	Lisa	16 plans under review / 30 approved and awaiting permit issuance as of 1/2/2020	
<b>Environmental Inspections</b>	Lisa	535 inspections conducted in December 2019	
<b>Addressing Structures</b>	Kendrick	17 new structures addressed as of January 13, 2019	
<b>Naming of New Roads</b>	Kendrick	1 new road named as of January 13, 2019	

## 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; <b>Scheduling</b>
7. PMF District: Setbacks for Apartment Buildings	17-403 & 17-806.02	Eliminate 10’ setback for apartment structures and required 10’ between buildings in Planned Multifamily.	To be scheduled before Planning Commission

**UPCOMING PUBLIC HEARINGS**

**January 22, 2020, Board of Supervisors, at 7:00 p.m.**

**Amendment to the Comprehensive Plan**

**Stone Spring Urban Development Area Plan**

The Board of Supervisors will take comment and consider adoption of the Stone Spring Urban Development Area Plan as an integral component of the Comprehensive Plan. The Urban Development Area was designated by the Board of Supervisors in 2015 and delineated along Routes 253, 280 and US 33. The Plan would provide a blueprint for future development based on traditional town patterns, known as Traditional Neighborhood Development, and include four neighborhood focus areas defined as: Stone Port, Stone Ridge, Boyers Crossing, and Crossroads. The County Planning Commission recommended the Plan’s adoption at its December 3, 2019 regular meeting.

**Ordinance Amendments**

None.

**Rezoning- Requiring a Public Hearing**

None.

**Special Use Permits**

None.

**REQUESTS Tabled BY BOARD OF SUPERVISORS**

<b>SPECIAL USE PERMIT APPLICATION(S)</b>					
<b>Year Tabled</b>	<b>Date Tabled</b>	<b>File</b>	<b>Applicant</b>	<b>Request</b>	<b>Election District</b>
2020	1/8/20	19-245	Holtzman Properties	Convenience store with fuel station and sit down eating	1
2020	1/8/20	19-286	Soil Health Technologies,	Composting site (like use to refuse and recycling center)	2
<b>REZONING REQUEST(S)</b>					
<b>Year Tabled</b>	<b>Date Tabled</b>	<b>File</b>	<b>Applicant</b>	<b>Request</b>	<b>Election District</b>
-	-	-	-	N/A	-
<b>ORDINANCE AMENDMENTS</b>					
<b>Year Tabled</b>	<b>Date Tabled</b>	<b>File</b>	<b>Applicant</b>	<b>Request</b>	
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
<b>ADMINISTRATION</b>			
Rhonda Cooper	Director	564-3033	271-5061
<b>PERMIT INTAKE &amp; PROCESSING</b>			
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
<b>BUILDING CODE ENFORCEMENT</b>			
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
<b>PLANNING, ZONING, DEVELOPMENT, &amp; GEOGRAPHIC INFORMATION SYSTEMS</b>			
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
<b>ENVIRONMENTAL SERVICES</b>			
Lisa Koerner Perry	Director of Environmental Services	564-6095	271-8760
Adam Hancock	Stormwater Management Program Administrator	564-1529	271-6523
(Vacant)	Environmental Inspector	564-3047	607-3665
Justin Turner	Environmental Inspector	N/A	560-5589

## DEPARTMENT OF COMMUNITY DEVELOPMENT

### Development Activity Report - December 2019

	Permits Issued					Fees Collected				
	Dec-19	Dec-18	One Year Change	Jan-Dec 2019	Jan-Dec 2018	Dec-19	Dec-18	One Year Change	Jan-Dec 2019	Jan-Dec 2018
<b>Building</b>										
Commercial/Industrial	10	12	-16.7 %	202	312	\$ 3,131.37	\$ 54,344.91	-94.2 %	\$ 335,027.46	\$ 402,421.47
Manufactured	3	2	50.0 %	38	35	\$ 359.55	\$ 190.20	89.0 %	\$ 4,198.93	\$ 3,555.42
Single Family	7	27	-74.1 %	291	414	\$ 7,214.34	\$ 27,488.69	-73.8 %	\$ 300,860.60	\$ 383,005.05
Subtotal	20	41		531	761	\$ 10,705.26	\$ 82,023.80		\$ 640,086.99	\$ 788,981.94
<b>Plumbing</b>										
	1	4	-75.0 %	20	29	\$ 52.79	\$ 212.48	-75.2 %	\$ 1,381.85	\$ 1,586.72
Subtotal	1	4		20	29	\$ 52.79	\$ 212.48		\$ 1,381.85	\$ 1,586.72
<b>Electrical</b>										
	18	31	-41.9 %	324	372	\$ 1,876.92	\$ 2,119.85	-11.5 %	\$ 20,125.36	\$ 26,331.96
Subtotal	18	31		324	372	\$ 1,876.92	\$ 2,119.85		\$ 20,125.36	\$ 26,331.96
<b>Mechanical</b>										
	7	10	-30.0 %	88	95	\$ 280.50	\$ 409.92	-31.6 %	\$ 8,450.69	\$ 5,967.94
Subtotal	7	10		88	95	\$ 280.50	\$ 409.92		\$ 8,450.69	\$ 5,967.94
<b>Other</b>										
	43	34	26.5 %	732	662	\$ 15,283.76	\$ 8,338.05	83.3 %	\$ 275,386.24	\$ 304,266.13
Subtotal	43	34		732	662	\$ 15,283.76	\$ 8,338.05		\$ 275,386.24	\$ 304,266.13
<b>Land Use Related</b>										
Erosion and Sediment Permit:	4	2	100.0 %	77	74	\$ 10,003.75	\$ 3,744.00	167.2 %	\$ 167,478.00	\$ 204,264.75
Subtotal	4	2		77	74	\$ 10,003.75	\$ 3,744.00		\$ 167,478.00	\$ 204,264.75
<b>Total</b>	<b>93</b>	<b>122</b>		<b>1772</b>	<b>1993</b>	<b>\$ 38,202.98</b>	<b>\$ 96,848.10</b>		<b>\$ 1,112,909.13</b>	<b>\$ 1,331,399.44</b>



# Urban Development Area - Development Status



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

